SOUTH GATE CITY COUNCIL
REGULAR MEETING AGENDA

Tuesday, January 13, 2026 at 6:30 p.m.

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

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

City Officials

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

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

1. VIEW THE MEETING LIVE ONLINE AT: South Gate, CA - YouTube
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: Joshua Barron, Mayor

INVOCATION: Tina De La Rosa, Acting Director of Parks & Recreation

PLEDGE OF ALLEGIANCE: Manuel Arana, Chief of Police

ROLL CALL: Yodit Glaze, City Clerk

Presentation

1. Report on South Gate's Budget Status and the Components Required to be Completed to Design a Utility Users Tax Measure Including Resolutions Declaring a Fiscal Emergency and Calling for a Special Election on June 2, 2026

The City Council will consider receiving and filing a presentation on South Gate's Budget Status and the Components Required to be Completed to Design a Utility Users Tax Measure. (CM)

a. Adopting a Resolution declaring a Fiscal Emergency;

b. Adopting a Resolution calling a Special Election, request that the Los Angeles County Board of Supervisors ("Board of Supervisors") authorize the Los Angeles County Registrar-Recorder / County Clerk ("County Elections Official") to render all services necessary to conduct the Election, allow for Ballot Arguments, and an Impartial Analysis; and

c. Reviewing the draft Ordinance for voter consideration of the Utility Users Tax.

Documents:

Item 1 Report 01132026.pdf

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 **2, 3, 4, 5, 6, 7, 8, 9, 10, and 11** 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.

2. Adopt Resolution Initiating Proceedings to Levy Assessments and Ordering Preparation of the Engineer's Report

The City Council will consider: (PW)

a. Adopting a Resolution initiating the annual proceedings for the levy of the Fiscal Year 2026/27 assessments and ordering the preparation of an Engineer's Report for the Street Lighting and Landscaping Maintenance District No. 1.

Documents:

Item 2 Report 01132026.pdf

3. Adopt Resolution to Certify CALPERS for the Industrial Disability Retirement of Ismael Ververa, a Retired Police Sergeant

The City Council will consider: (HR)

a. Adopt the attached Resolution certifying that: a) Employee is substantially incapacitated from the performance of the essential duties of his position; b) Employee's incapacity is a result of industrial (work-related) causes; c) Employee is eligible to receive Industrial Disability Retirement ("IDR") benefits through CalPERS; and d) The City is not contesting the medical determination of industrial disability.

Documents:

Item 3 Report 01132026.pdf

4. Consulting Contract per RFQ for Planning and Environmental

The City Council will consider: (CD)

a. Adopting a list of qualified consultants that staff can select from an as-needed basis to provide various services for planning, landscaping, environmental, and economic development issues.

Documents:

Item 4 Report 01132026.pdf
Item 4 Attachment A 01132026.pdf
Item 4 Exhibit A 01132026.pdf
Item 4 Attachment B 01132026.pdf
Item 4 Attachment C 01132026.pdf
Item 4 Attachment D 01132026.pdf
Item 4 Attachment E 01132026.pdf
Item 4 Attachment F 01132026.pdf
Item 4 Attachment G 01132026.pdf
Item 4 Attachment H 01132026.pdf
Item 4 Attachment I 01132026.pdf
Item 4 Attachment J 01132026.pdf
Item 4 Attachment K 01132026.pdf
Item 4 Attachment L 01132026.pdf
Item 4 Attachment M 01132026.pdf

5. Approve Amendment No. 2 to Contract No. 2024-65-CC with Tetra Tech for Additional Engineering Services for the PFAS Treatment Plant System for the South Gate Water Wells, Project No. 66-WTR

The City Council will consider: (PW)

a. Approving Amendment No. 2 to Contract No. 2024-65-CC with Tetra Tech to provide additional design services to enhance the design and performance of the PFAS Treatment Plant System for the South Gate Park Water Wells, City Project No. 666-WTR, in an amount not to exceed $142,500;

b. Appropriate $150,000 in Water Funds to fully fund the design phase on the PFAS Treatment Project;

c. Authorizing the City Manager to approve and execute amendments up to a cumulative amount of $100,000 from the Water Fund; and

d. Authorizing the Mayor to execute Amendment No. 2 to Contract No. 2024-65-CC in a form acceptable to the City Attorney.

Documents:

Item 5 Report 01132026.pdf

6. Approve Agreement with Interwest Consulting Group, Inc. for Construction Inspection Services for the South Gate Police Department's (SGPD) Heating, Ventilation and Air Conditioning (HVAC) Replacement, City Project No. 667-GEN

The City Council will consider: (PW)

a. Approving an Agreement with Interwest Consulting Group, Inc., to provide inspection services for the construction of the SGPD HVAC Replacement, City Project No. 667-GEN, in an amount not to exceed $84,000; and

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

Documents:

Item 6 Report 01132026.pdf

7. Approve Agreement with BOA Architecture for Design Services for the EOC Project, #582-ARC

The City Council will consider: (PW)

a. Approving a Professional Services Agreement with BOA to prepare design and construction documents for the South Gate Emergency Operational Center, City Project No. 582-ARC, for an amount not to exceed $129,800; and

b. Authorizing the Mayor to execute the Agreement in a form acceptable to the City Attorney.

Documents:

Item 7 Report 01132026.pdf

8. Approve Agreement with Harper & Associates Engineering, Inc. for Design Services for the West Side Reservoir Rehabilitation Project, City Project No. 742-WTR

The City Council will consider: (PW)

a. Approving Professional Services Agreement with Harper & Associates Engineering, Inc., to prepare design and construction documents for the West Side Reservoir Rehabilitation Project, City Project No. 742-WTR, in an amount not to exceed $48,380;

b. Amending the Fiscal Year 2025/26 Capital Improvement Program to add the West Side Reservoir Rehabilitation Project and appropriate $88,380 in Water Funds to fully fund its design phase;

c. Authorizing the City Manager to approve and execute amendments as needed to complete the design phase; and

d. Authorizing the Mayor to execute the agreement in a form acceptable to the City Attorney.

Documents:

Item 8 Report 01132026.pdf

9. Approve Agreement with Willdan for Construction Management & Inspection Services for the Automated Meter Replacement Project, Phase V, City Project No. 740-WTR

The City Council will consider: (PW)

a. Approving an Agreement with Willdan, Inc. to perform construction management and inspection services on the Automatic Meter Reading Upgrade, Phase V, City Project No. 740-WTR, in an amount not-to-exceed $149,574;

b. Authorizing the City Manager to approve and execute amendments to the Agreement up to a cumulative amount of $50,000;

c. Authorizing the Mayor to execute the Agreement in a form acceptable to the City Attorney.

Documents:

Item 9 Report 01132026.pdf

10. Approve Agreement with Gentry General Engineering for Construction of the Automated Meter Replacement Project, Phase V, City Project No. 740-WTR

The City Council will consider: (PW)

a. Approving Agreement with Gentry General Engineering, Inc., to replace 1,659 water meters under the Automatic Meter Reading Upgrade, Phase V, City Project No. 740-WTR, in an amount not-to-exceed $1,558,203;

b. Authorizing the Mayor to execute the Agreement in a form acceptable to the City Attorney;

c. Appropriating $2,012,649 from the Water Fund to fully fund the Automatic Meter Reading Upgrade, Phase V, City Project No. 740-WTR;

d. Authorizing the City Manager to approve and execute amendments to the Agreement up to a cumulative amount of $100,000; and

e. Approving the Notice of Exemption for the Automatic Meter Reading Upgrade, Phase V City Project No. 740-WTR.

Documents:

Item 10 Report 01132026.pdf

11. Approve Purchase Order with Pulsiam to Renew the Software Maintenance and Support Services

The City Council will consider: (PD)

a. Authorizing the issuance of a Purchase Order with Pulsiam to renew the Software Maintenance and Support Services agreement for Fiscal Year 2025/2026 for the Police Department in the amount of $128,189.53.

Documents:

Item 11 Report 01132026.pdf

Reports, Recommendations And Requests

12a. Warrant Register for December 23, 2025

The City Council will consider: (ADMIN SVCS)

a. Approving the Warrant Register for December 23, 2025.

Total of Checks:	$3,058,670.14
Less: Voids	$(8,419.58)
Less: Employee Payroll Deductions	$(465,486.36)
Grand Total:	$2,584,764.20

Cancellations: 111173, 110819, 112663, 110796, and 111326

Documents:

Item 12a Report 01132026.pdf

12b. Warrant Register for January 13, 2026

The City Council will consider: (ADMIN SVCS)

a. Approving the Warrant Register for January 13, 2026

Total of Checks:	$3,945,893.83
Less: Voids	$(0.00)
Less: Employee Payroll Deductions	$(913,503.07)
Grand Total:	$3,032,390.76

Cancellations: None

Documents:

Item 12b Report 01132026.pdf

Adjournment

I, Yodit Glaze, City Clerk, certify that a true and correct copy of the foregoing Meeting Agenda was posted on January 8, 2025, at 6:05 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.

Office of the
South Gate City Clerk

JAN - 8 2026
FILED 8:35 AM

Item No. 1

City of South Gate
CITY COUNCIL

AGENDA BILL

For the Regular Meeting of: **January 13, 2026**
Originating Department: **City Manager's Office**

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

SUBJECT: REPORT ON SOUTH GATE'S BUDGET STATUS AND THE COMPONENTS REQUIRED TO BE COMPLETED TO DESIGN A UTILITY USERS TAX MEASURE INCLUDING RESOLUTIONS DECLARING A FISCAL EMERGENCY AND CALLING FOR A SPECIAL ELECTION ON JUNE 2, 2026

PURPOSE: To educate the Community and Council on the current state of the City's budget and the structural deficit that currently exists. A description of potential budget cuts to services will be presented and an outline of how a Utility Users Tax measure is constructed with a sample version will be presented. Resolutions have been prepared for discussion and possible adoption for both the Declaration of a Fiscal Emergency, and to Call a Special Election on Tuesday June 2, 2026 to adopt an Ordinance for a Utility Users Tax measure, subject to voter approval.

RECOMMENDED ACTIONS: The City Council will consider:

a. Adopting a Resolution declaring a Fiscal Emergency;
b. Adopting a Resolution calling a Special Election, request that the Los Angeles County Board of Supervisors ("Board of Supervisors") authorize the Los Angeles County Registrar-Recorder / County Clerk ("County Elections Official") to render all services necessary to conduct the Election, allow for Ballot Arguments, and an Impartial Analysis; and
c. Reviewing the draft Ordinance for voter consideration of the Utility Users Tax.

FISCAL IMPACT: Election expenses are expected to be approximately $258,457 and were not included in the current fiscal budget. Election costs will be funded from available General Fund reserves.

NOTICING REQUIREMENTS: None required.

ANALYSIS: The City has been able to sustain a high level of community services and retain quality City staff and services providers by actively pursuing and recovering "one-time" revenues to fill the City's growing structural deficit. During this time, revenues within the City's General Fund, sales tax, property tax, and Vehicle License Fees remained static with some growth in property tax, but with limited or no growth in the other General Fund revenue sources. More

recently, all Cities are facing a significant downward adjustment to revenue from the current tariff challenges and the downward trend in the economy. South Gate, like most other cities, is being significantly impacted by these trends. The rising costs for energy, materials, supplies and services along with limited growth in revenue have contributed to the City's structural deficit, which is now projected to reach $9,000,000 for the coming fiscal year.

Recap of Adopted Budget

As reported to the City Council on July 22, 2025, the General Fund unassigned balance was projected to be $3,135,356 at July 1, 2025. General Fund revenues are budgeted at $70,943,552, an amount insufficient to sustain current service levels without reliance on one-time measures. Expenditures are budgeted at $78,157,559 for fiscal year 2025-26, resulting in a structural shortfall of over $7 million.

Due to the exhaustion of prior one-time federal relief funds; legally constrained growth in core revenues under Proposition 13; softening and volatile sales tax receipts; declining interest earnings resulting from reduced fund balances; and substantial, non-discretionary increases in pension contributions, insurance premiums, and inflation-driven operating costs, the City's ongoing expenditures materially exceed its recurring revenues.

As a result, the City is experiencing a structural operating deficit exceeding $7 million in FY 2025-26, which is being temporarily mitigated through the use of reserves and interfund transfers. These measures are non-recurring and unsustainable. Based on the City's adopted multi-year financial forecast, the General Fund deficit is projected to increase to more than $9 million in FY 2026-27, at which point remaining discretionary reserves will be insufficient to support continued operations at current service levels.

Absent immediate action, the continued depletion of limited General Fund reserves will impair the City's ability to maintain essential public safety, infrastructure, and community services, thereby posing a current and immediate threat to the public health, safety, and welfare. Delay in addressing this condition would result in severe budget cuts that will create significant cuts to current services currently offered by the City. If no additional revenue is found by the end of the current 25/26 Fiscal Year, a $9,000,000 cut to City services will be required. This cut will impact all general fund services including services provided by the Police, Parks and Recreation, Community Development, and Public Works departments.

City's Actions to Close the Budget Deficit

The City Council and City staff have not stood idly by knowing that a fiscal crisis was coming. To be fiscally responsible, the City has done the following:

- Reorganized and consolidated Departments to create more efficiency.
- Increased fees for general services, and increased sewer rates to eliminate the general fund from subsidizing that service.
- Enacted a personnel hiring freeze for non-essential functions and services.
- Reviewed staff salary allocations to maximize the use of water and special funding sources.
- Reviewed City operations for operational and cost efficiencies.

City staff and City Council continue to review operations and reduce City costs; unfortunately, the scope and size of the General Fund deficit cannot be solved with cost-cutting measures alone.

Potential Revenue Enhancement Measure to Protect and Maintain Vital Services
The General Fund deficit is approximately 9.2% of the overall General Fund budget, even with the reductions noted above. To address the $7.21 million structural deficit will require a new revenue source. Without a strong and reliable revenue source, the City will not be able to maintain and improve City services such as police anti-gang and anti-drug programs, neighborhood graffiti abatement programs, after school and park and recreation programs, and senior services.

As proposed, the voters of the City of South Gate will be asked to approve a UUT. The revenue raised would, legally, be required to be used in the City of South Gate and could not be taken away by the County or the state. The revenue collected will be sufficient to eliminate the structural deficit and to maintain and improve vital City services. Without new revenue, the City will be forced to reduce essential community services beginning in the next fiscal year.

Required Council Actions
The City Council is being presented with all the required resolutions for action. The resolution declaring a fiscal emergency will require a unanimous vote of the City Council. The resolution that calls for a special municipal election, approve the ballot question with a directive for the City Attorney to prepare an impartial analysis, and provide support and opposition arguments and rebuttals for the Election ballot requires a $4/5^{th}$ super majority vote of the City Council.

The legal deadline to place a ballot measure on the June 2, 2026 election ballot is March 6, 2026. A decision now helps to ensure that all informational materials can be disseminated to the voters in a timely fashion and that there is ample time for the request and collection of absentee ballots.

BACKGROUND:
The City's Current Budget Challenge
The City is facing a structural budget deficit, meaning the ongoing cost of delivering essential, municipal and utility services is higher than the revenue the City receives. This deficit is not a one-time issue; it is ongoing and long-term and will continue to grow unless action is taken. Without new, reliable funding, the City will eventually be unable to maintain current service levels.

Why a Utility Users Tax (UUT)?
A UUT would provide a stable, dedicated general fund revenue source to provide funds to pay for City services. All surrounding south Los Angeles cities have an active Utility Users Tax to provide significant general fund revenue. South Gate has never had a Utility Users Tax to provide revenue for general fund services.

If a UUT measure was passed in South Gate, the budget deficit would be fixed and current service levels would be maintained. This funding would help close the structural gap and ensure the City can maintain police, parks and recreation, community development, and public works services for the community.

Benefits to Residents
A UUT helps the City avoid significant service reductions in the future. These services include Police 911 response, school crossing guards, parks and recreation facilities and programs, special events, planning, building and code enforcement services, and public works services. The UUT also supports long-term financial stability and responsible management of community resources.

The Cost of Doing Nothing
Without a new revenue source, the City will need to consider:

- Cutting service levels, including municipal and infrastructure services. The presentation that will be provided outlines the scope of the projected budget cuts to service and the impacts these will have on the community.
- Delaying maintenance or upgrades, which can increase long-term costs.
- Using emergency reserves, however, the City currently has a minimum amount of reserves that meet industry standards for fiscal health. Drawing down these reserves any further will not be sustainable or fiscally responsible.

The UUT is a proactive measure that allows the City to stabilize its budget, protect essential services, and plan responsibly for the future. The UUT also provides a funding stream to preserve vital City services.

ATTACHMENTS:
A. Proposed Resolution declaring a Fiscal Emergency
B. Proposed Resolution calling a Special Election on a Proposed Utility Users Tax for June 2, 2026
C. Draft proposed Ordinance

RESOLUTION NO. ____

CITY OF SOUTH GATE
LOS ANGELES COUNTY, CALIFORNIA

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH GATE, CALIFORNIA, DECLARING A FISCAL EMERGENCY

WHEREAS, the City of South Gate ("City"), despite significant improvements in its fiscal accountability, is experiencing an increase in service demands from a growing population -- leaving the City, like many other cities in California, with inadequate funding to address essential public safety and service needs;

WHEREAS, the City has implemented a number of cost-saving measures having reduced the number of employees, consolidated departments, and become more efficient in its operations;

WHEREAS, the City is in a financial state of emergency, having experienced a structural budget deficit of over $7 million in fiscal year 2025-26, which is being addressed only through the use of non-recurring reserves and one-time measures, and further projects a continuing and worsening deficit projected to exceed $9 million in 2026-27, such that General Fund reserve levels will be significantly depleted absent corrective action;

WHEREAS, without an immediate source of new revenue, the City will be forced to reduce essential services to the community;

WHEREAS, maintaining public safety with a fully funded police department, continuing to provide school crossing guards, maintaining parks and recreation services, senior services, neighborhood graffiti abatement programs, maintaining responsive planning, building, and code enforcement services, and fixing streets and potholes, are essentials for our community;

WHEREAS, without the adoption and submission of a Utility Users Tax measure to the voters, the City will be required to implement immediate and significant reductions to existing service levels, including reductions affecting public safety operations, parks and recreation programming, community development services, public works maintenance activities, financial administration, and the school crossing guard program, due to the insufficiency of ongoing General Fund revenues;

WHEREAS, a Utility Users Tax measure will make it possible for the City to improve its overall community services, for example by: hiring additional police officers to reduce emergency response times, fixing City streets to improve traffic flow and reduce congestion, fighting gangs and drugs by expanding neighborhood graffiti removal programs, supporting youth anti-gang and drug prevention programs, and after-school tutoring and mentoring programs; and

WHEREAS, pursuant to California Constitution Article XIII C § 2, subd. (b), the City Council hereby unanimously declares the existence of an emergency in that there are imminent financial risks and dangers, as described above, to the public welfare and the City's financial ability to provide essential municipal services without disruption.

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, and does hereby determine that pursuant to the requirements of the laws of the State of California, and declares the City is in a state of fiscal emergency necessitating consideration of a general utility users tax at a special election.

SECTION 2. In accordance with the provisions of California Constitution Article XIII C § 2, this Resolution shall only be effective if passed by a unanimous vote of the City Council.

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

PASSED, APPROVED, and **ADOPTED** this **13th** day of **January 2026.**

CITY OF SOUTH GATE:

By: _____
Joshua Barron, Mayor

ATTEST:

By: _____
Yodit Glaze, City Clerk
(SEAL)

APPROVED AS TO FORM:

DRAFT

By: _____
Raul F. Salinas, City Attorney

RESOLUTION NO. ____

CITY OF SOUTH GATE
LOS ANGELES COUNTY, CALIFORNIA

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH GATE, CALIFORNIA, CALLING A SPECIAL ELECTION ON A PROPOSED UTILITY USERS TAX FOR JUNE 2, 2026

WHEREAS, the City Council of the City of South Gate ("City") wishes to present a utility users tax ordinance ("Ordinance") to City voters;

WHEREAS, the Ordinance would impose a general tax on utility use to be collected by utility suppliers on utilities consumed in the City ("Utility Users Tax"), the revenues from which may fund public safety, street maintenance, parks, or any other lawful purpose of the City;

WHEREAS, the City Council wishes to present the Ordinance to the voters in a special municipal election held on June 2, 2026;

WHEREAS, as required by law, the City Council declared a fiscal emergency when it unanimously adopted Resolution No. _____, thus allowing it to present a general Tax at a special election (California Constitution Article XIII C § 2, subd. (b));

WHEREAS, the City Council requests the services of the Los Angeles County Registrar-Recorder/County Clerk to conduct this election;

WHEREAS, the City, despite significant improvements in its fiscal accountability, is experiencing an increase in service demands from a growing population -- leaving the City, like many other cities in California, with inadequate funding to address essential public safety and service needs;

WHEREAS, the City has implemented a number of cost-saving measures, having reduced the number of employees, consolidated departments and become more efficient in its operations;

WHEREAS, the City of South Gate is in a Financial State of Emergency, having experienced a structural budget deficit of over $7 million in fiscal year 2025-26, which is being addressed only through the use of non-recurring reserves and one-time measures, and further projects a continuing and worsening deficit projected to exceed $9 million in 2026-27, such that General Fund reserve levels will be significantly depleted absent corrective action;

WHEREAS, without an immediate source of new revenue, the City will be forced to reduce essential services to the community;

WHEREAS, maintaining public safety with a fully funded police department, continuing to provide school crossing guards, maintaining parks and recreation services, senior services, neighborhood graffiti abatement programs, maintaining responsive planning, building, and code enforcement services, and fixing streets and potholes, are essentials for our community;

WHEREAS, without the adoption and submission of a Utility Users Tax measure to the voters, the City will be required to implement immediate and significant reductions to existing service levels, including reductions affecting public safety operations, parks and recreation programming, community development services, public works maintenance activities, financial administration, and the school crossing guard program, due to the insufficiency of ongoing General Fund revenues;

WHEREAS, a Utility Users Tax measure will make it possible for the City to improve its overall community services, for example by: hiring additional police officers to reduce emergency response times, fixing City streets to improve traffic flow and reduce congestion, fighting gangs and drugs by expanding neighborhood graffiti removal programs, supporting youth anti-gang and drug prevention programs, and after-school tutoring and mentoring programs; and

WHEREAS, pursuant to California Constitution Article XIII C § 2, subd. (b), the City Council hereby unanimously declares the existence of an emergency in that there are imminent financial risks and dangers, as described above, to the public welfare and the City's financial ability to provide essential municipal services without disruption, such that a special election is necessary to address such risks and dangers before the next regularly scheduled municipal election for members of the City Council on November 3, 2026. Delaying voter consideration until the next regularly scheduled election would require additional reserve depletion and immediate service reductions during FY 2026-27.

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

SECTION 1. Call of Special Municipal Election. Pursuant to the laws of the State of California applicable to general law cities, the City Council hereby calls and notices a special municipal election to be held on June 2, 2026 (the "Election"), to consider the following measure:

[The remainder of this page purposely left bank.]

Measure __

"SOUTH GATE FISCAL EMERGENCY STREET MAINTENANCE, YOUTH PROGRAMS, PARKS FUNDING PROTECTION MEASURE. Shall an ordinance preventing cuts to City of South Gate services including maintaining streets and sidewalks; maintaining school crossing guards, parks / recreation programs, police 911 and support services, and other General Fund uses by establishing a 7% utility user tax, exempting low income seniors, annually providing approximately $9,000,000 until ended by voters; requiring independent audits, public disclosure of all spending, local control, to benefit South Gate residents, be adopted?"	Yes ___ No ___

The full Ordinance comprising this measure is attached hereto as Exhibit A and is incorporated here by this reference. The Ordinance requires the approval of a simple majority (50% plus one) of those voting on it.

SECTION 2. Request that County Conduct Election. The City Council hereby asks the Los Angeles County Board of Supervisors ("Board of Supervisors") to authorize the Los Angeles County Registrar-Recorder / County Clerk ("County Elections Official") to render all services necessary to conduct the Election. The City Council hereby asks the Board of Supervisors to consolidate the Election with any other election the County Elections Official is to administer on June 2, 2026, and to order the Election to be conducted by the County Elections Official. (Elec. Code, §§ 10402, 10403.) The City Council acknowledges that the Election will be held and conducted in the manner prescribed in Elections Code section 10418. The ballots to be used in the election shall be in form and content as required by law.

The City Clerk is authorized and directed to work with the County Elections Official and to procure and furnish any and all official ballots, notices, printed matter and all supplies, equipment and paraphernalia as needed to properly and lawfully conduct the Election. In all particulars not recited in this Resolution, the election shall be held and conducted as provided by law for holding municipal elections. The City of South Gate will reimburse Los Angeles County for the actual costs incurred in conducting the Election upon receipt of a bill stating the amount due.

The notice of the time and place of holding the Election is hereby given, and the City Clerk and County Elections Official are authorized to give further notice of the Election as required by law.

SECTION 3. Implementation. The City Clerk is directed to file certified copies of this Resolution with the Board of Supervisors, with a copy to the County Elections Official. (Elec. Code, § 10402.) The City Clerk is further authorized and directed to perform all other acts necessary or required by law to implement this Resolution and related to the Election.

SECTION 4. Ballot Arguments.

A. The City Clerk shall set the deadline for submission of arguments in favor of or against the Ordinance and provide notice of that deadline. The City Clerk may do this in coordination with the County Elections Official, as necessary. In all respects, the process to choose these arguments shall accord with Elections Code sections 9280 et seq. and 9600 et seq.

B. The City Council hereby authorizes Councilmembers _____ and _____ to prepare and file the written argument in support of the measure on behalf of the City Council. (Elec. Code, § 9282(b).)

C. Further, the City Council hereby adopts the provisions of Elections Code section 9285(a) authorizing rebuttal argument only as to arguments for the Election. This Subdivision 4(C) is repealed, and the provisions of section 9285(a) shall not apply, thereafter.

SECTION 5. Impartial Analysis. The City Clerk is directed to transmit a copy of the Ordinance to the City Attorney, who shall prepare an impartial analysis of the Ordinance in accordance with applicable law. The impartial analysis shall indicate the measure that was placed on the ballot by the City Council.

If the entire text of the Ordinance is not printed in the voter information pamphlet, the following shall be printed immediately below the impartial analysis in no smaller than 10-point type: "The above statement is an impartial analysis of Measure __. The full text of Measure ___ can be found online at cityofsouthgate.org. If you desire the measure, please call the City Clerk's office at 323-563-9510 and a copy will be mailed at no cost to you."

SECTION 6. CEQA. The adoption of this Resolution is exempt from the California Environmental Quality Act (CEQA), Public Resources Code section 21000 et seq. and California Code of Regulations, title 14, section 15000 et seq. (CEQA Guidelines). The calling of a municipal election is not a project within the meaning of CEQA Guidelines section 15378. Further, the general tax proposed by this Resolution is a government funding mechanism that does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment, and thus adopting this Resolution is not a project under CEQA Guidelines section 15378(b)(4).

SECTION 7. Severability. If any section, subsection, sentence, clause, phrase or portion of this Resolution or its application to any person or circumstance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Resolution or its application to other persons and circumstances. The City Council hereby declares that it would have adopted this Resolution and each section, subsection, sentence, clause, phrase or portion thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, or portions be declared invalid or unconstitutional and, to that end, the provisions hereof are hereby declared to be severable.

SECTION 8. Effective Date. The City Clerk shall certify the adoption of this Resolution, which shall be effective upon its adoption, and shall give notice of the measure to be voted on in the manner provided by law.

SECTION 9. In accordance with the provisions of California Government Code Section 53724(b), this Resolution shall only be effective if passed by a two-thirds vote (4 or more votes) of the City Council.

SECTION 10. The City Clerk shall certify to the adoption of this Resolution, which shall be effective upon its adoption.

PASSED, APPROVED, and **ADOPTED** this **13th** day of **January 2026.**

CITY OF SOUTH GATE:

By: _____
Joshua Barron, Mayor

ATTEST:

By: _____
Yodit Glaze, City Clerk
(SEAL)

APPROVED AS TO FORM:

DRAFT

By: _____
Raul F. Salinas, City Attorney

ORDINANCE NO. ____

CITY OF SOUTH GATE
LOS ANGELES COUNTY, CALIFORNIA

ORDINANCE OF THE PEOPLE OF THE CITY OF SOUTH GATE ADOPTING A UTILITY USERS TAX

WHEREAS, the City of South Gate ("City"), despite significant improvements in its fiscal accountability, is experiencing an increase in service demands from a growing population - leaving the City, like many others in California, with inadequate funding to address essential public safety and service needs;

WHEREAS, the City has implemented a number of cost-saving measures having reduced the number of employees, consolidated departments, and become more efficient in its operations;

WHEREAS, the City is in a financial state of emergency, having experienced a structural budget deficit of over $7 million in fiscal year 2025-26, which is being addressed only through the use of non-recurring reserves and one-time measures, and further projects a continuing and worsening deficit projected to exceed $9 million in 2026-27, such that General Fund reserve levels will be significantly depleted absent corrective action;

WHEREAS, without an immediate source of new revenue, the City will be forced to reduce essential services to the community;

WHEREAS, maintaining public safety with a fully funded police department, continuing to provide school crossing guards, maintaining parks and recreation services, senior services, neighborhood graffiti abatement programs, maintaining responsive planning, building, and code enforcement services, and fixing streets and potholes, are essentials for our community;

WHEREAS, without the adoption and submission of a Utility Users Tax measure to the voters, the City will be required to implement immediate and significant reductions to existing service levels, including reductions affecting public safety operations, parks and recreation programming, community development services, public works maintenance activities, financial administration, and the school crossing guard program, due to the insufficiency of ongoing General Fund revenues;

WHEREAS, a Utility Users Tax measure will make it possible for the City to improve its overall community services, for example by: hiring additional police officers to reduce emergency response times, fixing City streets to improve traffic flow and reduce congestion, fighting gangs and drugs by expanding neighborhood graffiti removal programs, supporting youth anti-gang and drug prevention programs, and after-school tutoring and mentoring programs; and

WHEREAS, pursuant to California Constitution Article XIII C § 2, subd. (b), the City Council has unanimously declared the existence of an emergency in that there are imminent financial risks and dangers, as described above, to the public welfare and the City's financial ability to provide essential municipal services without disruption and has called a special municipal election on

Tuesday, June 2, 2026, at which election this Ordinance shall be submitted to the qualified voters of the City of South Gate.

NOW, THEREFORE, THE PEOPLE OF THE CITY OF SOUTH GATE, CALIFORNIA, DO HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Chapter 2.79 (Utility Users Tax) is hereby added to Title 2 (Licenses – Business Regulations) of the City of South Gate Municipal Code to read as follows:

Section 2.79.010 Definitions

For the purposes of this chapter, the following words and phrases shall have the meanings ascribed to them unless otherwise noted:

"Ancillary telecommunication services" means services that are associated with or incidental to the provision, use or enjoyment of telecommunication services, including, but not limited to, the following services:

1. "Conference bridging service" means an ancillary service that links two or more participants of an audio or video conference call and may include the provision of a telephone number. Conference bridging service does not include the telecommunication services used to reach the conference bridge.

2. "Detailed telecommunication billing service" means an ancillary service of separately stated information pertaining to individual calls on a customer's billing statement.

3. "Directory assistance" means an ancillary service of providing telephone number information, and/or address information.

4. "Vertical service" means an ancillary service that is offered in connection with one or more telecommunication services, which offers advanced calling features that allow customers to identify callers and to manage multiple calls and call connections, including conference bridging services.

5. "Voice mail service" means an ancillary service that enables the customer to store, send or receive recorded messages. Voice mail service does not include any vertical services that the customer may need to use the voice mail service.

"Ancillary video services" means services that are associated with, or incidental to, the provision or delivery of video services, including, but not limited to, electronic program guide services, recording services, search functions, or other interactive services or communications that are associated with or incidental to the provision, use or enjoyment of video services.

"Billing address" means the mailing address of the service user where the service supplier submits invoices or bills for payment by the customer.

"City" means the institution of the City of South Gate or its territory, as the context requires.

"Communication services" means telecommunication services, ancillary telecommunication services, video services and ancillary video services.

"Electrical corporation" means as defined in Section 218 of the Public Utilities Code and shall be construed to include any entity engaged in the selling or supplying of electricity to a service user.

"Exempt wholesale generator" shall have the same meaning as set forth in 42 U.S.C. Section 16451 and the regulations thereunder.

"Gas" means natural or manufactured gas or any alternate hydrocarbon fuel, which may be substituted therefor.

"Mobile telecommunications service" shall have the same meaning and usage as set forth in 4 U.S.C. Section 124 and the regulations thereunder.

"Month" means a calendar month.

"Non-utility service supplier" means:

1. A service supplier, other than a supplier of electric distribution services to all or a significant portion of the city, which generates electricity for sale to others, and shall include, but is not limited to, any publicly owned electric utility, investor-owned utility, cogenerator, distributed generation provider, exempt wholesale generator, municipal utility district, federal power marketing agency, electric rural cooperative, or other supplier or seller of electricity; or

2. A community choice aggregator, electric service provider (ESP), electricity broker, marketer, aggregator, pool operator, or other electricity supplier other than a supplier of electric distribution services to all or a significant portion of the city, which sells or supplies electricity or supplemental services to electricity users within the city; or

3. A gas service supplier, aggregator, marketer or broker, other than a supplier of gas distribution services to all or a significant portion of the city, which sells or supplies gas or supplemental services to gas users within the city.

"Paging service" means a telecommunication service that provides transmission of coded radio signals for the purpose of activating specific pagers; such transmissions may include messages and/or sounds.

"Person" means, without limitation, any natural individual, firm, trust, common law trust, estate, partnership of any kind, association, syndicate, club, joint stock company, joint venture, limited liability company, corporation (including foreign, domestic, and non-profit), municipal district, municipal corporation (other than the City of South Gate), cooperative, receiver, trustee, or guardian.

"Place of primary use" means the street address representative of where a customer's use of a service primarily occurs, which must be a customer's residential street address or primary business street address.

"Post-paid telecommunication service" means the telecommunication service obtained by making a payment on a communication-by-communication basis either through the use of a credit card or payment mechanism such as a bank card, travel card, credit card, or debit card, or by charge made to a service number which is not associated with the origination or termination of the telecommunication service.

"Prepaid telecommunication service" means the right to access telecommunication services, which must be paid for in advance, and which enables the origination of communications using an access number or authorization code, whether manually or electronically dialed, and that is sold in predetermined units or dollars of which the number declines with use in a known amount.

"Private telecommunication service" means a telecommunication service that entitles the customer to exclusive or priority use of a communications channel or group of channels between or among termination points, regardless of the manner in which such channel or channels are connected, and includes switching capacity, extension lines, stations, and any other associated services that are provided in connection with the use of such channel or channels.

"Service address" means:

1. The location of the service user's place of primary use, such as his or her residential street address or business street address, or

2. The location of the service user's communication equipment from which the communication originates or terminates, regardless of where the communication is billed or paid, or

3. For prepaid telecommunication service, the location associated with the service number.

"Service supplier" means any person, including the city, who provides telephone communication, electric, gas, water, refuse, or video services to a user of such services within the city. The term shall include any person required to collect and remit a tax as imposed by this chapter, including its billing agent in the case of electric and gas service suppliers.

"Service user" means a person required to pay a tax imposed by this chapter.

"State" means the state of California.

"Streamlined Sales and Use Tax Agreement" means the multistate agreement commonly known and referred to as the Streamlined Sales and Use Tax Agreement, as it is amended from time to time.

"Tax administrator" means the City Manager of the City of South Gate, or his or her authorized representative.

"Telecommunication services" means the transmission, conveyance, or routing of voice, data, audio, video, or any other information or signals to a point, or between or among points, whatever the technology used. "Telecommunication services" includes such transmission, conveyance, or

routing in which computer processing applications are used to act on the form, code or protocol of the content for purposes of transmission, conveyance or routing without regard to whether such services are referred to as voice over internet protocol (VoIP) services or are classified by the Federal Communications Commission as enhanced or value added, and includes video and / or data services that are functionally integrated with "telecommunication services." "Telecommunication services" include, but are not limited to, the following services, regardless of the manner or basis on which such services are calculated or billed: intrastate, interstate, and international telecommunication services; ancillary telecommunication services; mobile telecommunications service; prepaid telecommunication service; post-paid telecommunication service; private telecommunication service; paging service; 800 service (or any other toll-free numbers designated by the Federal Communications Commission); 900 service (or any other similar numbers designated by the Federal Communications Commission for services whereby subscribers who call in to prerecorded or live service).

"Video programming" means those programming services commonly provided to subscribers by a video service supplier including, but not limited to, basic services, premium services, audio services, video games, pay-per-view services, video on demand, origination programming, or any other similar services, regardless of the content of such video programming, or the technology used to deliver such services, and regardless of the manner or basis on which such services are calculated or billed.

"Video services" means video programming and any and all services related to the providing, recording, delivering, use or enjoyment of "video programming" (including origination programming and programming using Internet Protocol, e.g., IP-TV and IP-Video) by a "video service supplier," regardless of the technology used to deliver, store or provide such services, and regardless of the manner or basis on which such services are calculated or billed, and includes ancillary video services, data services, telecommunication services, or interactive communication services that are functionally integrated with video services.

"Video service supplier" means any person, company, or service which provides or sells video programming, or provides or sells the capability to receive video programming, including any communications that are ancillary, necessary or common to the provision, use or enjoyment of the video programming, to or from a business or residential address in the city, including but not limited to or from a business, home, condominium, or apartment, where some fee is paid, whether directly or included in dues or rental charges for that service, whether or not public rights-of-way are used in the delivery of the video programming or communications. A video service supplier includes, but is not limited to: multi-channel video programming distributors (as defined in 47 U.S.C. Section 522(13)); open video systems (OVS) suppliers; suppliers of cable television; master antenna television; satellite master antenna television; multichannel multipoint distribution services (MMDS); video services using internet protocol (e.g., IP-TV and IP-Video, which provide, among other things, broadcasting and video on demand), direct broadcast satellite to the extent federal law permits taxation of its video services, now or in the future; video streaming services, and other suppliers of video services (including two-way communications), whatever their technology.

"VoIP (voice over internet protocol)" means the digital process of making and receiving real-time voice transmissions over any internet protocol network.

"800 service" means a "telecommunications service" that allows a caller to dial a number without incurring a charge for the call. The service is typically marketed under the name "800," "855," "866," "877," and "888" toll-free calling, and any subsequent numbers the Federal Communications Commission may designate for such services.

"900 service" means an inbound toll "telecommunications service" purchased by a subscriber that allows the subscriber's customers to receive the subscriber's prerecorded announcement or live service. "900 service" does not include the charge for collection services provided by the seller of the "telecommunications services" to the subscriber, or service or product sold by the subscriber to the subscriber's customer. The service is typically marketed under the name "900" service, and any subsequent numbers the Federal Communications Commission may designate for such service.

Section 2.79.020 Communications Users Tax

A. Telecommunication Services

1. There is hereby imposed a tax upon every person using telecommunication services in the city. The tax shall be at the rate of 7 percent of all charges made for such services and shall be collected from the service user by the telecommunication services supplier or its billing agent. There is a rebuttable presumption that telecommunication services, which are billed to a billing or service address in the city, are used, in whole or in part, within the city, and such services are subject to taxation under this chapter. If the billing address of the service user is different from the service address, the service address of the service user shall be used to apply the tax. As used in this section, the term "charges" shall include the value of any other services, credits, property of every kind or nature, or other consideration provided by the service user in exchange for the telecommunication services.

2. As used in this section, charges for "telecommunication services" shall include, but is not limited to charges for: connection, reconnection, termination, movement, or change of telecommunication services; late payment fees; detailed billing; central office and custom calling features (including, but not limited to, call waiting, call forwarding, caller identification and three-way calling); voice mail and other messaging services; directory assistance; access and line charges; universal service charges; regulatory, administrative and other cost-recovery charges; local number portability charges; and text and instant messaging. "Telecommunication services" shall not include digital downloads that are not "ancillary telecommunication services," such as music, ringtones, games, and similar digital products.

B. Video Services

1. There is hereby imposed a tax upon every person using video services in the city provided by a video service supplier. The tax shall be at the rate of 7 percent of the charges made for such video services and shall be collected from the service user by the video service supplier, or its billing agent.

2. As used in this section, "charges" shall include the value of any other services, credits, property of every kind or nature, or other consideration provided by the service user in exchange for video services. Charges for video services shall also include, but are not limited to, charges for the following:

   a. Regulatory fees and surcharges, franchise fees and access fees (including those to fund public, educational and government video programing);

   b. Initial installation of equipment necessary for provision and receipt of video services;

   c. Late fees, collection fees, bad debt recoveries, and returned-check fees;

   d. Activation fees, reactivation fees, and reconnection fees;

   e. Video programming and video services;

   f. Ancillary video services (e.g., electronic program guide services, recording functions, search functions, or other interactive services or communications that are ancillary, necessary or common to the use or enjoyment of video services);

   g. Equipment leases (e.g., remote, recording or search devices, converters, remote devices);

   h. Service calls, service protection plans, name changes, changes of services, and special services;

   i. Leasing of channel or other access.

C. Mobile telecommunications service shall be sourced in accordance with the sourcing rules set forth in the Mobile Telecommunications Sourcing Act (4 U.S.C. Section 124). The tax administrator may issue and disseminate to communication service suppliers required to collect a tax collection under this chapter, sourcing rules for the taxation of other communication services, including, but not limited to, post-paid communication services, prepaid communication services, and private communication services, provided that such rules are based upon custom and common practice that further administrative efficiency and minimize multijurisdictional taxation (e.g., Streamlined Sales and Use Tax Agreement).

D. The tax administrator, from time to time, may issue and disseminate to communication service suppliers required to collect a tax under this chapter, an administrative ruling identifying those communication services that are subject to the taxes levied by subsections A and B above. Further, the tax administrator, from time to time, may survey communication service suppliers to identify the components of communication services offered to customers within the city, and the charges therefor. The tax administrator, thereafter, may issue and disseminate to such communication service suppliers an administrative ruling identifying components that (1) are necessary for or common to the receipt, use or enjoyment of taxed communication service; or (2) currently are or

historically have been included in a bundled rate for taxed communication service. Charges for such components shall be subject to the tax imposed by subsections A and B above.

E. To prevent actual multijurisdictional taxation of communication services subject to tax under this section, any service user, upon proof to the tax administrator that the service user has previously paid the same tax in another state or city on such communication services, shall be allowed a credit against the tax imposed to the extent of such tax legally imposed in such other state or city; provided, however, the amount of credit shall not exceed the tax owed to the city under this section.

F. The tax on communication services imposed by this section shall be collected from the service user by the service supplier or its billing agent. In the case of video service, the purchaser of the bulk video service (e.g., an apartment owner) shall be the "service user," unless such service is resold to individual users, in which case the service user shall be the ultimate purchaser. The amount of tax collected in one month shall be remitted to the tax administrator, and must be received by the tax administrator on or before the 25th day of the following month.

Section 7.29.030 Electricity Users Tax

A. There is hereby imposed a tax upon every person using electricity in the city. The tax imposed by this section shall be at the rate of 7 percent of the charges made for such electricity, and for any supplemental services or other associated activities directly related to and / or necessary for the provision of electricity to the service user, which are provided by a service supplier or non-utility service supplier to a service user.

B. As used in this section, "charges" includes charges for all services, components and items that (1) are necessary for or common to the receipt, use, or enjoyment of electric service, or (2) currently are or historically have been included in a single or bundled rate for electric service by a service supplier to retail customers. As used in this section, "charges" shall include the value of any other services, credits, property of every kind or nature, or other consideration provided by a service user in exchange for electricity or services related to the provision of electricity. "Charges" included, but is not limited to, the following:

1. Energy charges;

2. Distribution or transmission charges;

3. Metering charges;

4. Stand-by, reserves, firming, ramping, voltage support, regulation, emergency, or other similar minimum charges for services;

5. Customer charges, late charges, service establishment or reestablishment charges, demand charges, fuel or other cost adjustments, power exchange charges, independent system operator (ISO) charges, stranded investment or competitive transition charges (CTC), public-purpose-program charges, nuclear decommissioning charges, trust transfer amounts (bond financing charges), franchise fees, franchise surcharges, annual

and monthly charges, and other charges, fees or surcharges which are necessary for or common to the receipt, use, or enjoyment of electricity service; and

6. Charges, fees, or surcharges for electricity services or programs which are mandated by the California Public Utilities Commission or the Federal Energy Regulatory Commission, whether or not such charges, fees, or surcharges appear on a bundled or line-item basis on a customer's bill.

C. The tax administrator, from time to time, may survey electricity service suppliers to identify the unbundled billing components of electric retail service that they commonly provide to residential and other customers in the city, and the charges therefor, including those items that are mandated by state or federal regulatory agencies as a condition of providing such electricity service. The tax administrator, thereafter, may issue and disseminate to such electricity service suppliers an administrative ruling identifying those components and items which (1) are necessary for or common to the receipt, use or enjoyment of electricity service; or (2) currently are or historically have been included in a single or bundled rate for electricity service by a service supplies to retail customers. Charges for such components and items shall be subject to the tax imposed by subsection A above.

D. As used in this section, "using electricity" shall not include an electrical corporation's or governmental agency's receiving of electricity for resale.

E. The tax on electricity provided by self-production or by a non-utility service supplier not required by this chapter to collect the tax shall be collected and remitted as set forth in Section 7.29.045 of this chapter. All other taxes on charges for electricity imposed by this section shall be collected from the service user by the electric service supplier or its billing agent. The amount of tax collected in one month shall be remitted to the tax administrator, and must be received by the tax administrator on or before the 25th day of the following month.

Section 7.29.040 Gas Users Tax

A. There is hereby imposed a tax upon every person using gas in the city, which is transported and delivered through a pipeline distribution system. The tax imposed by this section shall be at the rate of 7 percent of the charges made for such gas, including all services related to the storage, transportation and delivery of such gas.

B. There shall be excluded from the base to which the tax imposed by this section is applied:

1. Charges made for gas which is to be resold and delivered through mains or pipes;

2. Charges made for gas to be used in the generation of electrical energy by an electrical corporation; and

3. Charges made by a gas public utility for gas used and consumed in the conduct of the gas public utility's business.

C. As used in this section, "charges" shall include charges for all services, components and items for gas service that (1) are necessary for or common to the receipt, use, or enjoyment of gas service; or (2) currently are or historically have been included in a single or bundled rate for gas service by a service supplies to retail customers. "Charges" shall include, but is not limited to, the following:

1. The commodity charges for purchased gas, or the cost of gas owned by the service user (including the actual costs attributed to drilling, production, lifting, storage, gathering, trunkline, pipeline, and other operating costs associated with the production, transmission, and delivery of such gas), which is delivered through a gas pipeline distribution system;

2. Gas transportation charges, including interstate charges to the extent not included in commodity charges;

3. Storage charges; provided, however, that a service supplier shall not be required to apply the tax to any charges for gas storage services when the service supplier cannot, as a practical matter, determine the jurisdiction in which such stored gas is ultimately used; but it shall be the obligation of the service user to self-collect the amount of tax not applied to any charge for gas storage by the service supplier and to remit the tax to the appropriate jurisdiction;

4. Capacity or demand charges, late charges, service establishment or reestablishment charges, transition charges, customer charges, minimum charges, annual and monthly charges, and any other charges which are necessary for or common to the receipt, use, or enjoyment of gas service; and,

5. Charges, fees, or surcharges for gas services or programs mandated by the California Public Utilities Commission or the Federal Energy Regulatory Commission, whether or not such charges, fees, or surcharges appear on a bundled or line-item basis on a customer's bill.

D. As used in this section, "charges" shall include the value of any other services, credits, property of every kind or nature, or other consideration provided by a service user in exchange for gas or services related to the delivery of gas.

E. The tax administrator, from time to time, may survey gas service suppliers to identify the unbundled billing components of gas retail service that they commonly provide to residential and other customers in the city, and the charges therefor, including those items that are mandated by state or federal regulatory agencies as a condition of providing such gas service. The tax administrator may issue and disseminate to such gas service suppliers an administrative ruling identifying those components and items which (1) are necessary for or common to the receipt, , or enjoyment of gas service; or (2) currently are or historically have been included in a single or bundled rate for gas service by a gas service supplier to retail customers. Charges for such components and items shall be subject to the tax imposed by subsection A above.

F. The tax on gas provided by self-production or by a non-utility service supplier not required to collect a tax by this chapter shall be collected and remitted in the manner set forth in Section 7.29.045 of this chapter. All other taxes imposed on charges for gas by this section shall be collected from the service user by the gas service supplier or its billing agent. The amount of tax collected in one month shall be remitted to the tax administrator, and must be received by the tax administrator, on or before the 25th day of the following month.

Section 7.29.045 Collection of Tax from Service Users Making Direct Purchase of Gas or Electricity

A. Any service user subject to a tax imposed by Section 7.29.030 or by Section 7.29.040 of this chapter, which produces gas or electricity for self-use; which receives gas or electricity, including any related supplemental services, directly from a non-utility service supplier not required to collect a tax imposed by this chapter; or which, for any other reason, does not have the full tax collected and remitted by its service supplier, a non-utility service supplier, or its billing agent on the use of gas or electricity in the city, including any related supplemental services, shall report that fact to the tax administrator and shall remit the tax due directly to the tax administrator within 30 days of such use.

B. The tax administrator may require such a service user to identify its non-utility service supplier and provide, subject to audit: invoices; books of account; or other satisfactory evidence documenting the quantity of gas or electricity used, including any related supplemental services, and the cost or price thereof. If the service user is unable to provide such satisfactory evidence, or if the tax collector concludes in his or her reasonable discretion that the cost to calculate the tax is excessive, the tax administrator may determine the tax by applying the tax rate to the equivalent charges the service user would have incurred if the gas or electricity used, including any related supplemental services, had been provided by the primary supplier of gas or electricity within the city. The tax administrator shall make available rate schedules for this purpose.

Section 7.29.050 Water Users Tax

A. There is hereby imposed a tax upon every person using water in the city which is transported and delivered through a pipeline distribution system. The tax imposed by this section shall be at the rate of 7 percent of the charges made for such water and shall be collected from the service user by the water service supplier or its billing agent.

B. As used in this section, "charges" shall apply to all services, components and items that (1) are necessary for or common to the receipt, use, or enjoyment of water service; or (2) currently are or historically have been included in a single or bundled rate for water service by a service supplier to retail customers. "Charges" shall include, but is not limited to, the following:

1. Water commodity charges (potable and non-potable),

2. Distribution or transmission charges,

3. Metering charges,

4. Customer charges, late charges, service establishment or reestablishment charges, franchise fees, franchise surcharges, annual and monthly charges, and other charges, fees and surcharges which are necessary for or common to the receipt, use, or enjoyment of water service, and

5. Charges, fees, or surcharges for water services or programs, which are mandated by a water district or a state or federal agency, whether or not such charges, fees, or surcharges appear on a bundled or line-item basis on a customer's bill.

C. As used in this section, "charges" shall include the value of any other services, credits, property of every kind or nature, or other consideration provided by a service user in exchange for water services.

D. The tax administrator, from time to time, may survey water service suppliers to identify the unbundled billing components of water retail service that they commonly provide to residential and other customers in the city, and the charges therefor, including those items that are mandated by a wholesale or retail water supplier or a state or federal agency as a condition of providing such water service. The tax administrator, thereafter, may issue and disseminate to such water service suppliers an administrative ruling identifying those components and items which (1) are necessary for or common to the receipt, use, or enjoyment of water service; or (2) currently are or historically have been included in a single or bundled rate for water service by a service supplier to retail customers. Charges for such components and items shall be subject to the tax imposed by subsection A above.

E. There shall be excluded from the base to which the tax imposed in this section is applied charges for water which is to be resold and delivered through a pipeline distribution system.

F. The tax on water service imposed by this section shall be collected from a service user by the water service supplier or its billing agent. The amount of tax collected in one month shall be remitted to the tax administrator, and must be received by the tax administrator on or before the 25th day of the following month.

Section 7.29.060 Effect of Comingling Taxable Items with Nontaxable Items

If any nontaxable charges are combined with and not separately stated from taxable service charges on a customer bill or invoice, the combined charge is subject to tax unless the service supplier identifies, by reasonable and verifiable standards, the portions of the combined charge that are nontaxable and taxable through the service supplier's books and records kept in the regular course of business, and in accordance with generally accepted accounting principles, and not created and maintained for tax purposes. A service supplier has the burden to prove the proper apportionment of taxable and nontaxable charges. If the service supplier offers a combination of taxable and nontaxable services, and the charges are separately stated, then for taxation purposes, the values assigned the taxable and nontaxable services shall be based on its books and records kept in the regular course of business and in accordance with generally accepted accounting principles, and not created and maintained for tax purposes. A service supplier has the burden to prove the proper valuation of the taxable and nontaxable services.

Section 7.29.070 Exemptions

A. Nothing in this chapter shall be construed as imposing a tax upon the city, or upon any person or service when imposition of such tax upon that person or service would be in violation of a federal or state statute, the Constitution of the United States or the Constitution of the State of California.

B. The taxes imposed by this chapter shall not apply to any person who:

1. Is the head of a household,

2. Is 65 years old or older,

3. Receives a needs-tested benefit from the county, state, or federal governments, such as supplemental social security benefits, and

4. Files the application described in subdivision C annually.

C. Any service user exempt from a tax imposed by this chapter pursuant to subsection A or B of this section shall apply to the tax administrator for an exemption; provided, however, this requirement shall not apply to a service user that is a state or federal agency or subdivision with a commonly recognized name. Said application shall be made upon a form approved by the tax administrator and shall state those facts, declared under penalty of perjury, which qualify the applicant for an exemption, and shall include the names of all utility service suppliers serving that service user. If deemed exempt by the tax administrator, such service user shall give the tax administrator timely written notice of any change in utility service suppliers so that the tax administrator may notify the new utility service supplier of the service user's tax-exempt status. A service user who fails to comply with this section shall not be entitled to a refund of utility users taxes collected and remitted to the tax administrator as a result of such noncompliance. Upon request of the tax administrator, a service supplier or nonutility service supplier, or its billing agent, shall provide a list of the names and addresses of those customers which, according to its billing records, are deemed exempt from utility users taxes.

D. The decision of the tax administrator may be appealed pursuant to Section 7.29.170 of this chapter. Application to the tax administrator and appeal to the City Council pursuant to Section 7.29.170 of this chapter are prerequisites to a suit thereon.

Section 7.29.080 Substantial Nexus and Minimum Contacts

For purposes of imposing a tax or establishing a duty to collect and remit a tax under this chapter, "substantial nexus" and "minimum contacts" shall be construed broadly in favor of the imposition, collection, and / or remittance of a tax to the fullest extent permitted by state and federal law, and as it may change from time to time by judicial interpretation or by statutory enactment. Any communication service (including VoIP) used by a person with a service address in the city, which service is capable of terminating a call to another person on the general telephone network, shall be subject to a rebuttable presumption that "substantial nexus / minimum contacts" exists for purposes of imposing a tax, or establishing a duty to collect and remit a tax, under this chapter. A

service supplier shall be deemed to have sufficient activity in the city for tax collection and remittance purposes if its activities include, but are not limited to, any of the following: maintains or has within the city, directly or through an agent or subsidiary, a place of residence or business of any nature; solicits business in the city by employees, independent contractors, resellers, agents or other representatives; solicits business in the city on a continuous, regular, seasonal or systematic basis by means of advertising broadcast or relayed from a transmitter with the city or distributed from a location with the city; or advertises in newspapers or other periodicals printed and published within the city or through materials distributed in the city by means other than the United States mail; or if there are activities performed in the city on behalf of the service supplier that are significantly associated with the service supplier's ability to establish and maintain a market in the city for the provision of communication services that are subject to a tax under this chapter.

Section 7.29.090 Duty to Collect and Remit

Service suppliers shall collect and remit the taxes imposed by this chapter as follows:

A. The taxes shall be collected insofar as practicable at the same time as, and along with, the charges made in accordance with the regular billing practice of a service supplier. If a service user pays a service supplier less than the full amount of the charge and tax accrued for the billing period, a proportionate share of both the charge and the tax shall be deemed to have been paid. If a service user has notified the service supplier of refusal to pay the tax imposed on said charges, Section 7.29.130 of this chapter shall apply.

B. A service supplier's duty to collect tax from a service user shall commence with the beginning of the first regular billing period applicable to the service user in which all charges normally included in such regular billing are subject to the provisions of this chapter. Where a person receives more than one billing, one or more being for different periods than another, the duty to collect shall arise separately for each billing period.

C. Each person required by this chapter to remit a tax shall file a return with the tax administrator on or before the due date, on forms approved by the tax administrator. The full amount of the tax owed shall be included with the return. The tax administrator is authorized to require such additional information as he or she deems necessary to determine if the tax is being levied, collected, and remitted in accordance with this chapter. Returns are due immediately upon cessation of business for any reason. The tax administrator, and its agents, shall maintain such returns as confidential information.

Section 7.29.100 Collection Penalties – Service Suppliers or Self-Collectors

A. Taxes collected from a service user, or self-collected by a service user subject to Section 7.29.045 of this chapter, are delinquent if not received by the tax administrator on or before the due date. Should the due date occur on a weekend or legal holiday, the return must be received by the tax administrator on or before the first regular working day following the weekend or legal holiday. A direct deposit, including electronic fund transfers and other similar methods of electronically exchanging monies between financial accounts, made by a service supplier in satisfaction of its obligations under this subsection shall be considered

timely if the transfer is initiated on or before the due date, and the transfer settles into the city's account on or before the following business day.

B. If a service supplier, or a service user subject to Section 7.29.045 of this chapter, fails to remit any tax collected on or before the due date, said person shall pay a penalty for such delinquencies at the rate of 15% of the total tax that is delinquent in the remittance, and shall pay interest at the rate of three-quarters of one (0.75) percent per month, or any fraction thereof, on the amount of the tax, exclusive of penalties, from the date on which the remittance first became delinquent, until paid.

C. The tax administrator shall have the power to impose additional penalties upon persons required to collect and / or remit taxes pursuant to the provisions of this chapter for fraud or gross negligence in collecting, reporting, or remitting tax at the rate of 15% of the tax due.

D. For collection purposes only, every penalty imposed and such interest that is accrued under the provisions of this section shall become a part of the tax required to be paid.

E. Notwithstanding the foregoing, the tax administrator may, in his or her discretion, modify the due dates of this chapter to be consistent with any uniform standards or procedures that are mutually agreed upon by other public agencies imposing a utility users tax, or otherwise legally established, to create a central payment location or mechanism. The tax administrator may also enter into written agreements with a service provider to alter the administrative details of this ordinance as appropriate to facilitate tax collection and remittance without undue expense to the service supplier or the City provided, however that no such agreement may materially alter the amounts due to the City.

Section 7.29.110 Actions to Collect

Any tax required imposed on a service user under this chapter shall be deemed a debt owed by the service user to the city. Any such tax collected from a service user which has not been remitted to the tax administrator shall be deemed a debt owed to the city by the person required to collect and remit and shall no longer be a debt of the service user. Any person owing money to the city under this chapter shall be liable to an action brought in the name of the city for the recovery of such amount, including penalties and interest as provided for in this chapter, along with any collection costs incurred by the city as a result of the person's noncompliance with this chapter, including, but not limited to, reasonable attorney fees.

Section 7.29.120 Deficiency Determination and Assessment

A. The tax administrator shall make a deficiency determination if he or she determines that any person required to collect or self-collect taxes pursuant to this chapter has failed to collect and remit the proper amount of tax, including but not limited to, by improperly applying or failing to apply the tax to one or more taxable services or charges.

B. The tax administrator shall mail a notice of such deficiency determination to the person required to pay or remit the tax, which notice shall refer briefly to the amount of the taxes owed, plus interest at the rate of three-quarters of one (0.75) percent per month, or any

fraction thereof, on the tax due from the date the city should have received the tax. Within 14 calendar days after service of such notice, the person may make written request to the tax administrator for a hearing. If the person fails to request a hearing within that time, the amount of the deficiency determination shall become a final assessment, and shall immediately be due and owing to the city.

C. If the person requests a hearing, the tax administrator shall cause the matter to be set for hearing not later than 30 days after receipt of the request. The tax administrator shall mail notice of the time and place of the hearing to such person at least 10 calendar days before the hearing, and, the notice may designate records said person must produce at such hearing.

D. At the time fixed for the hearing, the tax administrator or his or her designee shall hear all relevant testimony and evidence, including that of any other interested parties. At the discretion of the tax administrator, the hearing may be continued from time to time to allow presentation of additional evidence. Within a reasonable time following the conclusion of the hearing, the tax administrator or his or her designee shall issue a final assessment confirming, modifying or rejecting the original deficiency determination, and shall mail a copy of such final assessment to the person owing the tax. The decision of the tax administrator may be appealed pursuant to Section 7.29.170 of this chapter. A hearing request to the tax administrator and appeal to the city council pursuant to Section 7.29.170 of this chapter is a prerequisite to a suit thereon.

E. Payment of the final assessment shall become delinquent if not received by the tax administrator on or before the 30th day following service of the notice of final assessment. The penalty for delinquency shall be 15% on the assessment, along with interest at the rate of three-quarters of one (0.75) percent per month, or any fraction thereof, on the amount of the tax, exclusive of penalties, from the date of delinquency, until paid.

Section 7.29.130 Nonpaying Service Users

A. Whenever the tax administrator determines that a service user has deliberately withheld the amount of the tax from amounts remitted to a person required to collect the tax, or whenever the tax administrator deems it in the best interest of the city, he or she may relieve such person of the obligation to collect the taxes due under this chapter from certain named service users for specific billing periods. Whenever the service user has failed to pay the amount of tax owed for a period of two or more billing periods, the service supplier shall be relieved of the obligation to collect taxes due. The service supplier shall provide the city with the names and addresses of such service users and the amounts of taxes owed under the provisions of this chapter.

B. In addition to the tax owed, the service user shall pay a delinquency penalty at the rate of 15% of the tax owed, and shall pay interest at the rate of three-quarters of one (0.75) percent per month, or any fraction thereof, on the amount of the tax, exclusive of penalties, from the due date, until paid.

C. The tax administrator shall notify the non-paying service user that the tax administrator has assumed the responsibility to collect the taxes due for the stated periods and demand

payment of such taxes, including penalties and interest. The notice shall be served on the service user by personal delivery or by deposit of the notice in the United States mail, postage prepaid, addressed to the service user at the address to which the person required to collect the tax addressed bills; or, should the service user have a change of address, to his or her last known address.

D. If the service user fails to remit the tax to the tax administrator within 30 days of service of the notice, the tax administrator may impose an additional penalty of 15% of the tax owed.

Section 7.29.140 Additional Powers and Duties of the Tax Administrator

A. The tax administrator shall have the power and duty, and is hereby directed, to enforce each and all of the provisions of this chapter.

B. The tax administrator may adopt administrative rules and regulations not inconsistent with provisions of this chapter to interpret, clarify, carry out and enforce the payment, collection and remittance of the taxes herein imposed. A copy of such administrative rules and regulations shall be available for inspection in the tax administrator's office.

C. To ensure compliance with of this chapter, the tax administrator may audit any person required to collect and / or remit a tax pursuant to this chapter. The tax administrator shall notify said person of such an audit in writing. In the absence of fraud or other intentional misconduct, the audit period of review shall not exceed three years next preceding the date of service of notice of audit. Upon completion of the audit, the tax administrator may make a deficiency determination pursuant to Section 7.29.130 of this chapter for all taxes, penalties and interest owed, as evidenced by information provided by such person to the tax administrator. If said person is unable or unwilling to provide sufficient records to enable the tax administrator to verify compliance with this chapter, the tax administrator may make a reasonable estimate of the deficiency. Said reasonable estimate shall be entitled to a rebuttable presumption of correctness.

D. Upon receipt of a written request of a taxpayer or tax collector, and for good cause, the tax administrator may extend the time for any filing required by this chapter for a period of not to exceed 45 days, provided that the time for filing has not already passed when the tax administrator receives the request. No penalty or interest for delinquent payment shall accrue by reason of such extension.

E. The tax administrator shall determine the eligibility of any person who asserts a right to exemption from, or a refund of, the tax imposed by this chapter.

F. The tax administrator may compromise a claim pursuant to this chapter where the portion of the claim proposed to be released is less than $5,000. With the approval of the city council, the tax administrator may compromise larger claims.

G. Notwithstanding any provision in this chapter to the contrary, the tax administrator may waive any penalty or interest imposed upon a person required to collect and / or remit tax for failure to do if the non-collection occurred in good faith and with reasonable diligence.

In determining whether the non-collection was in good faith and reasonable diligence, the tax administrator shall consider, but need not be bound by, industry practice or other precedent.

Section 7.29.150 Records

A. It shall be the duty of every person required to collect and / or remit any tax imposed by this chapter to keep and preserve, for a period of at least three years, all records as may be necessary to determine the tax such person may have been liable to collect and remit, which records the tax administrator shall have the right to inspect at all reasonable times.

B. The tax administrator may issue an administrative subpoena to compel a person to deliver, to the tax administrator, copies of all records deemed necessary by the tax administrator to establish compliance with this chapter, including the delivery of records in a common electronic format on readily available media if the person keeps such records electronically in the ordinary course of business. As an alternative to delivering the subpoenaed records to the tax administrator on or before the due date provided in the administrative subpoena, such person may provide access to such records outside the city on or before the due date, provided that such person shall reimburse the city for all reasonable travel expenses incurred by the city to inspect those records, including travel, lodging, meals, and other similar expenses, but excluding the normal salary or hourly wages of those who make the inspection.

C. The tax administrator is authorized to execute a non-disclosure agreement approved by the city attorney to protect the confidentiality of customer information. The tax administrator may request from a person providing transportation or distribution services of gas or electricity to service users within the city, a list of the names, billing and service addresses, quantities of gas or electricity delivered, and other pertinent information, pursuant to Section 6354(e) of the California Public Utilities Code.

D. If a service supplier uses a billing agent or billing aggregator to bill, collect, and/or remit the tax, the service supplier shall:

1. Provide to the tax administrator the name, address and telephone number of each billing agent and billing aggregator currently authorized by the service supplier to bill, collect, and / or remit the tax; and

2. Upon request of the tax administrator, deliver, or effect the delivery of, any information or record in the possession of such billing agent or billing aggregator that, in the opinion of the tax administrator, is necessary to verify the proper application, calculation, collection and / or remittance of such tax.

E. If any person required to keep records under this section unreasonably denies the tax administrator, or the tax administrator's designee, access to such records, or fails to produce the information requested in an administrative subpoena within the time specified, the tax administrator may impose a penalty on such person of $500 for each day following the initial date that the person refuses to provide such access, or following the due date set

forth in an administrative subpoena. This penalty shall be in addition to any other penalty imposed under this chapter.

Section 7.29.160 Refunds

A. Whenever any tax imposed by this chapter has been overpaid, paid more than once, or has been erroneously or illegally collected or received by the tax administrator, it may be refunded as provided in this section.

B. The tax administrator may refund such tax provided that no refund shall be paid unless the claimant or his or her guardian, conservator, executor or administrator submits a written claim, under penalty of perjury, to the tax administrator within one year of the payment or collection. Such claim must clearly establish claimant's right to the refund by written records. Nothing herein shall permit the filing of a refund claim for a class or group of taxpayers. City council approval shall be required for any individual refund in excess of $5,000.

C. The tax administrator, or the city council as claims in excess of $5,000, shall act upon a refund claim within 45 days of its receipt. Said decision shall be final as to the City but subject to judicial review pursuant to Code of Civil Procedure section 1094.5. If the tax administrator or city council fails or refuses to act on a refund claim within the 45-day period, the claim shall be deemed to have been rejected on the 45th day.

D. The filing of a written claim is a prerequisite to any suit thereon. Any action brought against the city pursuant to this section shall be subject to the provisions of Government Code section 940 et seq.

E. Notwithstanding other provisions of this section, whenever a service supplier, pursuant to an order of the California Public Utilities Commission, makes a refund to service users of charges for past utility services, the taxes paid pursuant to this chapter on the amount of such refunded charges shall also be refunded to service users, and the service supplier shall be entitled to a credit for such refunded taxes against tax due upon the next monthly return.

Section 7.29.170 Appeals

A. Except as to decisions relating to a refund pursuant to Section 7.29.160, this section applies to any deficiency determination, assessment, administrative ruling, or other decision of the tax administrator concerning taxes due under this chapter. Any person aggrieved by such a decision of the tax administrator may appeal pursuant to in this section and must do so as a prerequisite to any suit thereon. Nothing herein shall permit the filing of a claim or action on behalf of a class or group of taxpayers.

B. Such an aggrieved person may appeal that decision to the city council. Such an appeal must be submitted in writing to the city clerk within 14 days of the date of the deficiency determination, assessment, administrative ruling, or other decision at issue.

C. The city council shall fix a time and place for hearing such appeal before itself or a hearing officer. The appellant shall be served with notice of the time and place of the hearing, as

well as any relevant materials, at least five calendar days before the hearing. The city council or hearing officer may continue the hearing from time to time. At the time of the hearing, the appealing party, the tax administrator, and any other interested person may present such relevant evidence as he or she may have relating to the determination from which the appeal is taken.

D. Based upon the submission of evidence and review of the city's files, the hearing office shall prepare for the city council's consideration, or the city council shall issue a written notice and order upholding, modifying or reversing the determination appealed. The city council's decision is final as to the city but subject to judicial review under Code of Civil Procedure Section 1094.6.

Section 7.29.180 Disposition of Funds

The utility users taxes collected under and pursuant to the provisions of this chapter shall be deposited and paid into the general fund of the city and expended for any lawful purpose of the city as the city council may determine.

Section 7.29.190 No Action to Prevent Collection of Tax

No injunction, writ of mandate, or other legal or equitable process shall issue in any suit, action, or proceeding in any court against this city or against any employee or officer of the city to prevent or enjoin the collection under this chapter of any tax or any amount of tax required to be collected and / or remitted.

Section 7.29.200 Remedies Cumulative

All remedies and penalties prescribed by this chapter or which are available under any other provision of law or equity are cumulative. The use of one or more remedies by the city shall not bar the use of any other remedy for the purpose of enforcing the provisions of this chapter provided only that the city may not collect any liability under this chapter more than once.

Section 7.29.210 Notice of Changes to Ordinance

If a tax under this chapter is added, repealed, increased, reduced, or the tax base is changed, the tax administrator shall provide notice as Public Utilities Code Section 799 requires. Before effective date of the ordinance change, each service supplier shall provide the tax administrator with a copy of any written procedures describing the information the service supplier needs to implement the ordinance change. If the service supplier fails to provide such written instructions, the tax administrator, or his or her agent, shall send, by first class mail, a copy of the ordinance change to all collectors and remitters of the city's utility users taxes according to the latest payment records of the tax administrator.

Section 7.29.220 Future Amendment to Cited Statute

Unless specifically provided otherwise, any reference to a state or federal statute in this chapter shall mean such statute as it may be amended from time to time, provided that such reference to a statute herein shall not include any subsequent amendment thereto, or to any subsequent change

of interpretation thereof, to the extent that such amendment or change of interpretation would require voter approval under California law or would result in a tax decrease (as, for example, as a result of excluding all or a part of a communication service, or charge therefor, from taxation). Only to the extent voter approval would otherwise be required or a tax decrease would result, the prior version of the statute (or interpretation) shall remain applicable to construction of this chapter for any application or situation that would not require voter approval or result in a decrease of a tax, provisions of the amended statute (or new interpretation) shall apply to the maximum possible extent.

To the extent that the city's authorization to collect or impose any tax imposed under this chapter is expanded or limited as a result of changes in state or federal law, no amendment or modification of this chapter shall be required to conform the tax to those changes, and the tax shall be imposed and collected to the full extent of the authorization up to the full amount of the tax imposed under this chapter.

SECTION 2. The City Council may amend this Ordinance without a vote of the people provided, however, that voter approval is required for any amendment that would increase a tax within the meaning of Government Code section 53750(h).

SECTION 3. This Ordinance is exempt from the California Environmental Quality Act (Pub. Resources Code, § 21000 et seq.) ("CEQA"). It can be seen with certainty that there is no possibility that this Ordinance may have a significant effect on the environment. (14 CCR § 15061(b)(3).) Further, this Ordinance simply creates a government funding mechanism, which does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. (14 CCR § 15378(b)(4).)

SECTION 4. 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 court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The People of the City of South Gate hereby declare that they would have adopted this Ordinance, and each and every section, subsection, subdivision, sentence, clause, or phrase thereof without regard to whether any other portion of the Ordinance may be declared invalid or unconstitutional.

SECTION 5. Pursuant to Elections Code section 9217, this Ordinance shall take effect 10 days after certification of its approval by a majority of the electorate voting at the general election to be held June 2, 2026. Taxes shall be collected and remitted thereafter as provided in Public Utilities Code section 799.

SECTION 6. The Mayor shall sign, and the City Clerk shall attest to the passage of, this Ordinance upon certification by the City Council of the results of the election approving it.

We hereby certify that the voters of the City of South Gate did approve this Ordinance by majority vote on June 2, 2026.

PASSED, APPROVED and **ADOPTED** this ___ day of _____ **2026.**

CITY OF SOUTH GATE:

By: _____
Joshua Barron, Mayor

ATTEST:

By: _____
Yodit Glaze, City Clerk
(SEAL)

APPROVED AS TO FORM:

DRAFT

By: _____
Raul F. Salinas, City Attorney

Office of the
South Gate City Clerk

JAN - 8 2026

FILED

1:45 PM

Item No. 2

City of South Gate

CITY COUNCIL

AGENDA BILL

For the Regular Meeting of: **January 13, 2026**
Originating Department: **Public Works**

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

SUBJECT: RESOLUTION INITIATING ANNUAL PROCEEDINGS FOR THE LEVY OF THE FISCAL YEAR 2025/26 ASSESSMENTS AND ORDERING PREPARATION OF AN ENGINEER'S REPORT FOR THE STREET LIGHTING AND LANDSCAPE MAINTENANCE DISTRICT NO. 1

PURPOSE: Annually, the City Council undertakes certain proceedings to levy and collect assessments within the Street Lighting and Landscape Maintenance District No. 1 ("District"). The first of the actions is to adopt a Resolution to initiate the annual proceedings and order the preparation of the Engineer's Report.

RECOMMENDED ACTION: The City Council will consider adopting a Resolution initiating the annual proceedings for the levy of the Fiscal Year 2026/27 assessments and ordering the preparation of an Engineer's Report for the Street Lighting and Landscaping Maintenance District No. 1.

FISCAL IMPACT: The cost of preparing the Engineer's Report is $8,307 and it will be funded with Street Lighting and Landscaping Funds budgeted in the Fiscal Year 2026/27 Municipal Budget.

ANALYSIS: The assessment rate is set at $2.38 per adjusted front footage. Although the revenue from this assessment has remained the same for nearly three decades, the cost of maintaining the District has risen, creating a funding shortfall. For FY 2026/27, the revenue is estimated at $1,994,154, while maintenance costs are estimated at $3,041,636, resulting in a budget deficit of $1,184,010. which is planned to be funded with restricted funds including Measure R, Gas Tax and Proposition A. This amount includes $136,528 for the maintenance of the landscaped medians on Long Beach Blvd and Garfield Avenue recently constructed, which amount added to the deficit.

In April 2016, the City Council authorized an analysis to explore ways to address the funding shortfall, including the possibility of raising the assessment rate through a Proposition 218 process, which requires property owner approval for any new or increased assessments. At that time, the consultant found that while raising the rate in the existing District could help, creating

new districts would be a more effective way to generate additional funds, and staff did not move forward with a Proposition 218 effort.

BACKGROUND: The District was established in 1981 and operates under the Landscaping and Lighting Act of 1972 (California Streets and Highways Code). This law provides the authority to levy an assessment of properties that receive a direct "special benefit" from public improvements, such as landscaping and street lighting. Since the District covers the entire City, the assessment is levied on all properties throughout the City.

To remain compliance with the rules of the district, District revenue can only be used to maintain and operate landscaping and lighting systems throughout the City and on City streets. This includes expenses for landscaping (trees, shrubs, grass, irrigation, and drainage) and lighting systems (streetlights, decorative fixtures, traffic signals, and related equipment), including labor and materials.

Annually, the District's funds are levied and collected by the Los Angeles County Assessor's Office ("LA County") on behalf of the City, in the property tax roll. Several actions from the City Council are required to provide LA County with the authority to levy and collect the assessments, according to LA County requirements and applicable state law. The first step is to adopt the proposed Resolution which initiates the proceedings and orders the preparation of the Engineer's Report.

The schedule for the proceedings is as follows:

Date	City Council Action
1/13/2026	Adopt Resolution initiating proceedings to levy assessments and ordering preparation of the Engineer's Report.
4/28/2026	1. Adopt Resolution preliminarily approving Engineer's Report. 2. Adopt Resolution declaring the City's intention to levy and collect assessments and set a public hearing May 26, 2026.
5/26/2026	Conduct a public hearing and adopt a Resolution confirming the area boundary and ordering the levy of annual assessments.
8/07/2026	Deadline for filing assessment roll.

An Assessment District allows the City to charge a fee (assessment) to properties that benefit from public improvements, such as enhanced landscaping and street lighting. These public improvements are considered a special benefit to adjacent properties. Funding for maintenance and services comes from the annual assessments paid by property owners within the District. To continue collecting these assessments for FY 2026/27, the City must prepare an Engineer's Report annually and hold a public hearing, as required by the Landscaping and Lighting Act of 1972.

ATTACHMENT: Proposed Resolution

KT:lc

RESOLUTION NO. ____

CITY OF SOUTH GATE
LOS ANGELES COUNTY, CALIFORNIA

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH GATE, CALIFORNIA, INITIATING THE ANNUAL PROCEEDINGS FOR THE LEVY OF THE FISCAL YEAR 2026/27 ASSESSMENTS AND ORDERING THE PREPARATION OF AN ENGINEER'S REPORT FOR THE STREET LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT NO. 1

WHEREAS, in 1981, the City Council formed a special maintenance district pursuant to the terms of the "Landscaping and Lighting Act of 1972", Division 15, Part 2 of the Streets and Highways Code of the State of California, such special maintenance district known and designated as Maintenance District No. 1 ("District");

WHEREAS, the District provides the authority to levy an assessment of parcels of land which have been identified as receiving a direct "special benefit" from public improvement;

WHEREAS, annually, the District's funds are levied and collected by the Los Angeles County Assessor's Office on behalf of the City, in the property tax roll; and

WHEREAS, at this time the City Council desires to initiate proceedings to provide for the annual levy of assessments for Fiscal Year 2026/27 to finance the annual costs of maintenance and/or servicing of improvements within the District.

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 recitals set forth above are true and correct and are incorporated herein by reference.

SECTION 2. The City Council does hereby declare its intention, as required by the public interest, to initiate proceedings for the annual levy and collection of special assessments for the payment of annual maintenance and/or servicing costs within the District for new improvements or any substantial changes in existing improvements or zones as proposed as a part of these proceedings.

SECTION 3. The City Council does hereby delegate the Assistant City Manager/Director of Public Works to conduct the annual maintenance and/or servicing of the improvements and is directed to make and file a report essentially containing the following:

a. Plans and specifications describing the general nature, location, and extent of the existing improvements to be maintained and/or serviced;

b. An estimate of the cost of the maintenance and/or servicing of the improvements for the District for the referenced fiscal year;

c. A diagram of the District showing the lots and/or parcels to be assessed; and

d. An assessment that covers the estimated cost of the maintenance and/or servicing, assessing the net amount upon all assessable lots and/or parcels within the District in proportion to the special benefits received by each lot or parcel. Assessments may or may not be increased from those levied for the prior or current fiscal year.

Upon completion of the preparation of the assessment engineer's report, the original shall be filed with the City Clerk, who shall then submit the same to the City Council for its immediate review and consideration.

SECTION 4. The City Council does hereby direct that the above assessment engineer's report includes all costs and expenses of such maintenance and/or servicing relating to the fiscal year commencing July 1, 2026 and ending June 30, 2027.

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

PASSED, APPROVED and **ADOPTED** this **13th** day of **January 2026**.

CITY OF SOUTH GATE:

By: _____
Joshua Barron, Mayor

ATTEST:

By: _____
Yodit Glaze, City Clerk
(SEAL)

APPROVED AS TO FORM:

By: _____
Raúl F. Salinas, City Attorney

Item No. 3

City of South Gate

CITY COUNCIL

Office of the South Gate City Clerk

JAN - 7 2026

FILED

10:30AM

AGENDA BILL

For the Regular Meeting of: **January 13, 2026**

Originating Department: **Human Resources**

Department Director: *Jon Hamilton*

City Manager: *Rob Houston*

SUBJECT: CERTIFICATION OF CALPERS INDUSTRIAL DISABILITY RETIREMENT OF ISMAEL VERVERA, A RETIRED POLICE SERGEANT

PURPOSE: To request City Council adoption of a Resolution certifying an Industrial Disability Retirement ("IDR") for Ismael Ververa ("Employee"), a retired Police Seargent with South Gate Police Department, pursuant to the California Government Code and California Public Employee Retirement System ("CalPERS") requirements.

RECOMMENDED ACTION: It is recommended that the City Council adopt the attached Resolution certifying that: a) Employee is substantially incapacitated from the performance of the essential duties of his position; b) Employee's incapacity is a result of industrial (work-related) causes; c) Employee is eligible to receive Industrial Disability Retirement ("IDR") benefits through CalPERS; and d) The City is not contesting the medical determination of industrial disability.

FISCAL IMPACT: There is no direct General Fund impact. CalPERS will calculate and administer the retirement benefit directly based on the employee's membership category and service credit.

BACKGROUND: California Government Code § 21156 sets forth the criteria for the City Council to make a determination that a public employee is substantially incapacitated physically and/or mentally for the performance of his duties and it thus eligible to retire based on said disabling condition. CalPERS requires City Council to adopt a Resolution certifying that an employee is, in fact, eligible to receive IDR benefits.

Employee, a retired Police Sergeant, was employed with the City of South Gate from November 15, 1992, through July 17, 2025, the official date of his retirement. On September 14, 2023, he sustained an industrial injury for which he filed a workers' compensation claim. Subsequently, Sgt. Ververa sustained a second industrial injury on September 3, 2024, which also resulted in a workers' compensation claim. Both workers' compensation claims remain pending; however, both have been accepted. On June 3, 2025, Employee filed an application for an IDR with CalPERS. The basis of Employee's application for the IDR benefits is that the injuries he sustained were in the line of duty and have rendered him substantially incapacitated to perform his duties as a sworn Police Sergeant. The City then sent Employee to a competent, independent medical practitioner, who examined Employee and confirmed that his condition was sustained while in the line of duty with the City as a Police Sergeant and that such injuries have rendered him substantially incapacitated to perform his

duties as a Police Sergeant. Accordingly, it can be concluded that Ververa is substantially incapacitated within the meaning of the California Government Code and the Public Employees' Retirement Law ("PERL") for the performance of his usual and customer duties in the position of Police Sergeant.

Based on the medical evidence, staff recommends that the City Council adopt a Resolution, which will approve a CalPERS IDR for Employee with an effective date of July 17, 2025.

Therefore, staff recommends that the City Council adopt the attached Resolution approving the Employee's Industrial Disability Retirement.

ATTACHMENT: Proposed Resolution.

RESOLUTION NO. _____

CITY OF SOUTH GATE
LOS ANGELES COUNTY, CALIFORNIA

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH GATE, CALIFORNIA, FOR THE CERTIFICATION OF A CALPERS INDUSTRIAL DISABILITY RETIREMENT OF ISMAEL VERVERA, A RETIRED POLICE SERGEANT

WHEREAS, the City of South Gate ("City") is a contracting agency under the California Public Employees' Retirement System ("CalPERS");

WHEREAS, California Government Code § 21156 and the California Public Employees' Retirement Law ("PERL") requires the City to determine whether the retiree is classified as a local safety member, is substantially incapacitated for the performance his duties, and whether such disability is "industrial" within the meaning of such law;

WHEREAS, Pursuant to the authority under California Government Code § 21156, after reviewing medical and other evidence relevant thereto, the City Council hereby certifies under penalty of perjury that the determination that the IDR was made on the basis of competent medical opinion and was not used as a substituted for the disciplinary process. If any of the following disciplinary processes occurred before the member's separation from employment, all relevant personnel documents were forwarded to CalPERS for determination of the member's eligibility for disability retirement and CalPERS' determination that the member is eligible to apply for disability retirement was obtained prior to starting the process of determination; however, no disciplinary process was pending. Those conditions are:

- Disciplinary process was underway prior to the member's separation from employment.
- Terminated for cause.
- Resigned or service retired in lieu of termination.
- The member signed an agreement to waive their reinstatement of rights as part of a legal settlement (i.e., Employment Reinstatement Waiver).
- Convicted of or is being investigated for a work-related felony; and

WHEREAS, Ismael Ververa, a retired Police Seargent, filed Workers' Compensation claims for his disabling conditions, both of which have been accepted by the City, and then subsequently filed an application for Industrial Disability Retirement on June 3, 2025; and

WHEREAS, the City referred the employee to an independent medical evaluation performed by a competent, independent medical practitioner, who determined that the employee is substantially incapacitated from performing his essential job duties;

WHEREAS, based on the medical findings and review of the employee's job functions, the City has determined that the incapacity is the result of industrial (work-related) causes; and

WHEREAS, the City certifies that neither the City nor the member have filed a petition for determination under California Government Code § 21166 to be made by the Workers' Compensation Appeals Board

NOW THEREFOR, 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 certify that the last day paid in the position of Police Sergeant after expiration of his leave rights under California Government Code §§ 21163 and 21164 is effective July 17, 2025, and that no dispute as to the expiration of such leave is pending as the member has exhausted unused sick leave, compensating time off or California Labor Code § 4850 until the last date paid.

SECTION 3. The City Council does hereby certify that retired Police Sergeant Ververa is substantially incapacitated from the performance of the essential duties of his position, that his incapacity is the result of industrial (work-related) causes, that he is eligible to receive an Industrial Disability Retirement because he is a sworn peace officer with the City of South Gate, and that the City is not contesting the medical determination that his injuries are an industrial disability.

SECTION 4. The City Clerk shall certify to the adoption of this Resolution which shall be effective upon its adoption.

PASSED, APPROVED, and **ADOPTED** on this **13th** day of **January 2026.**

CITY OF SOUTH GATE:

By: _____
Joshua Barron, Mayor

ATTEST:

By: _____
Yodit Glaze, City Clerk
(SEAL)

APPROVED AS TO FORM:

DRAFT

By: _____
Raul F. Salinas, City Attorney

Office of the
South Gate City Clerk

JAN - 8 2026

FILED

12:10pm

Item No. 4

City of South Gate

CITY COUNCIL

AGENDA BILL

For the Regular Meeting of: **January 13, 2025**
Originating Department: **Community Development**

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

SUBJECT: PROPOSALS FOR ON-CALL PLANNING, LANDSCAPING, ENVIRONMENTAL, AND ECONOMIC DEVELOPMENT CONSULTING SERVICES

PURPOSE: To provide a list of qualified firms to provide on-call consulting services for various planning, landscaping, environmental, and economic development issues, including:

- Planning, zoning, and land use services
- Landscape plan review for compliance with the water efficient landscape ordinance
- Environmental services in compliance with the California Environmental Quality Act (CEQA) and/or National Environmental Policy Act (NEPA)
- Economic development advisory services

On-call consulting services are needed to support the City with future development projects, and economic development efforts including, but not limited to, general plan amendments, code amendments, rezoning, tentative subdivision maps, conditional use permits, design reviews, plan reviews, specific plans, environmental services, and economic development.

RECOMMENDED ACTIONS: The City Council will consider adopting a list of qualified consultants that staff can select from an as-needed basis to provide various services for planning, landscaping, environmental, and economic development issues.

FISCAL IMPACT: There is no fiscal impact from the establishment of this list, as this list of consultants does not authorize any scope of work. All work authorized would be project-specific and would be the responsibility of the applicant unless a project is City-initiated, in which case the City would pay costs.

ANALYSIS: The City last updated its list of environmental consultants in June 2022, in which it entered into three contracts for on-call consulting services with De Novo Planning Group, EcoTierra Consulting, and Kimley Horn – referred to as "bench" consultants. Those contracts were extended until June 28, 2026. The City is now seeking to establish a broader bench list that includes those three firms plus other qualified environmental consultants, and expand the list to include other disciplines, including planning, economic development, and landscaping services. Selected

consultants are not required to cover all disciplines, but may offer services for one or more based on their areas of expertise. The expanded bench list will provide staff more of a range of professional services, expertise, pricing, and availability.

Background

In previous years, applicants requiring environmental services undertook the primary studies with their own consultants and the City would peer review those studies for reasonableness, which is a legally acceptable format. However, to ensure community interests are fully considered and that there is an independence to the analysis undertaken, in 2022, the City decided to prepare all technical studies, initial studies, and other documents through its own qualified consultants. All costs for the technical studies, initial studies, and other documents were fully paid through deposits required of the applicant at the time a development application is submitted.

Request for Qualifications

On September 4, 2025, the City Council authorized the release of a request for proposal (RFQ) to solicit qualified firms to submit proposals for on-call planning, landscaping, environmental, and economic development consulting services. The RFQ would assist in developing a pre-screened pool of qualified consultants to be able to respond in a timely manner to development applications. The RFQ was sent to 26 consulting firms that cover a variety of services. Staff received 10 statements of qualifications (SOQs) in response, and a correspondence from EcoTierra indicating they would like to remain on the bench list and provide the same environmental service. The two other existing bench consultants – Kimley-Horn and De Novo Planning Group – submitted an SOQ to provide planning services while continuing to provide environmental services.

Establishing a Consultant Bench

Staff reviewed the SOQs based on qualifications, including clarity of response, relevant experience, and consultant capabilities. After reviewing responses and communicating with qualified consultants, staff recommends that the City Council adopt the following list of consultants to provide services in their field of expertise:

TABLE 1 – CONSULTANT LIST

Consultant	Services Provided				Notes
	PL	ENV	LS	ED	
EcoTierra*		X			Estab. 2010; has worked with Bell Gardens, Santa Monica, El Segundo
Kimley-Horn*	X	X			Estab. 1967 with 10,000 employees, including 800 planners, engineers, and professionals in 146 offices (16 in California); currently provides CEQA review and can also provide Planning and traffic services
De Novo Planning Group*	X	X			25 full-time employees; has worked with Culver City, Gardena, Santa Ana; currently provides CEQA review and can also provide Planning services
Ascent Environmental, Inc.	X	X			Over 15 years in service with 150 employees; has done work in South Gate, Long Beach, LA; staff augmentation not provided

Willdan	X	X	X	X	Estab. 1964 with 1,700 employees; has worked with South Gate, Cudahy, Paramount; has capacity in all disciplines; specialists available in ED and LS services; CEQA done in-house with subconsultants preparing specific tech. studies
CSG Consultants	X	X			Estab. 1991 with 350 employees; has worked with Bell, Norwalk, Downey, Compton; offers current and advanced planning services
MNS	X	X		X	50 professionals; has worked with Bell Gardens, Long Beach, Norwalk
Civic Solutions	X				Estab. 1991; has worked with over 100 jurisdictions; provides current and advanced planning services; Spanish translation available; staff augmentation available
Raimi + Assoc.	X				Estab. 2006; provides planning, zoning, and land use services; staff augmentation not provided
Ladayu Consulting Group			X		Estab. 2015; 16 employees; has worked with Bell, Compton, Vernon, Alhambra
Environmental Design Assoc.			X		Estab. 2002; sole proprietor; has worked in Rolling Hills, Rolling Hills Estates, Palos Verdes Estates

PL = Planning, ENV = Environmental, LS = Landscape, ED = Economic Development
*Currently provides environmental services to the City of South Gate

In total, the City would expand its bench of three environmental consultants to:

- 8 Planning, zoning, and land use consultants
- 7 Environmental consultants
- 3 Landscape consultants
- 2 Economic development consultants

Once the list of bench consultants is established, projects that require specialized review as determined by staff will be sent to consultants based on their field of expertise through a request for proposal (RFP). An RFP for a project that is not exempt from CEQA may be sent to environmental consultants for preparation of a CEQA document. Similarly, an RFP for a large project that requires a complex zone change and General Plan amendment may be sent to planning consultants, environmental consultants, and landscape consultants. Proposals received will be reviewed and vetted before selections are made and contracts are executed. Applicants will be responsible for paying for the cost of the City's consultants, plus a 25% administrative fee.

Planning Services

Consultants will be contacted if an applicant requests an update to the General Plan, zoning code, specific plan, or other long-range planning document. Consultants will need to provide services on an as-needed basis, and may be asked to present workshops and training sessions with the Planning Commission and/or City Council. For applicant-initiated projects, the applicant is responsible for submitting a deposit, plus a 25% administrative fee, to cover costs. For City-initiated projects, the City would cover the consultant's costs.

Additionally, several consultants from the proposed qualified list provide staff augmentation in the event the City requires assistance with processing current planning projects.

Environmental Services

Consultants will be responsible for the preparation of Environmental Impact Reports (EIR), Environmental Impact Statements (EIS), Negative Declarations, Mitigated Negative Declarations, technical studies and other CEQA and National Environmental Policy Act (NEPA) documentation for proposed projects. The City currently has three bench consultants that provide environmental services and is looking to expand the list of qualified consultants. In the event an applicant wishes to use its own consultant, the City could use a bench consultant to peer review the work.

Landscaping Services

The City of South Gate has a Water Conservation Ordinance adopted in 2009 that promotes water conservation measures but may not fully meet new State standards. If the City decides to update its ordinance, a consultant can be selected from the bench list to prepare an ordinance amendment, which would be paid for by the City. For large private development, landscape consultants could review the landscape plan for compliance. Historically, staff has reviewed landscape plans. Applicants would cover the cost if a landscape consultant is needed.

Economic Development Services

Economic development consultants will provide advisory services on economic development. Occasionally, the City requires economic development data and analysis for decision-makers and requires a consultant that specializes in economics and market conditions. The City seeks consultants who can provide these services on an as-needed basis. Consultants may be asked to present workshops and training sessions with the Planning Commission and/or City Council. The City will pay for city-initiated projects.

CONCLUSION: The expanded list of bench consultants will assist staff in making selections to serve as an extension of staff. Consultants are specialized in their field of expertise and can alleviate the workload placed on regular staff. This improves customer service and ensures that projects are thoroughly reviewed for compliance with state and federal laws. In the event an applicant wishes to use its own consultant, the City could use a bench consultant to peer review the work.

If the bench list is acceptable to City Council, staff will use the list when development projects warrant the need for a consultant or consultant services are needed for a City-initiated project. Contracts with the consultants will be executed at a later time when a development project is submitted or services are needed.

ATTACHMENTS:

A. Request for Qualifications
   Exhibit A: Agreement for Professional Services Template
B. List of "Bench" Consultants
C. Letter from EcoTierra Regarding On-Call Environmental Consulting Services
D. Statement of Qualifications: Kimley-Horn
E. Statement of Qualifications: De Novo Planning Group
F. Statement of Qualifications: Ascent Environmental, Inc.
G. Statement of Qualifications: Willdan
H. Statement of Qualifications: CSG Consultants
I. Statement of Qualifications: MNS
J. Statement of Qualifications: Civic Solutions
K. Statement of Qualifications: Raimi + Associates
L. Statement of Qualifications: Ladayu Consulting Group
M. Statement of Qualifications: Environmental Design Associates

REQUEST FOR QUALIFICATIONS

ON-CALL CONSULTING SERVICES

City of South Gate
Community Development Department
8650 California Avenue
South Gate, CA 90280

Release Date: September 10, 2025

RFQ Due: October 9, 2025

The City of South Gate ("City") is soliciting qualified firms to submit a proposal for on-call planning,

landscaping, and environmental, and economic development consulting review and services for development projects and economic development efforts including, but not limited to, general plan amendments, code amendments, rezoning, tentative subdivision maps, conditional use permits, design reviews, plan reviews, specific plans, environmental services, and economic development. The City anticipates selecting firms to provide consulting services on an on-call basis, and that each firm may subsequently be asked to prepare specific proposals for more than one project.

Proposals are due by October 9, 2025, at 5:30 P.M. PT: See complete instructions, Instructions to Proposers and Procedures for Submittal.

All questions and inquiries related to this Request for Qualifications ("RFQ") must be directed to John F. Signo, AICP, Planning Manager at jsigno@sogate.org.

Introduction

The City of South Gate is requesting qualified firms to submit a proposal for on-call consulting services for future development projects and economic development efforts including, but not limited to, general plan amendments, code amendments, rezoning, tentative subdivision maps, conditional use permits, design reviews, plan reviews, specific plans, environmental services, and economic development. The City anticipates selecting firms to provide consulting services on an on-call basis, and that each firm may subsequently be asked to prepare specific proposals for more than one project. Services needed include:

- Planning, zoning, and land use services
- Landscape plan review for compliance with the water efficient landscape ordinance
- Environmental services in compliance with the California Environmental Quality Act (CEQA)
- Economic development advisory services

Interested consultants are **not** required to provide all services but only those that the consultant specializes in and can provide. The City anticipates compiling a list of several consultants in various disciplines to be available on an on-call basis.

Planning Consultants

The City occasionally requires updates to its General Plan, zoning code, specific plans, and other planning documents. The City seeks consultants who can provide these planning services on an as-needed basis. Consultants may be asked to present workshops and training sessions with the Planning Commission and/or City Council.

Environmental Consultants

The State of California has an environmental statute called California Environmental Quality Act (CEQA). The National Environmental Policy Act (NEPA) is a United States Environmental law that promotes the enhancement of the environment and established the President's Council on Environmental Quality (CEQ). Both laws require state and local agencies to identify the significant environmental impacts of their actions and avoid or mitigate those impacts, if feasible.

The consultant(s) selected will be responsible for the preparation of Environmental Impact Reports (EIR), Environmental Impact Statements (EIS), Negative Declarations, Mitigated Negative Declarations, technical studies and other California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) documentation for proposed projects. The consultant/s will be willing to work collaboratively with, and manage the work of, other members of the environmental analysis team.

Landscape Consultants

New development and retrofitted landscape water efficiency standards are governed by the Model Water Efficient Landscape Ordinance (MWELO). The MWELO is also referenced by Title 24, Part 11, Chapters 4 and 5 CalGreen Building Code. All local agencies must adopt, implement, and enforce the MWELO or a local Water Efficient Landscape Ordinance (WELO) that is at least as effective as the MWELO. Usually, local agencies that adopt WELOs create a more stringent ordinance than MWELO.

The City of South Gate has a Water Conservation Ordinance adopted in 2009 that promotes water conservation measures but may not fully meet the requirements of MWELO. Thus, the City must rely and implement the State's MWELO.

The City is seeking guidance from landscape consultants on adopting a local WELO or continuing implementing the standards in the State MWELO. Furthermore, the City is seeking consultants to review plans for MWELO compliance, which includes but is not limited to reviewing landscape and irrigation plans, providing recommendations on improving water efficiency measures, conducting compliance inspections, and finalizing permits.

Economic Development Consultants

The City is seeking a consultant to provide advisory services on economic development. Occasionally, the City requires economic development data for decision-makers and requires a consultant that specializes in economics and market conditions. The City seeks consultants who can provide these services on an as-needed basis. Consultants may be asked to present workshops and training sessions with the Planning Commission and/or City Council.

Project Overview

The purpose of this RFQ is to solicit and select a firm(s) to provide consultant services to assist City staff as it relates to various planning, landscaping, environmental, and economic development issues. Under the direction of the City's Community Development Director, the consultant(s) will provide the range of expertise to carry out the normal functions of the necessary review process and/or program implementation. All services provided by the consultant(s) shall be performed by individuals who meet the qualifications, education, and certification/licensing for the position(s). The successful consultant(s) shall also have the resources to provide cost effective and timely services, including providing outstanding customer service to the City and its related clients.

Proposed Timeline

Activity	Date
Initial distribution of RFQ	September 10, 2025
Proposal Submittal Deadline	October 9 – 5:30 P.M. PT
Interview(s), if necessary	October 13-21, 2015
Recommendation and Selection of Firm	October 28, 2015
Execution of Agreement	October 28, 2015

Environmental Consultant's Responsibilities/Scope of Services

In accordance with the California Environmental Quality Act (CEQA), the City of South Gate ("City") follows the appropriate guidelines for the environmental review (CEQA, NEPA, etc.) for the review of development projects and other activities to ensure that the environment of the State is protected and enhanced. Pursuant to these procedures, the City anticipates that the preparation of environmental document(s) may be required for potential future projects including but not limited to the following types:

- Residential developments
- Small and large mixed-use projects
- Industrial developments
- Commercial developments
- Capital projects

Due to the potential for project schedules to overlap, the City may ask several firms to provide consulting services, and the firm(s) may subsequently be asked to provide written proposals for more than one project. The selected consultant(s) may be asked to provide a variety of professional services and prepare environmental documents (such as Environmental Impact Reports, Mitigated Negative Declarations, Negative Declarations, Initial Studies, and/or technical studies) in compliance with the requirements of CEQA and NEPA. Typical environmental impacts which will need to be assessed include but are not limited to:

- Aesthetics
- Agricultural Resources
- Air Quality
- Biological Resources
- Cultural Resources
- Climate Change/Global Warming Geology and Soils
- Geology/Soils
- Hazards and Hazardous Materials
- Hydrology and Water Quality
- Mineral Resources
- Noise
- Population and Housing
- Public Service
- Recreation
- Tribal Cultural Resources
- Transportation/Traffic

- Utilities and Service Systems

Qualified firms may submit proposal for either individual services, or all services listed below and in this RFQ.

a. Task 1: Environmental Impact Report (EIR)
b. Task 2: Negative Declaration
c. Task 3: Mitigated Negative Declaration
d. Task 4: Technical Studies
e. Task 5: NEPA Compliance

At the start of the project, the Consultant will meet with City Staff and selected individuals to discuss the approach and expectations. The consultant/s will meet on a regular basis with the Community Development Director, Community Development and other City staff to review the progress of any work product and to discuss any changes in director or needed details. The selected firm(s) must be prepared to effectively address the following: Assist City staff in managing the environmental processing for private development projects and City initiated projects, including preparation of environmental documents, attendance at public meetings, regular interface with City staff and other City consultants, and attendance at regularly scheduled coordination meetings as necessary when work is in progress.

Communicate, cooperate and team with specialized environmental consultants and City staff and other City consultants as necessary.

Demonstrate the depth and breadth of the firm to provide a full range of environmental consulting services capable of meeting the needs of any given private development or City initiated project.

Provide strong emphasis on the management of multiple projects and competing priorities while maintaining quality, meeting schedules and staying within budget.

Subconsultants may be utilized for various technical reports. The City reserves the right to require the use of approved subconsultants, particularly with respect to traffic reports, and not permit the use of subconsultants that have not been approved.

Consultant's Responsibilities for Planning, Landscaping, and Economic Development Services

Consultants interested in providing services for planning, landscaping, or economic development issues must demonstrate the ability to communicate, cooperate, and interact with other consultants and City staff; demonstrate the depth and breadth of the firm to provide a full range of consulting services capable of meeting the needs of the City, provide strong emphasis on the management of multiple projects and competing priorities while maintaining quality, meeting schedules and staying within budget; and the ability to coordinate and manage subconsultants for various technical reports and supplemental tasks. The City reserves the right to require the use of approved subconsultants and not permit the use of subconsultants that have not been approved.

INSTRUCTIONS TO PROPOSERS AND PROCEDURES FOR SUBMITTAL

It is the responsibility of the Proposer to ensure timely delivery is made to the City of South Gate.

1. Proposals shall be submitted by **October 9, 2025, at 5:30 P.M. PT** to the City Clerk's Office. Submissions after this deadline will not be accepted.

2. Each Proposer must submit one (1) unbound and reproducible copy; three (3) bound signed copies and one (1) electronic version (USB flash drive) of its proposal to the City of South Gate. Submit proposals to:

   City of South Gate
   City Clerk's Office
   Attn: John F. Signo, AICP, Planning Manager
   8650 California Avenue
   South Gate, CA 90280

3. All Proposals shall be submitted on standard 8-1/2" x 11" paper. All pages should be numbered and identified sequentially by section. Proposals must be tabbed and indexed in accordance with the information requested in Section III. Although not as a substitute for a complete written response, additional material, such as technical documents may be referenced in any response and included as exhibits.

4. The Proposer's Proposal must not be marked as confidential or proprietary. The City may refuse to consider a Proposal so marked. Information in Proposals shall become public property and subject to disclosure laws. All Proposals shall become the property of the City. The City reserves the right to make use of any information or ideas in the Proposals.

5. By submitting a Proposal, the Proposer represents that it has thoroughly examined and become familiar with the work required under this RFQ and that it is capable of providing and performing quality work to achieve the City's objectives.

6. Proposals must be valid for a period of 120 calendar days from the Closing Date and Time for Receipt of Proposals.

7. Pre-contractual expenses are defined as expenses incurred by the Proposer in: preparing its Proposal in response to this RFQ; submitting that Proposal to the City; negotiating with the City any matter related to the Proposer's Proposal; and any other expenses incurred by the Proposer prior to the date of award and execution, if any, of the Agreement. The City shall not, in any event, be liable for any pre-contractual expenses incurred by Proposers in the preparation of their Proposal.

8. Each Proposer must submit its Proposal in strict accordance with all requirements of this RFQ. Deviations, clarifications, and/or exceptions must be clearly identified and listed separately as alternative items for the City's consideration.

9. After the Closing Date and Time for Receipt of Proposals, evaluation and proposal clarification

will commence, all of which will be conducted by City staff. City staff will make subsequent recommendations of approval to the City Council.

10. Proposers judged most responsive to the City's requirements may be asked to give a presentation of their Proposal to the City staff. Selected Proposers should be prepared to make their presentation within five (5) calendar days after notification and be prepared to discuss all aspects of their Proposal in detail, including technical questions regarding the Proposal. No Proposer shall be allowed to alter or amend its Proposal through the use of the presentation process.

11. In the event the City deems it necessary to clarify or make any changes to this RFQ, these changes shall be made in the form of a written addendum authorized and issued only by the City Staff or authorized designee.

12. The City reserves the right to negotiate modifications with any Proposer as necessary to serve the best interest of the City. Any Proposal may be rejected if it is conditional, incomplete or deviates from specifications in this request. The City reserves the right to waive, at its discretion, any procedural irregularity, immaterial defects or other improprieties, which the City deems reasonably correctable or otherwise not warranting rejection of the Proposal. Any waiver will not excuse a proponent from full compliance.

13. Proposers shall utilize Section III to describe their approach to the Scope of Work and to indicate costs.

14. The City reserves the right to:

    a. reject any or all price quotes, waive technicalities or formalities, and accept any price quote deemed in the best interest of the City;

    b. negotiate the final Agreement with any Proposer(s) as necessary to serve the best interest of the City;

    c. withdraw this RFQ at any time without prior notice and, furthermore, makes no representations that any contract will be awarded to any Proposer responding to this RFQ; or,

    d. award its total requirements to one Proposer or to apportion those requirements among two or more Proposers as the City may deem to be in its best interest.

15. In addition, negotiations may or may not be conducted with Proposers; therefore, the Proposal submitted should contain the Proposer's most favorable terms and conditions, since the selection and award may be made without discussion with any Proposer.

16. Where two or more Proposers desire to submit a single proposal in response to this RFQ, they should do so on a prime/sub-contractor basis rather than as a joint venture. The City intends to contract with a single firm and not with multiple firms doing business as a joint venture.

a. Firms intending to pursue this proposal in a "prime/sub-contractor" basis must identify any portion of the scope of work that will be subcontracted. Include the subcontractor's qualifications and key personnel, telephone number and contact person. The City reserves the right to approve or reject all consultants or internal staff performing consulting services proposed by the consultant during or after the consultant review and selection process.

PROPOSAL RESPONSE REQUIREMENTS AND EVALUATION PROCESS

Response Items

Responses must provide the required information in the following order for each underscored item. Proposers shall respond by repeating the section and sub-sections number(s) and statement/question and by providing the appropriate response hereunder.

1. Cover Letter

   The cover letter shall identify the Proposer and state other general information which the Proposer desires to include regarding the Proposer's business organization. Please include the point of contact and contact information (including email address and phone number) on the cover letter. The cover letter shall not exceed one (1) page.

2. Work Plan

   Each Proposer shall submit the following information:

   a. Methodology: Provide the Methodology/Approach proposed for the work as defined in the Scope of Work.

   b. Project Schedule: Propose a timeline for completion for the work including start date, milestones, and target date of completion. Any assumptions regarding turnaround time for staff review and City Council should be clearly noted.

   c. Qualifications and Prior Experience: The capabilities of the consultant's organization should be discussed. Minimum requirements for submittal of a proposal in response to this RFQ include the following:

      i. Demonstrated experience, competence, and qualifications of the consultant and the participating staff successfully providing similar services to municipalities; and,

      ii. Ability to perform the work in a timely manner, availability of staff and contingency plans.

   d. Personnel: this section must delineate the experience and profession of appropriate licenses and certifications of personnel.

e. Conflict of Interest: provide a brief summary on potential conflict of interest issues which are to be addressed by consultant.

f. Reference: list at least three municipal clients for whom comparable services have been performed within the last five years. Include the name, job title, email address and telephone number of each client's principal representative. This section shall not exceed seven (7) pages.

3. Fees

The Proposer shall provide a bid for all professional services and ongoing services and support being proposed which identifies:

a) An itemized cost breakdown, including hourly rates and number of hours for each major component of service, with a cross-reference to each component of service.

b) A total proposed "Not to Exceed" cost for the performance of all services.

c) A proposed payment schedule for all services to be performed and products to be delivered.

4. Resources to be provided by the City

The Proposer must list any resources, City assistance, or other items expected to be provided by the City. This section shall not exceed one (1) page.

Insurance Requirements

The selected consultant must provide and maintain at its own expense, procure and maintain during the term of the contract Workers' Compensations and Commercial General Liability as follows:

a) Workers' Compensation Insurance as required by law. The Consultant shall require all subcontractors similarly to provide such compensation insurance for their respective employees.

b) Commercial general and automotive liability insurance protecting the Consultant in amounts not less than $1,000,000 for personal injury to any one person, $1,000,000 for injuries arising out of one occurrence, and $500,000 for property damages or a combined single limit of $1,000,000.

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 the City.

b) Name and list as additional insured the City, its officers and employees.

c) Specify that such insurance 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 nor materially changed except upon thirty (30) days prior written notice to the City of South Gate such

cancellation or material change."

e) Cover the operations of the Consultant pursuant to the terms of any contract, including the Consultant's indemnity obligations thereunder.

Upon the request of the City, the Consultant shall provide evidence of the insurance coverage required herein. Insurance shall be in force on or before commencement of performance of this Agreement. Upon the request of the City, current certification of insurance shall be kept on file with the City at all times during the term of this Agreement. Failure on the part of the Consultant to procure or maintain required insurance shall constitute a material breach of contract under which the City may terminate this Agreement.

Evaluation Process

Each consultant responding to the RFQ will be evaluated by City staff on each element of the work plan and general information described above in the following order:

a) Review of experience, qualifications and references of the consultant to determine their ability to provide the requested services;
b) Review of the methodology/approach proposed by the consultant;
c) Review of proposed project timeline; and,
d) Review of the estimated fees and costs.

Selection/Award Procedures

A Professional Services Agreement will be provided for execution. It may be modified to incorporate other pertinent Articles/Terms and Conditions set forth in this RFQ, including those added by addendum, and to reflect the Proposer's offer or the outcome of contract negotiations, if any, conducted with the Proposer's. A sample of the City's Professional Services Agreement is included with this RFQ, as Exhibit A.

Statement of Qualifications for

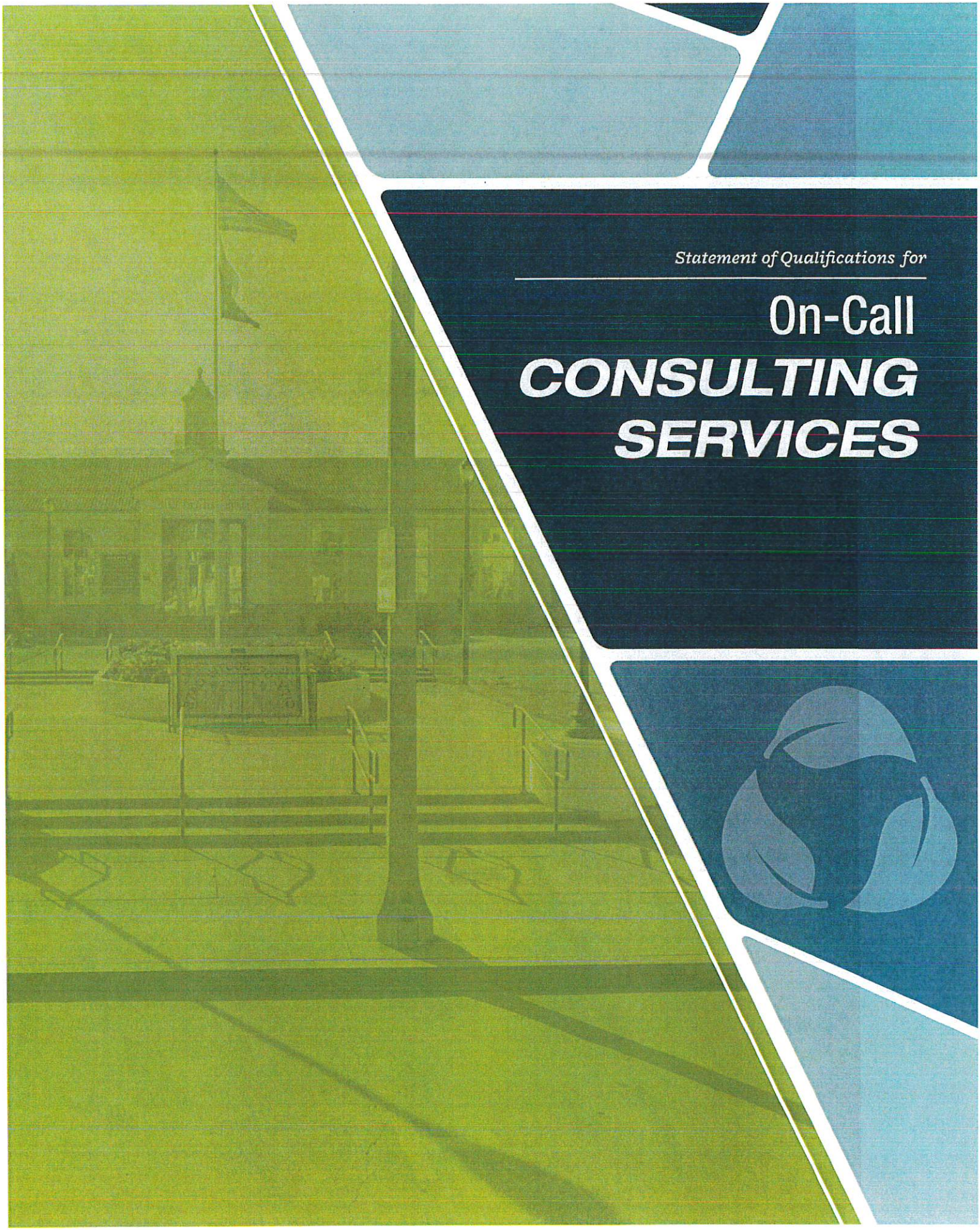
On-Call CONSULTING SERVICES

Prepared for:

City of
South Gate

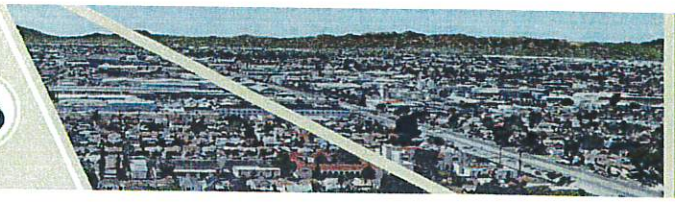
Prepared by:

Kimley»Horn
Expect More. Experience Better.



Statement of Qualifications for

On-Call CONSULTING SERVICES



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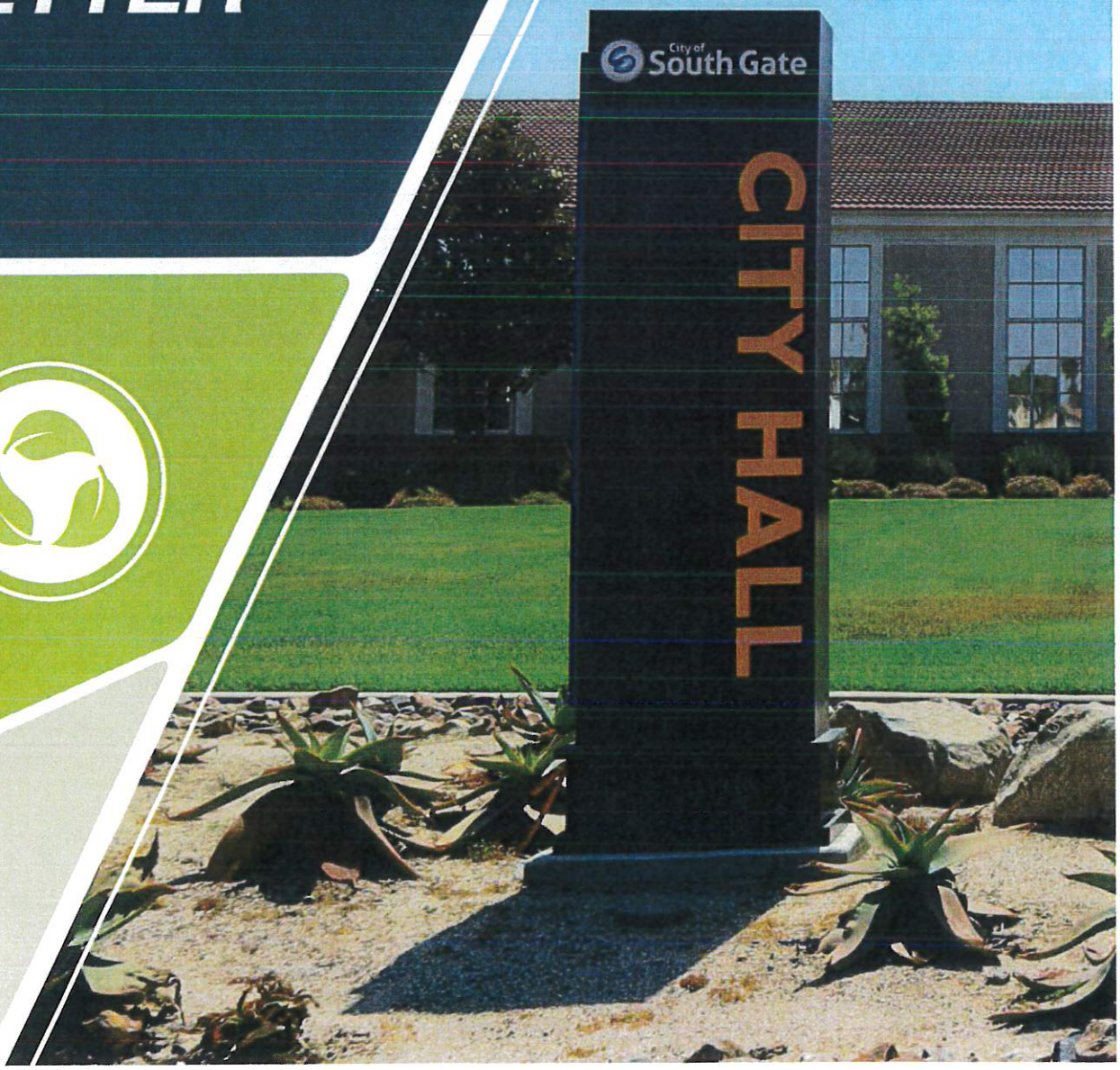
1. COVER LETTER



1. COVER LETTER

October 9, 2025

660 South Figueroa Street
Suite 2050
Los Angeles, CA 90017
TEL 213.261.4040

Proposed Category: Environmental Services in Compliance with the California Environmental Quality Act (CEQA)

John F. Signo, AICP
Planning Manager
City of South Gate
8650 California Avenue
South Gate, CA 90280

RE: STATEMENT OF QUALIFICATIONS FOR ON-CALL CONSULTING SERVICES

Dear Mr. Signo and Members of the Selection Committee:

The **City of South Gate** (City) needs a consultant who is a recognized leader in providing CEQA and National Environmental Policy Act (NEPA) services for a range of project types, with varying complexity, in support of all levels of environmental documentation. ***Kimley-Horn is that environmental consultant***. Having served on the City's prior CEQA/NEPA on-call bench, our Kimley-Horn team has substantial experience assisting the City with all aspects of environmental review and project implementation. Our proposal demonstrates both the breadth of services that Kimley-Horn can continue to provide to the City and the wide variety of projects for which we have prepared or peer reviewed CEQA documents. In addition, Kimley-Horn brings the following key strengths:

STRONG, COMMITTED PROJECT MANAGEMENT. Project manager/task manager **Jessie Barkley** will lead the Kimley-Horn team, maintain communications with the City, and facilitate compliance with project scopes, budgets, and schedules. Jessie has nearly 25 years of experience in preparing and managing high-profile and complex projects throughout Southern California. ***Jessie led the City's previous on-call contract as project manager and is familiar with your staff, regulations, policies, and priorities.*** Under this on-call contract, Jessie is managing the City's ***Patata Industrial Project***, where the Kimley-Horn team is preparing the required CEQA documentation to support an Addendum to the General Plan Environmental Impact Report (EIR) at 5037 Patata Street. Furthermore, proposed lead planner **Kari Cano** is currently leading and preparing the ***JB Hunt West Coast EIR***. Together, Jessie and Kari will be supported by a deep bench of experienced staff ready and available to assist the City with a multitude of relevant environmental documentation for your proposed developments.

EXPERIENCED STAFF AND TEAM MEMBERS. Drawing from more than 850 staff throughout California, our in-house staff and qualified consultant resources can meet the challenges of this on-call contract. Kimley-Horn's environmental team has decades of experience completing all types of environmental projects throughout Los Angeles County and Southern California. We are also supported by in-house planning and engineering specialists who will peer review technical studies. To complement our in-house team of technical specialists, we have partnered with **Ninyo & Moore** for hazards and geotechnical studies. Together, we offer the City a comprehensive team to serve you on any project that arises from this on-call contract.

ONGOING COMMITMENT TO CEQA COMPLIANCE AND DEFENSIBILITY. We consider it our responsibility to review and prepare CEQA documents and technical studies that are sensitive to the public's concerns for resource protection and community impacts. We have the resources to identify challenges and address potential vulnerabilities in the assumptions, objectives, alternatives, and strategies used in the environmental documentation. As a result, we maintain an excellent record of defensibility on behalf of our clients. We believe that you will not find a more qualified team to meet your environmental CEQA/NEPA service needs in a collaborative, yet expeditious and legally-sound, manner. Most importantly, we have a record of providing responsive service and timely delivery of critical project documents. We work effectively with local agencies to successfully complete numerous environmental projects and on-call assignments.

We are eager to continue demonstrating our dedication to partnering with the City. If you have any questions, please reach out to project manager **Jessie Barkley** at **213.793.5445** or **jessie.barkley@kimley-horn.com**.

Sincerely,
KIMLEY-HORN AND ASSOCIATES, INC.

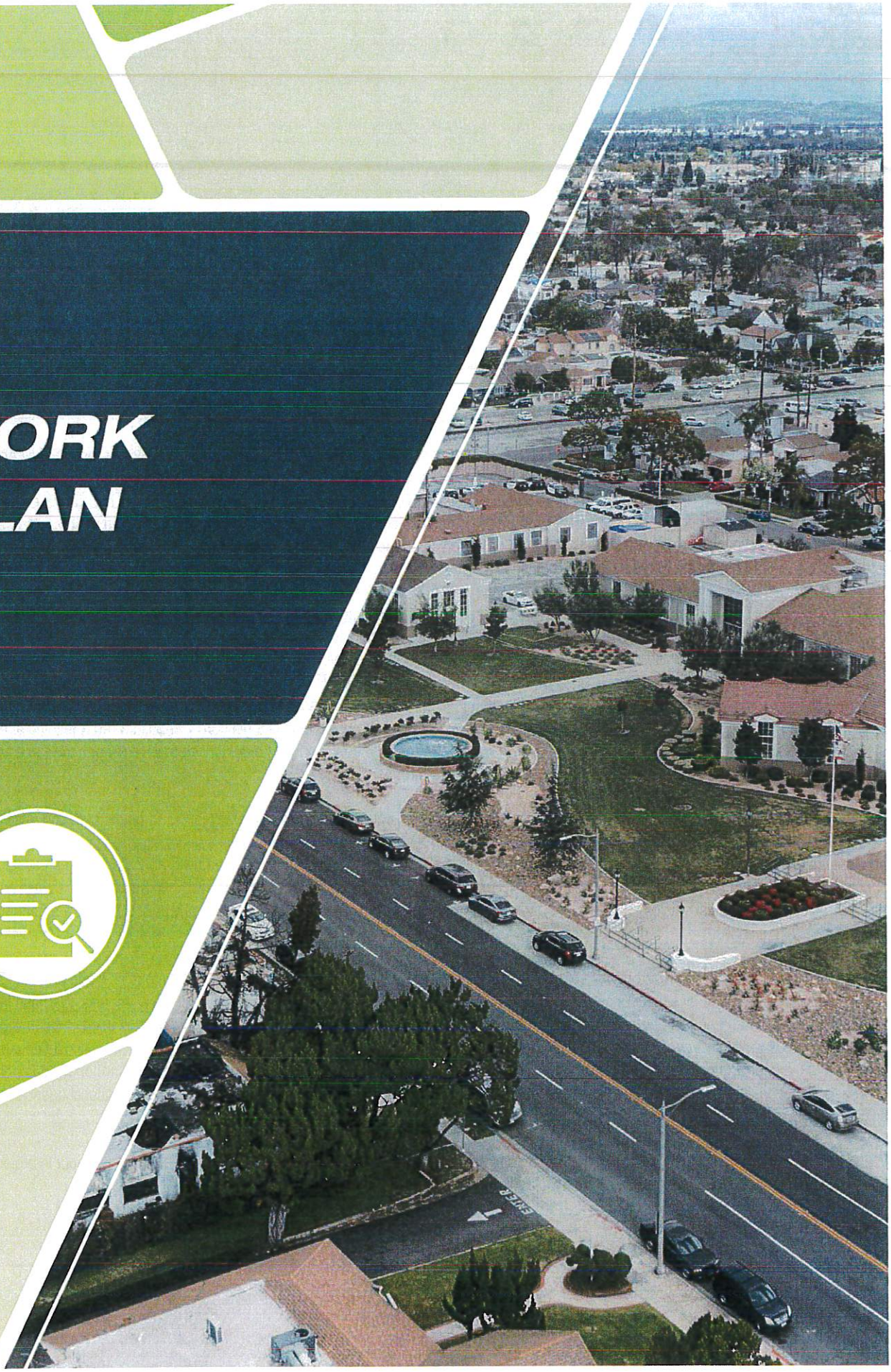
Jessie Barkley
Contract Manager

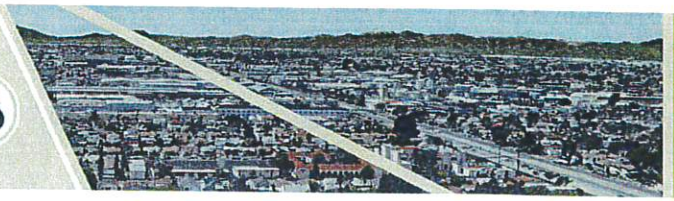
Sherry Ranta, PE, ENV*
Vice President/Senior Associate

**Sherry Ranta, PE, ENV is authorized to bind Kimley-Horn and execute agreements on behalf of the firm.*

Our proposal is valid for a period of 120 calendars from October 9, 2025.

2. WORK PLAN





2. WORK PLAN

a) Methodology

On-call contracts require a different approach from typical project-specific contracts. Each project assigned under an on-call contract will need an individualized approach that includes the various disciplines necessary to complete the assignment as efficiently and effectively as possible. One of the many advantages Kimley-Horn offers is our ability to assign the right staff to each project. Because we have ample resources in our local offices, we can draw from a multitude of disciplines and specialists to complete each assignment—whether the project is relatively straightforward, requiring only a few people in a single discipline, or more complex and requires numerous people across multiple disciplines.

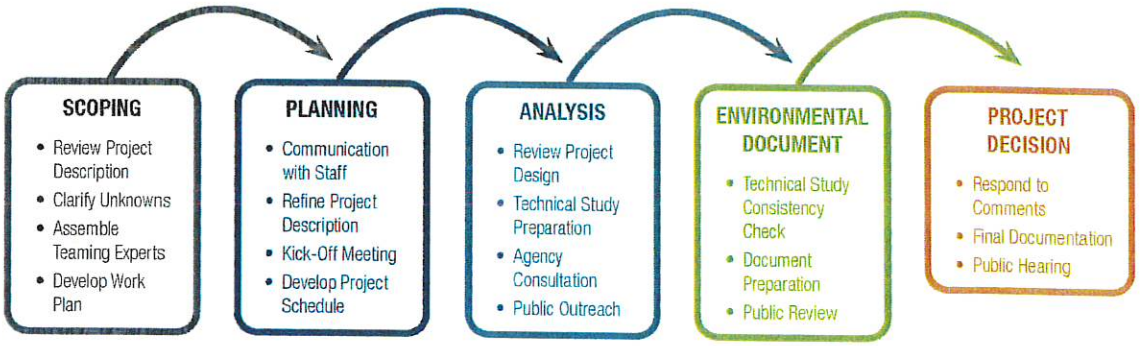
Our extensive experience serving multiple cities as an on-call consultant for environmental, planning, and transportation planning and design services means you can rest assured that our approach to your projects will include innovative ideas and fresh perspectives within the framework of a thorough understanding of the City's needs and vision.

Environmental Services Approach

Kimley-Horn understands that the ideal outcome requires a firm with the experience not only to see what is directly ahead, but to envision the landscape of possibilities and respond adeptly to whatever comes along—balancing rigor of process with creative thinking for remarkable results. We understand that being on point, on target, and on budget requires knowing exactly what you need, when you need it—and delivering it with a passion and conviction for getting projects done quicker and more effectively.

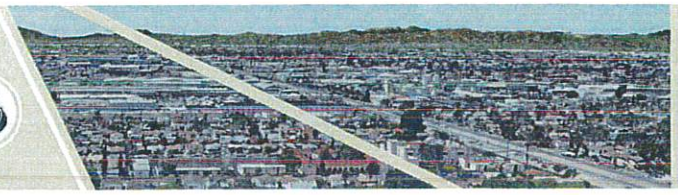
The environmental setting in which CEQA documents are prepared is dynamic and subject to frequent changes in practice, policy, legislation, and case law. This is not to say that every project is complicated or will be litigated. However, we work very hard to make sure that every environmental document and technical report that we prepare, or peer review, reflects all applicable rules and regulations and appropriate legal interpretations.

Kimley-Horn has a five-step process to completing environmental documentation projects. This process leads to a well-executed document that is both cost- and time-effective and involves stakeholders at all levels.



Scoping

We begin by reviewing available project documentation, considering any changes that have occurred since previous plan preparation, and reviewing any technical studies that have been prepared for each project. We will assess whether available information is adequate and notify the City if additional information is needed. Early identification of data needs is critical in meeting the project schedule and making sure that the planning and/or environmental documents are legally defensible. If additional information is needed, a list of data needs will be provided in writing.



The environmental documentation requirements for a "typical project" can vary extensively from the identification of potential environmental constraints as part of feasibility studies to document preparation pursuant to CEQA. Knowledge of technical issues, applicable regulations, and the City's entitlement and regulatory processes allow Kimley-Horn to provide responsive and solution-oriented advice. Our role is to help the City determine the appropriate CEQA determination of a project whether that be a categorical exemption or a Section 15183 exemption, an addendum, a negative declaration, a Mitigated Negative Declaration (MND), or an EIR. ***We provide that guidance and experience.***

Planning

Kimley-Horn will meet with City staff as part of a project kick-off meeting, and together we will refine the project description and develop a project schedule. The kick-off meeting serves several purposes, including an opportunity for project team members to understand their roles and responsibilities; the identification of informational needs and issues as perceived by various project team members; development of strategies for addressing these issues; and identification of sensitivities and potential controversy by citizens' organizations or other agencies, which need to be considered throughout the process.

Kimley-Horn's level of participation in subsequent meetings will be based on the preferences of the City's project manager. Scopes of work can be prepared to include a wide variety of participation in conference calls and meetings. We will be responsible for managing the CEQA process for the City, including ongoing project team coordination to confirm compliance with the scope of work, budget, and schedule, and to disseminate project information in a timely manner, resulting in consistent information for all technical reports.

Analysis and Public Outreach

Kimley-Horn can effectively facilitate public meetings and conduct virtual and in-person presentations on the environmental process and technical analyses to inform responsible agencies and community stakeholders about a project's purpose, the CEQA process, and environmental topics to be analyzed. The purpose of a scoping meeting is to solicit feedback from meeting attendees in such a way that informs the scope and content of the EIR. Kimley-Horn believes that scoping meeting participation is something to be welcomed and encouraged, as it can provide an early indication of any controversies or concerns that should be proactively addressed in the EIR. The total timeframe required to complete the environmental documentation process can be significantly affected by the concerns and/or input expressed from local residents, businesses, agencies, environmental interest groups, and the interested community-at-large. For some projects, workshops, meetings, and/or targeted outreach efforts provide a forum for meaningful community input and effectively instill the public with a sense of "partnering" and "ownership" in the process.

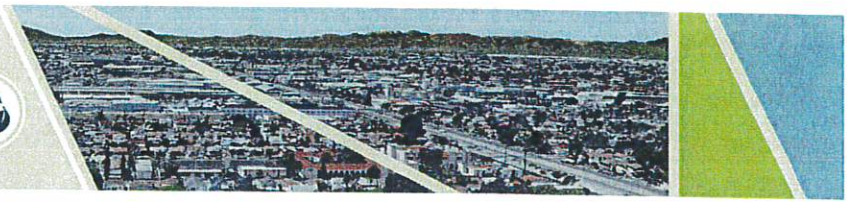
Environmental Documents

Environmental Impact Report (Task 1)

Kimley-Horn is expert at completing all major elements of EIR preparation. Project EIRs will be prepared in accordance with the methodology and thresholds of significance established by Appendix G of the State CEQA Guidelines. The following topics could be analyzed as part of the EIR:

Initial Study and Notice of Preparation (IS/NOP). Each IS/NOP will include a preliminary Project Description, a list of probable environmental effects, a conceptual site plan, and a Notice of Public Scoping Meeting that identifies the time and location of the meeting. Kimley-Horn will coordinate with the City to determine the meeting location and will provide consultation on the mailing list provided by the City. To streamline the environmental process, the IS will include a checklist that substantiates why each environmental topic in the Initial Study (IS) would result in no impact, a less-than-significant impact, or a less-than-significant impact with mitigation, and therefore, would not require further detailed analysis in the EIR.

Public Scoping Meeting. We will facilitate the public scoping meeting by preparing PowerPoint slides and presentation boards. Kimley-Horn's project manager and key staff will attend the public scoping meeting with the City. During the scoping meeting, our staff (or court reporter) will record public comments.



Aesthetics and Visual Resources. Kimley-Horn will assess potential visual changes resulting from project implementation when views are of concern. The evaluation will use the appropriate analysis tools including site visits, photo-documentation, visual simulations, and shade/shadow modeling, if deemed necessary.

Air Quality and Health Risk. Kimley-Horn provides a full range of air quality studies for public- and private-sector clients, in accordance with local, state, and federal impact assessment criteria. Our staff is trained in using state-of-the-art computer models and assessment protocols developed by the U.S. Environmental Protection Agency (EPA), the California Air Resources Board (CARB), the Federal Highway Administration (FHWA), Caltrans, and Air Pollution Control Districts throughout the State. Computer models used include California Emissions Estimator Model (CalEEMod), EMFAC, OFFROAD, CALINE, and AERMOD. We also develop mitigation measures necessary to reduce or avoid project and cumulative air quality impacts.

Historic, Archaeological, and Paleontological Resources. Kimley-Horn will provide cultural resources evaluations for architectural history/historic preservation, prehistoric and historic archaeology, and paleontology. The Kimley-Horn team also provides tribal consultation consistent with Senate Bill (SB) 18 and Assembly Bill (AB) 52.

Energy. Kimley-Horn will quantitatively assess a project's energy consumption and demand on suppliers based on CalEEMod, project-specific data, land use, and a project's proposed sustainability features. Kimley-Horn can provide assumptions for the applicant if project-specific data cannot be provided.

Geology and Soils. **Ninyo & Moore's** personnel base include registered geotechnical and civil engineers, geologists, hydrogeologists, engineering geologists, geophysicists, environmental scientists, and specialists in fields such as regulatory issues and interpretation, hazardous waste management, and remedial action planning. Depending on the nature of the project, Ninyo & Moore's geotechnical staff will prepare a site specific Geologic and Soils report that will evaluate potential hazards related to seismic conditions, faults, soil instability, soil corrosion, liquification, landslides and other potential geologic hazards.

Greenhouse Gas (GHG) Emissions. Kimley-Horn will prepare qualitative and quantitative GHG emissions analyses associated with the CEQA documents. We understand the evolving regulations and the activities within the SCAQMD and other air districts relative to GHG emissions assessments in environmental documents as well as recent case law affecting the methodology for GHG analyses.

Hazards and Hazardous Materials. This section evaluates potential impacts that could result from the release of hazardous materials during construction and the long-term operation of a project. **Ninyo & Moore** staff can prepare Phase I Environmental Site Assessments (ESAs) and Phase II ESAs.

Hydrology and Water Quality. The CEQA documents will need to address a project's potential impacts on the existing local drainage system and hydrology of the area as well as potential flooding and surface and groundwater quality impacts. Kimley-Horn's in-house engineers are experienced in the preparation of large- and small-scale hydrology analyses in support of technical site plans, programmatic land use planning/Specific Plans, and policy documents along with final engineering phase drainage plans.

Land Use and Planning. Kimley-Horn will document existing land uses surrounding a project site and will review existing planning documents relevant to the project area. A discussion of the project's compatibility with surrounding land uses is provided, and the project's consistency with the applicable planning documents, including the City's General Plan and Zoning Code.

Noise and Vibration. Kimley-Horn provides a full range of noise impact analyses including instrument-assisted noise field surveys, commercial and industrial stationary sources noise impact analyses, FHWA computer modeling of motor vehicle noise impacts for roadway and freeway projects, and rail noise impact analysis. The analyses will address operational and construction noise including the potential for vibration effects primarily during any demolition and construction activities.

Population and Housing. Kimley-Horn will analyze potential impacts associated with changes in population and housing anticipated by the implementation of a proposed project. As applicable to the project, the focus of the population analysis will be a comparison of the amount and type of growth anticipated with implementation of the project with the growth forecasted in the General Plan, and the policies addressing growth in the City's planning documents.

Public Services and Recreation. Each project will be evaluated to determine potential impacts to applicable public services, including fire, police, schools, parks, and libraries. Potential effects associated with project implementation can be related to the provision of adequate service levels; the need to upgrade and/or provide additional facilities to serve the project; or modifications to existing facilities as part of the project.

Transportation. Kimley-Horn offers complete in-house traffic planning and engineering services including the preparation of traffic impact studies, traffic calming studies, speed zoning studies, safety and operations studies, parking management studies, pedestrian safety programs, site access and circulation studies, and accident analyses. These various analyses are often needed as a part of the overall traffic analysis in a CEQA document. Our staff is also able to address all aspects of roadway design, including intersection geometrics, utility relocations, traffic control, signalization, and signing and marking.

Utilities and Service Systems. Depending on the type and size of the project and our role, Kimley-Horn can evaluate potential impacts on utility and service providers to determine if a project will conflict with any existing utilities in the study area. Alternatively, our staff has the capabilities to provide sewer capacity analyses and preliminary water demand analyses. Areas of evaluation will include power and natural gas, communications, water treatment and distribution facilities, sewer, storm water, and water supplies. We will coordinate with the City and utility purveyors to make sure that the impacts are fully analyzed.

Mitigation Monitoring Reporting Program; Findings of Facts; Statement of Overriding Consideration. Kimley-Horn will develop Mitigation Monitoring Reporting Programs (MMRPs) using the City's format and will clearly identify all components of the MMRP, responsible parties, and a timeframe for implementation. We can also prepare Findings of Facts and Statements of Overriding Considerations.

Negative Declaration/Mitigated Negative Declaration Preparation (Tasks 2 and 3)

Kimley-Horn's approach to preparing key sections of the Negative Declaration (ND) or MND is similar to the discussion set forth above for EIR preparation, although the amount of detail in the existing conditions and impact analyses is appropriately reduced to address the specifics of the project. Sections not required for an ND/MND include but are not limited to, a discussion of the Project Objectives, the Alternatives analyses, discussions of Significant Irreversible impacts; Growth-Inducing impacts; and the Cumulative analyses (except where explicitly required by a threshold of significance).

Categorical Exemptions and/or Technical Support Preparation (Task 4)

The CEQA Guidelines identify 33 classes of projects that have been determined not to affect the environment significantly and are therefore exempt from the provisions of CEQA. Kimley-Horn has provided CEQA clearance for multiple projects throughout Southern California, each of which included technical evaluations such as air quality, noise and vibration, health risk, and cultural and historical resources, allowing cities to confirm no significant impacts and no exceptions to the Categorical Exemption (CE).

NEPA Compliance (Task 5)

Kimley-Horn possesses extensive experience locally and nationally providing comprehensive environmental documentation services in support of the NEPA, CEQA, and similar state environmental review laws. Our staff bring recent, relevant experience preparing Environmental Impact Statements (EISs), Environmental Assessments (EAs), categorical exclusions (CatExs), and other special studies for wide array of project types including the development of housing, mixed-use, and commercial land uses; public service campuses (hospitals, educational facilities); infrastructure, roadways, and intermodal facilities; transportation planning efforts; rail and marine improvements; and airports. Federal Agencies include the U.S. Department of Housing and Urban Development (HUD), U.S. Economic Development Administration (EDA), FHWA, Federal Aviation Administration (FAA), Federal Transit Administration (FTA), Federal Railroad Administration (FRA), Department of Defense (DOD), Environmental Protection Agency (EPA), Bureau of Land Management (BLM), and others.

Addendum Preparation

An addendum can be prepared to a previous EIR or MND. State CEQA Guidelines Section 15164 provides general guidance regarding addendums; however, it defers to State CEQA Guidelines Section 15162 to determine whether circumstances warrant the preparation of additional CEQA documentation. Pursuant to State CEQA Guidelines Section 15162(a), additional CEQA documentation beyond an addendum would only be required if the proposed project creates new significant impacts or impacts that are more severe than those disclosed in previous CEQA document.

Project Decision

Notices and Distribution of Documents

Kimley-Horn can prepare all necessary CEQA notices, including Notices of Preparation, Notices of Availability, Notices of Completion, and Notices of Determination. We can be responsible for all reproduction and distribution of documents. We will also provide the environmental documents in a web-ready format for the City's use.

Project Management and Meetings

Kimley-Horn will be available to participate in public information Sunshine Ordinance meetings at the City's request, whether virtual or in-person depending on COVID-19 related restrictions. At public meetings, Kimley-Horn will be available to answer questions on the EIR and environmental analysis and facilitate information sharing through visual graphics and/or PowerPoint presentations. Importantly, Kimley-Horn will be available to attend all public hearings (e.g., Planning Commission, City Council) and meetings with applicable jurisdictions/responsible agencies, and answer questions related to the CEQA documentation. We are experienced and adept at providing helpful technical responses and clarifications for decision-makers at public meetings and hearings, and at making presentations at public hearings.

Quality Control and Quality Assurance

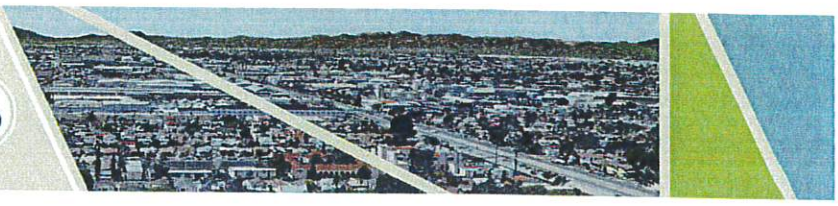
Quality projects don't happen by accident at Kimley-Horn. Since our founding 58 years ago, we have been firmly committed to providing quality in every task, deliverable, and service provided by our firm. Every member of our firm is responsible for exceeding client expectations. Achieving quality is far more than a companywide program. It is fundamentally about how we conduct each specific project. Kimley-Horn insists that each project has a carefully structured scope of services, a corresponding schedule, and an accurately developed budget. We don't begin an assignment until these three elements are in place and mutually agreed upon by Kimley-Horn and the City. We know that schedule and quality control are equally important. A project that is behind schedule too often sacrifices the opportunity for quality reviews.

We insist that our project managers build adequate time into their schedules for a thorough quality control review so that our project documents can be thorough, accurate, and complete.

b) Project Schedule

For the purpose of this Statement of Qualifications (SOQ), we have included timelines for the completion of sample projects delineating actions and deliverables for each sample project below. For each task order received, Kimley-Horn will develop a detailed project schedule with input from City staff as part of the project kick-off and will work to meet project goals on or ahead of schedule.

Sample Project 1: Technical Studies: Traffic, Air Quality, Greenhouse Gas Emissions, Noise, Health Risk	**Sample Project 2:** Exemptions/ Consistency Analyses	**Sample Project 3:** IS/MND: Peer Review	**Sample Project 4:** IS/MND: Preparation	**Sample Project 5:** EIR: Peer Review	**Sample Project 6:** EIR: Preparation
Actions and Deliverables ▪ Kick off meeting/calls ▪ Project Data Questionnaire ▪ Technical Studies; CEQA sections ▪ Memorandums (peer review)	**Actions and Deliverables** ▪ Kick off meeting/call, check in meetings (identify any concerns, progress) ▪ Internal team kick off meeting ▪ Prepare technical studies/analyses (to confirm appropriate CEQA approach) ▪ Prepare Exemption, Consistency Memorandums ▪ Revise based on City comments ▪ Staff reports, etc., if requested ▪ Attendance at and preparation of presentations at public hearings	**Actions and Deliverables** ▪ Kick off meeting/call, check in meetings (identify any concerns, progress) ▪ Internal team kick off meeting ▪ Screencheck IS/MND and technical studies review: provide written comments ▪ Review revised IS/MND, technical studies: provide comments ▪ Determine if additional revisions are needed ▪ Coordinate public review ▪ Review Responses to Comments and MMRP: provide written comments ▪ Staff reports, etc., if requested ▪ Attendance at and preparation of presentations for public hearings	**Actions and Deliverables** ▪ Kick meeting/call, check in meetings (identify any concerns, progress) ▪ Internal team kick off meeting ▪ Distribute questionnaire for project information for technical studies; traffic scoping report ▪ Prepare Project Description: submit to City for review ▪ Prepare IS/MND and technical analyses ▪ Prepare revised IS/MND with technical analyses (track/change) ▪ Public review ▪ Prepare draft and revised written Responses to Comments and MMRP ▪ Attendance at and preparation of presentations for public hearings	**Actions and Deliverables** ▪ Kick off meeting/call, check in meetings (identify any concerns, progress) ▪ Internal team kick off meeting ▪ Admin Draft EIR and technical studies review: provide written comments ▪ Review revised Draft EIR, technical studies: provide comments ▪ Determine if additional revisions are needed; Proof Check EIR review ▪ Coordinate public review ▪ Review Responses to Comments, MMRP, Findings of Fact and Statement of Overriding Considerations: provide written comments ▪ Staff reports, etc., if requested ▪ Attendance at and preparation of presentations for public hearings	**Actions and Deliverables** ▪ Kick off meeting/call, check in meetings (identify any concerns, progress) ▪ Internal team kick off meeting ▪ Distribute questionnaire for project information for technical studies; traffic scoping report ▪ Prepare Project Description: submit to City for review ▪ Prepare Screencheck Draft EIR and technical analyses ▪ Revised Screencheck EIR, technical studies (track/change) ▪ Prepare Proof Draft EIR ▪ Coordinate public review ▪ Prepare Responses to Comments, MMRP, Findings of Fact and Statement of Overriding Considerations ▪ Revisions provided in track/change ▪ Attendance at and preparation of presentations for public hearings
Timeline: 4-8 weeks for multiple studies; individual studies will be 2-4 weeks	**Timeline:** 7-9 months	**Timeline:** 7-9 months	**Timeline:** 7-9 months	**Timeline:** 12-18 months	**Timeline:** 12-18 months



c) Qualifications and Prior Experience

Kimley-Horn is a full-service environmental, planning, and engineering consulting firm providing services to public agencies nationwide. Since our founding in 1967, Kimley-Horn has grown from a small group of traffic engineers and transportation planners to a firm of more than 10,000 employees with 146 offices across the US. Our 16 California offices, including local offices in Los Angeles, Long Beach, and Orange have more than 850 planners, designers, engineers, and technicians—affording us the depth of resources necessary to staff and execute any assignment under this contract. We offer clients the local knowledge and responsiveness of a small organization, backed by the extensive resources only a national firm can offer.

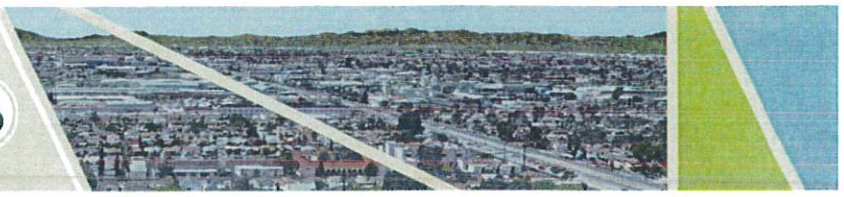
Our staff is experienced in the preparation and processing of all types of environmental documents under CEQA and NEPA and has extensive knowledge of environmental document requirements. Our environmental professionals not only have years of experience in developing CEQA documents that support specific plans, general plan elements, transportation, site development, and public works projects, but also receive regular training on changes in CEQA, NEPA, and applicable case law affecting the interpretation of current statutes. We have a tremendous amount of experience writing CEQA/NEPA documents and providing regulatory compliance assistance.

Combining national experience with a local sensibility, Kimley-Horn's professionals provide comprehensive solutions to the planning, analysis, and design of public and private spaces. Our team draws upon years of experience with public agencies and private development to develop user-friendly documents—creating project designs that minimize impacts to the natural environment and community. On all our projects, we work extensively with our internal partners, agency staff, and clients to create the appropriate technical approach for the document and scope of related technical studies.

Demonstrated Experience, Competence, and Qualifications

The City is looking for qualified consulting firms to provide on-call environmental services, including preparing IS and infill checklists, NDs, MNDs, expanded ISs, and EIRs as well as their required noticing documents. In preparation for this request for qualifications (RFQ), we carefully reviewed the City's preliminary scope of services needed for environmental services. We feel strongly that the team assembled for this contract is the right and best team to assist the City in successfully completing your goals. The City will need a team that is not only multidisciplined—providing a diverse set of skills and services—but also, and more importantly, that understands the key components of project delivery.

Through comprehensive knowledge and understanding of the City's environmental processes, requirements, and guidelines, the Kimley-Horn team is committed and qualified to provide the City with the environmental experience required to manage projects under this contract. Our team has the experience and understands the tasks, processes, and guidelines which are required to successfully complete environmental clearances under the service areas outlined in the RFP. Our team's relevant services are provided in the table below, with relevant project examples outlining our qualifications included on the following pages.



ENVIRONMENTAL

CEQA/NEPA DOCUMENTATION

- Initial Studies and Environmental Assessments
- Negative Declarations (ND) and Mitigated Negative Declarations (MND)
- Addenda
- Categorical Exemptions and CEQA Section 15183 Exemptions
- Senate Bill (SB) 375 Compliance Reports
- Sustainable Communities Environmental Assessments (SCEA)
- Sustainable Communities Project Exemptions (SCPE)
- Environmental Impact Reports (EIR)
- Mitigation Monitoring and Reporting Program Preparation and Compliance/Implementation

PROJECT MANAGEMENT AND STAFF SUPPORT

- Project Oversight
- Team/Agency Coordination
- Public Hearing Notices
- Scoping Meetings, Outreach, and Presentations
- Project Management
- Staff Services
- Public Hearing Presentations
- Staff Reports
- Assembly Bill (AB) 52 Tribal Cultural Consultation Support
- SB 18 Tribal Cultural Consultation Support
- Agency Permit Processing
- Regulatory Permit Processing

TECHNICAL STUDIES

- Air Quality Studies
- Health Risk Assessments
- Greenhouse Gas (GHG) Emissions Assessments
- Climate Action and Adaptation Plans
- Community Impact Assessments
- Aesthetics/Visual Impact Analyses
- Land Evaluation and Site Assessments (LESA)
- Energy Evaluations
- Historic Resources Evaluations
- Cultural Resources and Tribal Cultural Resources Assessments
- Noise and Vibration Studies
- Parking and Parking Management Studies
- Transportation Studies: Vehicle Miles Traveled (VMT) and Level of Service (LOS)
- Phase I and II Environmental Site Assessments
- Environmental Justice Outreach
- Hydrology and Drainage Studies
- Water Quality Management Plans
- Water Supply Assessments
- Utility/Sewer Infrastructure Studies
- Recreational Facility Assessments and FHWA Section 4(f) Evaluations
- Wildland Fire Hazards/Fire Protection Studies
- Jurisdictional Delineation

PLANNING AND DESIGN

- General Plans and Specific Plans
- Complete Streets
- Community Engagement
- Mobility Planning
- Housing Elements
- Entitlement Processing
- Zoning Codes
- Due Diligence
- Feasibility Studies
- Staffing Services
- Urban Design
- Landscape Architecture
- Master Planning
- Community Infrastructure
- Grant Applications

Relevant Project Experience

City of South Gate, Environmental Consulting Services On-Call Contract, South Gate, CA

2022 – present

Project manager Jessie Barkley is serving as project manager for the CEQA on-call environmental consulting services contract for the City of South Gate. Tasks under this on-call contract include preparation and peer-review of all types of CEQA documents ranging from multi-issue complex EIRs to categorical exemptions and supporting technical analyses. Under this on-call contract, Kimley-Horn serves as lead CEQA document preparer and advisor for private sector projects on behalf of the City such as industrial commercial uses. Jessie is currently managing the City's Patata Industrial Project Addendum, where the Kimley-Horn team is preparing the required CEQA documentation to support an Addendum to the General Plan EIR at 5037 Patata Street. Furthermore, proposed lead planner Kari Cano is currently leading and preparing the JB Hunt West Coast EIR.

City of Long Beach, On-Call Environmental, Planning, and Affordable Housing Consultant Services, Long Beach, CA

2018 – 2023

For five years, Kimley-Horn served on the City's on-call list for environmental consultant services. Key project highlights are presented below.

Community Hospital Remodel Project IS/MND

Kimley-Horn prepared the IS/MND for the remodel of the hospital campus buildings, relocation of acute care services into seismically compliant portions of the hospital buildings, construction of a new central utilities plant, and minor exterior improvements and remodeling to the existing historic hospital building. Kimley-Horn peer reviewed the applicant–provided acoustical report, geotechnical report, historical resource survey, and cultural resource project analysis. Kimley-Horn prepared air quality, health risk assessment, GHG emissions, energy, low impact development study, and the IS/MND. This project was initiated in July 2021.

Cherry Avenue Industrial Project EIR

The Cherry Avenue Industrial Project proposes to demolish the existing industrial uses and would construct a single 304,000-square-foot concrete, tilt-up industrial warehouse building. The project was originally exempt from CEQA; however, the City's Planning Commission decision was appealed to the City Council. The applicant withdrew the project prior to the City Council Hearing and has decided to pursue an EIR. Kimley-Horn prepared the Draft EIR and CEQA notices for the project, participated and presented at the public scoping meeting, peer reviewed the applicant-provided studies (air quality, health risk, GHG emissions, noise, traffic, and VMT), and prepared the other technical analyses to support the EIR (cultural resources assessment, hydrology/hydraulic study, and utilities analysis). The public review period for the Draft EIR concluded on April 29, 2024, and the Final EIR is currently being prepared.

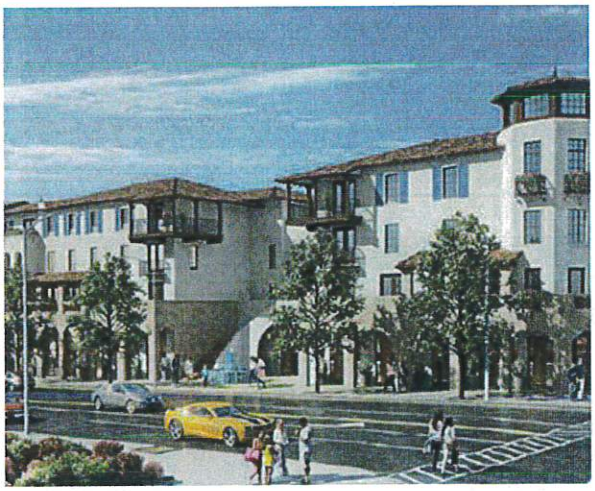
5150 Pacific Coast Highway Student Housing Project EIR

The 5150 Pacific Coast Highway Student Housing Project proposes to adaptively reuse an existing seven-story office building with three levels of subterranean parking into a private residential building for students enrolled at California State University, Long Beach. The first level of the proposed project would consist of administrative/management offices and various amenities including a lobby, mail room, kitchen and dining area, study room, laundry facilities, fitness area, and a men's and women's locker room. The 149 student residential suites (593 beds) would be located on the second to seventh floor. Kimley-Horn is preparing the Initial Study, Draft EIR, and CEQA notices for the project. Kimley-Horn will participate and present at the public scoping meeting and prepare technical studies to support the EIR (air quality, cultural resources assessment, GHG emissions, phase I environmental site assessment, hydrology/hydraulic study, noise, trip generation and VMT screening, and utilities analysis).

City of San Gabriel, Preparation of Environmental Review Documents On-Call Contract, San Gabriel, CA

2017 – present

Members of our proposed team, while at a previous firm, have been the point of contact and project manager for the on-call contract since 2017. Since coming to Kimley-Horn, they have continued to work with the City of San Gabriel on various task orders. Key project highlights are presented below.



Rubio Village Mixed-Use Project CEQA Consistency

Kimley-Horn was retained to evaluate the Rubio Village Project with respect to CEQA compliance. The City of San Gabriel City Council approved the original project and certified the Final EIR in April 2007. In February 2015 and May 2016, two addenda were prepared by the City to address changes to the development program. In 2022, Kimley-Horn was retained to prepare a CEQA Consistency Memorandum to address the changes to the project and to document that the project would be exempt from additional review under CEQA. The project proposed to develop a four-story mixed-use building consisting of 170 residential condominium dwelling units, approximately 14,000 square feet of retail/restaurant space, and two levels of subterranean parking. As part of the Memorandum, Kimley-Horn reviewed the project's impacts on air quality, energy, GHG emissions, noise, population and housing, public services, transportation, tribal cultural resources, utilities and service systems, and wildfire. The project was approved in May 2022.

Rubio Village Mixed-Use Project IS/MND

Due to changes in the economic market, applicant-driven revisions, and based on feedback from the City, Kimley-Horn was retained to prepare an IS/MND for the Rubio Village Project. The Rubio Village Mixed-Use Project proposed to develop three buildings consisting of 225 multi-family residential units and approximately 13,500 square feet of commercial (retail/restaurant) uses within five spaces. As part of this project, Kimley-Horn prepared an air quality technical analysis, GHG emissions assessment, noise and vibration analysis, and traffic impact study. Jessie also provided tribal consultation support to the City. The project was approved in January 2024.

Pacific Square San Gabriel Mixed-Use Project EIR

Kimley-Horn managed and prepared the EIR for the development of a mixed-use development including 243 residential units and 111,350 square feet of retail space, restaurants, a café, and a grocery store. The project is located on one of the largest undeveloped parcels in the City, on the original location of the San Gabriel Nursery & Florist, which continues to operate just north of the project site. Key issues and studies include aesthetics and massing, shade/shadow, air quality, cultural resources, environmental hazards, noise, and traffic. Kimley-Horn provided CEQA support to the City for the project, including presenting at the public scoping meeting, tribal consultation, general design review and input, and coordination with the project applicant. The project was approved in October 2021.

City of Burbank, Supplemental Environmental Impact Report (SEIR) for the Soil Vapor Extraction System Upgrade Project, Burbank, CA

2023 – present

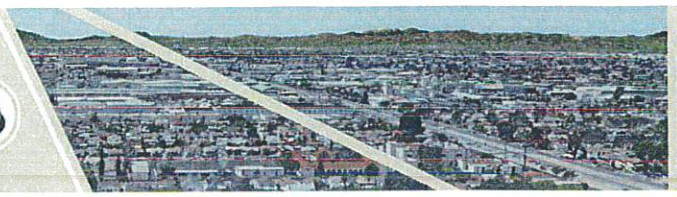
The SEIR will address the source area removal action that is a continuation of past remediation efforts including the operation of a soil vapor extraction (SVE) treatment system (Original Project) at a portion of the former Lockheed Martin (LM or Applicant) Plant B-1 site, focusing on reducing concentrations of volatile organic compounds (VOCs) within two source areas, per Cleanup and Abatement Order No. 87- 161 by the Los Angeles Regional Water Quality Control Board (LARWCQB). Proposed remediation efforts would generally be located at 1234 North Victory Place, 1501 North Victory Place, 1800 West Empire Avenue, and 1301 North Victory Place.

Additional Qualifications

Techniques to Simplify and Expedite the CEQA Process

Through our experience in CEQA and NEPA documentation and compliance, we have developed various techniques to simplify and expedite the compliance process. These include:

- Designation of a project manager to establish Kimley-Horn as an extension of your staff; maintain continuous, responsive, and open communication; and provide the highest level of document quality and schedule/budget compliance
- Development of analytical methodologies and thresholds of significance that clearly articulate conclusions
- Documentation of site visits and field reconnaissance to maximize data recordation and identification, minimizing potential data errors
- Early disclosure of the nature and degree of potential environmental impacts, allowing for early development of environmental solutions
- Online participation in monthly case law updates as provided by our CEQA-recognized legal community and partners
- Retention of strong and ongoing relationships with state and regulatory agencies with jurisdiction over natural resources



Staying Informed of CEQA Issues and Legal Decisions

CEQA is a dynamic legislative requirement that is constantly changing. Interpretation of intent and process are regularly challenged in the courts. Maintaining legal adequacy and technical accuracy requires diligence and professional collaboration on many fronts. Kimley-Horn staff are active in the California Chapter of the American Planning Association (APA) and the Association of Environmental Professionals (AEP). Our engagement through board participation, CEQA Advanced Workshops, and monitoring legal and technical reviews helps to make sure that we are current in all things CEQA.

Identification of Concise Mitigation Program

Establishing a nexus between the project-specific/cumulative impact and the recommended mitigation is critical. Project design features that could avoid or lessen a significant impact will be identified in the project description and then accounted for in each relevant impact analysis. Project-specific mitigation measures will be developed in close collaboration with the City. Particular attention will be given to streamlining the regulatory permitting process. Measures will clearly state the issue/resource, milestone for implementation, location/area if needed, and the party responsible for implementation.

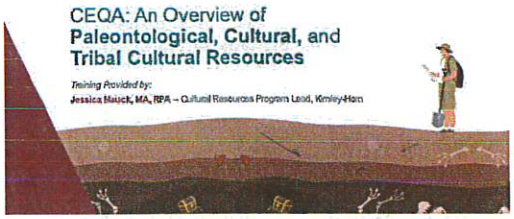
Local Staff Working with Local Governments

Kimley-Horn prides itself on being a successful consultant for local government. We have served cities and counties for many years and are currently serving numerous cities and counties throughout Southern California. We consider ourselves to be an extension of our client's staff and are committed to the success of the City's projects as if they are our own projects. We are accessible for staff meetings and work sessions on short notice, and we can offer knowledge of local conditions because we are a local team.

Our team's combined experience in design, environmental, and construction phase services gives us the specific understanding of how to work with local governments and other regulatory agencies, elected officials, various stakeholders, and the local community to negotiate support and buy-in, and also effectively achieve your objectives.

City Staff Technical Training

If requested, Kimley-Horn can provide in-house training to City staff for a variety of topics including "CEQA 101", cultural resources, streamlining, or historic preservation. Kimley-Horn staff recently provided cultural resource training for the Santa Clarita Valley Water District.

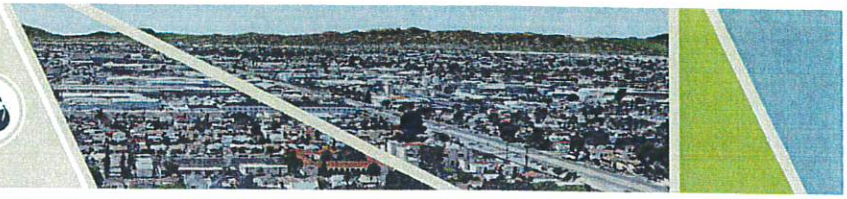


We Know What It Means to Be "On-Call"

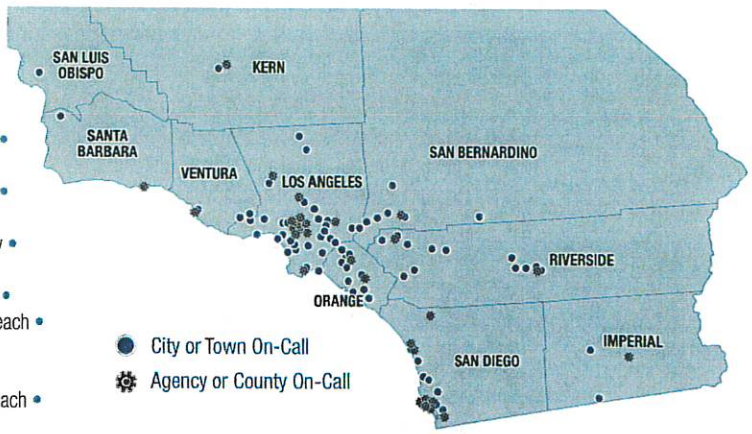
Kimley-Horn has an extensive history of completing on-call projects successfully by quickly mobilizing and committing necessary resources, taking ownership of the project, maintaining the project schedule, obtaining team consensus, developing accurate cost estimates, and delivering quality technical submittals. The City needs a consultant with the experience and commitment to deliver highly responsive service—Kimley-Horn has been doing just that for our on-call clients for over 58 years.

Our extensive experience serving multiple cities as an on-call consultant for environmental, planning, and transportation planning and design services means you can rest assured that our approach to your projects will include innovative ideas and fresh perspectives within the framework of a thorough understanding of the City's needs and vision.

Project manager **Jessie Barkley** and lead planner **Kari Cano** provided on-call services to many Southern California agencies, including the City of South Gate, through environmental, planning, transportation, traffic, aviation, and general engineering on-call contracts. A comprehensive map listing our current on-call contracts is shown on the following page.



Current Southern California On-Call Contracts



Caltrans (D11) • City of Agoura Hills • City of Anaheim • City of Artesia • City of Bakersfield • City of Banning • City of Beaumont • City of Beverly Hills • City of Brawley • City of Calabasas • City of Calexico • City of Carlsbad • City of Chino Hills • City of Chula Vista • City of Coachella • City of Colton • City of Costa Mesa • City of Culver City • City of Diamond Bar • City of Downey • City of Eastvale • City of Encinitas • City of Fontana • City of Fullerton • City of Garden Grove • City of Gardena • City of Glendale • City of Hawthorne • City of Hermosa Beach • City of Indian Wells • City of Indio • City of Inglewood • City of Irvine • City of La Mesa • City of Laguna Niguel • City of Lake Elsinore • City of Lancaster • City of Long Beach • City of Los Angeles • City of Malibu • City of Menifee • City of Mission Viejo • City of Montclair • City of Moreno Valley • City of National City • City of Newport Beach • City of Norwalk • City of Oceanside • City of Ontario • City of Orange • City of Palm Desert • City of Palm Springs • City of Palmdale • City of Pasadena • City of Pico Rivera • City of Placentia • City of Pomona • City of Poway • City of Rancho Cucamonga • City of Riverside • City of Rosemead • City of San Diego • City of San Luis Obispo • City of San Marcos • City of Santa Ana • City of Santa Clarita • City of Santa Maria • City of Santa Monica • City of Seal Beach • City of Simi Valley • City of South Gate • City of Thousand Oaks • City of Ventura • City of West Hollywood • City of Yorba Linda • City/County/Port of San Diego • Coachella Valley Association of Governments (CVAG) • County of Los Angeles • County of Orange • County of Riverside • County of San Bernardino • County of San Diego • County of Ventura • Eastern Municipal Water District (EMWD) • Kern County Department of Airports • Los Angeles Community College District • Los Angeles County Metropolitan Transportation Authority (LA Metro) • Los Angeles Unified School District • Metrolink (SCRRA) • Oceanside Unified School District • Pala Band of Mission Indians • Port of Long Beach • Rose Bowl Operating Company • San Diego Association of Governments (SANDAG) • San Gabriel Valley Council of Governments (SGVCOG) • Santa Barbara County Association of Governments (SBCAG) • Santa Clarita Valley Water Agency • Southern California Association of Governments (SCAG) • Sweetwater Union High School District • Town of Apple Valley • Town of Yucca Valley • University of California, Irvine

Ability to Perform the Work in a Timely Manner

Kimley-Horn is available to dedicate time, personnel, and resources to this effort. We understand that the basis of a successful project is founded on responsiveness and adequate staffing. Our single-profit center structure enables us to share and balance our workload as well as shift personnel to various projects successfully across multiple offices nationwide. This structure means you get the same responsive and timely service you deserve for the project—no matter which Kimley-Horn office is supporting you. Our team has the capacity to meet yours and the project's needs.

Kimley-Horn utilizes a weekly, monthly, and six-month internal workload forecast system on a firmwide basis to determine workloads and availability of staff as well as identify key resources required for a project's successful delivery. Our "castaheads" system tracks all project commitments/milestones and staff commitments, giving us the ability to manage workload peaks and valleys, and allowing us to take proactive steps to keep a project on track. We have effectively utilized this tool in the delivery of local projects over the past several years, and we can identify overloads and shortfalls many months in advance and develop strategies to overcome them. ***Based on a review of our castaheads, we can assure you that our team for this project is available immediately to serve you and are in an excellent position to handle the workload required to deliver this project.*** Once the project gets underway, our project manager Jessie Barkley and our proposed task leads will meet on a weekly basis to establish task lists for staff and to check that staff resources are properly allocated for the upcoming week. Furthermore, we have provided a snapshot of our team's current workload and availability for this contract in the availability matrix on the following page.

Kimley-Horn is committed to providing exceptional service and support throughout the entire duration of your contract. Our dedicated team will be available and responsive to confirm the successful completion of your projects, addressing any needs or concerns promptly and effectively.

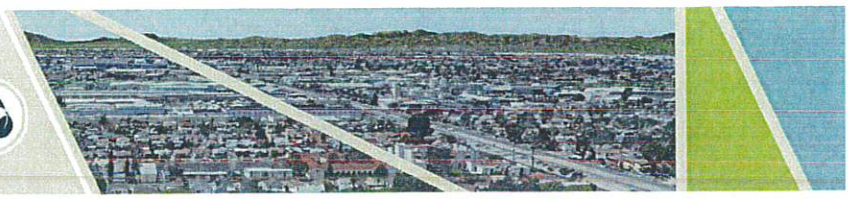
Staff Workload and Availability for this Contract

Key Staff	Existing Workload	Availability for this Contract (%)
Jessie Barkley	■ Daca Castaic, LLC, Tapia Ranch Draft EIR Review ■ Ventus Group, 3800 S. Figueroa ■ City of Bakersfield, General Plan Amendment	80%
Kari Cano	■ City of Menifee, Heritage Valley EIR ■ City of South Gate, JB Hunt West Coast EIR ■ Lansing Companies, Winchester Cumbrera IS/MND	75%
Ace Malisos	■ BNSF, BIG Barstow Project ■ City of Moreno Valley, General Plan Recirculation PEIR ■ City of Menifee, Menifee Logistics Warehouse	65%
Noemi Wyss, AICP	■ City of Moreno Valley, General Plan Update Recirculation PEIR ■ 9th Street Partners, 3800 Via Oro Long Beach Project ■ Desert Mountain View, LLC, Agua Caliente Tribal EIR	65%
Olivia Chan	■ BNSF, BIG Barstow Project ■ Ventus Group, 3800 S. Figueroa ■ City of Gardena, Terrano Industrial Project	65%
Heidi Rous, CPP	■ Desert Mountain View, LLC, Agua Caliente Tribal EIR ■ City of Moreno Valley, General Plan Update Recirculation PEIR ■ BNSF, BIG Barstow Project	50%
Jessie Fan, ENV SP	■ City of Moreno Valley, General Plan Update Recirculation PEIR ■ City of San Gabriel, Rubio Village Environmental Support ■ County of San Bernardino, Vineyard Avenue Peer Review	50%
Mayra Garcia, AICP, LEED Green Associate	■ City of Moreno Valley, General Plan Update Recirculation PEIR ■ Stanislaus Council of Governments (StanCOG), REAP 2.0 Projects ■ City of Hawthorne, General Plan Update	50%
Chris Young, PE, QSD, ENV SP	■ Mid-American Group, PPG Mojave Solar ■ WC Homes, LLC, 4620 Holt Boulevard ■ Taylor Morrison of California, Azusa Mauna LOA	50%
Andray Cardoza	■ Desert Mountain View, LLC, Agua Caliente Tribal EIR ■ City of Burbank, Chandler Bikeway Extension ■ City of San Clemente, Recycled Water Improvement Project	65%
Jessica Mauck, MA, RPA	■ BNSF, BIG Barstow Project ■ Ontario Ranch Venture, Center Park Specific Plan EIR ■ Desert Mountain View, LLC, Agua Caliente Tribal EIR	65%
Sri Chakravarthy, PE, TE	■ City of Malibu, Pacific Coast Highway Signal System ■ City of Malibu, Speed Safety Project ■ City of Norwalk, Local Rehabilitation Amendment	65%
Laura Forinash, PE, TE	■ City of Laguna Niguel, City Staff Extension ■ City of Hawthorne, Safe Streets for All (SS4A) Action Plan ■ City of Hawthorne, Traffic Engineering	65%
Jeff Aguilar, PG *(Ninyo & Moore)*	■ LAUSD, Sherman Oaks Center for Enriched Studies ■ City of Corona, Camino del Plata Slope Evaluation ■ IUSD, Oak Street Elementary School Modular Buildings and Turf	80%

Contingency Planning

Kimley-Horn takes contingency planning seriously to confirm the delivery of exceptional client services and to uphold the firm's values. Generally, our plans include:

1. **Project Risk Management**: Identifying potential risks that could impact a project and developing strategies to mitigate these risks
2. **Business Continuity Planning**: Confirming that the City can continue to operate under various emergency conditions
3. **Crisis Management**: Preparing specific responses for different types of crises, including communication protocols and recovery strategies
4. **Resource Allocation**: Having backup teams or resources ready to step in if the primary team faces issues
5. **Client Communication**: Keeping the City informed of any potential issues and the steps being taken to address them



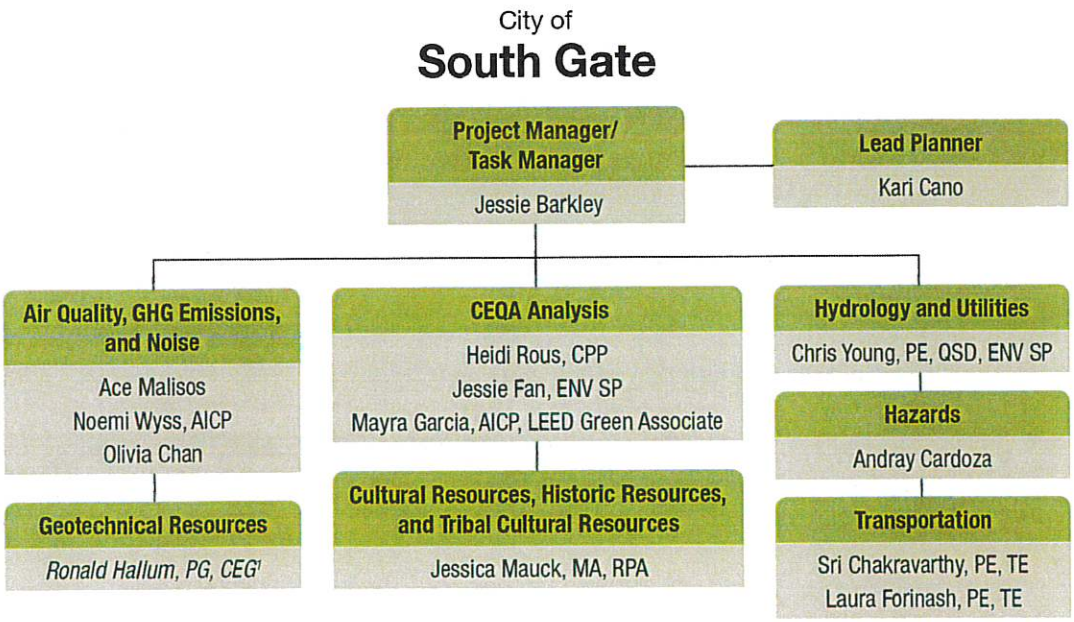
d) Personnel

Kimley-Horn offers a highly skilled, experienced, and responsive team of professionals who have a proven record of successfully addressing the City's needs for a program that provides a safe and reliable transportation network that serves all your residents and respects the environment. Kimley-Horn's key staff members have a history of working effectively with local agencies and communities to develop strategies that will reach community audiences, stakeholders, proper owners, and developers.

Jessie Barkley will be your main point of contact and project manager, and she will have primary responsibility for the CEQA portion of this contract. Jessie is an environmental planner with over 20 years of experience. She is a skilled CEQA and NEPA practitioner that has led and contributed to numerous projects for a variety of project types, including mixed-use, entertainment, redevelopment, infrastructure, commercial, energy, and long-range community plans. Additionally, **Kari Cano** will be the lead planner for this contract and she brings more than 18 years of experience in preparing and managing environmental and planning studies for public and private sector clients. Supporting Jessie and Kari are specialists that include **Ace Malisos** and **Noemi Wyss, AICP**, two air quality, GHG emissions, and noise experts with more than 20 years of combined experience performing relevant technical studies; **Sri Chakravarthy, PE, TE**, an experienced transportation specialist with 20 years of local experience ranging from planning, design, and operations to on-call engineering services; **Jessica Mauck, MA, RPA**, a principal investigator with 15 years of experience in cultural resources management and historic preservation; and **Chris Young, PE, QSD, ENV SP**, a licensed civil engineer with nearly a decade of experience focusing on land development, including construction drawings, Low Impact Development (LID), Stormwater Quality Design, opinion of probable costs, off-site improvement plans, and feasibility studies. Additionally, we have supplemented our in-house project team by partnering with **Ninyo & Moore** to support hazard assessment and provide geotechnical studies.

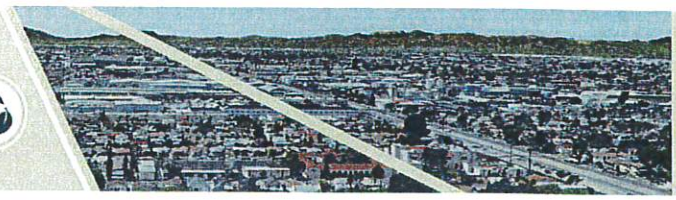
The people on our team are passionate about their work and do it well. They have the appropriate levels of environmental and technical experience to address any tasks needed by the City. They are seasoned planning, design, and engineering professionals with a successful track record delivering a variety of project types. Our project team and their areas of experience are shown in the organization chart below. We have provided full resumes for our key personnel (detailing education, experience, and relevant licensure) in the appendix of this proposal.

Organizational Chart



Subconsultant:

1. Ninyo & Moore



Subconsultant

Ninyo & Moore
A SOCOTEC COMPANY

Ninyo & Moore was established in San Diego in 1986 to provide exceptional geotechnical engineering, geologic, hydrogeologic, soil testing, materials testing and special inspection, and environmental consulting services to the public and private sectors. For the past 39 years, Ninyo & Moore has provided these services for the design and construction of municipal and commercial developments, industrial developments, highways and roadways, airports, bridges, dams, educational facilities, harbor and offshore structures, hospitals, landfills, light rail transit lines, pipelines, power stations, railroads, residential developments, reservoirs and tanks, transmission lines, tunnels, water and wastewater treatment plants, and other public and private development. Ninyo & Moore has 17 locations throughout the western United States including San Jose, Alameda, San Francisco, Sacramento, San Diego, Irvine, Fontana, and Los Angeles, California; Las Vegas, Nevada; Phoenix, Prescott, Safford, and Tucson, Arizona; Denver, Colorado; Houston, Texas; and Salt Lake City, Utah.

Ninyo & Moore's services include geotechnical engineering; engineering geology; materials testing and inspection; construction support services; engineering design; environmental engineering; asbestos, lead based paint and mold evaluations; regulatory compliance; hazardous waste management; soil and groundwater remediation; stormwater management; geophysical studies; value engineering; forensic studies; and expert witness testimony. Ninyo & Moore's personnel are licensed in their specific disciplines and are fully committed to providing the necessary resources for successful completion of projects. Ninyo & Moore's geotechnical and environmental project staff brings a wealth of experience and diversity to any project and includes Registered Engineers (PE, GE), Professional Geologists (PG, RG, CEG), Certified Industrial Hygienists (CIH), Stormwater Specialist (QSD/P), and personnel with other applicable registrations, licenses, and certifications.

e) Conflict of Interest

We have no known conflicts of interest that would impede our ability to perform work under this contract.

f) Reference

We are proud of our working relationships with our clients, and much of our success over the last 58 years is directly related to our efforts to provide consistent, high-quality, and timely services. The following is a list of references that received similar services from Kimley-Horn within the last five years. We invite you to contact our clients directly for comment on the quality of Kimley-Horn's services.

We have successfully provided services to various Southern California municipalities through on-call contracts for the past 30+ years.

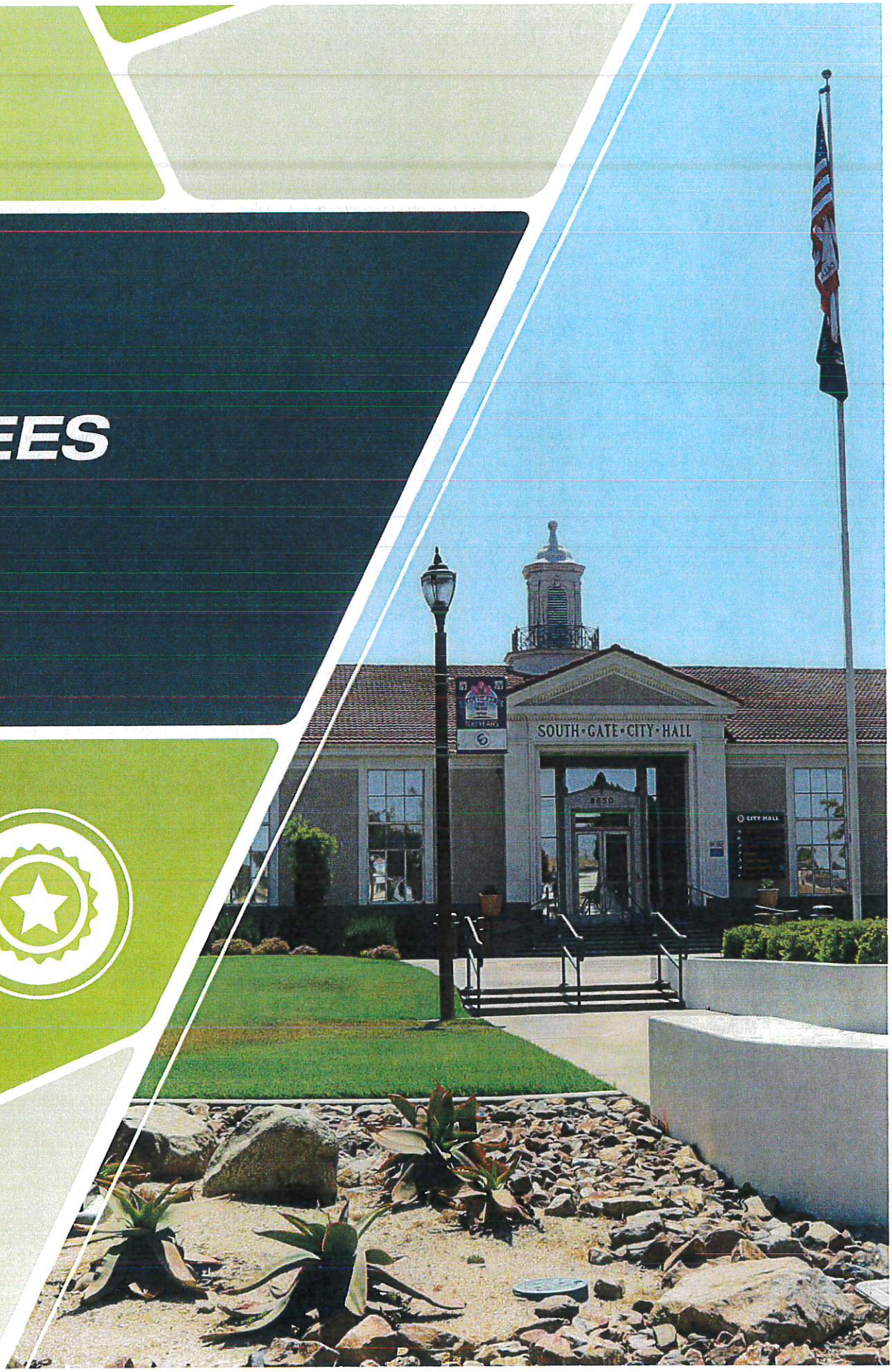
Municipal Client: City of Burbank
Representative: Joseph Onyebuchi, Associate Planner
Email Address: JOnyebuchi@burbankca.gov
Telephone Number: 818.238.5250

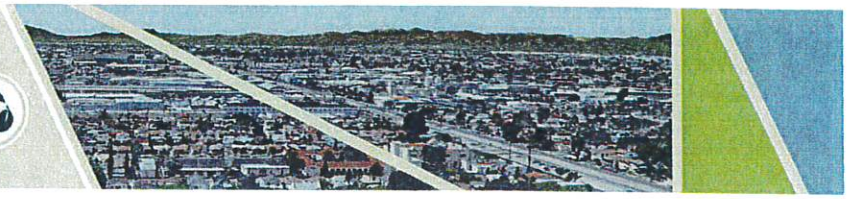
Municipal Client: City of Long Beach
Representative: Amy Harbin, Planner
Email Address: amy.harbin@longbeach.gov
Telephone Number: 562.570.6872

Municipal Client: City of San Gabriel
Representative: Samantha Tewasart, Acting Community Development Director
Email Address: stewasart@sgch.org
Telephone Number: 626.308.2806 ext. 4623

Municipal Client: City of South Gate
Representative: John F. Signo, AICP, Planning Manager
Email Address: jsigno@sogate.org
Telephone Number: 323.563.9569

3. FEES





3. FEES

Because this is an on-call contract, the specific scope and level of effort for future assignments are unknown. Accordingly, Kimley-Horn has provided a comprehensive rate schedule that reflects typical hourly rates for staff anticipated to perform environmental consulting services under this contract.

These rates represent a reasonable and competitive cost framework consistent with similar on-call environmental contracts. Actual task order costs will be developed based on the scope and level of effort requested by the City, confirming that each assignment is delivered efficiently, with the appropriate staff mix and oversight to provide high-quality, cost-effective service.

This structure allows for transparency and predictability for the City. Each task order will include a clearly defined scope, fee, and budget review prior to authorization—avoiding any open-ended or undefined costs.

Kimley-Horn and Associates, Inc.

Hourly Labor Rate Schedule

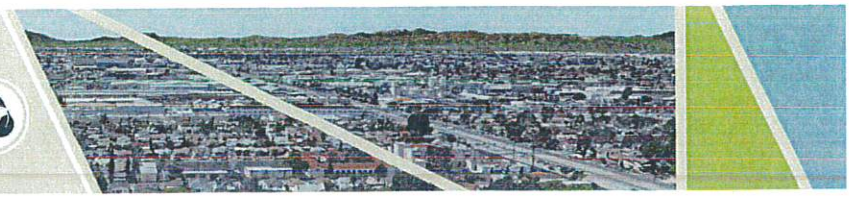
Classification	Rate
Analyst I	$145 - $175
Analyst II	$175 - $220
Professional	$215 - $250
Senior Professional I	$250 - $345
Senior Professional II	$345 - $430
Senior Technical Support	$130 - $310
Technical Support	$105 - $180
Support Staff	$95 - $160

BR0GPUSTD.A.001

Effective through June 30, 2026. Subject to annual adjustment thereafter

External Reimbursable Expenses will be charged at 10% mark-up, or per the Contract

Sub-Consultants will be billed per the Contract



Schedule of Fees

Hourly Charges for Personnel

Professional Staff

Principal Engineer/Geologist/Environmental Scientist/Certified Industrial Hygienist	$ 250
Senior Engineer/Geologist/Environmental Scientist	$ 235
Senior Project Engineer/Geologist/Environmental Scientist	$ 220
Project Engineer/Geologist/Environmental Scientist	$ 210
Senior Staff Engineer/Geologist/Environmental Scientist	$ 200
Staff Engineer/Geologist/Environmental Scientist	$ 180
GIS Analyst	$ 160
Technical Illustrator/CAD Operator	$ 140

Field Staff

Certified Asbestos/Lead Technician	$ 220
Field Operations Manager	$ 150
Nondestructive Examination Technician (UT, MT, LP)	$ 145
Supervisory Technician	$ 140
Special Inspector (Concrete, Masonry, Structural Steel, Welding, and Fireproofing)	$ 135
Senior Technician	$ 135
Technician	$ 130

Administrative Staff

Information Specialist	$ 120
Geotechnical/Environmental/Laboratory Assistant	$ 120
Data Processor	$ 95

Other Charges

Concrete Coring Equipment (includes technician)	$ 190/hr
Anchor Load Test Equipment (includes technician)	$ 190/hr
GPR Equipment	$ 180/hr
Inclinometer	$ 100/hr
Hand Auger Equipment	$ 80/hr
Rebar Locator (Pachometer)	$ 25/hr
Vapor Emission Kit	$ 65/kit
Nuclear Density Gauge	$ 15/hr
X-Ray Fluorescence	$ 70/hr
PID/FID	$ 25/hr
Air Sampling Pump	$ 10/hr
Field Vehicle	$ 15/hr
Equipment	$ 15/hr
Expert Witness Testimony	$ 450/hr
Direct Expenses	Cost plus 15 %

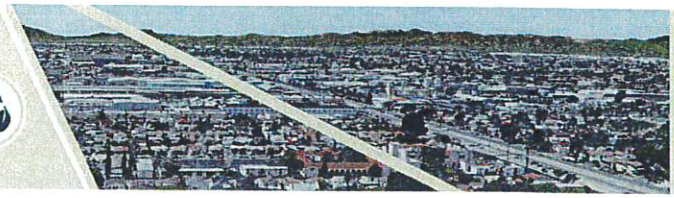
Special equipment charges will be provided upon request.

Notes

Technicians and special inspectors, are charged at a 4-hour minimum, and 8-hour minimum for hours exceeding 4 hours. Overtime rates at 1.5 times the regular rates will be charged for work performed in excess of 8 hours in one day Monday through Friday and all day on Saturday. Rates at twice the regular rates will be charged for all work in excess of 12 hours in one day, all day Sunday and on holidays.

Our rates will be adjusted in conjunction with the increase in the Prevailing Wage Determination during the life of the project, as applicable.

The terms and conditions are included in Ninyo & Moore's Work Authorization and Agreement form.



Schedule of Fees for Laboratory Testing

SOILS

Atterberg Limits, D 4318, CT 204	$ 170
California Bearing Ratio (CBR), D 1883	$ 550
Chloride and Sulfate Content, CT 417 & CT 422	$ 175
Consolidation, D 2435, CT 219	$ 300
Consolidation, Hydro-Collapse only, D 2435	$ 150
Consolidation – Time Rate, D 2435, CT 219	$ 200
Direct Shear – Remolded, D 3080	$ 350
Direct Shear – Undisturbed, D 3080	$ 300
Durability Index, CT 229	$ 175
Expansion Index, D 4829, IBC 18-3	$ 190
Expansion Potential (Method A), D 4546	$ 170
Geofabric Tensile and Elongation Test, D 4632	$ 200
Hydraulic Conductivity, D 5084	$ 350
Hydrometer Analysis, D 6913, CT 203	$ 220
Moisture, Ash, & Organic Matter of Peat/Organic Soils	$ 120
Moisture Only, D 2216, CT 226	$ 35
Moisture and Density, D 2937	$ 45
Permeability, CH, D 2434, CT 220	$ 300
pH and Resistivity, CT 643	$ 175
Proctor Density D1557, D 698, CT 216, AASHTO T-180	$ 220
Proctor Density with Rock Correction D 1557	$ 340
R-value, D 2844, CT 301	$ 375
Sand Equivalent, D 2419, CT 217	$ 125
Sieve Analysis, D 6913, CT 202	$ 145
Sieve Analysis, 200 Wash, D 1140, CT 202	$ 100
Specific Gravity, D 854	$ 125
Thermal Resistivity (ASTM 5334, IEEE 442)	$ 925
Triaxial Shear, C.D, D 4767, T 297	$ 550
Triaxial Shear, C.U., w/pore pressure, D 4767, T 2297 per pt	$ 450
Triaxial Shear, C.U., w/o pore pressure, D 4767, T 2297 per pt	$ 350
Triaxial Shear, U.U., D 2850	$ 250
Unconfined Compression, D 2166, T 208	$ 180

MASONRY

Brick Absorption, 24-hour submersion, 5-hr boiling, 7-day, C 67	$ 70
Brick Compression Test, C 67	$ 55
Brick Efflorescence, C 67	$ 55
Brick Modulus of Rupture, C 67	$ 50
Brick Moisture as received, C 67	$ 45
Brick Saturation Coefficient, C 67	$ 60
Concrete Block Compression Test, 8x8x16, C 140	$ 70
Concrete Block Conformance Package, C 90	$ 500
Concrete Block Linear Shrinkage, C 426	$ 200
Concrete Block Unit Weight and Absorption, C 140	$ 70
Cores, Compression or Shear Bond, CA Code	$ 70
Masonry Grout, 3x3x6 prism compression, C 39	$ 45
Masonry Mortar, 2x2 cube compression, C 109	$ 35
Masonry Prism, half size, compression, C 1019	$ 120
Masonry Prism, Full size, compression, C 1019	$ 200

REINFORCING AND STRUCTURAL STEEL

Chemical Analysis, A 36, A 615	$ 135
Fireproofing Density Test, UBC 7-6	$ 90
Hardness Test, Rockwell, A 370	$ 80
High Strength Bolt, Nut & Washer Conformance, per assembly, A 325	$ 150
Mechanically Spliced Reinforcing Tensile Test, ACI	$ 175
Pre-Stress Strand (7 wire), A 416	$ 170
Reinforcing Tensile or Bend up to No. 11, A 615 & A 706	$ 75
Structural Steel Tensile Test: Up to 200,000 lbs., A 370	$ 90
Welded Reinforcing Tensile Test: Up to No. 11 bars, ACI	$ 80

CONCRETE

Compression Tests, 6x12 Cylinder, C 39	$ 35
Concrete Mix Design Review, Job Spec	$ 300
Concrete Mix Design, per Trial Batch, 6 cylinder, ACI	$ 850
Concrete Cores, Compression (excludes sampling), C 42	$ 120
Drying Shrinkage, C 157	$ 400
Flexural Test, C 78	$ 85
Flexural Test, C 293	$ 85
Flexural Test, CT 523	$ 95
Gunite/Shotcrete, Panels, 3 cut cores per panel and test, ACI	$ 275
Lightweight Concrete Fill, Compression, C 495	$ 80
Petrographic Analysis, C 856	$ 2,000
Restrained Expansion of Shrinkage Compensation	$ 450
Splitting Tensile Strength, C 496	$ 100
3x6 Grout, (CLSM), C 39	$ 55
2x2x2 Non-Shrink Grout, C 109	$ 55

ASPHALT

Air Voids, T 269	$ 85
Asphalt Mix Design, Caltrans (incl. Aggregate Quality)	$ 4,500
Asphalt Mix Design Review, Job Spec	$ 180
Dust Proportioning, CT LP-4	$ 85
Extraction, % Asphalt, including Gradation, D 2172, CT 382	$ 250
Extraction, % Asphalt without Gradation, D 2172, CT 382	$ 150
Film Stripping, CT 302	$ 120
Hveem Stability and Unit Weight D 1560, T 246, CT 366	$ 225
Marshall Stability, Flow and Unit Weight, T 245	$ 240
Maximum Theoretical Unit Weight, D 2041, CT 309	$ 150
Moisture Content, CT 370	$ 95
Moisture Susceptibility and Tensile Stress Ratio, T 238, CT 371	$ 1,000
Slurry Wet Track Abrasion, D 3910	$ 150
Superpave, Asphalt Mix Verification (incl. Aggregate Quality)	$ 4,900
Superpave, Gyratory Unit Wt., T 312	$ 100
Superpave, Hamburg Wheel, 20,000 passes, T 324	$ 1,000
Unit Weight sample or core, D 2726, CT 308	$ 100
Voids in Mineral Aggregate, (VMA) CT LP-2	$ 90
Voids filled with Asphalt, (VFA) CT LP-3	$ 90
Wax Density, D 1188	$ 140

AGGREGATES

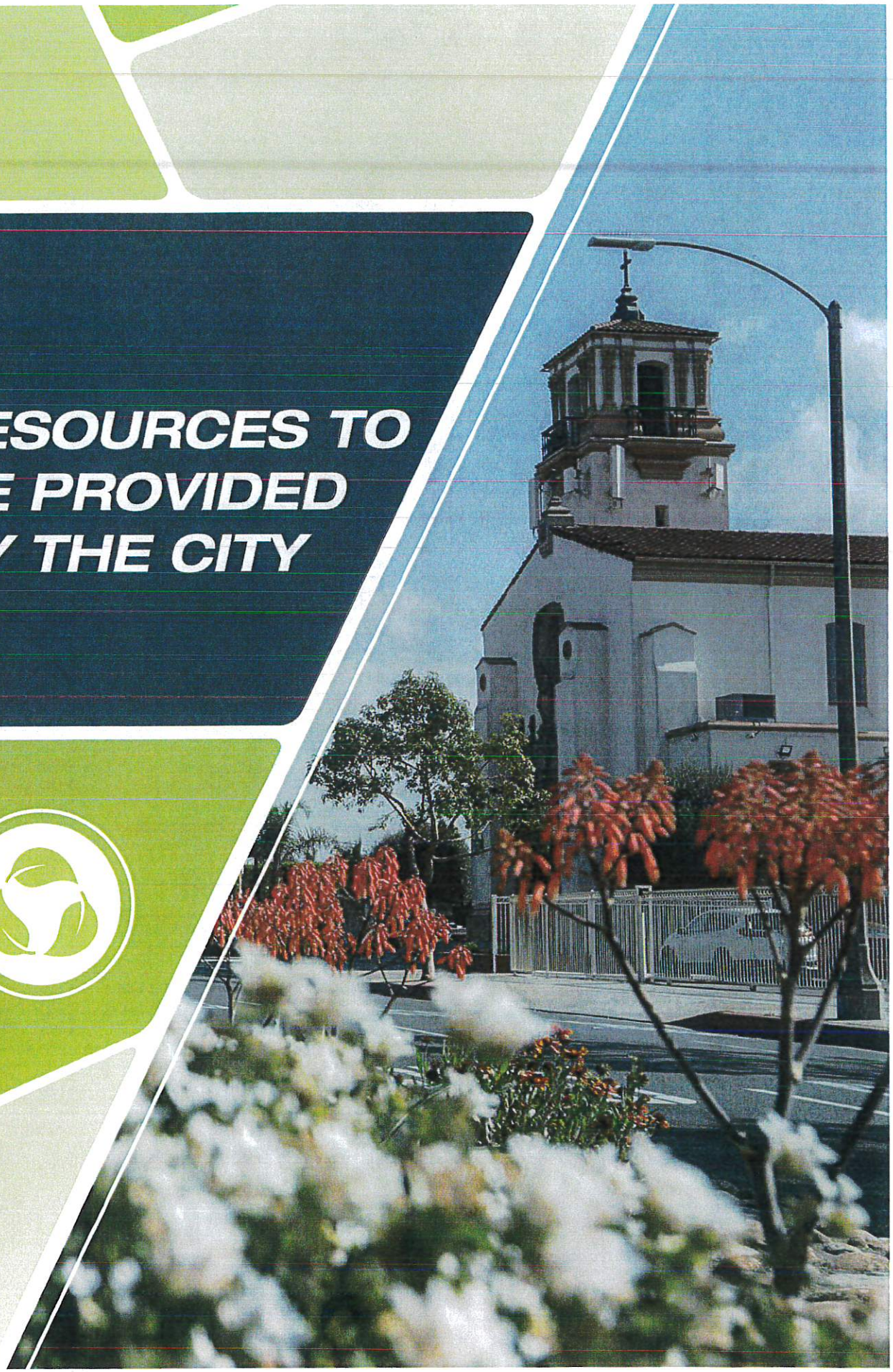
Clay Lumps and Friable Particles, C 142	$ 180
Cleanness Value, CT 227	$ 180
Crushed Particles, CT 205	$ 175
Durability, Coarse or Fine, CT 229	$ 205
Fine Aggregate Angularity, ASTM C 1252, T 304, CT 234	$ 180
Flat and Elongated Particle, D 4791	$ 220
Lightweight Particles, C 123	$ 180
Los Angeles Abrasion, C 131 or C 535	$ 200
Material Finer than No. 200 Sieve by Washing, C 117	$ 90
Organic Impurities, C 40	$ 90
Potential Alkali Reactivity, Mortar Bar Method, Coarse, C 1260	$ 1,250
Potential Alkali Reactivity, Mortar Bar Method, Fine, C 1260	$ 950
Potential Reactivity of Aggregate (Chemical Method), C 289	$ 475
Sand Equivalent, T 176, CT 217	$ 125
Sieve Analysis, Coarse Aggregate, T 27, C 136	$ 120
Sieve Analysis, Fine Aggregate (including wash), T 27, C 136	$ 145
Sodium Sulfate Soundness, C 88	$ 450
Specific Gravity and Absorption, Coarse, C 127, CT 206	$ 115
Specific Gravity and Absorption, Fine, C 128, CT 207	$ 175

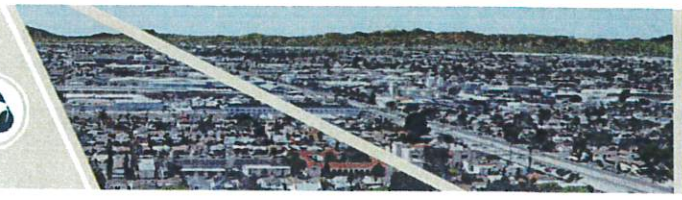
ROOFING

Roofing Tile Absorption, (set of 5), C 67	$ 250
Roofing Tile Strength Test, (set of 5), C 67	$ 250

Special preparation of standard test specimens will be charged at the technician's hourly rate.
Ninyo & Moore is accredited to perform the AASHTO equivalent of many ASTM test procedures.

4. RESOURCES TO BE PROVIDED BY THE CITY





4. RESOURCES TO BE PROVIDED BY THE CITY

Kimley-Horn assumes the City will be responsible for scheduling any official City meetings such as Planning Commission and City Council hearings. Kimley-Horn assumes the City staff will provide electronic or hard copies, if necessary, of any planning documents produced by the City such as the City's General Plan and General Plan EIR, or copies of prior EIRs if applicable to the project.

APPENDIX

Resumes

JESSIE BARKLEY

Project Manager/Task Manager

Jessie is an environmental project manager with 25 years of experience. She is a skilled CEQA and NEPA practitioner that has led and contributed to numerous projects for a variety of project types, including infrastructure, mixed-use, entertainment, educational, medical, commercial, energy, and long-range community plans. Jessie's responsibilities include directing project teams; preparing and managing project work plans, scopes, schedules, and budgets; conducting senior-level review of draft work products; interfacing with clients, subconsultants, and agency staff; and marketing services among existing and prospective clients. Throughout her career, Jessie has supported a wide array of complex environmental documents (Program EIRs, Project EIRs, EIR Addendums, Supplemental EIRs, SCEAs, and MNDs) for all project types including specific plans, general plans, area plans, and project level mixed-use and transit-oriented development.

EDUCATION

- Master of Arts, Urban and Regional Planning, University of California, Irvine
- Post-Graduate Certificate, Marketing and Communications, University of California, Irvine
- Bachelor of Arts, Geography, University of British Columbia, Vancouver

CREDENTIALS AND ASSOCIATIONS

- ULI Programs Committee Chair, 2022-2025
- AEP California Award Jury Member 2017-2019
- APA California Conference Special Events Chair, 2015-2016
- National APA Conference Special Events Chair, 2012

RELEVANT EXPERIENCE

- City of South Gate, On-Call for Environmental Services, Los Angeles, CA – Contract Manager and Project Manager
- City of South Gate, Patata Industrial Project Addendum, South Gate, CA – Project Manager
- City of Los Angeles, On-Call for Environmental Services, Los Angeles, CA – Project Manager
- City of Simi Valley, On-Call for Environmental Services, Los Angeles, CA – Contract Manager and Project Manager
- University of California, Irvine, On-Call for Environmental Services, Los Angeles, CA – Contract Manager and Project Manager
- Santa Clarita Valley Water Agency, Bouquet Tank Pipeline Replacement, Santa Clarita, CA – Project Manager
- Santa Clarita Valley Water Agency, Water Tank Replacement Project, Santa Clarita, CA – Project Manager
- A.C. Martin, Rye Canyon EIR Addendum, Santa Clarita, CA – Project Manager
- County of Los Angeles, Tapia Ranch EIR, Los Angeles County, CA – Project Manager
- University of Southern California, Figueroa Building Student Housing Addendum, Los Angeles, CA – Project Manager
- Huntington Memorial Hospital, Pasadena, CA – Lead Planner*
- City of Long Beach, Cherry Avenue Final EIR, Long Beach, CA – Project Planner
- City of Long Beach, 5150 Pacific Coast Highway Dorm Project EIR, Long Beach, CA – Project Planner
- Real Estate Development Associates, Ontario Ranch Business Park Specific Plan Amendment EIR, Ontario, CA – Project Planner
- The KPC Group, KPC Coachella Specific Plan, Coachella, CA – Project Planner
- Bardas Investment Group, Las Palmas MND, Los Angeles, CA – Assistant Project Manager
- DJM, Bella Terra Commercial Center Mixed-Use Housing Project, Huntington Beach, CA – Project Manager
- 550 Shatto Place Sustainable Community Environmental Assessment and Addendum, Los Angeles, CA – Project Manager

KARI CANO

Lead Planner

EDUCATION

- Master of Arts, Political Science, California State University, Fullerton
- Bachelor of Arts, Political Science, California State University, Fullerton

Kari has more than 19 years of experience in preparing and managing environmental and planning studies for public and private sector clients, under CEQA and NEPA. She comes to the field of planning/environmental planning from a diverse background in urban development and political science. Utilizing her background and understanding of state and local policies, Kari provides CEQA compliance review and environmental documentation, in addition to research, analysis, and writing. She has worked on projects in the counties of Los Angeles, Riverside, San Bernardino, San Diego, Ventura, and San Joaquin.

RELEVANT EXPERIENCE

- City of Colton, On-Call Environmental Consulting Services, Colton, CA – Project Manager
- City of Menifee, Contract Planning Services, Menifee, CA – Project Manager
- City of Fontana, On-Call Planning Services, Fontana, CA – Project Manager
- City of San Bernardino, Contract Planning Services, San Bernardino, CA – Project Manager
- City of Hemet, JD Fields Industrial IS/MND, Hemet, CA – Project Manager
- City of Menifee, CADO Menifee Industrial Warehouse EIR, Menifee, CA – Project Manager
- City of San Jacinto, SJCCSP Specific Plan EIR Peer Review, San Jacinto, CA – Project Manager
- City of San Jacinto, Chacon Farms MND, San Jacinto, CA – Project Manager
- City of San Jacinto Esplanade Collection Peer Review, San Jacinto, CA – Project Manager
- City of Beaumont, Potrero Interchange Industrial Warehouse EIR, Beaumont, CA – Project Manager
- City of Fontana, Live Oak Warehouse Project IS/MND, Fontana, CA – Project Manager
- City of Fontana, Union Fontana Warehouse Addendum, Fontana, CA – Project Manager
- City of Menifee, Compass Northern Gateway EIR, Menifee, CA – Project Manager
- City of Menifee, Northern Gateway Logistics Center EIR, Menifee, CA – Project Manager
- City of Tustin, Red Hill Corridor Specific Plan and EIR, Tustin, CA – Project Planner
- The KPC Group, KPC Coachella Specific Plan, Coachella, CA – Project Planner
- City of Menifee, Ethanac Business Park MND, Menifee, CA – Project Manager
- City of Menifee, Motte Business Center EIR, Menifee, CA – Project Manager
- City of Menifee, Panattoni Islands 3 and 6 EIR, Menifee, CA – Project Manager
- City of Menifee, Menifee Commerce Center EIR, Menifee, CA – Project Manager
- City of Menifee, Crossroads MND, Menifee, CA – Project Manager
- City of Beaumont, Beaumont Summit Station Specific Plan EIR, Beaumont, CA – Project Manager
- City of Fontana, El Paseo Planned Unit Development IS/MND, Fontana, CA – Project Manager
- County of San Bernardino, Western Realco Bloomington Facility EIR, San Bernardino County, CA – Project Manager*
- County of San Bernardino, Bloomington Business Center EIR, San Bernardino County, CA – Project Manager*
- County of San Bernardino, Deep Creek Homes EIR, San Bernardino County, CA – Project Manager*
- City of San Bernardino, Ridgeline Commercial Development ISMND, San Bernardino, CA – Project Manager*
- City of Fontana, San Sevaine Trail IS/MND, Fontana, CA – Project Manager*

**Prior to joining Kimley-Horn*

ACE MALISOS

Air Quality, GHG Emissions, and Noise

EDUCATION

- Master of Arts, Urban and Regional Planning, University of California, Irvine
- Bachelor of Arts, Environmental Studies, University of California, Santa Cruz

Ace has 20 years of experience as an environmental analyst and technical studies manager with a specialty in acoustics, air quality, health risk assessments, and climate change. Ace provides technical analysis for air quality, GHG, energy, and noise as part of environmental documents for private development and public improvement projects. He is experienced in applying a full analysis methodology per EPA, CARB, Air Pollution Control District/Air Quality Management Districts, and Caltrans/FHWA guidelines. His experience in Air Quality/Greenhouse Gas Assessments includes technical modeling experience using various state and federally approved programs including the California Emissions Estimator Model (CalEEMod), AERMOD, CALINE4, and EMFAC. He also provides a full range of noise impact analyses for public and private sector clients, in accordance with local, State, and federal impact assessment criteria, and develops integrated geographic information systems (GIS)-based maps depicting roadway noise contours and sensitive receptors.

RELEVANT EXPERIENCE

- City of Anaheim, General Plan Update EIR, Anaheim, CA – Air Quality/GHG, Health Risk, Energy, and Noise Specialist
- City of Newport Beach, Newport Beach Housing Element Implementation Program EIR, Newport Beach, CA – Air Quality/GHG, Health Risk, Energy, and Noise Specialist
- Related California, Related Bristol Technical Studies, Santa Ana, CA – Air Quality/GHG, Health Risk, Energy, and Noise Specialist
- City of Tustin, Red Hill Corridor Specific Plan and EIR, Tustin, CA – Air Quality/GHG and Noise Specialist
- City of Newport Beach, Koll Center Residences EIR, Newport Beach, CA – Air Quality/GHG, and Noise Lead
- Moreno Valley Mall Revitalization Project, Moreno Valley, CA – Air Quality/GHG, Health Risk, Energy, and Noise Lead
- Speedway Commerce Center II Project, San Bernardino, CA – Air Quality/GHG, Health Risk, Energy, and Noise Lead
- City of Carson, Jefferson on Avalon Mixed-Use Specific Plan EIR Technical Studies, Carson, CA – Air Quality/GHG, Health Risk, Energy, and Noise Lead
- City of Santa Ana, MainPlace Transformation Specific Plan Project, Santa Ana, CA – Air Quality/GHG, Health Risk, and Noise Lead
- City of Fullerton, Fullerton Climate Action Plan (CAP), Fullerton, CA – CAP Specialist*
- City of Murrieta, General Plan Update, EIR, and CAP, Murrieta, CA – CAP Specialist*
- City of Upland, Upland General Plan Update and EIR, Upland, CA – CAP Specialist*
- City of Anaheim, Community CAP, Anaheim, CA – Air Quality/GHG, Health Risk, Energy, and Noise Specialist
- City of Gardena, Gardner Marine Avenue Mixed-Use IS/MND Project, Gardena, CA – Environmental Scientist
- City of Encinitas, City of Encinitas, Housing Element Update, 5th Cycle and Court-Mandated, Encinitas, CA – Environmental Planner
- University of California, Irvine (UC Irvine), Facilities Management Relocation Noise Study, Irvine, CA – Project Manager
- UC Irvine, Irvine Campus Medical Complex EIR Air Quality and GHG Studies, Irvine, CA – Air Quality/GHG, Health Risk, Energy, and Noise Lead
- UC Irvine, University Hills Area 12 & LRDP Amendment #4 Technical Studies, Irvine, CA – Project Manager
- UC Irvine, Quantum Sciences Institute Technical Studies, Irvine, CA – Environmental Planner
- UC Irvine, Falling Leaves Foundation Medical Innovation Building Technical Studies, Irvine, CA – Project Manager
- UC Irvine, Health Sciences Parking Structure Technical Studies, Irvine, CA – Project Manager
- UC Irvine, Ongoing CEQA Services for North Irvine Faculty/Staff Housing EIR, Irvine, CA – Environmental Planner
- UC Irvine, Center for Child Health Technical Studies, Irvine, CA – Project Manager

**Prior to joining Kimley-Horn*

NOEMI WYSS, AICP

Air Quality, GHG Emissions, and Noise

Noemi has nine years of experience in preparing numerous environmental documents in accordance with CEQA. She provides technical analysis for air quality, GHG, health risk assessments, noise and vibration, and energy as part of environmental documents for private and public improvement projects. Her expertise in air quality/GHG assessments includes technical modeling experience using various state and federally approved programs including the California Emissions Estimator Model (CalEEMod), AERMOD, and EMFAC. Noemi also has experience in air district permitting.

RELEVANT EXPERIENCE

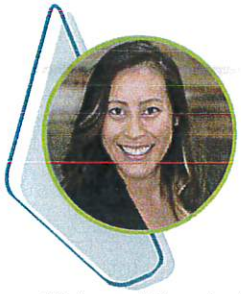
- City of Long Beach, 5910 Cherry Avenue EIR, Long Beach, CA – Air Quality (AQ) and GHG Technical Lead
- Server Farm, 444 North Nash Street Data Center Project, El Segundo, CA – Air Quality and Noise (AQN) Manager
- City of Artesia, Artesia Boulevard Corridor Specific Plan Amendment, Artesia, CA – Air Quality Planner
- City of Irwindale, 14005 Live Oak Avenue Warehouse, Irwindale, CA – AQN Manager
- City of Fontana, Almond Truck Parking Project, Fontana, CA – AQN Analyst
- City of San Jose, Good Samaritan Hospital Project, San Jose CA – AQ and GHG technical lead
- City of San Jose, Qume and Commerce EIR, San Jose, CA – Project Manager
- Prologis, 5977 & 6001 Silver Creek Valley Road Warehouse, San Jose, CA – AQN Manager
- City of San Jose, Qume and Commerce EIR, San Jose, CA – Project Manager and AQN Lead
- Xebec, 469 Piercy Warehouse IS/MND, San Jose, CA – AQN Manager
- Prologis, 6750 Central Avenue Noise Study, Newark, CA – Noise Manager
- Costco, Westgate Costco EIR, San Jose, CA – AQN Manager
- Prologis, 880 Doolittle IS/MND, San Leandro, CA – AQN Manager
- Link Logistics, Kato Road Development Warehouse, Fremont, CA – AQN Manager
- Maverik, The Crossings IS/MND, Manteca, CA – AQN Manager
- Monterey-Salinas Transit, SURF! Busway and BRT EIR, Monterey, CA – AQN Manager
- Fortinet, Fortinet Industrial, Sunnyvale, CA – AQN Analyst
- Panattoni, Citation Business Park, Hollister, CA – AQN Planner
- GBN Partners LLC., Vineyards at Deer Creek Specific Plan and EIR, Brentwood, CA – Project Planner

EDUCATION

- Master of Urban and Regional Planning, University of California, Irvine
- Bachelor of Arts, Environmental Policy and Analysis; International Relations, Boston University

CREDENTIALS AND ASSOCIATIONS

- American Institute of Certified Planners (AICP) (#31863)
- Air and Waste Management Association, Member
- American Planning Association, Member



OLIVIA CHAN

Air Quality, GHG Emissions, and Noise

EDUCATION

- Master of Arts, Urban and Regional Planning, University of California, Irvine
- Bachelor of Arts, Environmental Design, University of California, Irvine

Olivia specializes in air quality, GHG emissions, energy, and noise. With nearly two decades of experience, she brings an in-depth knowledge to our clients through her work on a variety of complex projects that rely on her proficiency with various state and federally approved models, including the California Emissions Estimator Model (CalEEMod), the FHWA Traffic Noise Model (TNM) and Roadway Construction Noise Model, and the AERMOD modeling system. Olivia also has experience in research, preparation, and analysis for a variety of environmental planning projects consistent with CEQA and NEPA guidelines.

RELEVANT EXPERIENCE

- City of South Gate, Patata Industrial Project Addendum, South Gate, CA – Technical Lead
- City of Los Angeles, 550 Shatto Place/Soul Project, Los Angeles, CA – Technical Lead
- City of Inglewood, Inglewood Residential Project, Inglewood, CA – Technical Lead
- DLA Piper, LLP, 7022 Sunset MND, Los Angeles, CA – Technical Lead
- City of Gardena, South Normandie Avenue Project EIR, Gardena, CA – Technical Lead
- City of Ontario, Euclid Specific Plan, Ontario, CA – Technical Lead
- City of Anaheim, General Plan Update, Anaheim, CA – Noise Analyst
- Hillwood Investment Properties, Hillwood Fontana Industrial Project CEQA/Entitlements, Fontana, CA – Technical Lead
- Kimco Realty Corporation, Whittwood Town Center Project, Whittier, CA – Air Quality, Greenhouse Gas, Noise Analyst
- Crown Enterprises, Inc., Santa Ana Logistics Facility, Bloomington, CA – Technical Lead
- Pacific Development Group, PDG Lake Elsinore Entitlements, Lake Elsinore, CA – Technical Lead
- City of Ontario, Euclid Mixed-Use Specific Plan, Ontario, CA – Technical Lead
- Berk Consulting, City of Seattle Comprehensive Plan Update Environmental Impact Statement, Seattle, WA – Technical Lead
- Berk Consulting, City of Burien Comprehensive Plan Update Environmental Impact Statement, Burien, WA – Technical Lead
- TerraGen Solar, Desert Breeze, Lockhart, CA – Technical Lead
- City of Rialto, Addendum to the Renaissance Specific Plan Amendment, Rialto, CA – Technical Analyst

HEIDI ROUS, CPP

CEQA Analysis

EDUCATION

- Bachelor of Science, Physics, California Polytechnic State University, Pomona

CREDENTIALS AND ASSOCIATIONS

- GPRO Certified, Urban Green Council

Heidi has over 30 years of experience performing and managing comprehensive environmental documentation review to meet the requirements of CEQA, NEPA, and similar state environmental review laws. In addition, Heidi maintains subject matter expertise in planning, permitting, and compliance services specializing in air quality, noise & vibration, hazardous materials, risk assessment, safety, and resiliency. She is a Certified Permitting Professional (CPP) with the South Coast Air Quality Management District.

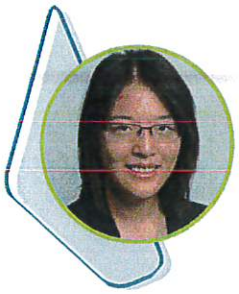
She is up to date with current applicable modeling tools and is highly fluent with relevant guidance, policies, and regulations related to GHG inventories, air pollutant and health effects modeling, adaptive planning, and climate vulnerability. Heidi has led numerous GHG and climate change projects including community- and agency-wide Climate Action Plans (CAPs) and other project- and program-level GHG reduction plans and adaptation studies. She is especially skilled at providing credible, verifiable evidence in support of developing site-specific GHG emission factors, including a comprehensive examination of issues such as energy efficiency, vehicle electrification, transit access, ride share/car share/carpool programs, co-location of uses, on-site power production, gray water systems, etc.

Throughout her career, Heidi has prepared, managed, and provided peer review of comprehensive environmental documents to meet the requirements of CEQA, NEPA, and similar state environmental review laws for project types that include private development of housing, mixed use, industrial, and commercial land uses, public service campuses (hospitals, educational facilities, hospitality), utilities (water, wastewater, power plants, renewables), parks, trails, and open space, roadways and intermodal facilities, transportation planning efforts, rail and marine improvements, and airports.

RELEVANT EXPERIENCE

- City of Beverly Hills, Safety Element Update and Climate Vulnerability Assessment, Beverly Hills, CA – Project Manager
- City of El Monte, Climate Action Plan, El Monte, CA – Project Manager
- City of Solana Beach, Safety Element Update, Climate Vulnerability Assessment, and Environmental Justice Element, Solana Beach, CA – Technical Lead
- City of Long Beach, Community Hospital Remodel Project IS/MND, Long Beach, CA – Project Manager
- City of Los Angeles, On-Call for Environmental Services, Los Angeles, CA – Principal-in-Charge*
- City of San Gabriel, On-Call for Environmental Services, San Gabriel, CA – Principal-in-Charge*
- City of Burbank, On-Call for Environmental Services, Burbank, CA – Principal-in-Charge and Project Manager*
- City of Pasadena, On-Call for Environmental Services, Pasadena, CA – Principal-in-Charge and Project Manager*
- City of Anaheim, Community Climate Action Plan (CAP) and General Plan Update, Anaheim, CA – Project Manager
- City of Irvine, On-Call Sustainability and Environmental Services, Irvine, CA – Project Manager
- Orange County Transportation Authority (OCTA), Climate Adaptability and Sustainability Plan, Orange County, CA – Project Manager
- City of Carson, Specific Plan Amendment for the 157-Acre Carson Marketplace Project EIR, Carson, CA – Project Director and Technical Lead for Air Quality, Greenhouse Gas, Energy, and Noise Impact Assessments
- City of Hemet, Safety Element Update, Climate Vulnerability Assessment, and Environmental Justice Element, Hemet, CA – Technical Lead
- City of Temple City, Pacific Las Tunas Mixed-Use Project, Temple City, CA – Project Director
- City of Burbank, San Fernando Bikeway Project, Environmental Assessment, Burbank, CA – Task Manager

**Prior to joining Kimley-Horn*



JESSIE FAN, ENV SP

CEQA Analysis

Jessie has nine years of experience in environmental planning and documentation. She has experience in a variety of areas including population/housing, public services, water supply, wastewater, solid waste, and sustainability. She has worked on a diverse set of project types, including affordable housing, complex mixed-use infill projects, and industrial and data center projects. She has prepared and managed all levels of CEQA documentation, ranging from Categorical Exemptions (CEs) and Sustainable Communities Project Exemptions (SCPEs) to MNDs and EIRs. Jessie is responsible for preparing and reviewing CEQA documentation, as well as coordinating and communicating with the internal and external teams on budget, schedules, and deliverables.

EDUCATION

- Master of Science, Environmental Analysis & Decision Making, Rice University
- Bachelor of Science, Environmental Science, University of California, Los Angeles

CREDENTIALS AND ASSOCIATIONS

- Envision Sustainability Professional
- Association of Environmental Professionals, Los Angeles County Chapter – Board of Directors (2020-2022)

RELEVANT EXPERIENCE

- City of Los Angeles, On-Call for Environmental Services, Los Angeles, CA – Project Manager
- City of San Gabriel, On-Call for Environmental Services, San Gabriel, CA – Contract Manager and Project Manager
- City of Culver City, On-Call for Environmental Review Pursuant to CEQA, Culver City, CA – Contract Manager and Project Manager
- City of West Hollywood, West Hollywood Fiber Optic Improvements Categorical Exemption – Lead Analyst
- 3739 Robertson LLC, 3739 South Robertson Avenue AB 130 Exemption, Culver City, CA – Project Manager
- 5730 Uplander LLC, 5730 Uplander AB 130 Exemption, Culver City, CA – Project Manager
- Lewis Homes, 1515 Walnut Grove Avenue Residential Project IS/MND, Rosemead, CA – Project Manager
- Equity Residential, Vista Del Lago AB 130 Exemption, Mission Viejo, CA – Project Manager
- Regent Properties, 12755 Burbank Boulevard Project Housing Element Streamlining Checklist, Los Angeles, CA – Project Manager
- SOMOS Group, Hotel Figueroa Sign District IS/ND, Los Angeles, CA – Project Manager
- City of Beverly Hills, 450 North Roxbury Drive Project IS/ND, Beverly Hills, CA – Project Manager
- Harkham Family Enterprises, LP, 9467 W. Olympic Boulevard SCPE, Beverly Hills, CA – Deputy Project Manager and Lead Analyst
- City of Temple City, Pacific Las Tunas Mixed-Use Project CE, Temple City, CA – Project Manager
- City of San Gabriel, Rubio Village Mixed-Use Project IS/MND, San Gabriel, CA – Project Manager
- City of Beverly Hills, 227 S. Tower Street Class 32 Categorical Exemption, Beverly Hills, CA – Project Manager
- City of Beverly Hills, 9945 Durant Drive Project Class 32 CE, Beverly Hills, CA – Project Manager
- City of Moreno Valley, MoVal 2040 General Plan Update and Climate Action Plan Revised EIR, Moreno Valley, CA – Deputy Project Manager
- ChangeUp, Longo Toyota Service Center Redevelopment Class 32 CE, El Monte, CA – Senior QC/QA
- City of Long Beach, Cherry Avenue Industrial Project EIR, Long Beach, CA – QC/QA Reviewer
- SDCF Monterey Park, LLC, 1977 Saturn Data Center Project IS/MND, Monterey Park, CA – Deputy Project Manager
- City of Gardena, Western at 146th Specific Plan Project SCPE, Gardena, CA – Deputy Project Manager
- City of San Clemente, Bluffs at Boca EIR Peer Review, San Clemente, CA – Project Manager
- Winebright Capistrano LLC, San Juan Plaza Project Class 32 Categorical Exemption, San Juan Capistrano, CA – Project Manager
- Terra-Gen, Desert Breeze Solar Project EIR, San Bernardino County, CA – Project Manager
- City of Artesia, Artesia Boulevard Corridor Specific Plan Amendment Project EIR, Artesia, CA – Deputy Project Manager and Lead Analyst

MAYRA GARCIA, AICP

CEQA Analysis

Mayra has two years of experience in environmental planning. She has prepared technical studies with an emphasis on air quality, GHG emissions, and noise and environmental documentation pursuant to CEQA. She has worked on a diverse set of project types, including affordable housing projects, large scale residential housing, and industrial solar projects. She has assisted in preparing a range of California Environmental Quality (CEQA) documentation, ranging from Categorical Exemptions to Mitigated Negative Declarations (MNDs) and Environmental Impact Reports (EIRs).

EDUCATION

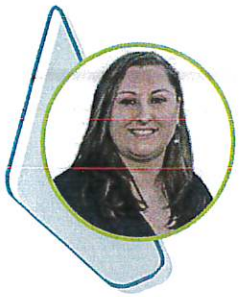
- Master of Urban Planning, University of Southern California
- Bachelor of Arts, Urban Studies and Planning, University of California, San Diego
- University of California, San Diego Extended Studies CEQA Practice Certificate

CREDENTIALS AND ASSOCIATIONS

- American Institute of Certified Planners (AICP)
- LEED Green Associate

RELEVANT EXPERIENCE

- CIM Group Acquisition, LLC, 10510 Culver Boulevard Project Categorical Exemption, Culver City, CA – Project Manager
- Pacific Plaza Premier Development Group, Monterey Park Mixed Use Project Class 32 Exemption, Monterey Park, CA – Analyst
- City of Beverly Hills, 227 S. Tower Street, Class 32 Exemption, Beverly Hills, CA – Analyst
- City of San Gabriel, Rubio Village IS/MND, San Gabriel, CA – Analyst
- Baranof Holdings, 956 Seward Project Categorical Exemption, Los Angeles, CA – Analyst
- Los Angeles Metropolitan Transportation Authority, Confidential EIR, Los Angeles, CA – Analyst
- Icon & Ikon, Inc., Madison Residences Class 32 Categorical Exemption, Culver City, CA – Analyst
- Dimension Renewable Energy, Wilsona CSG IS/MND, Los Angeles County, CA – Analyst
- City of Long Beach, 5910 Cherry Industrial Building Project, EIR, Long Beach, CA – Analyst
- City of Long Beach, Park Tower Student Housing Project, EIR, Long Beach, CA – Analyst
- Renewable Properties LLC, Malibu Road Solar Project, San Bernardino County, CA – Analyst
- Renewable Properties LLC, Sunrise Road Solar Project, San Bernardino County, CA – Analyst
- Renewable Properties LLC, Lear Avenue Solar Project, San Bernardino County, CA – Analyst
- Renewable Properties LLC, 230th Street Solar Project, Los Angeles County, CA – Analyst
- Dimension Renewable Energy, Ripley CSG IS/MND, Riverside County, CA – Analyst
- Dimension Renewable Energy, Blythe CSG IS/MND, Blythe, CA – Analyst
- LeSar Development Consultants, Palmdale Housing Opportunity Project IS/MND, Palmdale, CA – Analyst
- Terra-Gen, Desert Breeze Solar Project EIR, Hinkley, CA – Analyst
- City of Palm Springs, North Indian Canyon Drive and Via Escuela Traffic Signal Project Class I Categorical Exemption, Palm Springs, CA – Analyst
- City of Moreno Valley, Revised Draft Program Environmental Impact Report, Moreno Valley, CA – Assistant Project Manager
- City of Moreno Valley, General Plan 2040, Moreno Valley, CA – Analyst



JESSICA MAUCK, MA, RPA

Cultural Resources, Historic Resources, and Tribal Cultural Resources

EDUCATION

- Bachelor of Arts, Anthropology, University of California, Los Angeles
- Master of Arts, Historical Archaeology, University of Leicester, England
- Master of Arts, Urban Conservation, University of Leicester, England, *(expected 2026)*

Jessica has more than 15 years of experience in cultural resources management and historic preservation in California. She is listed in the Register of Professional Archaeologists (RPA) and meets Secretary of Interior (SOI) Professional Qualifications for Archaeology, History, and Architectural History. Her background includes long-term contracting for Federal land management agencies (USFS, NPS, DoD, BLM, etc.), overseeing Cultural Resources Management programming within Tribal government, and serving on several historic preservation advisory groups for State and Federal agencies. She has extensive experience conducting all phases of archaeological and historic architectural fieldwork and reporting under applicable state and federal law, such as the NHPA, NEPA, and CEQA. She also has many years of experience managing process for inadvertent discoveries of human remains and the inventory/repatriation of existing archaeological collections subject to State and Federal law, such as the Native American Graves Protection and Repatriation Act (NAGPRA) and California Health & Safety Code (Section 7050.5).

RELEVANT EXPERIENCE

- Metrolink, Canyon Siding Extension Project, Los Angeles County, CA – Cultural Resources Monitoring Plan Principal Investigator
- Metrolink, Balboa Double Track Extension Project, Los Angeles County, CA – Cultural Resources Monitoring Plan Principal Investigator
- City of Beverly Hills, 450 North Roxbury Project, Beverly Hills, CA – Archaeological Resources Assessment Principal Investigator
- City of Inglewood, Trojan Storage Project, Inglewood, CA – Historic Resources Assessment Principal Investigator
- City of Long Beach, 5910 Cherry Project, Long Beach, CA – Archaeological Resources Assessment Principal Investigator
- City of Los Angeles, 956 Seward Project, Los Angeles, CA – Archaeological Resources Assessment and Paleontological Resources Assessment Principal Investigator
- City of Los Angeles, 3800 S. Figueroa Project, Los Angeles, CA – Archaeological Resources Assessment and Paleontological Resources Assessment Principal Investigator
- US Housing & Urban Development/City of Burbank, 2244 N. Buena Vista St, Burbank, CA – Principal Investigator
- City of Santa Ana, Park 55 Project, Santa Ana, CA – Cultural Resources Assessment Principal Investigator

CHRIS YOUNG, PE, QSD, ENV SP

Hydrology and Utilities

Chris is a licensed civil engineer with experience focusing on land development for private developers, including construction drawings, Low Impact Development (LID), Stormwater Quality Design, opinion of probable costs, off-site improvement plans, and feasibility studies. He has been responsible for all aspects of project delivery, including client coordination, budget, schedules, staff management, report preparation, construction plans, quality assurances and field engineering. He has a strong background in urban development planning/design and utility infrastructure projects.

EDUCATION

- Bachelor of Science, Civil and Environmental Engineering, Oklahoma State University

CREDENTIALS AND ASSOCIATIONS

- Professional Engineer in California (#91146)
- Qualified SWPPP Developer (#C91146)
- Envision Sustainability Professional (#32716)

RELEVANT EXPERIENCE

- 9570-9600 Wilshire Boulevard, Beverly Hills, CA – Project Manager
- 6766 West Hawthorne Avenue Microunit Project, Hollywood, CA – Project Manager
- Dunn Drive + Regent Street Microunit Project, Los Angeles, CA – Project Manager
- CGI Strategies, Franklin & Cahuenga High-Rise, Hollywood, CA – Project Manager
- 1621 N. McCadden Microunit Project, Hollywood, CA – Project Manager
- 728-734 S. Manhattan Microunit Project, Los Angeles, CA – Project Manager
- 1411 S. Flower St Microunit Project, Los Angeles, CA – Project Manager
- 1317 S. Grand Ave Microunit Project, Los Angeles, CA – Project Manager
- 603 S. Mariposa Ave Microunit Project, Los Angeles, CA – Project Manager
- City of Culver City, Ivy Station Transit-Oriented Development (TOD) (Washington Boulevard and National Boulevard Street Off-Site & On-Site Improvements), Los Angeles/Culver City, CA – Analyst
- Wilshire La Brea Transit-Oriented Development (639 S La Brea Avenue TOD), Los Angeles, CA – Analyst
- Hackman Capital Partners, 5500 West Jefferson Boulevard Transit-Oriented Development, Los Angeles, CA – Analyst
- Lincoln Property Company, 8777 Washington Boulevard (Apple Mixed-Use Office Building), Los Angeles, CA – Analyst
- Hyatt House/Place at LAX, Los Angeles, CA – Analyst
- 2222 South Figueroa Street Mixed-Use, Los Angeles, CA – Analyst
- Church of Scientology International (CSI), Valley, Los Angeles, CA – Analyst
- 8070 Beverly Boulevard, Los Angeles, CA – Team Member
- Confidential Client, Grocery Stores (NC and SC), Various locations (NC, SC, FL) – Analyst
- Greystar, Amp Lofts, Los Angeles, CA – Analyst
- City of Agoura Hills, On-Call Engineering Services, Agoura Hills, CA – Analyst
- City of Malibu On-Call Engineering Services - Disaster and Evacuation Planning, Malibu, CA – Analyst

ANDRAY CARDOZA

Hazards

EDUCATION

- Bachelor of Arts, Environmental Studies, University of California, Santa Barbara

Andray is an environmental planner with seven years of experience preparing environmental reports and compliance documentation under CEQA/NEPA. His experience includes a variety of project types, with a focus on water supply, stormwater, recycled water, and wastewater infrastructure plans and projects in the Southern California region, and airport capital improvement projects. He is also an experienced hazardous materials analyst who has prepared dozens of Phase I Environmental Site Assessments, equivalent to Caltrans' Phase I Initial Site Assessment, for properties in urbanized, industrial, and rural properties in California. His daily responsibilities include project management and support, coordinating with internal technical staff and subconsultants to complete CEQA/NEPA documents and supporting technical studies, interfacing with clients, technical writing, QC/QA of deliverables, and tracking project scopes, schedules, and budgets to completion.

RELEVANT EXPERIENCE

- DLA Piper, 3800 Figueroa Mixed-Use Project EIR, Los Angeles, CA – Hazardous Materials Technical Analyst/Phase I ESA Task Lead
- City of Burbank, San Fernando Bikeway Project NEPA/CEQA, Burbank, CA – Environmental Analyst/Phase I ESA Task Lead
- Oxnard Harbor District, NEPA/CEQA Environmental Clearance for South Terminal Shore Power Project, Port Hueneme, CA – Environmental Analyst/Phase I ISA Task Lead
- Environmental Due Diligence for Nexamp Solar Project Portfolio, various properties in Los Angeles, Kern, and Tulare Counties, CA – Phase I ESA Task Lead
- Environmental Due Diligence for Mall Property in Riverside County, CA – Phase I ESA Task Lead
- Los Angeles Bureau of Engineering, Silver Lake Reservoir Complex Project EIR, Los Angeles, CA – Environmental Analyst/Phase I ESA Task Lead
- Caltrans, I-215 Landscape Project, Segment 5 Revalidation, San Bernardino, CA – Environmental Analyst*
- Sysco, Inc., Sysco Facility Expansion Project CEQA MND, Industry, CA – Phase I ESA Task Lead*
- City of Watsonville, Municipal Airport On-Call Environmental Services, Watsonville, CA – Environmental Planner
- City of Long Beach, 5910 Cherry Avenue Project Environmental Services, Long Beach, CA – Environmental Analyst
- County of San Bernardino, Overnight Solar Project Environmental Peer Review and EIR Oversight, San Bernardino County, CA – Environmental Analyst
- Los Angeles Department of Water and Power, Stormwater Capture Parks Program, Los Angeles, CA – Environmental Planner*
- San Clemente Public Works, NEPA and Grant Assistance for the East Avenida Cordoba Storm Drain Project, San Clemente, CA – Environmental Analyst/Deputy Project Manager
- San Clemente Public Works, NEPA Environmental Clearance for the Recycled Water Expansion Project, San Clemente, CA – Environmental Analyst/Deputy Project Manager

**Prior to joining Kimley-Horn*

SRI CHAKRAVARTHY, PE, TE

Transportation

Sri has more than 20 years of experience overseeing a variety of transportation projects ranging from planning, design, operations, and on-call engineering services. His project management at Kimley-Horn is informed by his former career with the Los Angeles County Public Works Department and knowledge of grant funding opportunities and working with multiple stakeholders. Sri has overseen medium to large scale projects for local and regional agencies with design budgets ranging from $50K to $2.5M and schedules ranging from six months to 3.5 years. These projects are often multidisciplinary and require coordination with local and regional agencies, Caltrans, and local businesses and residents.

EDUCATION

- Master of Science, Civil Engineering, Louisiana State University
- Bachelor of Science, Civil Engineering, Kakatiya University, India

CREDENTIALS AND ASSOCIATIONS

- Professional Engineer in California (#73626)
- Traffic Engineer in California (#2531)

RELEVANT EXPERIENCE

- City of La Cañada Flintridge, Traffic Circulation and Signal Operations for Foothill Boulevard and Angeles Crest Highway, La Cañada Flintridge, CA – Project Manager
- City of Pico Rivera, Transit-Oriented Development (TOD) Specific Plan for the Gold Line Eastside Extension at Washington and Rosemead Boulevards, Pico Rivera, CA – Senior Project Engineer
- City of Culver City, Ivy Station TOD, Washington Boulevard and National Boulevard Street Off-Site and On-Site Improvements, Los Angeles/Culver City, CA – Project Engineer
- City of Malibu On-Call Engineering Services - Disaster and Evacuation Planning, Malibu, CA – Project Manager
- City of Tehachapi, Greater Tehachapi Area Specific Plan, Tehachapi, CA – Project Manager
- City of Lancaster, Safe Routes to School Master Plan, Lancaster, CA – Principal-in-Charge
- City of La Cañada Flintridge, Professional Traffic Engineering Services for Citywide Engineering and Traffic Survey and Traffic Volume Counts, La Cañada Flintridge, CA – Project Manager
- City of Los Angeles, Department of Recreation and Parks, Griffith Park Safety and Mobility Active Transportation Project, Los Angeles, CA – Principal-in-Charge
- City of Agoura Hills, Areawide School Traffic Study, Agoura Hills, CA – Project Manager
- City of Oxnard, Fifth Street and Rice Avenue Grade Separation Traffic Operational Analysis Report, Oxnard, CA – Project Manager
- City of Oxnard, Oxnard Boulevard and Saviers Road Signal Improvements, Oxnard, CA – Project Manager
- Alameda CTC, I-80 Integrated Corridor Mobility (ICM) Project, Alameda/Contra Costa Counties, CA – Project Engineer
- City of Norwalk, On-Call Professional Engineering Services for Design, Project Management, and Construction Support Services, Norwalk, CA – Project Manager
- City of Irvine, Consultant Team Program 2022-2025, Irvine, CA – Contract Manager
- City of Orange, On-Call Traffic Engineering/Plan Checking/Design/Public Works Inspection Services, Orange, CA – Principal-in-Charge
- City of Lancaster, Multi-Year Professional Engineering Services 2023-2026, Lancaster, CA – Project Manager
- City of Montclair, On-Call General Civil Engineering, Architectural, Landscape, and Support Professional Services 2022-2027, Montclair, CA – Project Manager
- City of Rancho Cucamonga, On-Call Civil and Traffic Engineering Services, 2019-2026, Rancho Cucamonga, CA – Project Manager
- City of Simi Valley, On-Call Civil Engineering Design Services 2022-2025, Simi Valley, CA – Project Manager
- City of Ventura, On-Call 3-Year Professional Services 2022-2025, Ventura, CA – Project Manager

LAURA FORINASH, PE, TE

Transportation

Laura is a professional civil and traffic engineer with 12 years of traffic operations and transportation engineering experience ranging from small design projects and task orders to large design-build environments and City Traffic Engineer roles. Her background encompasses traffic analysis, design and simulation, and transportation planning. Laura's key areas of expertise include extensive knowledge of the Manual on Uniform Traffic Control Devices (MUTCD) methodologies; active transportation design; traffic calming studies; microsimulation knowledge using VISSIM and SimTraffic, traffic impact analysis studies, traffic signal warrants, signing and striping, signal design and plan presentation, and signal timing and optimization (SYNCHRO). Laura has served as the City Traffic Engineer for Agoura Hills since 2019.

EDUCATION

- Master of Science, Civil Engineering, Georgia Institute of Technology
- Bachelor of Science, Civil Engineering, Georgia Institute of Technology

CREDENTIALS AND ASSOCIATIONS

- Professional Traffic Engineer in California (#TR2818)
- Professional Engineer in California (#93146)

RELEVANT EXPERIENCE

- City of Agoura Hills, On-Call Traffic Engineering Services, Agoura Hills, CA – Project Manager
- City of Hawthorne, On-Call Traffic Engineering Services, Hawthorne, CA – Project Manager
- City of Malibu, On-Call Traffic and Civil Engineering Services, Malibu, CA – Project Engineer
- City of Laguna Niguel, On-Call Traffic Engineering Services, Laguna Niguel, CA – Project Manager
- Housing Authority of the City of San Buenaventura, Sustainable Transportation Infrastructure and Transportation Related Amenities, Ventura, CA – Project Manager
- City of Los Angeles, Mission Mile Sepulveda Project PA&ED, Los Angeles, CA – Project Engineer
- LA Metro, North Hollywood to Pasadena BRT Planning and Environmental Study, Los Angeles to Pasadena, CA – Project Engineer
- City of Lomita, Traffic Calming Toolkit, Lomita, CA – Project Manager
- City of Oxnard, Fifth Street and Rice Avenue Grade Separation Traffic Operational Analysis Report, Oxnard, CA – Project Engineer
- City of Oxnard, Oxnard Boulevard and Saviers Road Signal Improvements, Oxnard, CA – Project Engineer
- City of La Cañada Flintridge, Traffic Circulation and Signal Operations for Foothill Boulevard and Angeles Crest Highway, La Cañada Flintridge, CA – Project Engineer
- City of Agoura Hills, Bicycle Master Plan, Agoura Hills, CA – Project Manager
- City of Laguna Niguel, Heather Ridge Bicycle Lanes, Laguna Niguel, CA – Project Manager
- City of Irvine, Protected Intersections Study, Irvine, CA – Project Engineer
- City of Agoura Hills, Kanan Road/Agoura Road Ultimate Intersection Improvements Project, Agoura Hills, CA – Project Engineer
- City of Malibu, Pacific Coast Highway Mobility Improvements at Various Locations, Malibu, CA – Project Engineer
- City of Agoura Hills, SB 743 Implementation, Agoura Hills, CA – Project Engineer

RONALD HALLUM, PG, CEG

Hazards and Geotechnical Studies

Ronald has provided geotechnical services for a variety of projects such as reservoirs, railroads, highways, hospitals, schools, pipelines, treatment plants, tunnels, landslide and fault evaluations, and other public and private works. Ronald's responsibilities at Ninyo & Moore include preliminary and final review of findings, conclusions, recommendations, and project deliverables; review of current guidelines, regulations, and technologies; managing geotechnical and geologic field evaluations; supervision and training of the geologic staff; conducting geologic and geologic hazards evaluations; performing and reviewing geologic mapping and research; analyzing field and laboratory data; and authoring and reviewing geotechnical and geologic reports.

RELEVANT EXPERIENCE

- City of Dana Point, Doheny Village EIR, Dana Point, CA – Principal Geologist
- City of San Diego, Grantville Redevelopment Project and Study Area, San Diego, CA – Project Manager
- City of La Quinta, Country Club of the Desert EIR, La Quinta, CA – Project Geologist
- City of Solana Beach, Solana Beach Towne Centre EIR, Solana Beach, CA – Project Geologist
- City of San Diego, Convention Center Expansion EIR, San Diego, CA – Senior Geologist/Project Manager
- City of Colton, Guyaux Landfill Phase II Workplan, Colton, CA – Principal Geologist
- City of Los Angeles, On-Call Geotechnical and Environmental Consulting Services, Los Angeles, CA – Principal Geologist

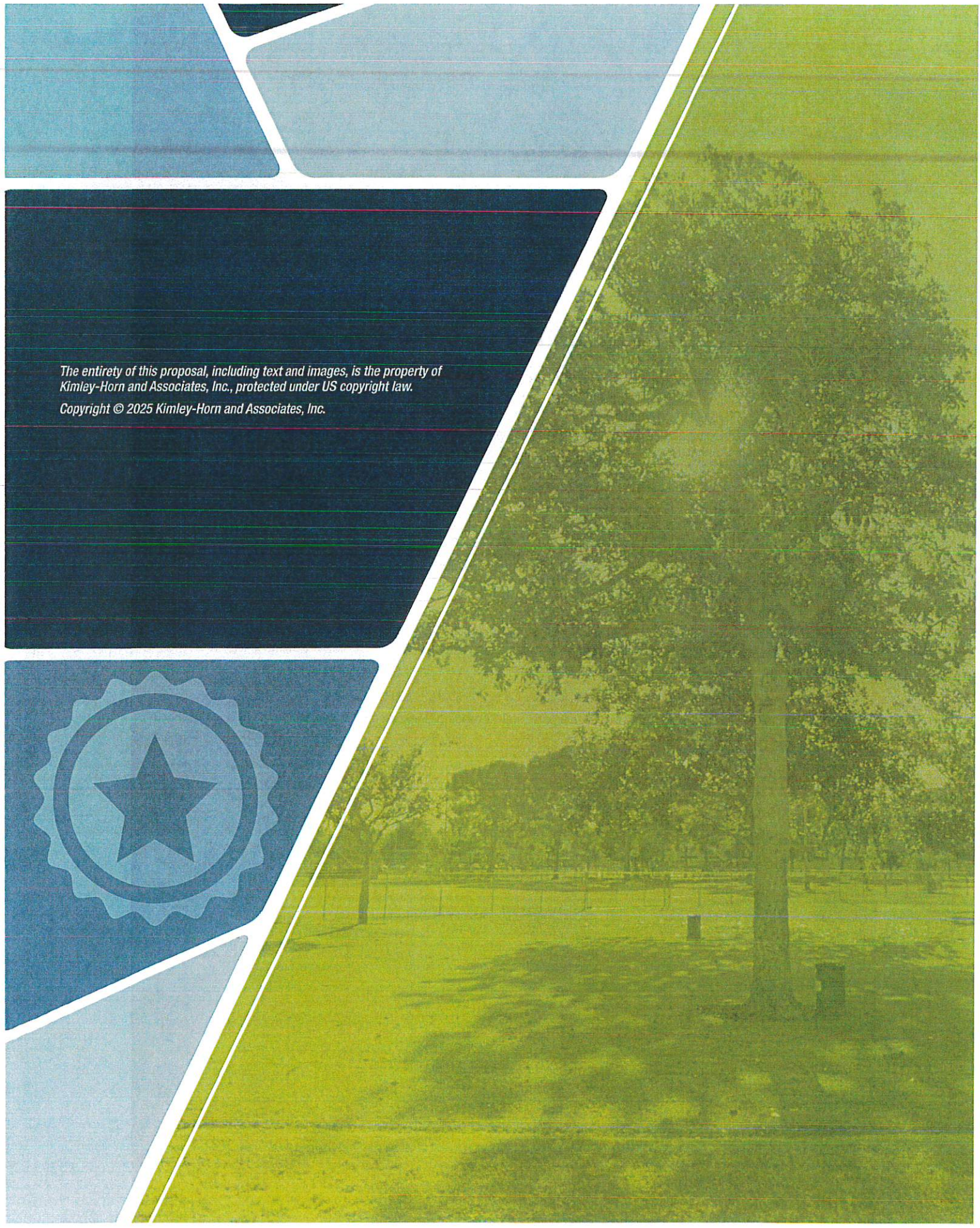
EDUCATION

- Bachelor of Science, Geology, San Diego State University

CREDENTIALS AND ASSOCIATIONS

- Professional Geologist in California (#4766)
- Certified Engineering Geologist in California (#1484)
- Association of Environmental and Engineering Geologists, Member
- Geological Society of America, Member
- San Diego Association of Geologists, Member

Ninyo & Moore
A SOCOTEC COMPANY



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Kimley»Horn
www.kimley-horn.com

Contact

Jessie Barkley

Jessie.Barkley@kimley-horn.com

213.793.5445

660 South Figueroa Street
Suite 2050
Los Angeles, CA 90017

EXHIBIT A

AGREEMENT FOR PROFESSIONAL SERVICES FOR (TYPE OF SERVICE) SERVICES BETWEEN THE CITY OF SOUTH GATE AND (COMPANY NAME)

This Agreement for Professional Services for **(TYPE OF SERVICE)** Services ("Agreement") is made and entered into on **(DATE)**, by and between the City of South Gate, a municipal corporation ("City"), and **(COMPANY NAME)**, 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 relating to **(TYPE OF SERVICE)**;

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 **(SPELL OUT AMOUNT IN BOLD) for example – One Thousand Two Hundred Twenty-Five Dollars – then put amount in parenthesis for example (**$1,225.00**)** 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 **(DIRECTOR'S TITLE OR 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. 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 **(DATE)**, and will remain in effect for a period of **(ENTER AMOUNT)** 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 **(DIRECTOR'S TITLE OR CITY MANAGER)** ("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 contract, 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 for personal injury to any one person, $1,000,000 for injuries arising out of one occurrence, and $500,000 for property damages or a combined single limit of $1,000,000, with an aggregate of $2,000,000. 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
(DIRECTOR'S NAME & TITLE OR CM)
(ADDRESS)
South Gate, CA 90280
Email: **(EMAIL ADDRESS)**
TEL: **(PHONE NO.)**

WITH COURTESY COPY TO:
City of South Gate
Yodit Glaze, City Clerk
8650 California Avenue
South Gate, CA 90280
Email: rsalinas@sogate.org
TEL: (323)563-9538

TO CONSULTANT:
(NAME OF CONSULTANT)
(CONSULTANT'S TITLE)
(CONSULTANT/COMPANY NAME)
(COMPANY ADDRESS)
(CITY, STATE, ZIP CODE)
(CONSULTANT'S EMAIL ADDRESS)
(PHONE NUMBER)

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. **EFFECTIVE DATE.** The effective date of this Agreement is **(DATE)** 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: _____
Joshua Barron, Mayor

Dated: _____

ATTEST:

By: _____
Yodit Glaze, City Clerk
(SEAL)

APPROVED AS TO FORM:

By: _____
Raul F. Salinas, City Attorney

(COMPANY NAME):

By: _____
(CONSULTANT'S NAME)

Dated: _____

Bench Consultants List

Consultants	Representatives	Services Provided			
		PL	ENV	LS	ED
EcoTierra	Curtis Zacuto Lainie Herrera		X		
Kimley-Horn	Kari Cano Jessie Barkley	X	X		
De Novo Planning Group	Amanda Tropiano Starla Barker	X	X		
Ascent Environmental, Inc.	Chad Beckstrom Christine Babla	X	X		
Willdan	Salvador Lopez Christine Kudija	X	X	X	X
CSG Consultants	Cyrus Kianpour	X	X		
MNS	Peter Minegar Debra Einstein Leight	X	X		X
Civic Solutions	Thomas Merrill George Buell	X			
Raimi + Assoc.	Simran Malhotra Matt Raimi	X			
Ladayu Consulting Group	Daniel Garcia			X	
Environmental Design Assoc.	Carrie Mandarino			X	

- PL = Planning, ENV = Environmental, LS = Landscape, ED = Economic Development

(Presented to the City Council on January 13, 2026)

EcoTierra
consulting

December 24, 2025

City of South Gate
John F. Signo, AICP, Planning Manager
Community Development Department
8650 California Avenue
South Gate, California 90280

RE: EcoTierra's On-Call Environmental Consulting Services in the City of South Gate

Dear Mr. Signo:

EcoTierra Consulting, Inc. (EcoTierra) is pleased to have been under contract with the City of South Gate for On-Call Environmental Consulting Services since June 2022. It is our understanding that the City issued an RFQ for On-Call Consulting Services in September, 2025. Based on our conversations with you, Mr. Signo, **EcoTierra** understands that because we are not proposing any changes to our on-call contract, submitting a proposal under the new RFQ was not needed. We have appreciated working with the City of South Gate under the existing contract and will be pleased to continue to work with the City of South Gate on future projects and assignments under the existing contract.

EcoTierra (an S-corporation), founded in 2010, is an environmental consulting firm that assists public and private entities with implementation of CEQA; our practice and area of expertise is solely in the preparation of CEQA documents. Being a small firm, **EcoTierra** is dedicated to providing hands-on personalized service to our clients. We are staffed by experienced professionals who are accessible and responsive to all of our client's needs including projects of any size, land use, and complexity. Curtis Zacuto and Craig Fajnor, the founding Principals of **EcoTierra**, have a total of over 60 years of experience in CEQA and NEPA report preparation.

Please feel free to contact me if you have any questions or require any additional information regarding our services. I may be reached the numbers listed below or through email at curtis@ecotierraconsulting.com.

Sincerely,

Curtis Zacuto

Curtis Zacuto, Principal
EcoTierra Consulting, Inc.
633 W. 5th Street, 26th Floor
Los Angeles, California 90071
(818) 356-9496 (direct); (805) 907-2342 (cell)
curtis@ecotierraconsulting.com

Statement of Qualifications for

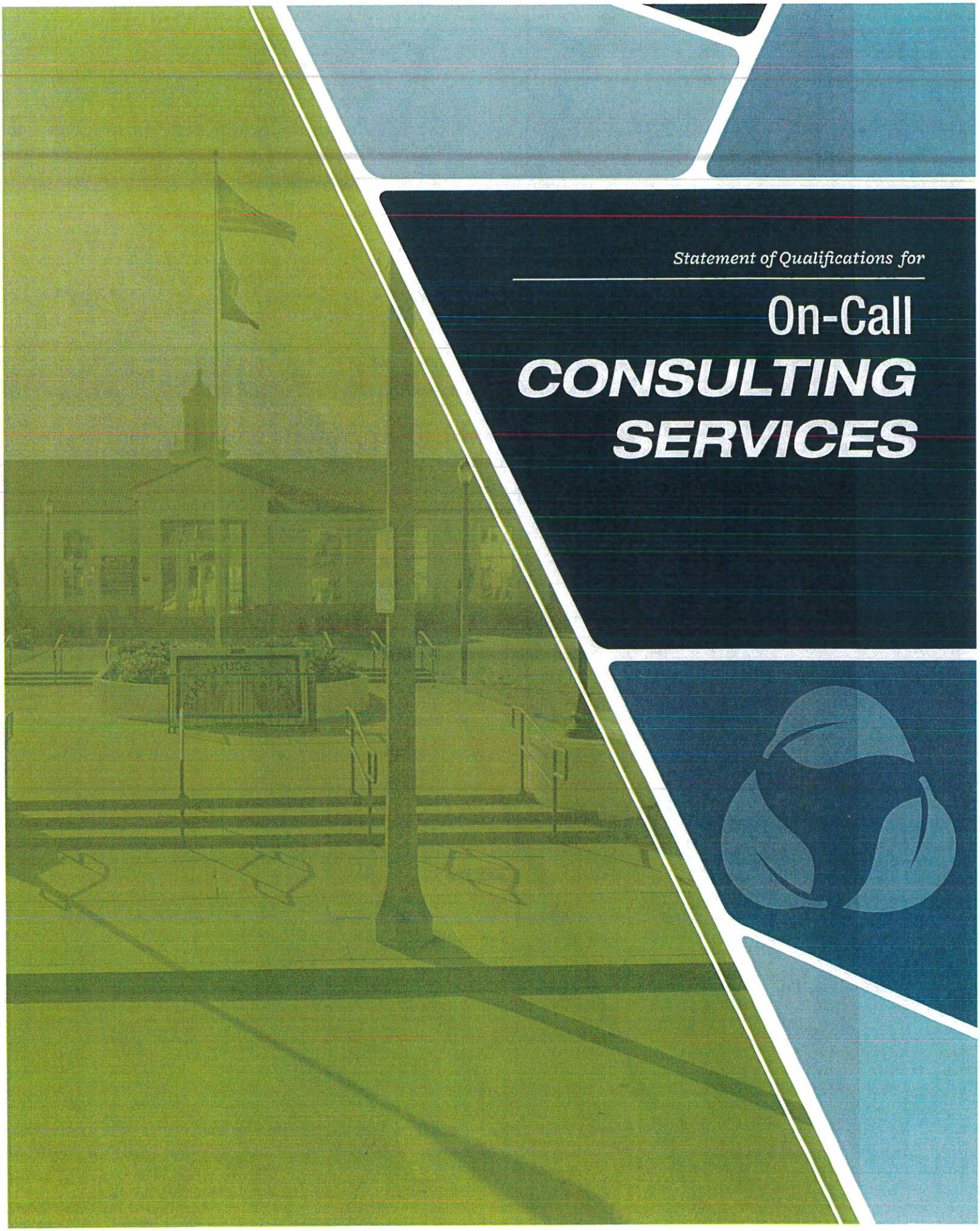
On-Call CONSULTING SERVICES

Prepared for:

City of
South Gate

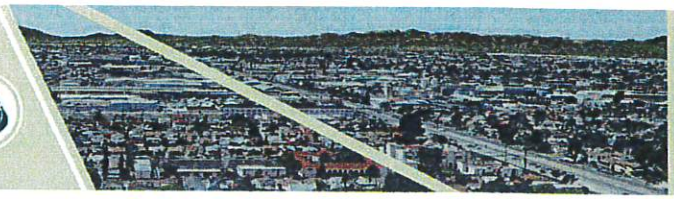
Prepared by:

Kimley»Horn
Expect More. Experience Better.



Statement of Qualifications for

On-Call CONSULTING SERVICES



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1. COVER LETTER

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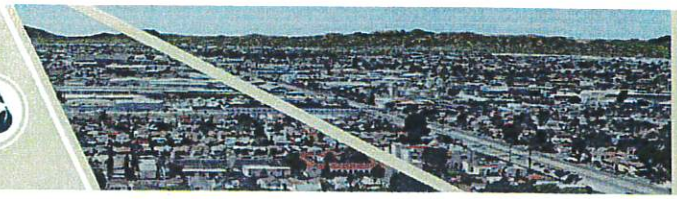


1. COVER LETTER

October 9, 2025

660 South Figueroa Street
Suite 2050
Los Angeles, CA 90017
TEL 213.261.4040

Proposed Category: Environmental Services in Compliance with the California Environmental Quality Act (CEQA)

John F. Signo, AICP
Planning Manager
City of South Gate
8650 California Avenue
South Gate, CA 90280

RE: STATEMENT OF QUALIFICATIONS FOR ON-CALL CONSULTING SERVICES

Dear Mr. Signo and Members of the Selection Committee:

The **City of South Gate** (City) needs a consultant who is a recognized leader in providing CEQA and National Environmental Policy Act (NEPA) services for a range of project types, with varying complexity, in support of all levels of environmental documentation. ***Kimley-Horn is that environmental consultant***. Having served on the City's prior CEQA/NEPA on-call bench, our Kimley-Horn team has substantial experience assisting the City with all aspects of environmental review and project implementation. Our proposal demonstrates both the breadth of services that Kimley-Horn can continue to provide to the City and the wide variety of projects for which we have prepared or peer reviewed CEQA documents. In addition, Kimley-Horn brings the following key strengths:

STRONG, COMMITTED PROJECT MANAGEMENT. Project manager/task manager **Jessie Barkley** will lead the Kimley-Horn team, maintain communications with the City, and facilitate compliance with project scopes, budgets, and schedules. Jessie has nearly 25 years of experience in preparing and managing high-profile and complex projects throughout Southern California. ***Jessie led the City's previous on-call contract as project manager and is familiar with your staff, regulations, policies, and priorities.*** Under this on-call contract, Jessie is managing the City's ***Patata Industrial Project***, where the Kimley-Horn team is preparing the required CEQA documentation to support an Addendum to the General Plan Environmental Impact Report (EIR) at 5037 Patata Street. Furthermore, proposed lead planner **Kari Cano** is currently leading and preparing the ***JB Hunt West Coast EIR***. Together, Jessie and Kari will be supported by a deep bench of experienced staff ready and available to assist the City with a multitude of relevant environmental documentation for your proposed developments.

EXPERIENCED STAFF AND TEAM MEMBERS. Drawing from more than 850 staff throughout California, our in-house staff and qualified consultant resources can meet the challenges of this on-call contract. Kimley-Horn's environmental team has decades of experience completing all types of environmental projects throughout Los Angeles County and Southern California. We are also supported by in-house planning and engineering specialists who will peer review technical studies. To complement our in-house team of technical specialists, we have partnered with **Ninyo & Moore** for hazards and geotechnical studies. Together, we offer the City a comprehensive team to serve you on any project that arises from this on-call contract.

ONGOING COMMITMENT TO CEQA COMPLIANCE AND DEFENSIBILITY. We consider it our responsibility to review and prepare CEQA documents and technical studies that are sensitive to the public's concerns for resource protection and community impacts. We have the resources to identify challenges and address potential vulnerabilities in the assumptions, objectives, alternatives, and strategies used in the environmental documentation. As a result, we maintain an excellent record of defensibility on behalf of our clients. We believe that you will not find a more qualified team to meet your environmental CEQA/NEPA service needs in a collaborative, yet expeditious and legally-sound, manner. Most importantly, we have a record of providing responsive service and timely delivery of critical project documents. We work effectively with local agencies to successfully complete numerous environmental projects and on-call assignments.

We are eager to continue demonstrating our dedication to partnering with the City. If you have any questions, please reach out to project manager **Jessie Barkley** at **213.793.5445** or **jessie.barkley@kimley-horn.com**.

Sincerely,
KIMLEY-HORN AND ASSOCIATES, INC.

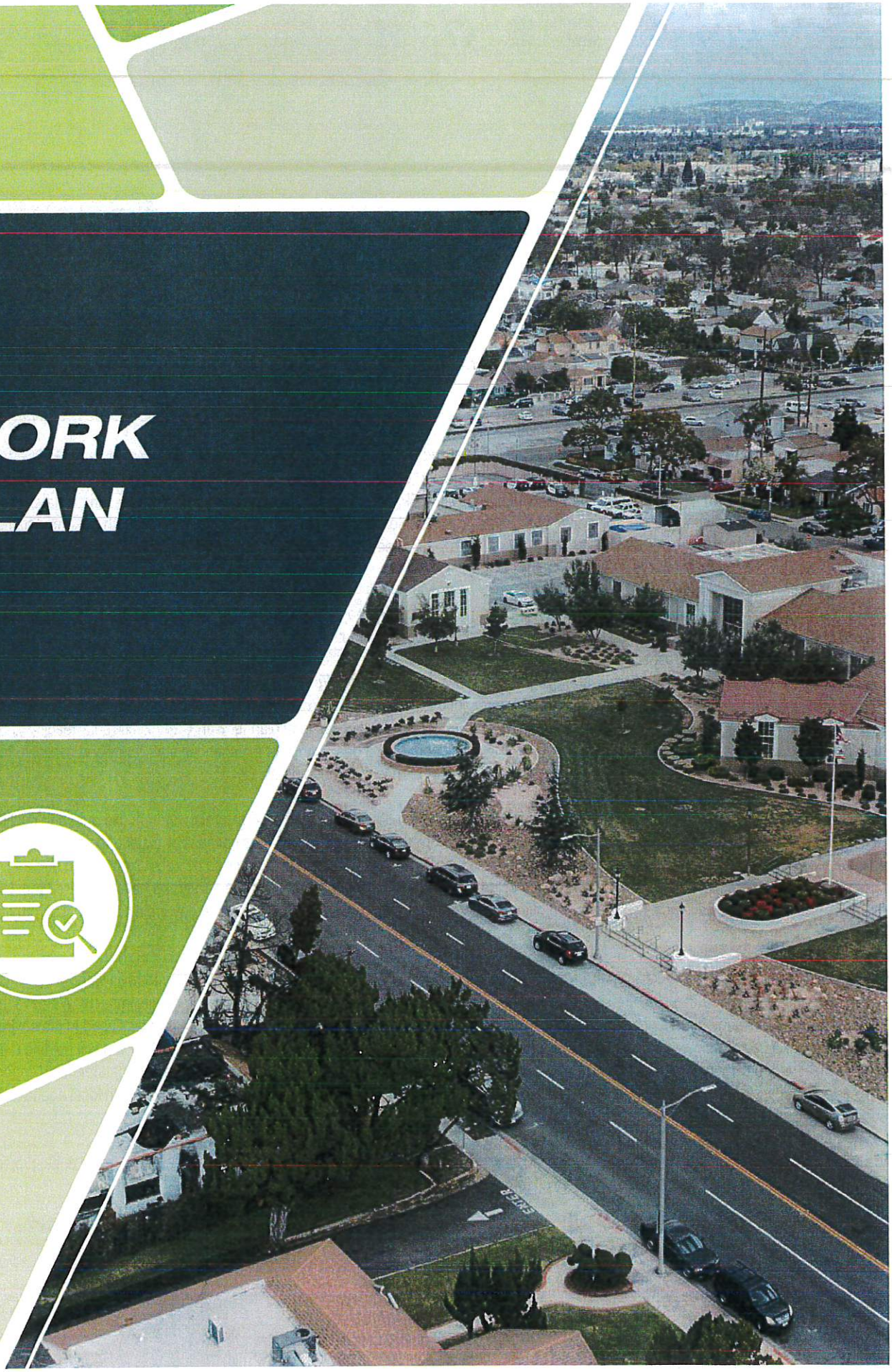
Jessie Barkley
Contract Manager

Sherry Ranta, PE, ENV*
Vice President/Senior Associate

**Sherry Ranta, PE, ENV is authorized to bind Kimley-Horn and execute agreements on behalf of the firm.*

Our proposal is valid for a period of 120 calendars from October 9, 2025.

2. WORK PLAN



2. WORK PLAN

a) Methodology

On-call contracts require a different approach from typical project-specific contracts. Each project assigned under an on-call contract will need an individualized approach that includes the various disciplines necessary to complete the assignment as efficiently and effectively as possible. One of the many advantages Kimley-Horn offers is our ability to assign the right staff to each project. Because we have ample resources in our local offices, we can draw from a multitude of disciplines and specialists to complete each assignment—whether the project is relatively straightforward, requiring only a few people in a single discipline, or more complex and requires numerous people across multiple disciplines.

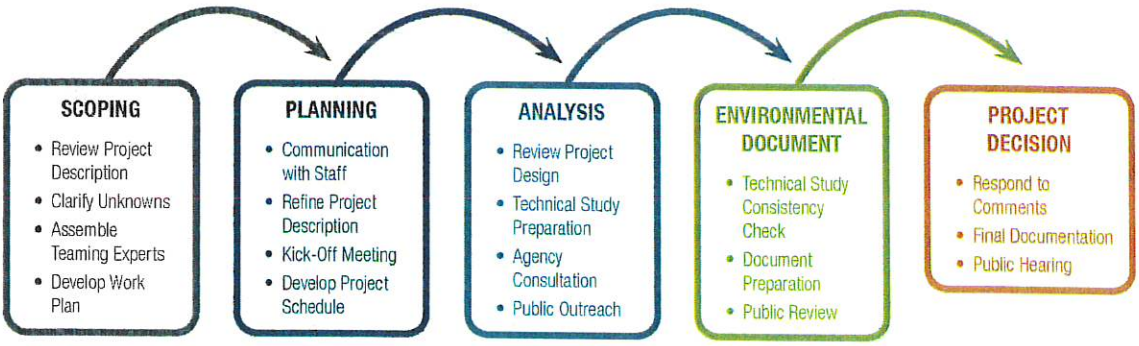
Our extensive experience serving multiple cities as an on-call consultant for environmental, planning, and transportation planning and design services means you can rest assured that our approach to your projects will include innovative ideas and fresh perspectives within the framework of a thorough understanding of the City's needs and vision.

Environmental Services Approach

Kimley-Horn understands that the ideal outcome requires a firm with the experience not only to see what is directly ahead, but to envision the landscape of possibilities and respond adeptly to whatever comes along—balancing rigor of process with creative thinking for remarkable results. We understand that being on point, on target, and on budget requires knowing exactly what you need, when you need it—and delivering it with a passion and conviction for getting projects done quicker and more effectively.

The environmental setting in which CEQA documents are prepared is dynamic and subject to frequent changes in practice, policy, legislation, and case law. This is not to say that every project is complicated or will be litigated. However, we work very hard to make sure that every environmental document and technical report that we prepare, or peer review, reflects all applicable rules and regulations and appropriate legal interpretations.

Kimley-Horn has a five-step process to completing environmental documentation projects. This process leads to a well-executed document that is both cost- and time-effective and involves stakeholders at all levels.



Scoping

We begin by reviewing available project documentation, considering any changes that have occurred since previous plan preparation, and reviewing any technical studies that have been prepared for each project. We will assess whether available information is adequate and notify the City if additional information is needed. Early identification of data needs is critical in meeting the project schedule and making sure that the planning and/or environmental documents are legally defensible. If additional information is needed, a list of data needs will be provided in writing.

The environmental documentation requirements for a "typical project" can vary extensively from the identification of potential environmental constraints as part of feasibility studies to document preparation pursuant to CEQA. Knowledge of technical issues, applicable regulations, and the City's entitlement and regulatory processes allow Kimley-Horn to provide responsive and solution-oriented advice. Our role is to help the City determine the appropriate CEQA determination of a project whether that be a categorical exemption or a Section 15183 exemption, an addendum, a negative declaration, a Mitigated Negative Declaration (MND), or an EIR. ***We provide that guidance and experience.***

Planning

Kimley-Horn will meet with City staff as part of a project kick-off meeting, and together we will refine the project description and develop a project schedule. The kick-off meeting serves several purposes, including an opportunity for project team members to understand their roles and responsibilities; the identification of informational needs and issues as perceived by various project team members; development of strategies for addressing these issues; and identification of sensitivities and potential controversy by citizens' organizations or other agencies, which need to be considered throughout the process.

Kimley-Horn's level of participation in subsequent meetings will be based on the preferences of the City's project manager. Scopes of work can be prepared to include a wide variety of participation in conference calls and meetings. We will be responsible for managing the CEQA process for the City, including ongoing project team coordination to confirm compliance with the scope of work, budget, and schedule, and to disseminate project information in a timely manner, resulting in consistent information for all technical reports.

Analysis and Public Outreach

Kimley-Horn can effectively facilitate public meetings and conduct virtual and in-person presentations on the environmental process and technical analyses to inform responsible agencies and community stakeholders about a project's purpose, the CEQA process, and environmental topics to be analyzed. The purpose of a scoping meeting is to solicit feedback from meeting attendees in such a way that informs the scope and content of the EIR. Kimley-Horn believes that scoping meeting participation is something to be welcomed and encouraged, as it can provide an early indication of any controversies or concerns that should be proactively addressed in the EIR. The total timeframe required to complete the environmental documentation process can be significantly affected by the concerns and/or input expressed from local residents, businesses, agencies, environmental interest groups, and the interested community-at-large. For some projects, workshops, meetings, and/or targeted outreach efforts provide a forum for meaningful community input and effectively instill the public with a sense of "partnering" and "ownership" in the process.

Environmental Documents

Environmental Impact Report (Task 1)

Kimley-Horn is expert at completing all major elements of EIR preparation. Project EIRs will be prepared in accordance with the methodology and thresholds of significance established by Appendix G of the State CEQA Guidelines. The following topics could be analyzed as part of the EIR:

Initial Study and Notice of Preparation (IS/NOP). Each IS/NOP will include a preliminary Project Description, a list of probable environmental effects, a conceptual site plan, and a Notice of Public Scoping Meeting that identifies the time and location of the meeting. Kimley-Horn will coordinate with the City to determine the meeting location and will provide consultation on the mailing list provided by the City. To streamline the environmental process, the IS will include a checklist that substantiates why each environmental topic in the Initial Study (IS) would result in no impact, a less-than-significant impact, or a less-than-significant impact with mitigation, and therefore, would not require further detailed analysis in the EIR.

Public Scoping Meeting. We will facilitate the public scoping meeting by preparing PowerPoint slides and presentation boards. Kimley-Horn's project manager and key staff will attend the public scoping meeting with the City. During the scoping meeting, our staff (or court reporter) will record public comments.

Aesthetics and Visual Resources. Kimley-Horn will assess potential visual changes resulting from project implementation when views are of concern. The evaluation will use the appropriate analysis tools including site visits, photo-documentation, visual simulations, and shade/shadow modeling, if deemed necessary.

Air Quality and Health Risk. Kimley-Horn provides a full range of air quality studies for public- and private-sector clients, in accordance with local, state, and federal impact assessment criteria. Our staff is trained in using state-of-the-art computer models and assessment protocols developed by the U.S. Environmental Protection Agency (EPA), the California Air Resources Board (CARB), the Federal Highway Administration (FHWA), Caltrans, and Air Pollution Control Districts throughout the State. Computer models used include California Emissions Estimator Model (CalEEMod), EMFAC, OFFROAD, CALINE, and AERMOD. We also develop mitigation measures necessary to reduce or avoid project and cumulative air quality impacts.

Historic, Archaeological, and Paleontological Resources. Kimley-Horn will provide cultural resources evaluations for architectural history/historic preservation, prehistoric and historic archaeology, and paleontology. The Kimley-Horn team also provides tribal consultation consistent with Senate Bill (SB) 18 and Assembly Bill (AB) 52.

Energy. Kimley-Horn will quantitatively assess a project's energy consumption and demand on suppliers based on CalEEMod, project-specific data, land use, and a project's proposed sustainability features. Kimley-Horn can provide assumptions for the applicant if project-specific data cannot be provided.

Geology and Soils. **Ninyo & Moore's** personnel base include registered geotechnical and civil engineers, geologists, hydrogeologists, engineering geologists, geophysicists, environmental scientists, and specialists in fields such as regulatory issues and interpretation, hazardous waste management, and remedial action planning. Depending on the nature of the project, Ninyo & Moore's geotechnical staff will prepare a site specific Geologic and Soils report that will evaluate potential hazards related to seismic conditions, faults, soil instability, soil corrosion, liquification, landslides and other potential geologic hazards.

Greenhouse Gas (GHG) Emissions. Kimley-Horn will prepare qualitative and quantitative GHG emissions analyses associated with the CEQA documents. We understand the evolving regulations and the activities within the SCAQMD and other air districts relative to GHG emissions assessments in environmental documents as well as recent case law affecting the methodology for GHG analyses.

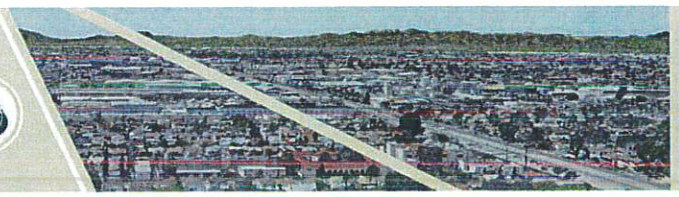
Hazards and Hazardous Materials. This section evaluates potential impacts that could result from the release of hazardous materials during construction and the long-term operation of a project. **Ninyo & Moore** staff can prepare Phase I Environmental Site Assessments (ESAs) and Phase II ESAs.

Hydrology and Water Quality. The CEQA documents will need to address a project's potential impacts on the existing local drainage system and hydrology of the area as well as potential flooding and surface and groundwater quality impacts. Kimley-Horn's in-house engineers are experienced in the preparation of large- and small-scale hydrology analyses in support of technical site plans, programmatic land use planning/Specific Plans, and policy documents along with final engineering phase drainage plans.

Land Use and Planning. Kimley-Horn will document existing land uses surrounding a project site and will review existing planning documents relevant to the project area. A discussion of the project's compatibility with surrounding land uses is provided, and the project's consistency with the applicable planning documents, including the City's General Plan and Zoning Code.

Noise and Vibration. Kimley-Horn provides a full range of noise impact analyses including instrument-assisted noise field surveys, commercial and industrial stationary sources noise impact analyses, FHWA computer modeling of motor vehicle noise impacts for roadway and freeway projects, and rail noise impact analysis. The analyses will address operational and construction noise including the potential for vibration effects primarily during any demolition and construction activities.

Population and Housing. Kimley-Horn will analyze potential impacts associated with changes in population and housing anticipated by the implementation of a proposed project. As applicable to the project, the focus of the population analysis will be a comparison of the amount and type of growth anticipated with implementation of the project with the growth forecasted in the General Plan, and the policies addressing growth in the City's planning documents.



Public Services and Recreation. Each project will be evaluated to determine potential impacts to applicable public services, including fire, police, schools, parks, and libraries. Potential effects associated with project implementation can be related to the provision of adequate service levels; the need to upgrade and/or provide additional facilities to serve the project; or modifications to existing facilities as part of the project.

Transportation. Kimley-Horn offers complete in-house traffic planning and engineering services including the preparation of traffic impact studies, traffic calming studies, speed zoning studies, safety and operations studies, parking management studies, pedestrian safety programs, site access and circulation studies, and accident analyses. These various analyses are often needed as a part of the overall traffic analysis in a CEQA document. Our staff is also able to address all aspects of roadway design, including intersection geometrics, utility relocations, traffic control, signalization, and signing and marking.

Utilities and Service Systems. Depending on the type and size of the project and our role, Kimley-Horn can evaluate potential impacts on utility and service providers to determine if a project will conflict with any existing utilities in the study area. Alternatively, our staff has the capabilities to provide sewer capacity analyses and preliminary water demand analyses. Areas of evaluation will include power and natural gas, communications, water treatment and distribution facilities, sewer, storm water, and water supplies. We will coordinate with the City and utility purveyors to make sure that the impacts are fully analyzed.

Mitigation Monitoring Reporting Program; Findings of Facts; Statement of Overriding Consideration. Kimley-Horn will develop Mitigation Monitoring Reporting Programs (MMRPs) using the City's format and will clearly identify all components of the MMRP, responsible parties, and a timeframe for implementation. We can also prepare Findings of Facts and Statements of Overriding Considerations.

Negative Declaration/Mitigated Negative Declaration Preparation (Tasks 2 and 3)

Kimley-Horn's approach to preparing key sections of the Negative Declaration (ND) or MND is similar to the discussion set forth above for EIR preparation, although the amount of detail in the existing conditions and impact analyses is appropriately reduced to address the specifics of the project. Sections not required for an ND/MND include but are not limited to, a discussion of the Project Objectives, the Alternatives analyses, discussions of Significant Irreversible impacts; Growth-Inducing impacts; and the Cumulative analyses (except where explicitly required by a threshold of significance).

Categorical Exemptions and/or Technical Support Preparation (Task 4)

The CEQA Guidelines identify 33 classes of projects that have been determined not to affect the environment significantly and are therefore exempt from the provisions of CEQA. Kimley-Horn has provided CEQA clearance for multiple projects throughout Southern California, each of which included technical evaluations such as air quality, noise and vibration, health risk, and cultural and historical resources, allowing cities to confirm no significant impacts and no exceptions to the Categorical Exemption (CE).

NEPA Compliance (Task 5)

Kimley-Horn possesses extensive experience locally and nationally providing comprehensive environmental documentation services in support of the NEPA, CEQA, and similar state environmental review laws. Our staff bring recent, relevant experience preparing Environmental Impact Statements (EISs), Environmental Assessments (EAs), categorical exclusions (CatExs), and other special studies for wide array of project types including the development of housing, mixed-use, and commercial land uses; public service campuses (hospitals, educational facilities); infrastructure, roadways, and intermodal facilities; transportation planning efforts; rail and marine improvements; and airports. Federal Agencies include the U.S. Department of Housing and Urban Development (HUD), U.S. Economic Development Administration (EDA), FHWA, Federal Aviation Administration (FAA), Federal Transit Administration (FTA), Federal Railroad Administration (FRA), Department of Defense (DOD), Environmental Protection Agency (EPA), Bureau of Land Management (BLM), and others.

Addendum Preparation

An addendum can be prepared to a previous EIR or MND. State CEQA Guidelines Section 15164 provides general guidance regarding addendums; however, it defers to State CEQA Guidelines Section 15162 to determine whether circumstances warrant the preparation of additional CEQA documentation. Pursuant to State CEQA Guidelines Section 15162(a), additional CEQA documentation beyond an addendum would only be required if the proposed project creates new significant impacts or impacts that are more severe than those disclosed in previous CEQA document.

Project Decision

Notices and Distribution of Documents

Kimley-Horn can prepare all necessary CEQA notices, including Notices of Preparation, Notices of Availability, Notices of Completion, and Notices of Determination. We can be responsible for all reproduction and distribution of documents. We will also provide the environmental documents in a web-ready format for the City's use.

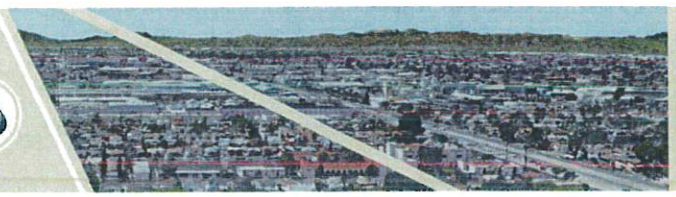
Project Management and Meetings

Kimley-Horn will be available to participate in public information Sunshine Ordinance meetings at the City's request, whether virtual or in-person depending on COVID-19 related restrictions. At public meetings, Kimley-Horn will be available to answer questions on the EIR and environmental analysis and facilitate information sharing through visual graphics and/or PowerPoint presentations. Importantly, Kimley-Horn will be available to attend all public hearings (e.g., Planning Commission, City Council) and meetings with applicable jurisdictions/responsible agencies, and answer questions related to the CEQA documentation. We are experienced and adept at providing helpful technical responses and clarifications for decision-makers at public meetings and hearings, and at making presentations at public hearings.

Quality Control and Quality Assurance

Quality projects don't happen by accident at Kimley-Horn. Since our founding 58 years ago, we have been firmly committed to providing quality in every task, deliverable, and service provided by our firm. Every member of our firm is responsible for exceeding client expectations. Achieving quality is far more than a companywide program. It is fundamentally about how we conduct each specific project. Kimley-Horn insists that each project has a carefully structured scope of services, a corresponding schedule, and an accurately developed budget. We don't begin an assignment until these three elements are in place and mutually agreed upon by Kimley-Horn and the City. We know that schedule and quality control are equally important. A project that is behind schedule too often sacrifices the opportunity for quality reviews.

We insist that our project managers build adequate time into their schedules for a thorough quality control review so that our project documents can be thorough, accurate, and complete.



b) Project Schedule

For the purpose of this Statement of Qualifications (SOQ), we have included timelines for the completion of sample projects delineating actions and deliverables for each sample project below. For each task order received, Kimley-Horn will develop a detailed project schedule with input from City staff as part of the project kick-off and will work to meet project goals on or ahead of schedule.

Sample Project 1: Technical Studies: Traffic, Air Quality, Greenhouse Gas Emissions, Noise, Health Risk	**Sample Project 2:** Exemptions/ Consistency Analyses	**Sample Project 3:** IS/MND: Peer Review	**Sample Project 4:** IS/MND: Preparation	**Sample Project 5:** EIR: Peer Review	**Sample Project 6:** EIR: Preparation
Actions and Deliverables ▪ Kick off meeting/calls ▪ Project Data Questionnaire ▪ Technical Studies; CEQA sections ▪ Memorandums (peer review)	**Actions and Deliverables** ▪ Kick off meeting/call, check in meetings (identify any concerns, progress) ▪ Internal team kick off meeting ▪ Prepare technical studies/analyses (to confirm appropriate CEQA approach) ▪ Prepare Exemption, Consistency Memorandums ▪ Revise based on City comments ▪ Staff reports, etc., if requested ▪ Attendance at and preparation of presentations at public hearings	**Actions and Deliverables** ▪ Kick off meeting/call, check in meetings (identify any concerns, progress) ▪ Internal team kick off meeting ▪ Screencheck IS/MND and technical studies review: provide written comments ▪ Review revised IS/MND, technical studies: provide comments ▪ Determine if additional revisions are needed ▪ Coordinate public review ▪ Review Responses to Comments and MMRP: provide written comments ▪ Staff reports, etc., if requested ▪ Attendance at and preparation of presentations for public hearings	**Actions and Deliverables** ▪ Kick meeting/call, check in meetings (identify any concerns, progress) ▪ Internal team kick off meeting ▪ Distribute questionnaire for project information for technical studies; traffic scoping report ▪ Prepare Project Description: submit to City for review ▪ Prepare IS/MND and technical analyses ▪ Prepare revised IS/MND with technical analyses (track/change) ▪ Public review ▪ Prepare draft and revised written Responses to Comments and MMRP ▪ Attendance at and preparation of presentations for public hearings	**Actions and Deliverables** ▪ Kick off meeting/call, check in meetings (identify any concerns, progress) ▪ Internal team kick off meeting ▪ Admin Draft EIR and technical studies review: provide written comments ▪ Review revised Draft EIR, technical studies: provide comments ▪ Determine if additional revisions are needed; Proof Check EIR review ▪ Coordinate public review ▪ Review Responses to Comments, MMRP, Findings of Fact and Statement of Overriding Considerations: provide written comments ▪ Staff reports, etc., if requested ▪ Attendance at and preparation of presentations for public hearings	**Actions and Deliverables** ▪ Kick off meeting/call, check in meetings (identify any concerns, progress) ▪ Internal team kick off meeting ▪ Distribute questionnaire for project information for technical studies; traffic scoping report ▪ Prepare Project Description: submit to City for review ▪ Prepare Screencheck Draft EIR and technical analyses ▪ Revised Screencheck EIR, technical studies (track/change) ▪ Prepare Proof Draft EIR ▪ Coordinate public review ▪ Prepare Responses to Comments, MMRP, Findings of Fact and Statement of Overriding Considerations ▪ Revisions provided in track/change ▪ Attendance at and preparation of presentations for public hearings
Timeline: 4-8 weeks for multiple studies; individual studies will be 2-4 weeks	**Timeline:** 7-9 months	**Timeline:** 7-9 months	**Timeline:** 7-9 months	**Timeline:** 12-18 months	**Timeline:** 12-18 months

c) Qualifications and Prior Experience

Kimley-Horn is a full-service environmental, planning, and engineering consulting firm providing services to public agencies nationwide. Since our founding in 1967, Kimley-Horn has grown from a small group of traffic engineers and transportation planners to a firm of more than 10,000 employees with 146 offices across the US. Our 16 California offices, including local offices in Los Angeles, Long Beach, and Orange have more than 850 planners, designers, engineers, and technicians—affording us the depth of resources necessary to staff and execute any assignment under this contract. We offer clients the local knowledge and responsiveness of a small organization, backed by the extensive resources only a national firm can offer.

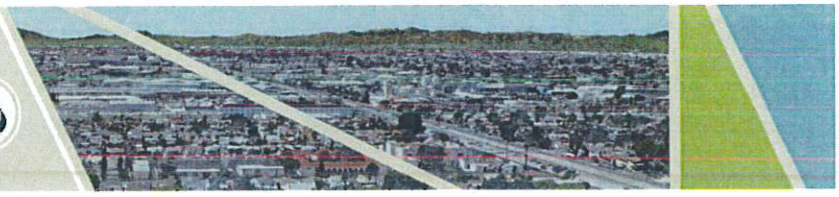
Our staff is experienced in the preparation and processing of all types of environmental documents under CEQA and NEPA and has extensive knowledge of environmental document requirements. Our environmental professionals not only have years of experience in developing CEQA documents that support specific plans, general plan elements, transportation, site development, and public works projects, but also receive regular training on changes in CEQA, NEPA, and applicable case law affecting the interpretation of current statutes. We have a tremendous amount of experience writing CEQA/NEPA documents and providing regulatory compliance assistance.

Combining national experience with a local sensibility, Kimley-Horn's professionals provide comprehensive solutions to the planning, analysis, and design of public and private spaces. Our team draws upon years of experience with public agencies and private development to develop user-friendly documents—creating project designs that minimize impacts to the natural environment and community. On all our projects, we work extensively with our internal partners, agency staff, and clients to create the appropriate technical approach for the document and scope of related technical studies.

Demonstrated Experience, Competence, and Qualifications

The City is looking for qualified consulting firms to provide on-call environmental services, including preparing IS and infill checklists, NDs, MNDs, expanded ISs, and EIRs as well as their required noticing documents. In preparation for this request for qualifications (RFQ), we carefully reviewed the City's preliminary scope of services needed for environmental services. We feel strongly that the team assembled for this contract is the right and best team to assist the City in successfully completing your goals. The City will need a team that is not only multidisciplined—providing a diverse set of skills and services—but also, and more importantly, that understands the key components of project delivery.

Through comprehensive knowledge and understanding of the City's environmental processes, requirements, and guidelines, the Kimley-Horn team is committed and qualified to provide the City with the environmental experience required to manage projects under this contract. Our team has the experience and understands the tasks, processes, and guidelines which are required to successfully complete environmental clearances under the service areas outlined in the RFP. Our team's relevant services are provided in the table below, with relevant project examples outlining our qualifications included on the following pages.



ENVIRONMENTAL

CEQA/NEPA DOCUMENTATION
- Initial Studies and Environmental Assessments
- Negative Declarations (ND) and Mitigated Negative Declarations (MND)
- Addenda
- Categorical Exemptions and CEQA Section 15183 Exemptions
- Senate Bill (SB) 375 Compliance Reports
- Sustainable Communities Environmental Assessments (SCEA)
- Sustainable Communities Project Exemptions (SCPE)
- Environmental Impact Reports (EIR)
- Mitigation Monitoring and Reporting Program Preparation and Compliance/Implementation

PROJECT MANAGEMENT AND STAFF SUPPORT
- Project Oversight
- Team/Agency Coordination
- Public Hearing Notices
- Scoping Meetings, Outreach, and Presentations
- Project Management
- Staff Services
- Public Hearing Presentations
- Staff Reports
- Assembly Bill (AB) 52 Tribal Cultural Consultation Support
- SB 18 Tribal Cultural Consultation Support
- Agency Permit Processing
- Regulatory Permit Processing

TECHNICAL STUDIES
- Air Quality Studies
- Health Risk Assessments
- Greenhouse Gas (GHG) Emissions Assessments
- Climate Action and Adaptation Plans
- Community Impact Assessments
- Aesthetics/Visual Impact Analyses
- Land Evaluation and Site Assessments (LESA)
- Energy Evaluations
- Historic Resources Evaluations
- Cultural Resources and Tribal Cultural Resources Assessments
- Noise and Vibration Studies
- Parking and Parking Management Studies
- Transportation Studies: Vehicle Miles Traveled (VMT) and Level of Service (LOS)
- Phase I and II Environmental Site Assessments
- Environmental Justice Outreach
- Hydrology and Drainage Studies
- Water Quality Management Plans
- Water Supply Assessments
- Utility/Sewer Infrastructure Studies
- Recreational Facility Assessments and FHWA Section 4(f) Evaluations
- Wildland Fire Hazards/Fire Protection Studies
- Jurisdictional Delineation

PLANNING AND DESIGN

- General Plans and Specific Plans
- Complete Streets
- Community Engagement
- Mobility Planning
- Housing Elements
- Entitlement Processing
- Zoning Codes
- Due Diligence
- Feasibility Studies
- Staffing Services
- Urban Design
- Landscape Architecture
- Master Planning
- Community Infrastructure
- Grant Applications

Relevant Project Experience

City of South Gate, Environmental Consulting Services On-Call Contract, South Gate, CA

2022 – present

Project manager Jessie Barkley is serving as project manager for the CEQA on-call environmental consulting services contract for the City of South Gate. Tasks under this on-call contract include preparation and peer-review of all types of CEQA documents ranging from multi-issue complex EIRs to categorical exemptions and supporting technical analyses. Under this on-call contract, Kimley-Horn serves as lead CEQA document preparer and advisor for private sector projects on behalf of the City such as industrial commercial uses. Jessie is currently managing the City's Patata Industrial Project Addendum, where the Kimley-Horn team is preparing the required CEQA documentation to support an Addendum to the General Plan EIR at 5037 Patata Street. Furthermore, proposed lead planner Kari Cano is currently leading and preparing the JB Hunt West Coast EIR.

City of Long Beach, On-Call Environmental, Planning, and Affordable Housing Consultant Services, Long Beach, CA

2018 – 2023

For five years, Kimley-Horn served on the City's on-call list for environmental consultant services. Key project highlights are presented below.

Community Hospital Remodel Project IS/MND

Kimley-Horn prepared the IS/MND for the remodel of the hospital campus buildings, relocation of acute care services into seismically compliant portions of the hospital buildings, construction of a new central utilities plant, and minor exterior improvements and remodeling to the existing historic hospital building. Kimley-Horn peer reviewed the applicant–provided acoustical report, geotechnical report, historical resource survey, and cultural resource project analysis. Kimley-Horn prepared air quality, health risk assessment, GHG emissions, energy, low impact development study, and the IS/MND. This project was initiated in July 2021.

Cherry Avenue Industrial Project EIR

The Cherry Avenue Industrial Project proposes to demolish the existing industrial uses and would construct a single 304,000-square-foot concrete, tilt-up industrial warehouse building. The project was originally exempt from CEQA; however, the City's Planning Commission decision was appealed to the City Council. The applicant withdrew the project prior to the City Council Hearing and has decided to pursue an EIR. Kimley-Horn prepared the Draft EIR and CEQA notices for the project, participated and presented at the public scoping meeting, peer reviewed the applicant-provided studies (air quality, health risk, GHG emissions, noise, traffic, and VMT), and prepared the other technical analyses to support the EIR (cultural resources assessment, hydrology/hydraulic study, and utilities analysis). The public review period for the Draft EIR concluded on April 29, 2024, and the Final EIR is currently being prepared.

5150 Pacific Coast Highway Student Housing Project EIR

The 5150 Pacific Coast Highway Student Housing Project proposes to adaptively reuse an existing seven-story office building with three levels of subterranean parking into a private residential building for students enrolled at California State University, Long Beach. The first level of the proposed project would consist of administrative/management offices and various amenities including a lobby, mail room, kitchen and dining area, study room, laundry facilities, fitness area, and a men's and women's locker room. The 149 student residential suites (593 beds) would be located on the second to seventh floor. Kimley-Horn is preparing the Initial Study, Draft EIR, and CEQA notices for the project. Kimley-Horn will participate and present at the public scoping meeting and prepare technical studies to support the EIR (air quality, cultural resources assessment, GHG emissions, phase I environmental site assessment, hydrology/hydraulic study, noise, trip generation and VMT screening, and utilities analysis).

City of San Gabriel, Preparation of Environmental Review Documents On-Call Contract, San Gabriel, CA

2017 – present

Members of our proposed team, while at a previous firm, have been the point of contact and project manager for the on-call contract since 2017. Since coming to Kimley-Horn, they have continued to work with the City of San Gabriel on various task orders. Key project highlights are presented below.

Rubio Village Mixed-Use Project CEQA Consistency

Kimley-Horn was retained to evaluate the Rubio Village Project with respect to CEQA compliance. The City of San Gabriel City Council approved the original project and certified the Final EIR in April 2007. In February 2015 and May 2016, two addenda were prepared by the City to address changes to the development program. In 2022, Kimley-Horn was retained to prepare a CEQA Consistency Memorandum to address the changes to the project and to document that the project would be exempt from additional review under CEQA. The project proposed to develop a four-story mixed-use building consisting of 170 residential condominium dwelling units, approximately 14,000 square feet of retail/restaurant space, and two levels of subterranean parking. As part of the Memorandum, Kimley-Horn reviewed the project's impacts on air quality, energy, GHG emissions, noise, population and housing, public services, transportation, tribal cultural resources, utilities and service systems, and wildfire. The project was approved in May 2022.

Rubio Village Mixed-Use Project IS/MND

Due to changes in the economic market, applicant-driven revisions, and based on feedback from the City, Kimley-Horn was retained to prepare an IS/MND for the Rubio Village Project. The Rubio Village Mixed-Use Project proposed to develop three buildings consisting of 225 multi-family residential units and approximately 13,500 square feet of commercial (retail/restaurant) uses within five spaces. As part of this project, Kimley-Horn prepared an air quality technical analysis, GHG emissions assessment, noise and vibration analysis, and traffic impact study. Jessie also provided tribal consultation support to the City. The project was approved in January 2024.

Pacific Square San Gabriel Mixed-Use Project EIR

Kimley-Horn managed and prepared the EIR for the development of a mixed-use development including 243 residential units and 111,350 square feet of retail space, restaurants, a café, and a grocery store. The project is located on one of the largest undeveloped parcels in the City, on the original location of the San Gabriel Nursery & Florist, which continues to operate just north of the project site. Key issues and studies include aesthetics and massing, shade/shadow, air quality, cultural resources, environmental hazards, noise, and traffic. Kimley-Horn provided CEQA support to the City for the project, including presenting at the public scoping meeting, tribal consultation, general design review and input, and coordination with the project applicant. The project was approved in October 2021.

City of Burbank, Supplemental Environmental Impact Report (SEIR) for the Soil Vapor Extraction System Upgrade Project, Burbank, CA

2023 – present

The SEIR will address the source area removal action that is a continuation of past remediation efforts including the operation of a soil vapor extraction (SVE) treatment system (Original Project) at a portion of the former Lockheed Martin (LM or Applicant) Plant B-1 site, focusing on reducing concentrations of volatile organic compounds (VOCs) within two source areas, per Cleanup and Abatement Order No. 87- 161 by the Los Angeles Regional Water Quality Control Board (LARWCQB). Proposed remediation efforts would generally be located at 1234 North Victory Place, 1501 North Victory Place, 1800 West Empire Avenue, and 1301 North Victory Place.

Additional Qualifications

Techniques to Simplify and Expedite the CEQA Process

Through our experience in CEQA and NEPA documentation and compliance, we have developed various techniques to simplify and expedite the compliance process. These include:

- Designation of a project manager to establish Kimley-Horn as an extension of your staff; maintain continuous, responsive, and open communication; and provide the highest level of document quality and schedule/budget compliance
- Development of analytical methodologies and thresholds of significance that clearly articulate conclusions
- Documentation of site visits and field reconnaissance to maximize data recordation and identification, minimizing potential data errors
- Early disclosure of the nature and degree of potential environmental impacts, allowing for early development of environmental solutions
- Online participation in monthly case law updates as provided by our CEQA-recognized legal community and partners
- Retention of strong and ongoing relationships with state and regulatory agencies with jurisdiction over natural resources

Staying Informed of CEQA Issues and Legal Decisions

CEQA is a dynamic legislative requirement that is constantly changing. Interpretation of intent and process are regularly challenged in the courts. Maintaining legal adequacy and technical accuracy requires diligence and professional collaboration on many fronts. Kimley-Horn staff are active in the California Chapter of the American Planning Association (APA) and the Association of Environmental Professionals (AEP). Our engagement through board participation, CEQA Advanced Workshops, and monitoring legal and technical reviews helps to make sure that we are current in all things CEQA.

Identification of Concise Mitigation Program

Establishing a nexus between the project-specific/cumulative impact and the recommended mitigation is critical. Project design features that could avoid or lessen a significant impact will be identified in the project description and then accounted for in each relevant impact analysis. Project-specific mitigation measures will be developed in close collaboration with the City. Particular attention will be given to streamlining the regulatory permitting process. Measures will clearly state the issue/resource, milestone for implementation, location/area if needed, and the party responsible for implementation.

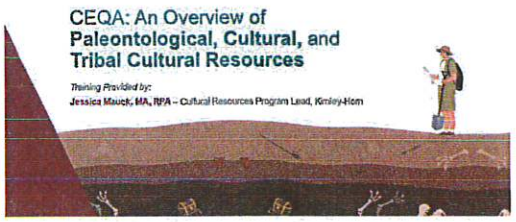
Local Staff Working with Local Governments

Kimley-Horn prides itself on being a successful consultant for local government. We have served cities and counties for many years and are currently serving numerous cities and counties throughout Southern California. We consider ourselves to be an extension of our client's staff and are committed to the success of the City's projects as if they are our own projects. We are accessible for staff meetings and work sessions on short notice, and we can offer knowledge of local conditions because we are a local team.

Our team's combined experience in design, environmental, and construction phase services gives us the specific understanding of how to work with local governments and other regulatory agencies, elected officials, various stakeholders, and the local community to negotiate support and buy-in, and also effectively achieve your objectives.

City Staff Technical Training

If requested, Kimley-Horn can provide in-house training to City staff for a variety of topics including "CEQA 101", cultural resources, streamlining, or historic preservation. Kimley-Horn staff recently provided cultural resource training for the Santa Clarita Valley Water District.



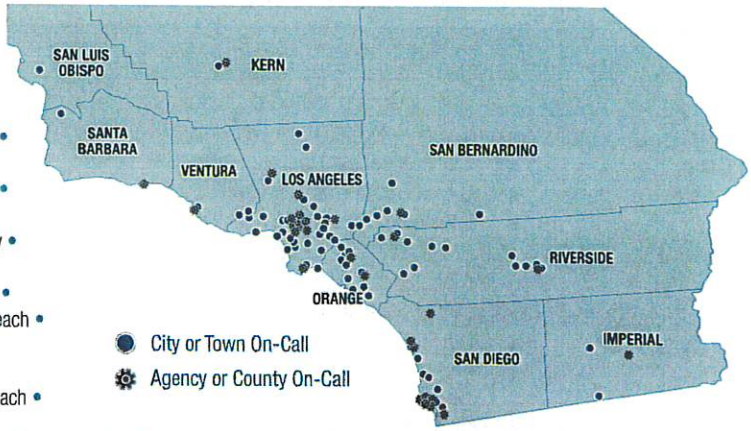
We Know What It Means to Be "On-Call"

Kimley-Horn has an extensive history of completing on-call projects successfully by quickly mobilizing and committing necessary resources, taking ownership of the project, maintaining the project schedule, obtaining team consensus, developing accurate cost estimates, and delivering quality technical submittals. The City needs a consultant with the experience and commitment to deliver highly responsive service—Kimley-Horn has been doing just that for our on-call clients for over 58 years.

Our extensive experience serving multiple cities as an on-call consultant for environmental, planning, and transportation planning and design services means you can rest assured that our approach to your projects will include innovative ideas and fresh perspectives within the framework of a thorough understanding of the City's needs and vision.

Project manager **Jessie Barkley** and lead planner **Kari Cano** provided on-call services to many Southern California agencies, including the City of South Gate, through environmental, planning, transportation, traffic, aviation, and general engineering on-call contracts. A comprehensive map listing our current on-call contracts is shown on the following page.

Current Southern California On-Call Contracts



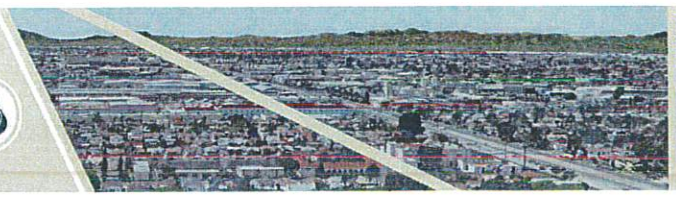
Caltrans (D11) • City of Agoura Hills • City of Anaheim • City of Artesia • City of Bakersfield • City of Banning • City of Beaumont • City of Beverly Hills • City of Brawley • City of Calabasas • City of Calexico • City of Carlsbad • City of Chino Hills • City of Chula Vista • City of Coachella • City of Colton • City of Costa Mesa • City of Culver City • City of Diamond Bar • City of Downey • City of Eastvale • City of Encinitas • City of Fontana • City of Fullerton • City of Garden Grove • City of Gardena • City of Glendale • City of Hawthorne • City of Hermosa Beach • City of Indian Wells • City of Indio • City of Inglewood • City of Irvine • City of La Mesa • City of Laguna Niguel • City of Lake Elsinore • City of Lancaster • City of Long Beach • City of Los Angeles • City of Malibu • City of Menifee • City of Mission Viejo • City of Montclair • City of Moreno Valley • City of National City • City of Newport Beach • City of Norwalk • City of Oceanside • City of Ontario • City of Orange • City of Palm Desert • City of Palm Springs • City of Palmdale • City of Pasadena • City of Pico Rivera • City of Placentia • City of Pomona • City of Poway • City of Rancho Cucamonga • City of Riverside • City of Rosemead • City of San Diego • City of San Luis Obispo • City of San Marcos • City of Santa Ana • City of Santa Clarita • City of Santa Maria • City of Santa Monica • City of Seal Beach • City of Simi Valley • City of South Gate • City of Thousand Oaks • City of Ventura • City of West Hollywood • City of Yorba Linda • City/County/Port of San Diego • Coachella Valley Association of Governments (CVAG) • County of Los Angeles • County of Orange • County of Riverside • County of San Bernardino • County of San Diego • County of Ventura • Eastern Municipal Water District (EMWD) • Kern County Department of Airports • Los Angeles Community College District • Los Angeles County Metropolitan Transportation Authority (LA Metro) • Los Angeles Unified School District • Metrolink (SCRRA) • Oceanside Unified School District • Pala Band of Mission Indians • Port of Long Beach • Rose Bowl Operating Company • San Diego Association of Governments (SANDAG) • San Gabriel Valley Council of Governments (SGVCOG) • Santa Barbara County Association of Governments (SBCAG) • Santa Clarita Valley Water Agency • Southern California Association of Governments (SCAG) • Sweetwater Union High School District • Town of Apple Valley • Town of Yucca Valley • University of California, Irvine

Ability to Perform the Work in a Timely Manner

Kimley-Horn is available to dedicate time, personnel, and resources to this effort. We understand that the basis of a successful project is founded on responsiveness and adequate staffing. Our single-profit center structure enables us to share and balance our workload as well as shift personnel to various projects successfully across multiple offices nationwide. This structure means you get the same responsive and timely service you deserve for the project—no matter which Kimley-Horn office is supporting you. Our team has the capacity to meet yours and the project's needs.

Kimley-Horn utilizes a weekly, monthly, and six-month internal workload forecast system on a firmwide basis to determine workloads and availability of staff as well as identify key resources required for a project's successful delivery. Our "castaheads" system tracks all project commitments/milestones and staff commitments, giving us the ability to manage workload peaks and valleys, and allowing us to take proactive steps to keep a project on track. We have effectively utilized this tool in the delivery of local projects over the past several years, and we can identify overloads and shortfalls many months in advance and develop strategies to overcome them. ***Based on a review of our castaheads, we can assure you that our team for this project is available immediately to serve you and are in an excellent position to handle the workload required to deliver this project.*** Once the project gets underway, our project manager Jessie Barkley and our proposed task leads will meet on a weekly basis to establish task lists for staff and to check that staff resources are properly allocated for the upcoming week. Furthermore, we have provided a snapshot of our team's current workload and availability for this contract in the availability matrix on the following page.

Kimley-Horn is committed to providing exceptional service and support throughout the entire duration of your contract. Our dedicated team will be available and responsive to confirm the successful completion of your projects, addressing any needs or concerns promptly and effectively.



Staff Workload and Availability for this Contract

Key Staff	Existing Workload	Availability for this Contract (%)
Jessie Barkley	■ Daca Castaic, LLC, Tapia Ranch Draft EIR Review ■ Ventus Group, 3800 S. Figueroa ■ City of Bakersfield, General Plan Amendment	80%
Kari Cano	■ City of Menifee, Heritage Valley EIR ■ City of South Gate, JB Hunt West Coast EIR ■ Lansing Companies, Winchester Cumbrera IS/MND	75%
Ace Malisos	■ BNSF, BIG Barstow Project ■ City of Moreno Valley, General Plan Recirculation PEIR ■ City of Menifee, Menifee Logistics Warehouse	65%
Noemi Wyss, AICP	■ City of Moreno Valley, General Plan Update Recirculation PEIR ■ 9th Street Partners, 3800 Via Oro Long Beach Project ■ Desert Mountain View, LLC, Agua Caliente Tribal EIR	65%
Olivia Chan	■ BNSF, BIG Barstow Project ■ Ventus Group, 3800 S. Figueroa ■ City of Gardena, Terrano Industrial Project	65%
Heidi Rous, CPP	■ Desert Mountain View, LLC, Agua Caliente Tribal EIR ■ City of Moreno Valley, General Plan Update Recirculation PEIR ■ BNSF, BIG Barstow Project	50%
Jessie Fan, ENV SP	■ City of Moreno Valley, General Plan Update Recirculation PEIR ■ City of San Gabriel, Rubio Village Environmental Support ■ County of San Bernardino, Vineyard Avenue Peer Review	50%
Mayra Garcia, AICP, LEED Green Associate	■ City of Moreno Valley, General Plan Update Recirculation PEIR ■ Stanislaus Council of Governments (StanCOG), REAP 2.0 Projects ■ City of Hawthorne, General Plan Update	50%
Chris Young, PE, QSD, ENV SP	■ Mid-American Group, PPG Mojave Solar ■ WC Homes, LLC, 4620 Holt Boulevard ■ Taylor Morrison of California, Azusa Mauna LOA	50%
Andray Cardoza	■ Desert Mountain View, LLC, Agua Caliente Tribal EIR ■ City of Burbank, Chandler Bikeway Extension ■ City of San Clemente, Recycled Water Improvement Project	65%
Jessica Mauck, MA, RPA	■ BNSF, BIG Barstow Project ■ Ontario Ranch Venture, Center Park Specific Plan EIR ■ Desert Mountain View, LLC, Agua Caliente Tribal EIR	65%
Sri Chakravarthy, PE, TE	■ City of Malibu, Pacific Coast Highway Signal System ■ City of Malibu, Speed Safety Project ■ City of Norwalk, Local Rehabilitation Amendment	65%
Laura Forinash, PE, TE	■ City of Laguna Niguel, City Staff Extension ■ City of Hawthorne, Safe Streets for All (SS4A) Action Plan ■ City of Hawthorne, Traffic Engineering	65%
Jeff Aguilar, PG *(Ninyo & Moore)*	■ LAUSD, Sherman Oaks Center for Enriched Studies ■ City of Corona, Camino del Plata Slope Evaluation ■ IUSD, Oak Street Elementary School Modular Buildings and Turf	80%

Contingency Planning

Kimley-Horn takes contingency planning seriously to confirm the delivery of exceptional client services and to uphold the firm's values. Generally, our plans include:

1. **Project Risk Management**: Identifying potential risks that could impact a project and developing strategies to mitigate these risks
2. **Business Continuity Planning**: Confirming that the City can continue to operate under various emergency conditions
3. **Crisis Management**: Preparing specific responses for different types of crises, including communication protocols and recovery strategies
4. **Resource Allocation**: Having backup teams or resources ready to step in if the primary team faces issues
5. **Client Communication**: Keeping the City informed of any potential issues and the steps being taken to address them

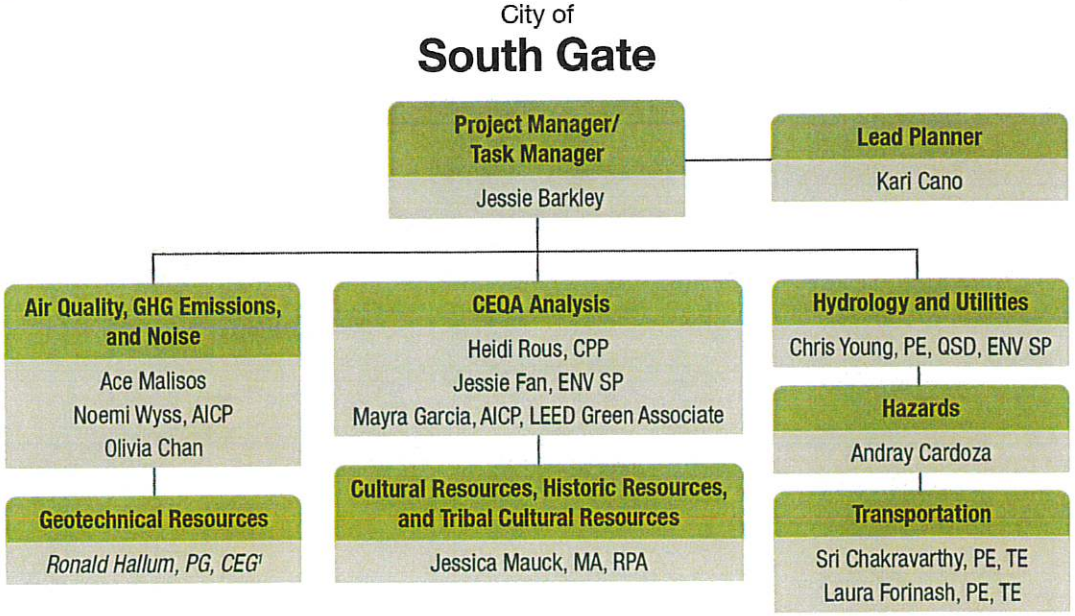
d) Personnel

Kimley-Horn offers a highly skilled, experienced, and responsive team of professionals who have a proven record of successfully addressing the City's needs for a program that provides a safe and reliable transportation network that serves all your residents and respects the environment. Kimley-Horn's key staff members have a history of working effectively with local agencies and communities to develop strategies that will reach community audiences, stakeholders, proper owners, and developers.

Jessie Barkley will be your main point of contact and project manager, and she will have primary responsibility for the CEQA portion of this contract. Jessie is an environmental planner with over 20 years of experience. She is a skilled CEQA and NEPA practitioner that has led and contributed to numerous projects for a variety of project types, including mixed-use, entertainment, redevelopment, infrastructure, commercial, energy, and long-range community plans. Additionally, **Kari Cano** will be the lead planner for this contract and she brings more than 18 years of experience in preparing and managing environmental and planning studies for public and private sector clients. Supporting Jessie and Kari are specialists that include **Ace Malisos** and **Noemi Wyss, AICP**, two air quality, GHG emissions, and noise experts with more than 20 years of combined experience performing relevant technical studies; **Sri Chakravarthy, PE, TE**, an experienced transportation specialist with 20 years of local experience ranging from planning, design, and operations to on-call engineering services; **Jessica Mauck, MA, RPA**, a principal investigator with 15 years of experience in cultural resources management and historic preservation; and **Chris Young, PE, QSD, ENV SP**, a licensed civil engineer with nearly a decade of experience focusing on land development, including construction drawings, Low Impact Development (LID), Stormwater Quality Design, opinion of probable costs, off-site improvement plans, and feasibility studies. Additionally, we have supplemented our in-house project team by partnering with **Ninyo & Moore** to support hazard assessment and provide geotechnical studies.

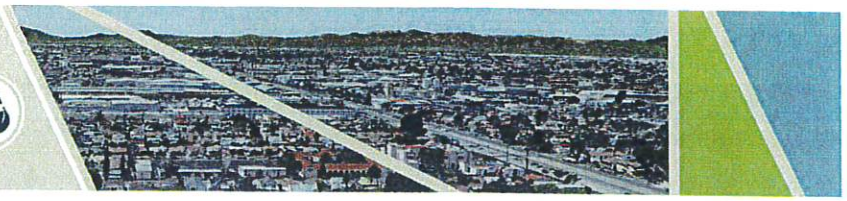
The people on our team are passionate about their work and do it well. They have the appropriate levels of environmental and technical experience to address any tasks needed by the City. They are seasoned planning, design, and engineering professionals with a successful track record delivering a variety of project types. Our project team and their areas of experience are shown in the organization chart below. We have provided full resumes for our key personnel (detailing education, experience, and relevant licensure) in the appendix of this proposal.

Organizational Chart



Subconsultant:

1. Ninyo & Moore



Subconsultant

Ninyo & Moore
A SOCOTEC COMPANY

Ninyo & Moore was established in San Diego in 1986 to provide exceptional geotechnical engineering, geologic, hydrogeologic, soil testing, materials testing and special inspection, and environmental consulting services to the public and private sectors. For the past 39 years, Ninyo & Moore has provided these services for the design and construction of municipal and commercial developments, industrial developments, highways and roadways, airports, bridges, dams, educational facilities, harbor and offshore structures, hospitals, landfills, light rail transit lines, pipelines, power stations, railroads, residential developments, reservoirs and tanks, transmission lines, tunnels, water and wastewater treatment plants, and other public and private development. Ninyo & Moore has 17 locations throughout the western United States including San Jose, Alameda, San Francisco, Sacramento, San Diego, Irvine, Fontana, and Los Angeles, California; Las Vegas, Nevada; Phoenix, Prescott, Safford, and Tucson, Arizona; Denver, Colorado; Houston, Texas; and Salt Lake City, Utah.

Ninyo & Moore's services include geotechnical engineering; engineering geology; materials testing and inspection; construction support services; engineering design; environmental engineering; asbestos, lead based paint and mold evaluations; regulatory compliance; hazardous waste management; soil and groundwater remediation; stormwater management; geophysical studies; value engineering; forensic studies; and expert witness testimony. Ninyo & Moore's personnel are licensed in their specific disciplines and are fully committed to providing the necessary resources for successful completion of projects. Ninyo & Moore's geotechnical and environmental project staff brings a wealth of experience and diversity to any project and includes Registered Engineers (PE, GE), Professional Geologists (PG, RG, CEG), Certified Industrial Hygienists (CIH), Stormwater Specialist (QSD/P), and personnel with other applicable registrations, licenses, and certifications.

e) Conflict of Interest

We have no known conflicts of interest that would impede our ability to perform work under this contract.

f) Reference

We are proud of our working relationships with our clients, and much of our success over the last 58 years is directly related to our efforts to provide consistent, high-quality, and timely services. The following is a list of references that received similar services from Kimley-Horn within the last five years. We invite you to contact our clients directly for comment on the quality of Kimley-Horn's services.

We have successfully provided services to various Southern California municipalities through on-call contracts for the past 30+ years.

Municipal Client: City of Burbank
Representative: Joseph Onyebuchi, Associate Planner
Email Address: JOnyebuchi@burbankca.gov
Telephone Number: 818.238.5250

Municipal Client: City of Long Beach
Representative: Amy Harbin, Planner
Email Address: amy.harbin@longbeach.gov
Telephone Number: 562.570.6872

Municipal Client: City of San Gabriel
Representative: Samantha Tewasart, Acting Community Development Director
Email Address: stewasart@sgch.org
Telephone Number: 626.308.2806 ext. 4623

Municipal Client: City of South Gate
Representative: John F. Signo, AICP, Planning Manager
Email Address: jsigno@sogate.org
Telephone Number: 323.563.9569

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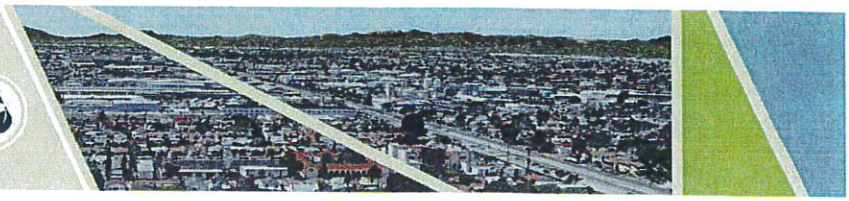
3. FEES



3. FEES

Because this is an on-call contract, the specific scope and level of effort for future assignments are unknown. Accordingly, Kimley-Horn has provided a comprehensive rate schedule that reflects typical hourly rates for staff anticipated to perform environmental consulting services under this contract.

These rates represent a reasonable and competitive cost framework consistent with similar on-call environmental contracts. Actual task order costs will be developed based on the scope and level of effort requested by the City, confirming that each assignment is delivered efficiently, with the appropriate staff mix and oversight to provide high-quality, cost-effective service.

This structure allows for transparency and predictability for the City. Each task order will include a clearly defined scope, fee, and budget review prior to authorization—avoiding any open-ended or undefined costs.

Kimley-Horn and Associates, Inc.

Hourly Labor Rate Schedule

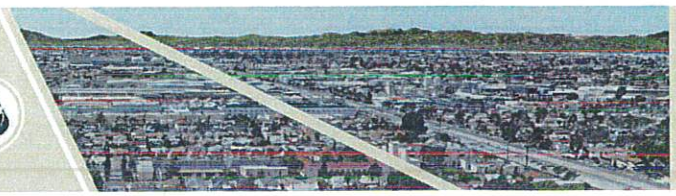
Classification	Rate
Analyst I	$145 - $175
Analyst II	$175 - $220
Professional	$215 - $250
Senior Professional I	$250 - $345
Senior Professional II	$345 - $430
Senior Technical Support	$130 - $310
Technical Support	$105 - $180
Support Staff	$95 - $160

BR00PUSTD.A.001

Effective through June 30, 2026. Subject to annual adjustment thereafter

External Reimbursable Expenses will be charged at 10% mark-up, or per the Contract

Sub-Consultants will be billed per the Contract



Schedule of Fees

Hourly Charges for Personnel

Professional Staff

Principal Engineer/Geologist/Environmental Scientist/Certified Industrial Hygienist	$ 250
Senior Engineer/Geologist/Environmental Scientist	$ 235
Senior Project Engineer/Geologist/Environmental Scientist	$ 220
Project Engineer/Geologist/Environmental Scientist	$ 210
Senior Staff Engineer/Geologist/Environmental Scientist	$ 200
Staff Engineer/Geologist/Environmental Scientist	$ 180
GIS Analyst	$ 160
Technical Illustrator/CAD Operator	$ 140

Field Staff

Certified Asbestos/Lead Technician	$ 220
Field Operations Manager	$ 150
Nondestructive Examination Technician (UT, MT, LP)	$ 145
Supervisory Technician	$ 140
Special Inspector (Concrete, Masonry, Structural Steel, Welding, and Fireproofing)	$ 135
Senior Technician	$ 135
Technician	$ 130

Administrative Staff

Information Specialist	$ 120
Geotechnical/Environmental/Laboratory Assistant	$ 120
Data Processor	$ 95

Other Charges

Concrete Coring Equipment (includes technician)	$ 190/hr
Anchor Load Test Equipment (includes technician)	$ 190/hr
GPR Equipment	$ 180/hr
Inclinometer	$ 100/hr
Hand Auger Equipment	$ 80/hr
Rebar Locator (Pachometer)	$ 25/hr
Vapor Emission Kit	$ 65/kit
Nuclear Density Gauge	$ 15/hr
X-Ray Fluorescence	$ 70/hr
PID/FID	$ 25/hr
Air Sampling Pump	$ 10/hr
Field Vehicle	$ 15/hr
Equipment	$ 15/hr
Expert Witness Testimony	$ 450/hr
Direct Expenses	Cost plus 15 %

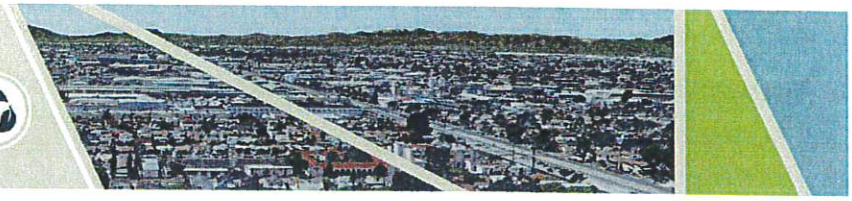
Special equipment charges will be provided upon request.

Notes

Technicians and special inspectors, are charged at a 4-hour minimum, and 8-hour minimum for hours exceeding 4 hours. Overtime rates at 1.5 times the regular rates will be charged for work performed in excess of 8 hours in one day Monday through Friday and all day on Saturday. Rates at twice the regular rates will be charged for all work in excess of 12 hours in one day, all day Sunday and on holidays.

Our rates will be adjusted in conjunction with the increase in the Prevailing Wage Determination during the life of the project, as applicable.

The terms and conditions are included in Ninyo & Moore's Work Authorization and Agreement form.



Schedule of Fees for Laboratory Testing

SOILS

Atterberg Limits, D 4318, CT 204	$ 170
California Bearing Ratio (CBR), D 1883	$ 550
Chloride and Sulfate Content, CT 417 & CT 422	$ 175
Consolidation, D 2435, CT 219	$ 300
Consolidation, Hydro-Collapse only, D 2435	$ 150
Consolidation – Time Rate, D 2435, CT 219	$ 200
Direct Shear – Remolded, D 3080	$ 350
Direct Shear – Undisturbed, D 3080	$ 300
Durability Index, CT 229	$ 175
Expansion Index, D 4829, IBC 18-3	$ 190
Expansion Potential (Method A), D 4546	$ 170
Geofabric Tensile and Elongation Test, D 4632	$ 200
Hydraulic Conductivity, D 5084	$ 350
Hydrometer Analysis, D 6913, CT 203	$ 220
Moisture, Ash, & Organic Matter of Peat/Organic Soils	$ 120
Moisture Only, D 2216, CT 226	$ 35
Moisture and Density, D 2937	$ 45
Permeability, CH, D 2434, CT 220	$ 300
pH and Resistivity, CT 643	$ 175
Proctor Density D1557, D 698, CT 216, AASHTO T-180	$ 220
Proctor Density with Rock Correction D 1557	$ 340
R-value, D 2844, CT 301	$ 375
Sand Equivalent, D 2419, CT 217	$ 125
Sieve Analysis, D 6913, CT 202	$ 145
Sieve Analysis, 200 Wash, D 1140, CT 202	$ 100
Specific Gravity, D 854	$ 125
Thermal Resistivity (ASTM 5334, IEEE 442)	$ 925
Triaxial Shear, C.D, D 4767, T 297	$ 550
Triaxial Shear, C.U., w/pore pressure, D 4767, T 2297 per pt	$ 450
Triaxial Shear, C.U., w/o pore pressure, D 4767, T 2297 per pt	$ 350
Triaxial Shear, U.U., D 2850	$ 250
Unconfined Compression, D 2166, T 208	$ 180

MASONRY

Brick Absorption, 24-hour submersion, 5-hr boiling, 7-day, C 67	$ 70
Brick Compression Test, C 67	$ 55
Brick Efflorescence, C 67	$ 55
Brick Modulus of Rupture, C 67	$ 50
Brick Moisture as received, C 67	$ 45
Brick Saturation Coefficient, C 67	$ 60
Concrete Block Compression Test, 8x8x16, C 140	$ 70
Concrete Block Conformance Package, C 90	$ 500
Concrete Block Linear Shrinkage, C 426	$ 200
Concrete Block Unit Weight and Absorption, C 140	$ 70
Cores, Compression or Shear Bond, CA Code	$ 70
Masonry Grout, 3x3x6 prism compression, C 39	$ 45
Masonry Mortar, 2x2 cube compression, C 109	$ 35
Masonry Prism, half size, compression, C 1019	$ 120
Masonry Prism, Full size, compression, C 1019	$ 200

REINFORCING AND STRUCTURAL STEEL

Chemical Analysis, A 36, A 615	$ 135
Fireproofing Density Test, UBC 7-6	$ 90
Hardness Test, Rockwell, A 370	$ 80
High Strength Bolt, Nut & Washer Conformance, per assembly, A 325	$ 150
Mechanically Spliced Reinforcing Tensile Test, ACI	$ 175
Pre-Stress Strand (7 wire), A 416	$ 170
Reinforcing Tensile or Bend up to No. 11, A 615 & A 706	$ 75
Structural Steel Tensile Test: Up to 200,000 lbs., A 370	$ 90
Welded Reinforcing Tensile Test: Up to No. 11 bars, ACI	$ 80

CONCRETE

Compression Tests, 6x12 Cylinder, C 39	$ 35
Concrete Mix Design Review, Job Spec	$ 300
Concrete Mix Design, per Trial Batch, 6 cylinder, ACI	$ 850
Concrete Cores, Compression (excludes sampling), C 42	$ 120
Drying Shrinkage, C 157	$ 400
Flexural Test, C 78	$ 85
Flexural Test, C 293	$ 85
Flexural Test, CT 523	$ 95
Gunite/Shotcrete, Panels, 3 cut cores per panel and test, ACI	$ 275
Lightweight Concrete Fill, Compression, C 495	$ 80
Petrographic Analysis, C 856	$ 2,000
Restrained Expansion of Shrinkage Compensation	$ 450
Splitting Tensile Strength, C 496	$ 100
3x6 Grout, (CLSM), C 39	$ 55
2x2x2 Non-Shrink Grout, C 109	$ 55

ASPHALT

Air Voids, T 269	$ 85
Asphalt Mix Design, Caltrans (incl. Aggregate Quality)	$ 4,500
Asphalt Mix Design Review, Job Spec	$ 180
Dust Proportioning, CT LP-4	$ 85
Extraction, % Asphalt, including Gradation, D 2172, CT 382	$ 250
Extraction, % Asphalt without Gradation, D 2172, CT 382	$ 150
Film Stripping, CT 302	$ 120
Hveem Stability and Unit Weight D 1560, T 246, CT 366	$ 225
Marshall Stability, Flow and Unit Weight, T 245	$ 240
Maximum Theoretical Unit Weight, D 2041, CT 309	$ 150
Moisture Content, CT 370	$ 95
Moisture Susceptibility and Tensile Stress Ratio, T 238, CT 371	$ 1,000
Slurry Wet Track Abrasion, D 3910	$ 150
Superpave, Asphalt Mix Verification (incl. Aggregate Quality)	$ 4,900
Superpave, Gyratory Unit Wt., T 312	$ 100
Superpave, Hamburg Wheel, 20,000 passes, T 324	$ 1,000
Unit Weight sample or core, D 2726, CT 308	$ 100
Voids in Mineral Aggregate, (VMA) CT LP-2	$ 90
Voids filled with Asphalt, (VFA) CT LP-3	$ 90
Wax Density, D 1188	$ 140

AGGREGATES

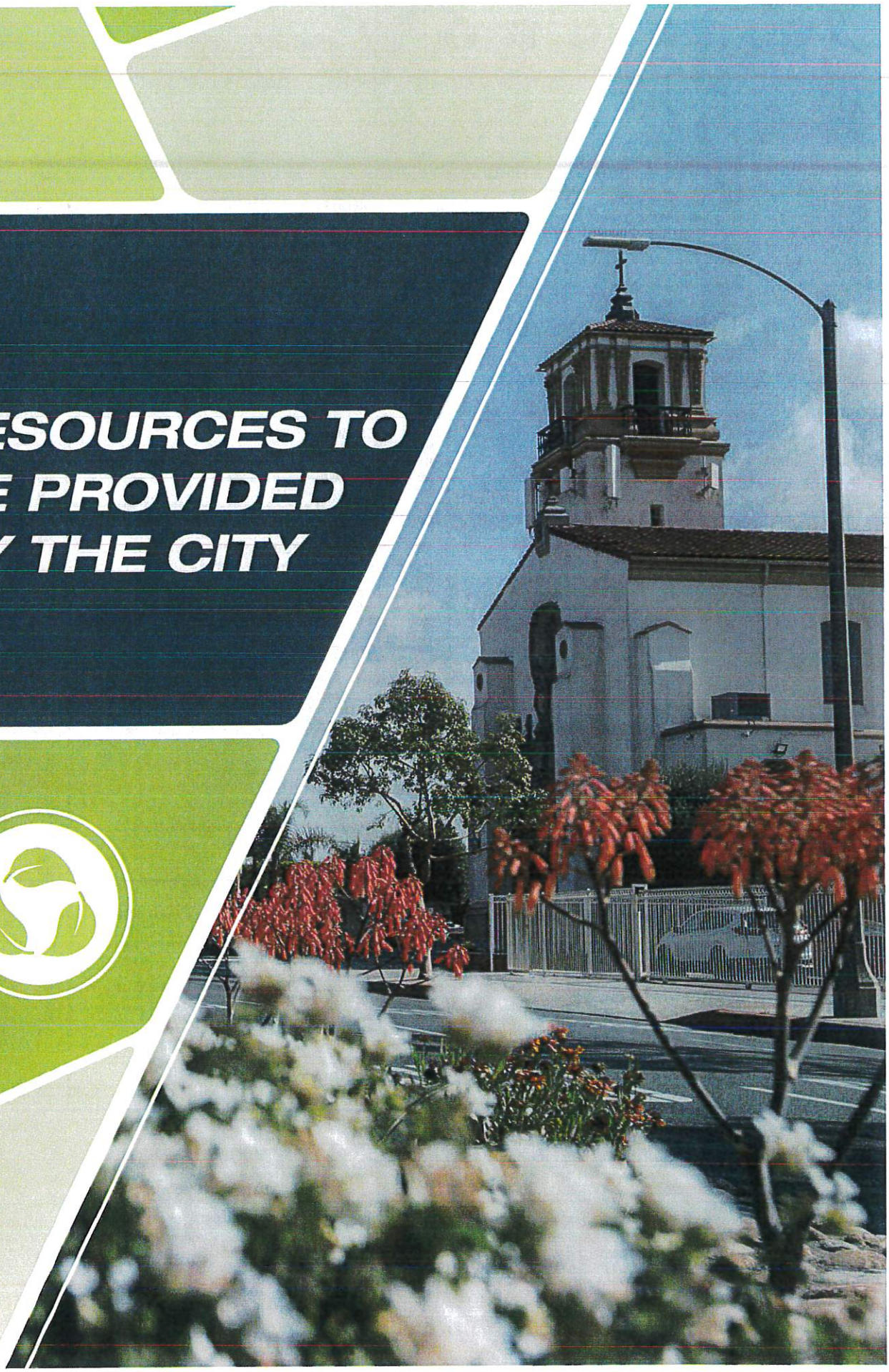
Clay Lumps and Friable Particles, C 142	$ 180
Cleanness Value, CT 227	$ 180
Crushed Particles, CT 205	$ 175
Durability, Coarse or Fine, CT 229	$ 205
Fine Aggregate Angularity, ASTM C 1252, T 304, CT 234	$ 180
Flat and Elongated Particle, D 4791	$ 220
Lightweight Particles, C 123	$ 180
Los Angeles Abrasion, C 131 or C 535	$ 200
Material Finer than No. 200 Sieve by Washing, C 117	$ 90
Organic Impurities, C 40	$ 90
Potential Alkali Reactivity, Mortar Bar Method, Coarse, C 1260	$ 1,250
Potential Alkali Reactivity, Mortar Bar Method, Fine, C 1260	$ 950
Potential Reactivity of Aggregate (Chemical Method), C 289	$ 475
Sand Equivalent, T 176, CT 217	$ 125
Sieve Analysis, Coarse Aggregate, T 27, C 136	$ 120
Sieve Analysis, Fine Aggregate (including wash), T 27, C 136	$ 145
Sodium Sulfate Soundness, C 88	$ 450
Specific Gravity and Absorption, Coarse, C 127, CT 206	$ 115
Specific Gravity and Absorption, Fine, C 128, CT 207	$ 175

ROOFING

Roofing Tile Absorption, (set of 5), C 67	$ 250
Roofing Tile Strength Test, (set of 5), C 67	$ 250

Special preparation of standard test specimens will be charged at the technician's hourly rate.
Ninyo & Moore is accredited to perform the AASHTO equivalent of many ASTM test procedures.

4. RESOURCES TO BE PROVIDED BY THE CITY



4. RESOURCES TO BE PROVIDED BY THE CITY

Kimley-Horn assumes the City will be responsible for scheduling any official City meetings such as Planning Commission and City Council hearings. Kimley-Horn assumes the City staff will provide electronic or hard copies, if necessary, of any planning documents produced by the City such as the City's General Plan and General Plan EIR, or copies of prior EIRs if applicable to the project.

APPENDIX

Resumes

JESSIE BARKLEY

Project Manager/Task Manager

Jessie is an environmental project manager with 25 years of experience. She is a skilled CEQA and NEPA practitioner that has led and contributed to numerous projects for a variety of project types, including infrastructure, mixed-use, entertainment, educational, medical, commercial, energy, and long-range community plans. Jessie's responsibilities include directing project teams; preparing and managing project work plans, scopes, schedules, and budgets; conducting senior-level review of draft work products; interfacing with clients, subconsultants, and agency staff; and marketing services among existing and prospective clients. Throughout her career, Jessie has supported a wide array of complex environmental documents (Program EIRs, Project EIRs, EIR Addendums, Supplemental EIRs, SCEAs, and MNDs) for all project types including specific plans, general plans, area plans, and project level mixed-use and transit-oriented development.

EDUCATION

- Master of Arts, Urban and Regional Planning, University of California, Irvine
- Post-Graduate Certificate, Marketing and Communications, University of California, Irvine
- Bachelor of Arts, Geography, University of British Columbia, Vancouver

CREDENTIALS AND ASSOCIATIONS

- ULI Programs Committee Chair, 2022-2025
- AEP California Award Jury Member 2017-2019
- APA California Conference Special Events Chair, 2015-2016
- National APA Conference Special Events Chair, 2012

RELEVANT EXPERIENCE

- City of South Gate, On-Call for Environmental Services, Los Angeles, CA – Contract Manager and Project Manager
- City of South Gate, Patata Industrial Project Addendum, South Gate, CA – Project Manager
- City of Los Angeles, On-Call for Environmental Services, Los Angeles, CA – Project Manager
- City of Simi Valley, On-Call for Environmental Services, Los Angeles, CA – Contract Manager and Project Manager
- University of California, Irvine, On-Call for Environmental Services, Los Angeles, CA – Contract Manager and Project Manager
- Santa Clarita Valley Water Agency, Bouquet Tank Pipeline Replacement, Santa Clarita, CA – Project Manager
- Santa Clarita Valley Water Agency, Water Tank Replacement Project, Santa Clarita, CA – Project Manager
- A.C. Martin, Rye Canyon EIR Addendum, Santa Clarita, CA – Project Manager
- County of Los Angeles, Tapia Ranch EIR, Los Angeles County, CA – Project Manager
- University of Southern California, Figueroa Building Student Housing Addendum, Los Angeles, CA – Project Manager
- Huntington Memorial Hospital, Pasadena, CA – Lead Planner*
- City of Long Beach, Cherry Avenue Final EIR, Long Beach, CA – Project Planner
- City of Long Beach, 5150 Pacific Coast Highway Dorm Project EIR, Long Beach, CA – Project Planner
- Real Estate Development Associates, Ontario Ranch Business Park Specific Plan Amendment EIR, Ontario, CA – Project Planner
- The KPC Group, KPC Coachella Specific Plan, Coachella, CA – Project Planner
- Bardas Investment Group, Las Palmas MND, Los Angeles, CA – Assistant Project Manager
- DJM, Bella Terra Commercial Center Mixed-Use Housing Project, Huntington Beach, CA – Project Manager
- 550 Shatto Place Sustainable Community Environmental Assessment and Addendum, Los Angeles, CA – Project Manager

KARI CANO

Lead Planner

EDUCATION

- Master of Arts, Political Science, California State University, Fullerton
- Bachelor of Arts, Political Science, California State University, Fullerton

Kari has more than 19 years of experience in preparing and managing environmental and planning studies for public and private sector clients, under CEQA and NEPA. She comes to the field of planning/environmental planning from a diverse background in urban development and political science. Utilizing her background and understanding of state and local policies, Kari provides CEQA compliance review and environmental documentation, in addition to research, analysis, and writing. She has worked on projects in the counties of Los Angeles, Riverside, San Bernardino, San Diego, Ventura, and San Joaquin.

RELEVANT EXPERIENCE

- City of Colton, On-Call Environmental Consulting Services, Colton, CA – Project Manager
- City of Menifee, Contract Planning Services, Menifee, CA – Project Manager
- City of Fontana, On-Call Planning Services, Fontana, CA – Project Manager
- City of San Bernardino, Contract Planning Services, San Bernardino, CA – Project Manager
- City of Hemet, JD Fields Industrial IS/MND, Hemet, CA – Project Manager
- City of Menifee, CADO Menifee Industrial Warehouse EIR, Menifee, CA – Project Manager
- City of San Jacinto, SJCCSP Specific Plan EIR Peer Review, San Jacinto, CA – Project Manager
- City of San Jacinto, Chacon Farms MND, San Jacinto, CA – Project Manager
- City of San Jacinto Esplanade Collection Peer Review, San Jacinto, CA – Project Manager
- City of Beaumont, Potrero Interchange Industrial Warehouse EIR, Beaumont, CA – Project Manager
- City of Fontana, Live Oak Warehouse Project IS/MND, Fontana, CA – Project Manager
- City of Fontana, Union Fontana Warehouse Addendum, Fontana, CA – Project Manager
- City of Menifee, Compass Northern Gateway EIR, Menifee, CA – Project Manager
- City of Menifee, Northern Gateway Logistics Center EIR, Menifee, CA – Project Manager
- City of Tustin, Red Hill Corridor Specific Plan and EIR, Tustin, CA – Project Planner
- The KPC Group, KPC Coachella Specific Plan, Coachella, CA – Project Planner
- City of Menifee, Ethanac Business Park MND, Menifee, CA – Project Manager
- City of Menifee, Motte Business Center EIR, Menifee, CA – Project Manager
- City of Menifee, Panattoni Islands 3 and 6 EIR, Menifee, CA – Project Manager
- City of Menifee, Menifee Commerce Center EIR, Menifee, CA – Project Manager
- City of Menifee, Crossroads MND, Menifee, CA – Project Manager
- City of Beaumont, Beaumont Summit Station Specific Plan EIR, Beaumont, CA – Project Manager
- City of Fontana, El Paseo Planned Unit Development IS/MND, Fontana, CA – Project Manager
- County of San Bernardino, Western Realco Bloomington Facility EIR, San Bernardino County, CA – Project Manager*
- County of San Bernardino, Bloomington Business Center EIR, San Bernardino County, CA – Project Manager*
- County of San Bernardino, Deep Creek Homes EIR, San Bernardino County, CA – Project Manager*
- City of San Bernardino, Ridgeline Commercial Development ISMND, San Bernardino, CA – Project Manager*
- City of Fontana, San Sevaine Trail IS/MND, Fontana, CA – Project Manager*

**Prior to joining Kimley-Horn*

ACE MALISOS

Air Quality, GHG Emissions, and Noise

EDUCATION

- Master of Arts, Urban and Regional Planning, University of California, Irvine
- Bachelor of Arts, Environmental Studies, University of California, Santa Cruz

Ace has 20 years of experience as an environmental analyst and technical studies manager with a specialty in acoustics, air quality, health risk assessments, and climate change. Ace provides technical analysis for air quality, GHG, energy, and noise as part of environmental documents for private development and public improvement projects. He is experienced in applying a full analysis methodology per EPA, CARB, Air Pollution Control District/Air Quality Management Districts, and Caltrans/FHWA guidelines. His experience in Air Quality/Greenhouse Gas Assessments includes technical modeling experience using various state and federally approved programs including the California Emissions Estimator Model (CalEEMod), AERMOD, CALINE4, and EMFAC. He also provides a full range of noise impact analyses for public and private sector clients, in accordance with local, State, and federal impact assessment criteria, and develops integrated geographic information systems (GIS)-based maps depicting roadway noise contours and sensitive receptors.

RELEVANT EXPERIENCE

- City of Anaheim, General Plan Update EIR, Anaheim, CA – Air Quality/GHG, Health Risk, Energy, and Noise Specialist
- City of Newport Beach, Newport Beach Housing Element Implementation Program EIR, Newport Beach, CA – Air Quality/GHG, Health Risk, Energy, and Noise Specialist
- Related California, Related Bristol Technical Studies, Santa Ana, CA – Air Quality/GHG, Health Risk, Energy, and Noise Specialist
- City of Tustin, Red Hill Corridor Specific Plan and EIR, Tustin, CA – Air Quality/GHG and Noise Specialist
- City of Newport Beach, Koll Center Residences EIR, Newport Beach, CA – Air Quality/GHG, and Noise Lead
- Moreno Valley Mall Revitalization Project, Moreno Valley, CA – Air Quality/GHG, Health Risk, Energy, and Noise Lead
- Speedway Commerce Center II Project, San Bernardino, CA – Air Quality/GHG, Health Risk, Energy, and Noise Lead
- City of Carson, Jefferson on Avalon Mixed-Use Specific Plan EIR Technical Studies, Carson, CA – Air Quality/GHG, Health Risk, Energy, and Noise Lead
- City of Santa Ana, MainPlace Transformation Specific Plan Project, Santa Ana, CA – Air Quality/GHG, Health Risk, and Noise Lead
- City of Fullerton, Fullerton Climate Action Plan (CAP), Fullerton, CA – CAP Specialist*
- City of Murrieta, General Plan Update, EIR, and CAP, Murrieta, CA – CAP Specialist*
- City of Upland, Upland General Plan Update and EIR, Upland, CA – CAP Specialist*
- City of Anaheim, Community CAP, Anaheim, CA – Air Quality/GHG, Health Risk, Energy, and Noise Specialist
- City of Gardena, Gardner Marine Avenue Mixed-Use IS/MND Project, Gardena, CA – Environmental Scientist
- City of Encinitas, City of Encinitas, Housing Element Update, 5th Cycle and Court-Mandated, Encinitas, CA – Environmental Planner
- University of California, Irvine (UC Irvine), Facilities Management Relocation Noise Study, Irvine, CA – Project Manager
- UC Irvine, Irvine Campus Medical Complex EIR Air Quality and GHG Studies, Irvine, CA – Air Quality/GHG, Health Risk, Energy, and Noise Lead
- UC Irvine, University Hills Area 12 & LRDP Amendment #4 Technical Studies, Irvine, CA – Project Manager
- UC Irvine, Quantum Sciences Institute Technical Studies, Irvine, CA – Environmental Planner
- UC Irvine, Falling Leaves Foundation Medical Innovation Building Technical Studies, Irvine, CA – Project Manager
- UC Irvine, Health Sciences Parking Structure Technical Studies, Irvine, CA – Project Manager
- UC Irvine, Ongoing CEQA Services for North Irvine Faculty/Staff Housing EIR, Irvine, CA – Environmental Planner
- UC Irvine, Center for Child Health Technical Studies, Irvine, CA – Project Manager

**Prior to joining Kimley-Horn*

NOEMI WYSS, AICP

Air Quality, GHG Emissions, and Noise

Noemi has nine years of experience in preparing numerous environmental documents in accordance with CEQA. She provides technical analysis for air quality, GHG, health risk assessments, noise and vibration, and energy as part of environmental documents for private and public improvement projects. Her expertise in air quality/GHG assessments includes technical modeling experience using various state and federally approved programs including the California Emissions Estimator Model (CalEEMod), AERMOD, and EMFAC. Noemi also has experience in air district permitting.

EDUCATION

- Master of Urban and Regional Planning, University of California, Irvine
- Bachelor of Arts, Environmental Policy and Analysis; International Relations, Boston University

CREDENTIALS AND ASSOCIATIONS

- American Institute of Certified Planners (AICP) (#31863)
- Air and Waste Management Association, Member
- American Planning Association, Member

RELEVANT EXPERIENCE

- City of Long Beach, 5910 Cherry Avenue EIR, Long Beach, CA – Air Quality (AQ) and GHG Technical Lead
- Server Farm, 444 North Nash Street Data Center Project, El Segundo, CA – Air Quality and Noise (AQN) Manager
- City of Artesia, Artesia Boulevard Corridor Specific Plan Amendment, Artesia, CA – Air Quality Planner
- City of Irwindale, 14005 Live Oak Avenue Warehouse, Irwindale, CA – AQN Manager
- City of Fontana, Almond Truck Parking Project, Fontana, CA – AQN Analyst
- City of San Jose, Good Samaritan Hospital Project, San Jose CA – AQ and GHG technical lead
- City of San Jose, Qume and Commerce EIR, San Jose, CA – Project Manager
- Prologis, 5977 & 6001 Silver Creek Valley Road Warehouse, San Jose, CA – AQN Manager
- City of San Jose, Qume and Commerce EIR, San Jose, CA – Project Manager and AQN Lead
- Xebec, 469 Piercy Warehouse IS/MND, San Jose, CA – AQN Manager
- Prologis, 6750 Central Avenue Noise Study, Newark, CA – Noise Manager
- Costco, Westgate Costco EIR, San Jose, CA – AQN Manager
- Prologis, 880 Doolittle IS/MND, San Leandro, CA – AQN Manager
- Link Logistics, Kato Road Development Warehouse, Fremont, CA – AQN Manager
- Maverik, The Crossings IS/MND, Manteca, CA – AQN Manager
- Monterey-Salinas Transit, SURF! Busway and BRT EIR, Monterey, CA – AQN Manager
- Fortinet, Fortinet Industrial, Sunnyvale, CA – AQN Analyst
- Panattoni, Citation Business Park, Hollister, CA – AQN Planner
- GBN Partners LLC., Vineyards at Deer Creek Specific Plan and EIR, Brentwood, CA – Project Planner

OLIVIA CHAN

Air Quality, GHG Emissions, and Noise

Olivia specializes in air quality, GHG emissions, energy, and noise. With nearly two decades of experience, she brings an in-depth knowledge to our clients through her work on a variety of complex projects that rely on her proficiency with various state and federally approved models, including the California Emissions Estimator Model (CalEEMod), the FHWA Traffic Noise Model (TNM) and Roadway Construction Noise Model, and the AERMOD modeling system. Olivia also has experience in research, preparation, and analysis for a variety of environmental planning projects consistent with CEQA and NEPA guidelines.

EDUCATION

- Master of Arts, Urban and Regional Planning, University of California, Irvine
- Bachelor of Arts, Environmental Design, University of California, Irvine

RELEVANT EXPERIENCE

- City of South Gate, Patata Industrial Project Addendum, South Gate, CA – Technical Lead
- City of Los Angeles, 550 Shatto Place/Soul Project, Los Angeles, CA – Technical Lead
- City of Inglewood, Inglewood Residential Project, Inglewood, CA – Technical Lead
- DLA Piper, LLP, 7022 Sunset MND, Los Angeles, CA – Technical Lead
- City of Gardena, South Normandie Avenue Project EIR, Gardena, CA – Technical Lead
- City of Ontario, Euclid Specific Plan, Ontario, CA – Technical Lead
- City of Anaheim, General Plan Update, Anaheim, CA – Noise Analyst
- Hillwood Investment Properties, Hillwood Fontana Industrial Project CEQA/Entitlements, Fontana, CA – Technical Lead
- Kimco Realty Corporation, Whittwood Town Center Project, Whittier, CA – Air Quality, Greenhouse Gas, Noise Analyst
- Crown Enterprises, Inc., Santa Ana Logistics Facility, Bloomington, CA – Technical Lead
- Pacific Development Group, PDG Lake Elsinore Entitlements, Lake Elsinore, CA – Technical Lead
- City of Ontario, Euclid Mixed-Use Specific Plan, Ontario, CA – Technical Lead
- Berk Consulting, City of Seattle Comprehensive Plan Update Environmental Impact Statement, Seattle, WA – Technical Lead
- Berk Consulting, City of Burien Comprehensive Plan Update Environmental Impact Statement, Burien, WA – Technical Lead
- TerraGen Solar, Desert Breeze, Lockhart, CA – Technical Lead
- City of Rialto, Addendum to the Renaissance Specific Plan Amendment, Rialto, CA – Technical Analyst

HEIDI ROUS, CPP

CEQA Analysis

EDUCATION

- Bachelor of Science, Physics, California Polytechnic State University, Pomona

CREDENTIALS AND ASSOCIATIONS

- GPRO Certified, Urban Green Council

Heidi has over 30 years of experience performing and managing comprehensive environmental documentation review to meet the requirements of CEQA, NEPA, and similar state environmental review laws. In addition, Heidi maintains subject matter expertise in planning, permitting, and compliance services specializing in air quality, noise & vibration, hazardous materials, risk assessment, safety, and resiliency. She is a Certified Permitting Professional (CPP) with the South Coast Air Quality Management District.

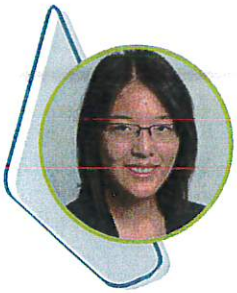
She is up to date with current applicable modeling tools and is highly fluent with relevant guidance, policies, and regulations related to GHG inventories, air pollutant and health effects modeling, adaptive planning, and climate vulnerability. Heidi has led numerous GHG and climate change projects including community- and agency-wide Climate Action Plans (CAPs) and other project- and program-level GHG reduction plans and adaptation studies. She is especially skilled at providing credible, verifiable evidence in support of developing site-specific GHG emission factors, including a comprehensive examination of issues such as energy efficiency, vehicle electrification, transit access, ride share/car share/carpool programs, co-location of uses, on-site power production, gray water systems, etc.

Throughout her career, Heidi has prepared, managed, and provided peer review of comprehensive environmental documents to meet the requirements of CEQA, NEPA, and similar state environmental review laws for project types that include private development of housing, mixed use, industrial, and commercial land uses, public service campuses (hospitals, educational facilities, hospitality), utilities (water, wastewater, power plants, renewables), parks, trails, and open space, roadways and intermodal facilities, transportation planning efforts, rail and marine improvements, and airports.

RELEVANT EXPERIENCE

- City of Beverly Hills, Safety Element Update and Climate Vulnerability Assessment, Beverly Hills, CA – Project Manager
- City of El Monte, Climate Action Plan, El Monte, CA – Project Manager
- City of Solana Beach, Safety Element Update, Climate Vulnerability Assessment, and Environmental Justice Element, Solana Beach, CA – Technical Lead
- City of Long Beach, Community Hospital Remodel Project IS/MND, Long Beach, CA – Project Manager
- City of Los Angeles, On-Call for Environmental Services, Los Angeles, CA – Principal-in-Charge*
- City of San Gabriel, On-Call for Environmental Services, San Gabriel, CA – Principal-in-Charge*
- City of Burbank, On-Call for Environmental Services, Burbank, CA – Principal-in-Charge and Project Manager*
- City of Pasadena, On-Call for Environmental Services, Pasadena, CA – Principal-in-Charge and Project Manager*
- City of Anaheim, Community Climate Action Plan (CAP) and General Plan Update, Anaheim, CA – Project Manager
- City of Irvine, On-Call Sustainability and Environmental Services, Irvine, CA – Project Manager
- Orange County Transportation Authority (OCTA), Climate Adaptability and Sustainability Plan, Orange County, CA – Project Manager
- City of Carson, Specific Plan Amendment for the 157-Acre Carson Marketplace Project EIR, Carson, CA – Project Director and Technical Lead for Air Quality, Greenhouse Gas, Energy, and Noise Impact Assessments
- City of Hemet, Safety Element Update, Climate Vulnerability Assessment, and Environmental Justice Element, Hemet, CA – Technical Lead
- City of Temple City, Pacific Las Tunas Mixed-Use Project, Temple City, CA – Project Director
- City of Burbank, San Fernando Bikeway Project, Environmental Assessment, Burbank, CA – Task Manager

**Prior to joining Kimley-Horn*



JESSIE FAN, ENV SP

CEQA Analysis

Jessie has nine years of experience in environmental planning and documentation. She has experience in a variety of areas including population/housing, public services, water supply, wastewater, solid waste, and sustainability. She has worked on a diverse set of project types, including affordable housing, complex mixed-use infill projects, and industrial and data center projects. She has prepared and managed all levels of CEQA documentation, ranging from Categorical Exemptions (CEs) and Sustainable Communities Project Exemptions (SCPEs) to MNDs and EIRs. Jessie is responsible for preparing and reviewing CEQA documentation, as well as coordinating and communicating with the internal and external teams on budget, schedules, and deliverables.

EDUCATION

- Master of Science, Environmental Analysis & Decision Making, Rice University
- Bachelor of Science, Environmental Science, University of California, Los Angeles

CREDENTIALS AND ASSOCIATIONS

- Envision Sustainability Professional
- Association of Environmental Professionals, Los Angeles County Chapter – Board of Directors (2020-2022)

RELEVANT EXPERIENCE

- City of Los Angeles, On-Call for Environmental Services, Los Angeles, CA – Project Manager
- City of San Gabriel, On-Call for Environmental Services, San Gabriel, CA – Contract Manager and Project Manager
- City of Culver City, On-Call for Environmental Review Pursuant to CEQA, Culver City, CA – Contract Manager and Project Manager
- City of West Hollywood, West Hollywood Fiber Optic Improvements Categorical Exemption – Lead Analyst
- 3739 Robertson LLC, 3739 South Robertson Avenue AB 130 Exemption, Culver City, CA – Project Manager
- 5730 Uplander LLC, 5730 Uplander AB 130 Exemption, Culver City, CA – Project Manager
- Lewis Homes, 1515 Walnut Grove Avenue Residential Project IS/MND, Rosemead, CA – Project Manager
- Equity Residential, Vista Del Lago AB 130 Exemption, Mission Viejo, CA – Project Manager
- Regent Properties, 12755 Burbank Boulevard Project Housing Element Streamlining Checklist, Los Angeles, CA – Project Manager
- SOMOS Group, Hotel Figueroa Sign District IS/ND, Los Angeles, CA – Project Manager
- City of Beverly Hills, 450 North Roxbury Drive Project IS/ND, Beverly Hills, CA – Project Manager
- Harkham Family Enterprises, LP, 9467 W. Olympic Boulevard SCPE, Beverly Hills, CA – Deputy Project Manager and Lead Analyst
- City of Temple City, Pacific Las Tunas Mixed-Use Project CE, Temple City, CA – Project Manager
- City of San Gabriel, Rubio Village Mixed-Use Project IS/MND, San Gabriel, CA – Project Manager
- City of Beverly Hills, 227 S. Tower Street Class 32 Categorical Exemption, Beverly Hills, CA – Project Manager
- City of Beverly Hills, 9945 Durant Drive Project Class 32 CE, Beverly Hills, CA – Project Manager
- City of Moreno Valley, MoVal 2040 General Plan Update and Climate Action Plan Revised EIR, Moreno Valley, CA – Deputy Project Manager
- ChangeUp, Longo Toyota Service Center Redevelopment Class 32 CE, El Monte, CA – Senior QC/QA
- City of Long Beach, Cherry Avenue Industrial Project EIR, Long Beach, CA – QC/QA Reviewer
- SDCF Monterey Park, LLC, 1977 Saturn Data Center Project IS/MND, Monterey Park, CA – Deputy Project Manager
- City of Gardena, Western at 146th Specific Plan Project SCPE, Gardena, CA – Deputy Project Manager
- City of San Clemente, Bluffs at Boca EIR Peer Review, San Clemente, CA – Project Manager
- Winebright Capistrano LLC, San Juan Plaza Project Class 32 Categorical Exemption, San Juan Capistrano, CA – Project Manager
- Terra-Gen, Desert Breeze Solar Project EIR, San Bernardino County, CA – Project Manager
- City of Artesia, Artesia Boulevard Corridor Specific Plan Amendment Project EIR, Artesia, CA – Deputy Project Manager and Lead Analyst

MAYRA GARCIA, AICP

CEQA Analysis

Mayra has two years of experience in environmental planning. She has prepared technical studies with an emphasis on air quality, GHG emissions, and noise and environmental documentation pursuant to CEQA. She has worked on a diverse set of project types, including affordable housing projects, large scale residential housing, and industrial solar projects. She has assisted in preparing a range of California Environmental Quality (CEQA) documentation, ranging from Categorical Exemptions to Mitigated Negative Declarations (MNDs) and Environmental Impact Reports (EIRs).

EDUCATION

- Master of Urban Planning, University of Southern California
- Bachelor of Arts, Urban Studies and Planning, University of California, San Diego
- University of California, San Diego Extended Studies CEQA Practice Certificate

CREDENTIALS AND ASSOCIATIONS

- American Institute of Certified Planners (AICP)
- LEED Green Associate

RELEVANT EXPERIENCE

- CIM Group Acquisition, LLC, 10510 Culver Boulevard Project Categorical Exemption, Culver City, CA – Project Manager
- Pacific Plaza Premier Development Group, Monterey Park Mixed Use Project Class 32 Exemption, Monterey Park, CA – Analyst
- City of Beverly Hills, 227 S. Tower Street, Class 32 Exemption, Beverly Hills, CA – Analyst
- City of San Gabriel, Rubio Village IS/MND, San Gabriel, CA – Analyst
- Baranof Holdings, 956 Seward Project Categorical Exemption, Los Angeles, CA – Analyst
- Los Angeles Metropolitan Transportation Authority, Confidential EIR, Los Angeles, CA – Analyst
- Icon & Ikon, Inc., Madison Residences Class 32 Categorical Exemption, Culver City, CA – Analyst
- Dimension Renewable Energy, Wilsona CSG IS/MND, Los Angeles County, CA – Analyst
- City of Long Beach, 5910 Cherry Industrial Building Project, EIR, Long Beach, CA – Analyst
- City of Long Beach, Park Tower Student Housing Project, EIR, Long Beach, CA – Analyst
- Renewable Properties LLC, Malibu Road Solar Project, San Bernardino County, CA – Analyst
- Renewable Properties LLC, Sunrise Road Solar Project, San Bernardino County, CA – Analyst
- Renewable Properties LLC, Lear Avenue Solar Project, San Bernardino County, CA – Analyst
- Renewable Properties LLC, 230th Street Solar Project, Los Angeles County, CA – Analyst
- Dimension Renewable Energy, Ripley CSG IS/MND, Riverside County, CA – Analyst
- Dimension Renewable Energy, Blythe CSG IS/MND, Blythe, CA – Analyst
- LeSar Development Consultants, Palmdale Housing Opportunity Project IS/MND, Palmdale, CA – Analyst
- Terra-Gen, Desert Breeze Solar Project EIR, Hinkley, CA – Analyst
- City of Palm Springs, North Indian Canyon Drive and Via Escuela Traffic Signal Project Class I Categorical Exemption, Palm Springs, CA – Analyst
- City of Moreno Valley, Revised Draft Program Environmental Impact Report, Moreno Valley, CA – Assistant Project Manager
- City of Moreno Valley, General Plan 2040, Moreno Valley, CA – Analyst

JESSICA MAUCK, MA, RPA

Cultural Resources, Historic Resources, and Tribal Cultural Resources

EDUCATION

- Bachelor of Arts, Anthropology, University of California, Los Angeles
- Master of Arts, Historical Archaeology, University of Leicester, England
- Master of Arts, Urban Conservation, University of Leicester, England, *(expected 2026)*

Jessica has more than 15 years of experience in cultural resources management and historic preservation in California. She is listed in the Register of Professional Archaeologists (RPA) and meets Secretary of Interior (SOI) Professional Qualifications for Archaeology, History, and Architectural History. Her background includes long-term contracting for Federal land management agencies (USFS, NPS, DoD, BLM, etc.), overseeing Cultural Resources Management programming within Tribal government, and serving on several historic preservation advisory groups for State and Federal agencies. She has extensive experience conducting all phases of archaeological and historic architectural fieldwork and reporting under applicable state and federal law, such as the NHPA, NEPA, and CEQA. She also has many years of experience managing process for inadvertent discoveries of human remains and the inventory/repatriation of existing archaeological collections subject to State and Federal law, such as the Native American Graves Protection and Repatriation Act (NAGPRA) and California Health & Safety Code (Section 7050.5).

RELEVANT EXPERIENCE

- Metrolink, Canyon Siding Extension Project, Los Angeles County, CA – Cultural Resources Monitoring Plan Principal Investigator
- Metrolink, Balboa Double Track Extension Project, Los Angeles County, CA – Cultural Resources Monitoring Plan Principal Investigator
- City of Beverly Hills, 450 North Roxbury Project, Beverly Hills, CA – Archaeological Resources Assessment Principal Investigator
- City of Inglewood, Trojan Storage Project, Inglewood, CA – Historic Resources Assessment Principal Investigator
- City of Long Beach, 5910 Cherry Project, Long Beach, CA – Archaeological Resources Assessment Principal Investigator
- City of Los Angeles, 956 Seward Project, Los Angeles, CA – Archaeological Resources Assessment and Paleontological Resources Assessment Principal Investigator
- City of Los Angeles, 3800 S. Figueroa Project, Los Angeles, CA – Archaeological Resources Assessment and Paleontological Resources Assessment Principal Investigator
- US Housing & Urban Development/City of Burbank, 2244 N. Buena Vista St, Burbank, CA – Principal Investigator
- City of Santa Ana, Park 55 Project, Santa Ana, CA – Cultural Resources Assessment Principal Investigator

CHRIS YOUNG, PE, QSD, ENV SP

Hydrology and Utilities

Chris is a licensed civil engineer with experience focusing on land development for private developers, including construction drawings, Low Impact Development (LID), Stormwater Quality Design, opinion of probable costs, off-site improvement plans, and feasibility studies. He has been responsible for all aspects of project delivery, including client coordination, budget, schedules, staff management, report preparation, construction plans, quality assurances and field engineering. He has a strong background in urban development planning/design and utility infrastructure projects.

EDUCATION

- Bachelor of Science, Civil and Environmental Engineering, Oklahoma State University

CREDENTIALS AND ASSOCIATIONS

- Professional Engineer in California (#91146)
- Qualified SWPPP Developer (#C91146)
- Envision Sustainability Professional (#32716)

RELEVANT EXPERIENCE

- 9570-9600 Wilshire Boulevard, Beverly Hills, CA – Project Manager
- 6766 West Hawthorne Avenue Microunit Project, Hollywood, CA – Project Manager
- Dunn Drive + Regent Street Microunit Project, Los Angeles, CA – Project Manager
- CGI Strategies, Franklin & Cahuenga High-Rise, Hollywood, CA – Project Manager
- 1621 N. McCadden Microunit Project, Hollywood, CA – Project Manager
- 728-734 S. Manhattan Microunit Project, Los Angeles, CA – Project Manager
- 1411 S. Flower St Microunit Project, Los Angeles, CA – Project Manager
- 1317 S. Grand Ave Microunit Project, Los Angeles, CA – Project Manager
- 603 S. Mariposa Ave Microunit Project, Los Angeles, CA – Project Manager
- City of Culver City, Ivy Station Transit-Oriented Development (TOD) (Washington Boulevard and National Boulevard Street Off-Site & On-Site Improvements), Los Angeles/Culver City, CA – Analyst
- Wilshire La Brea Transit-Oriented Development (639 S La Brea Avenue TOD), Los Angeles, CA – Analyst
- Hackman Capital Partners, 5500 West Jefferson Boulevard Transit-Oriented Development, Los Angeles, CA – Analyst
- Lincoln Property Company, 8777 Washington Boulevard (Apple Mixed-Use Office Building), Los Angeles, CA – Analyst
- Hyatt House/Place at LAX, Los Angeles, CA – Analyst
- 2222 South Figueroa Street Mixed-Use, Los Angeles, CA – Analyst
- Church of Scientology International (CSI), Valley, Los Angeles, CA – Analyst
- 8070 Beverly Boulevard, Los Angeles, CA – Team Member
- Confidential Client, Grocery Stores (NC and SC), Various locations (NC, SC, FL) – Analyst
- Greystar, Amp Lofts, Los Angeles, CA – Analyst
- City of Agoura Hills, On-Call Engineering Services, Agoura Hills, CA – Analyst
- City of Malibu On-Call Engineering Services - Disaster and Evacuation Planning, Malibu, CA – Analyst

ANDRAY CARDOZA

Hazards

EDUCATION

- Bachelor of Arts, Environmental Studies, University of California, Santa Barbara

Andray is an environmental planner with seven years of experience preparing environmental reports and compliance documentation under CEQA/NEPA. His experience includes a variety of project types, with a focus on water supply, stormwater, recycled water, and wastewater infrastructure plans and projects in the Southern California region, and airport capital improvement projects. He is also an experienced hazardous materials analyst who has prepared dozens of Phase I Environmental Site Assessments, equivalent to Caltrans' Phase I Initial Site Assessment, for properties in urbanized, industrial, and rural properties in California. His daily responsibilities include project management and support, coordinating with internal technical staff and subconsultants to complete CEQA/NEPA documents and supporting technical studies, interfacing with clients, technical writing, QC/QA of deliverables, and tracking project scopes, schedules, and budgets to completion.

RELEVANT EXPERIENCE

- DLA Piper, 3800 Figueroa Mixed-Use Project EIR, Los Angeles, CA – Hazardous Materials Technical Analyst/Phase I ESA Task Lead
- City of Burbank, San Fernando Bikeway Project NEPA/CEQA, Burbank, CA – Environmental Analyst/Phase I ESA Task Lead
- Oxnard Harbor District, NEPA/CEQA Environmental Clearance for South Terminal Shore Power Project, Port Hueneme, CA – Environmental Analyst/Phase I ISA Task Lead
- Environmental Due Diligence for Nexamp Solar Project Portfolio, various properties in Los Angeles, Kern, and Tulare Counties, CA – Phase I ESA Task Lead
- Environmental Due Diligence for Mall Property in Riverside County, CA – Phase I ESA Task Lead
- Los Angeles Bureau of Engineering, Silver Lake Reservoir Complex Project EIR, Los Angeles, CA – Environmental Analyst/Phase I ESA Task Lead
- Caltrans, I-215 Landscape Project, Segment 5 Revalidation, San Bernardino, CA – Environmental Analyst*
- Sysco, Inc., Sysco Facility Expansion Project CEQA MND, Industry, CA – Phase I ESA Task Lead*
- City of Watsonville, Municipal Airport On-Call Environmental Services, Watsonville, CA – Environmental Planner
- City of Long Beach, 5910 Cherry Avenue Project Environmental Services, Long Beach, CA – Environmental Analyst
- County of San Bernardino, Overnight Solar Project Environmental Peer Review and EIR Oversight, San Bernardino County, CA – Environmental Analyst
- Los Angeles Department of Water and Power, Stormwater Capture Parks Program, Los Angeles, CA – Environmental Planner*
- San Clemente Public Works, NEPA and Grant Assistance for the East Avenida Cordoba Storm Drain Project, San Clemente, CA – Environmental Analyst/Deputy Project Manager
- San Clemente Public Works, NEPA Environmental Clearance for the Recycled Water Expansion Project, San Clemente, CA – Environmental Analyst/Deputy Project Manager

**Prior to joining Kimley-Horn*

SRI CHAKRAVARTHY, PE, TE

Transportation

Sri has more than 20 years of experience overseeing a variety of transportation projects ranging from planning, design, operations, and on-call engineering services. His project management at Kimley-Horn is informed by his former career with the Los Angeles County Public Works Department and knowledge of grant funding opportunities and working with multiple stakeholders. Sri has overseen medium to large scale projects for local and regional agencies with design budgets ranging from $50K to $2.5M and schedules ranging from six months to 3.5 years. These projects are often multidisciplinary and require coordination with local and regional agencies, Caltrans, and local businesses and residents.

EDUCATION

- Master of Science, Civil Engineering, Louisiana State University
- Bachelor of Science, Civil Engineering, Kakatiya University, India

CREDENTIALS AND ASSOCIATIONS

- Professional Engineer in California (#73626)
- Traffic Engineer in California (#2531)

RELEVANT EXPERIENCE

- City of La Cañada Flintridge, Traffic Circulation and Signal Operations for Foothill Boulevard and Angeles Crest Highway, La Cañada Flintridge, CA – Project Manager
- City of Pico Rivera, Transit-Oriented Development (TOD) Specific Plan for the Gold Line Eastside Extension at Washington and Rosemead Boulevards, Pico Rivera, CA – Senior Project Engineer
- City of Culver City, Ivy Station TOD, Washington Boulevard and National Boulevard Street Off-Site and On-Site Improvements, Los Angeles/Culver City, CA – Project Engineer
- City of Malibu On-Call Engineering Services - Disaster and Evacuation Planning, Malibu, CA – Project Manager
- City of Tehachapi, Greater Tehachapi Area Specific Plan, Tehachapi, CA – Project Manager
- City of Lancaster, Safe Routes to School Master Plan, Lancaster, CA – Principal-in-Charge
- City of La Cañada Flintridge, Professional Traffic Engineering Services for Citywide Engineering and Traffic Survey and Traffic Volume Counts, La Cañada Flintridge, CA – Project Manager
- City of Los Angeles, Department of Recreation and Parks, Griffith Park Safety and Mobility Active Transportation Project, Los Angeles, CA – Principal-in-Charge
- City of Agoura Hills, Areawide School Traffic Study, Agoura Hills, CA – Project Manager
- City of Oxnard, Fifth Street and Rice Avenue Grade Separation Traffic Operational Analysis Report, Oxnard, CA – Project Manager
- City of Oxnard, Oxnard Boulevard and Saviers Road Signal Improvements, Oxnard, CA – Project Manager
- Alameda CTC, I-80 Integrated Corridor Mobility (ICM) Project, Alameda/Contra Costa Counties, CA – Project Engineer
- City of Norwalk, On-Call Professional Engineering Services for Design, Project Management, and Construction Support Services, Norwalk, CA – Project Manager
- City of Irvine, Consultant Team Program 2022-2025, Irvine, CA – Contract Manager
- City of Orange, On-Call Traffic Engineering/Plan Checking/Design/Public Works Inspection Services, Orange, CA – Principal-in-Charge
- City of Lancaster, Multi-Year Professional Engineering Services 2023-2026, Lancaster, CA – Project Manager
- City of Montclair, On-Call General Civil Engineering, Architectural, Landscape, and Support Professional Services 2022-2027, Montclair, CA – Project Manager
- City of Rancho Cucamonga, On-Call Civil and Traffic Engineering Services, 2019-2026, Rancho Cucamonga, CA – Project Manager
- City of Simi Valley, On-Call Civil Engineering Design Services 2022-2025, Simi Valley, CA – Project Manager
- City of Ventura, On-Call 3-Year Professional Services 2022-2025, Ventura, CA – Project Manager

LAURA FORINASH, PE, TE

Transportation

Laura is a professional civil and traffic engineer with 12 years of traffic operations and transportation engineering experience ranging from small design projects and task orders to large design-build environments and City Traffic Engineer roles. Her background encompasses traffic analysis, design and simulation, and transportation planning. Laura's key areas of expertise include extensive knowledge of the Manual on Uniform Traffic Control Devices (MUTCD) methodologies; active transportation design; traffic calming studies; microsimulation knowledge using VISSIM and SimTraffic, traffic impact analysis studies, traffic signal warrants, signing and striping, signal design and plan presentation, and signal timing and optimization (SYNCHRO). Laura has served as the City Traffic Engineer for Agoura Hills since 2019.

EDUCATION

- Master of Science, Civil Engineering, Georgia Institute of Technology
- Bachelor of Science, Civil Engineering, Georgia Institute of Technology

CREDENTIALS AND ASSOCIATIONS

- Professional Traffic Engineer in California (#TR2818)
- Professional Engineer in California (#93146)

RELEVANT EXPERIENCE

- City of Agoura Hills, On-Call Traffic Engineering Services, Agoura Hills, CA – Project Manager
- City of Hawthorne, On-Call Traffic Engineering Services, Hawthorne, CA – Project Manager
- City of Malibu, On-Call Traffic and Civil Engineering Services, Malibu, CA – Project Engineer
- City of Laguna Niguel, On-Call Traffic Engineering Services, Laguna Niguel, CA – Project Manager
- Housing Authority of the City of San Buenaventura, Sustainable Transportation Infrastructure and Transportation Related Amenities, Ventura, CA – Project Manager
- City of Los Angeles, Mission Mile Sepulveda Project PA&ED, Los Angeles, CA – Project Engineer
- LA Metro, North Hollywood to Pasadena BRT Planning and Environmental Study, Los Angeles to Pasadena, CA – Project Engineer
- City of Lomita, Traffic Calming Toolkit, Lomita, CA – Project Manager
- City of Oxnard, Fifth Street and Rice Avenue Grade Separation Traffic Operational Analysis Report, Oxnard, CA – Project Engineer
- City of Oxnard, Oxnard Boulevard and Saviers Road Signal Improvements, Oxnard, CA – Project Engineer
- City of La Cañada Flintridge, Traffic Circulation and Signal Operations for Foothill Boulevard and Angeles Crest Highway, La Cañada Flintridge, CA – Project Engineer
- City of Agoura Hills, Bicycle Master Plan, Agoura Hills, CA – Project Manager
- City of Laguna Niguel, Heather Ridge Bicycle Lanes, Laguna Niguel, CA – Project Manager
- City of Irvine, Protected Intersections Study, Irvine, CA – Project Engineer
- City of Agoura Hills, Kanan Road/Agoura Road Ultimate Intersection Improvements Project, Agoura Hills, CA – Project Engineer
- City of Malibu, Pacific Coast Highway Mobility Improvements at Various Locations, Malibu, CA – Project Engineer
- City of Agoura Hills, SB 743 Implementation, Agoura Hills, CA – Project Engineer

RONALD HALLUM, PG, CEG

Hazards and Geotechnical Studies

Ronald has provided geotechnical services for a variety of projects such as reservoirs, railroads, highways, hospitals, schools, pipelines, treatment plants, tunnels, landslide and fault evaluations, and other public and private works. Ronald's responsibilities at Ninyo & Moore include preliminary and final review of findings, conclusions, recommendations, and project deliverables; review of current guidelines, regulations, and technologies; managing geotechnical and geologic field evaluations; supervision and training of the geologic staff; conducting geologic and geologic hazards evaluations; performing and reviewing geologic mapping and research; analyzing field and laboratory data; and authoring and reviewing geotechnical and geologic reports.

RELEVANT EXPERIENCE

- City of Dana Point, Doheny Village EIR, Dana Point, CA – Principal Geologist
- City of San Diego, Grantville Redevelopment Project and Study Area, San Diego, CA – Project Manager
- City of La Quinta, Country Club of the Desert EIR, La Quinta, CA – Project Geologist
- City of Solana Beach, Solana Beach Towne Centre EIR, Solana Beach, CA – Project Geologist
- City of San Diego, Convention Center Expansion EIR, San Diego, CA – Senior Geologist/Project Manager
- City of Colton, Guyaux Landfill Phase II Workplan, Colton, CA – Principal Geologist
- City of Los Angeles, On-Call Geotechnical and Environmental Consulting Services, Los Angeles, CA – Principal Geologist

EDUCATION

- Bachelor of Science, Geology, San Diego State University

CREDENTIALS AND ASSOCIATIONS

- Professional Geologist in California (#4766)
- Certified Engineering Geologist in California (#1484)
- Association of Environmental and Engineering Geologists, Member
- Geological Society of America, Member
- San Diego Association of Geologists, Member

Ninyo & Moore
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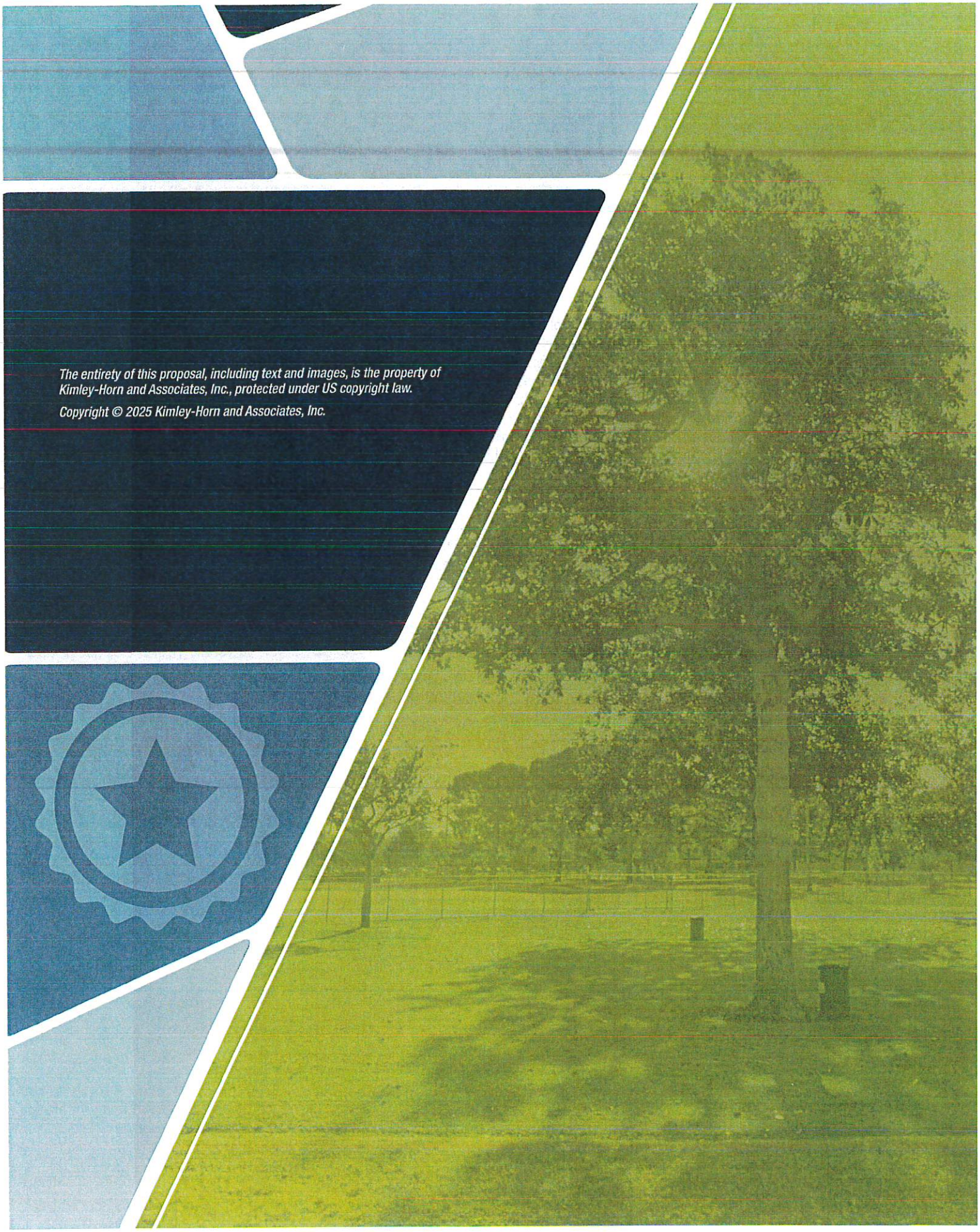

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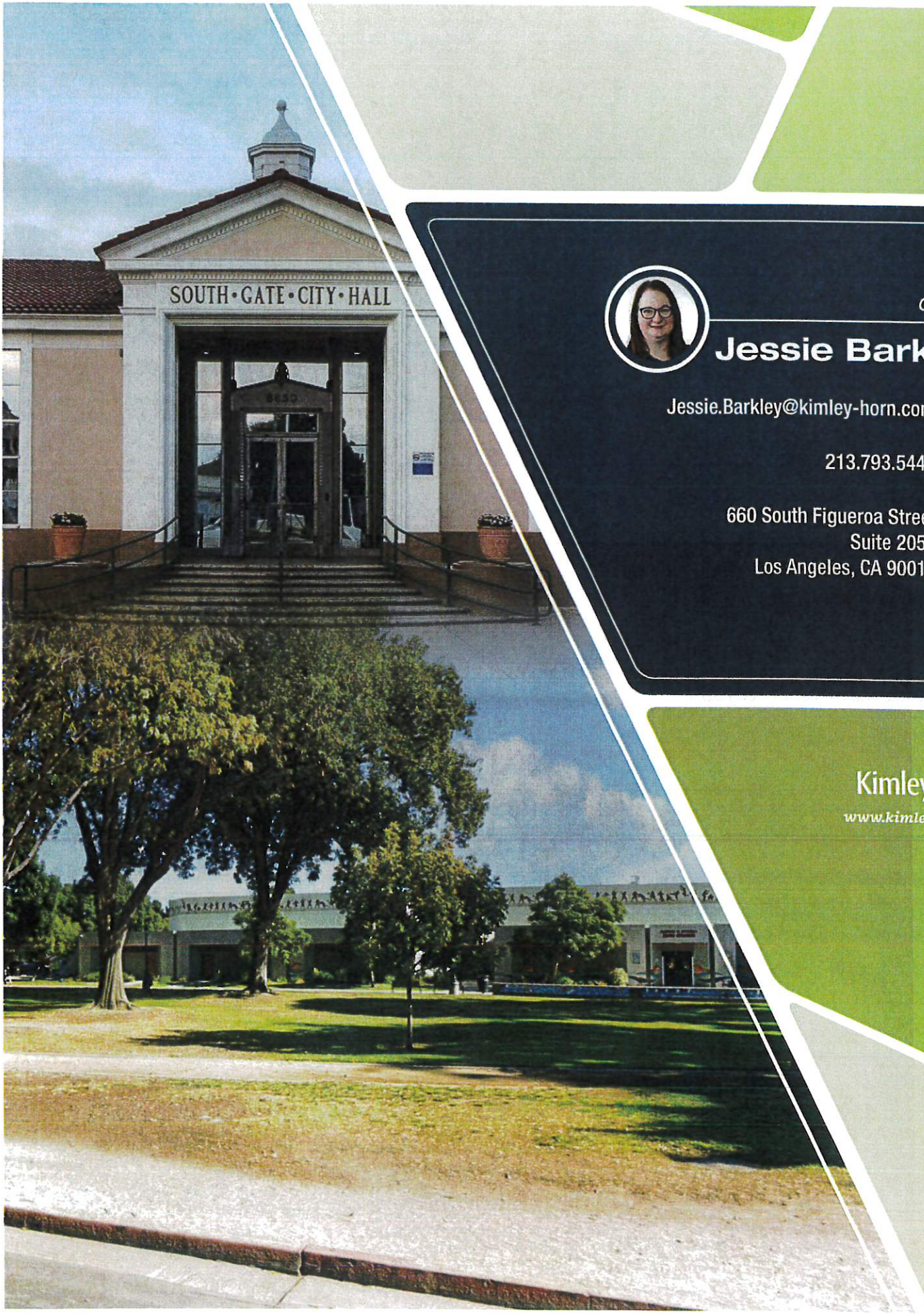

Contact

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Kimley»Horn

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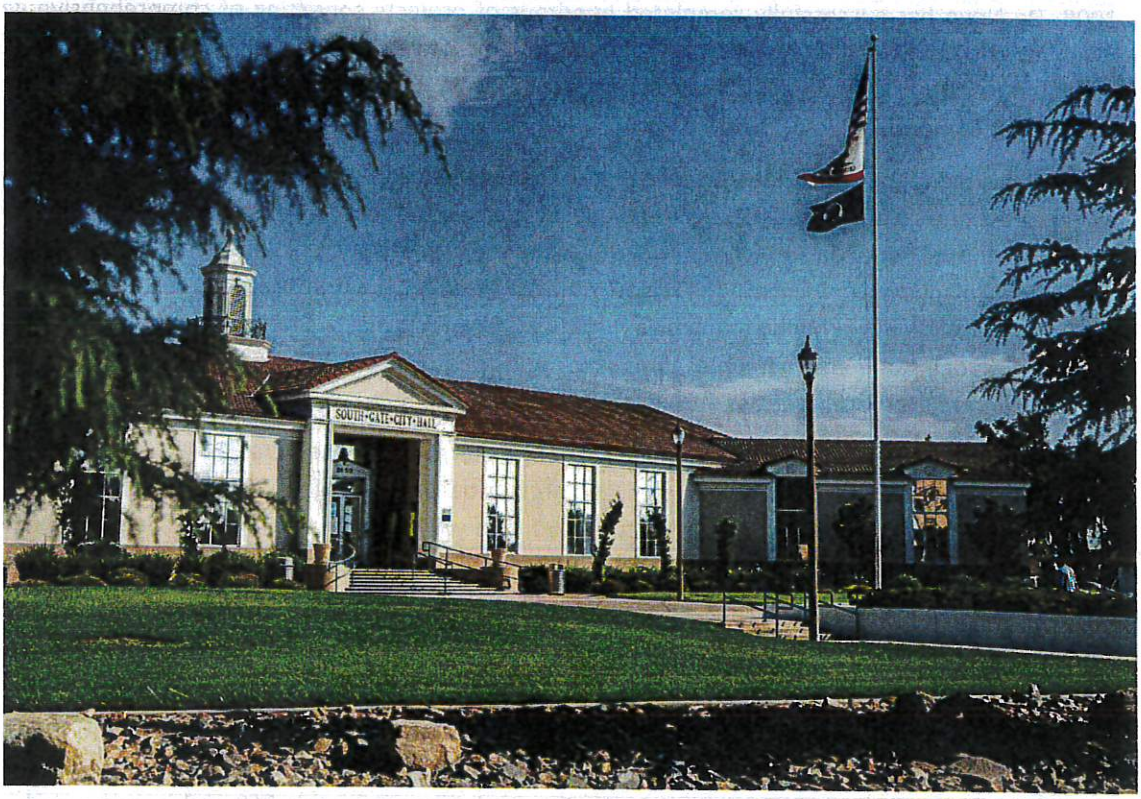
De Novo Planning Group
A Land Use Planning, Design, and Environmental Firm

Statement of Qualifications for On-Call Consulting Services

City South Gate | October 9, 2025



SUBMITTED TO:

City of South Gate
Attention: John F. Signo, AICP
Planning Manager
8650 California Avenue
South Gate, CA 90280

SUBMITTED BY:

De Novo Planning Group
Amanda Tropiano, Principal
180 E Main Street, Suite 108
Tustin, CA 92780
atropiano@denovoplanning.com
714.453.7711

1. COVER LETTER

City of South Gate
Attention: John F. Signo, AICP
8650 California Avenue
South Gate, CA 90280

SUBJECT: Statement of Qualifications for On-Call Consulting Services

Dear Mr. Signo:

On behalf of De Novo Planning Group, thank you for the opportunity to submit this Statement of Qualifications (SOQ) to provide on-call consulting services for Planning, Zoning, and Land Use Services and to provide continued on-call Environmental Services in compliance with the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) for projects in the City of South Gate.

De Novo Planning Group (De Novo), a California S Corporation, is a land use and environmental planning firm specializing in community planning, environmental studies, design, and development services. Since 2008, De Novo has successfully completed hundreds of projects consisting of comprehensive general plans, development codes, specific plans, housing elements, environmental impact reports, negative/ mitigated negative declarations, climate action plans, hazard mitigation plans and development projects throughout California.

Our team will continue to provide the City of South Gate with an energetic and dedicated group of principal-level professionals with exceptional skills and qualifications. Located in our Tustin office, our team is led by De Novo Principal, Amanda Tropiano, who will serve as the primary point of contact for the City. With deep professional planning experience in the region, Amanda manages the firm's southern California operations. Starla Barker, AICP, will continue to manage future CEQA/NEPA projects. Starla has extensive experience in managing planning and environmental compliance documents, including on-call environmental consulting services contracts for local agencies, including the City of South Gate.

When providing on-call services for municipal clients, our goal is to serve as an extension of staff in a capacity that will provide the tools, research, and professional knowledge. We take great strides to ensure the process is smooth from a City perspective and that your elected and appointed officials have the information they need to make informed decisions. Our services result in planning projects and environmental documentation and analyses that is technically sound, cost effective, and delivered within the client's schedule. We are confident that our experience, record of success, and principal-level attention to projects will prove to be extremely valuable to the City.

We truly appreciate being considered for this on-call services contract and for the opportunity to continue to work with the City of South Gate. This proposal will remain valid for a period of 120 calendar days from the RFQ closing date. Amanda Tropiano is the Principal Contact for this RFP and is authorized to sign agreements and bind De Novo Planning in our proposal. Ms. Tropiano can be reached at (714) 453-7711 or atropiano@denovoplanning.com.

Sincerely,

Amanda Tropiano, Principal

Starla Barker, AICP, Principal Planner

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2. WORK PLAN

A. METHODOLOGY

Provide the Methodology/Approach proposed for the work as defined in the Scope of Work.

The De Novo Planning Group team represents a full-service team of city planning and subject-matter experts capable of providing the professional services requested by the City of South Gate. This proposal identifies our ability to support the City in land use and environmental planning.

We will closely coordinate with City staff and will provide principal-level attention to every step of the process while adhering to the project schedule and budget. De Novo's project management team has a long history of working with local agencies on an on-call basis. Our staff can mobilize quickly and efficiently, meeting project schedules while ensuring our documents are accurate, legally defensible, and cost-effective. Regardless of the document needed, the De Novo team will serve as an extension of City staff in all aspects of the planning process.

The exact work plan will vary based on the type of project. We will work with the City to prepare a detailed and accurate scope of work tailored for the project being proposed at that time. Our scope of work will identify the specific tasks the De Novo team will undertake from project initiation to project closeout. The work program, including any potential technical studies and level of analysis, will vary depending upon a project's needs.

Typical on-call contracts follow a standard protocol to assess project requirements, including but not necessarily limited to project initiation/kick-off; data review and research; project understanding/description; and technical studies and analysis. Working with the City as an extension of staff, De Novo will be responsible for preparation of draft and final documents, including all supporting documentation, such as those required for environmental projects (e.g., Notice of Preparation, Initial Study, Notice of Intent to Adopt, Notice of Availability, Response to Comments, Findings and Facts, Statement of Overriding Considerations, Mitigation Monitoring and Reporting Program, and Notice of Determination). As appropriate, we will circulate documents for public review, and participate in community meetings and public hearings, as needed.

Deliverables are anticipated to include electronic Word and PDF files for each Administrative Draft and Review Draft document. Electronic copies of the kick-off meeting agenda and minutes, draft project description, schedule, and required notices will also be provided. We will coordinate with the City on any hard copies needed.

Principal Attention to Every Aspect of the Project

Our team dedicates De Novo principals and/or principal planners as Project Manager and a Co-Project Manager who will be in attendance at public and stakeholder meetings and will be intimately involved in every aspect of the project. We do not identify principal staff in our proposal and then hand your project to junior staff members to complete for our review. Rather, our Principal staff identified in this proposal as the Project Manager and Co-Project Managers will work side-by-side with the team on every aspect of each project undertaken for the City and will write and review documents we provide to the City. This senior-level attention to each detail of the project ensures a high-quality work product as well as continuity throughout each project.

Clear Communication with City of South Gate Staff

De Novo understands that the planning and environmental document preparation process will require extensive coordination and communication with City staff, as well as agencies, organizations and the public. Our team is committed to continuous and comprehensive coordination throughout the planning process. De Novo has proposed a project management team with exceptional knowledge and local planning experience.

Our team serves as an extension of City staff to ensure the projects are delivered in a timely manner. Working closely with City staff throughout the project will ensure early identification and resolution of critical issues. Our approach ensures consistent and regular interaction and communication between City staff and the De Novo team. This allows for frequent exchange of information without loss of time or resources and will provide all parties with advance input on any issues that may arise. Early and consistent coordination with the City's Project Manager and between the De Novo Project Manager maintains the flow of data and allows for timely response to any issues and ensures the work program stays on track.

The De Novo team will work with the City at project initiation to create a detailed and realistic project schedule, making sure to identify all critical path items and any constraints. Throughout project development, we will review the status of all project tasks regularly to ensure they are progressing within the scheduled timeframe. A monthly progress report will identify the tasks accomplished, deliverables submitted, anticipated tasks/progress for the next month, and any pending issues. If issues arise that could result in schedule delays, we will make it a priority to coordinate with the City to find the necessary solutions to move the project forward.

Diversified Professional Expertise

One of the key things that sets our firm apart from our competitors is the unparalleled experience and diverse skill sets of our Principals. Our team members are experts in a wide range of planning disciplines, including environmental compliance, long-range planning (preparation of comprehensive general plans, specific plans, zoning codes, housing elements, and various ordinances), and development processing. Our team excels at providing meaningful and engaging public and community outreach, consensus building, and workshop facilitation. This comprehensive view and understanding of projects and the interrelatedness of project components allows us to proactively identify and resolve issues on behalf of our clients.

Utilization of Technical Staff and Subconsultants

De Novo technical team members provide expertise in the areas of air quality, greenhouse gas emissions, biological resources, health risk assessments, aesthetics, land use/planning, noise and vibration, population/housing, and public services and utilities. De Novo regularly teams with the region's top subconsultants for transportation (Kittelson & Associates, and MAT Engineering), biological assessments (South Environmental), cultural and tribal cultural studies (South Environmental), all of whom are leaders in their fields and have experience working on a wide range of projects throughout southern California. Our team members have worked together for several years on a variety of projects, providing a clear understanding of expectations that results in high quality deliverables and efficiencies.

Strict Adherence to Budget

We take tremendous pride in our ability to adhere to our project budgets. Our project managers are also principals and senior managers of the firm, and to this end, we have the authority to take any steps necessary to ensure that our projects remain on budget. We strongly encourage the City to call our

references and specifically inquire about the extraordinary steps we take to ensure we do not modify or exceed our budgets. This regularly includes the addition of extra meetings and the allocation of staff time and resources beyond the levels identified in our proposal, at no extra charge to the City. We know that this is a unique way of doing business, but it has proven to be a tremendously successful approach for our firm. We are in this business for the long term, and building trust and confidence with our clients is the single greatest thing we can do to build loyalty and repeat business. We manage our project budgets using sophisticated budget tracking software and all members of the team log and record hours-worked by task to provide a transparent accounting process.

Quality Assurance/Quality Control (QA/QC)

De Novo's management team will ensure that our deliverables address regulatory requirements and are completed in a timely and professional manner. Our internal quality control includes review of our documents by a Principal Planner. The first stage of review includes verification of the technical adequacy of the analysis, that the document addresses the format and content requirements of the client, technical information, and that all components of the project are correct. This review is intended to ensure document accuracy as well as consistency between policy documents. The second stage of review involves senior staff not directly involved in the project to provide a clean set of eyes. The final stage of the review focuses on grammar, spelling, and the internal consistency of the document. This review also ensures that the document is written in a clear and understandable manner.

Proficiency with Technology

De Novo staff and our partnering firms demonstrate their technological proficiency on a daily basis. Our team prepares and distributes documentation electronically, conducts meetings remotely, and utilizes all the necessary software and technological tools needed to prepare documentation, conduct research, create exhibits, and operates to ensure that we are collaborating efficiently and quickly with our clients and broader team. De Novo's in-house air quality and greenhouse gas experts utilize CalEEMod, AERMOD and any other applicable technological tools to run their models and prepare their studies. De Novo's in-house GIS expert prepares exhibits, maps, figures, and highly complex graphics for our projects. In addition, our in-house designer uses SketchUp and Lumion to create high quality visuals, photosimulations, and imagery to support documentation – both on paper and on-line.

B. PROJECT SCHEDULE

Propose a timeline for completion for the work including start date, milestones, and target date of completion. Any assumptions regarding turnaround time for staff review and City Council should be clearly noted.

Our project team is fully committed to bringing our projects to public hearings as quickly and effectively as possible while always delivering products of exceptional quality. We thrive under deadlines, and we have a track record of meeting or exceeding our project schedules. Our use of Principal-level staff throughout all stages of the project allows us to work quickly, efficiently, and produce preliminary draft documents of superior quality. Our project managers take a very active and hands-on role, and we diligently manage our team and coordinate with City staff to ensure that all parties are continuously aware of pending deadlines, outstanding tasks, and draft work products that will require staff review.

De Novo will coordinate directly with City staff to understand any project-specific scheduling needs. A date-specific schedule is typically provided following the kickoff meeting based upon an understanding of any timing considerations.

Following is a typical schedule for preparation of a focused General Plan Amendment, EIR, IS/ND or IS/MND, a categorical exemption, and peer review of applicant-prepared technical studies and third-party peer review of environmental documents. The timeline for planning projects is dependent on the level of complexity, community outreach, and required environmental review. A comprehensive General Plan Update can take two to three years, whereas a focused Ordinance Update can take four to six months.

Typical Focused General Plan Amendment (GPA) Schedule	
Project Kick-off	Month 1
General Plan Issues Memorandum	Month 1
Community Outreach Event	Month 2
De Novo Prepares Administrative Draft GPA	Months 1 – 3
Tribal Consultation (SB 18)	Months 2 – 5
City Review of Administrative Draft GPA	Month 4
De Novo Prepares Revised GPA	Month 5
City Review of Revised GPA	Month 5
De Novo Prepares Public Review Draft GPA	Month 6
City Review of Public Review Draft GPA	Month 6
De Novo publishes Public Review Draft GPA	Month 7
Public Hearings	TBD

Typical EIR Schedule	
Project Kick-off	Month 1
Notice of Preparation/Initial Study	Month 1
NOP 30-Day Public Review	Month 2
Prepare Technical Studies	Months 1 – 3
EIR Scoping Meeting	Month 2
De Novo Prepares Administrative Draft EIR	Months 2 – 5
City Review of Administrative Draft EIR	Month 6
De Novo Prepares Second Administrative Draft EIR	Month 7
City Review of Second Administrative Draft EIR	Month 7
De Novo Completes, Publishes, and Circulates Draft EIR	Month 8

EIR 45-Day Public Review Period	Months 8 – 9
Hearing during the Draft EIR Review to Receive Comments	Month 9
De Novo prepares Responses to Comments	Month 10
City Reviews Responses to Comments	Months 10 – 11
De Novo Prepares Administrative Final EIR	Months 11
City Reviews Administrative Final EIR	Month 11
De Novo Completes, Publishes, and Circulates Final EIR	Month 12
Certification Hearings	TBD

Typical IS/ND or IS/MND Schedule

Project Kick-off	Week 1
De Novo drafts Project Description	Week 1
City Reviews/Approves Project Description	Week 2
Preparation of Technical Studies	Weeks 1 – 8
De Novo Prepares Administrative Draft IS/ND or IS/MND	Weeks 2 – 10
City Reviews Administrative Draft IS/ND or IS/MND	Week 11
De Novo Completes Draft IS/ND or IS/MND	Week 12
City Reviews Check Copy Draft IS/ND or IS/MND	Week 13
De Novo Distributes Public Review IS/ND or IS/MND	Week 14
IS/ND or IS/MND 30-Day Public Review	Weeks 14 – 18
De Novo Prepares Final IS/ND or IS/MND	Week 19
De Novo Prints and Distributes Final IS/ND or IS/MND	Week 20
Hearing	TBD

Typical Categorical Exemption Schedule

Project Kick-off	Week 1
De Novo drafts Project Description	Week 1
City Reviews/Approves Project Description	Week 2
De Novo Conducts Peer Review of Applicant Studies	Weeks 3 – 4
Applicant Revisions to Studies (if required)	Week 5
Preparation and Review of Technical Analyses	Weeks 3 – 5
De Novo Prepares Administrative Draft CE Report	Weeks 6 – 7
City Review of Administrative Draft CE Report	Weeks 8 – 9
De Novo Prepared Revised Draft CE Report and NOE	Week 10
City Review of Revised Draft CE Report and NOE	Week 11
De Novo Prepares Final CE Report and CE	Week 12

Typical Technical Study Peer Review Schedule

De Novo Conducts Peer Review	Completed within 2 – 3 weeks of receipt
De Novo Conducts Review of Revised Technical Studies	Completed within 1 – 2 weeks of receipt

Typical Environmental Document Peer Review Schedule

De Novo Conducts Peer Review of IS/ND or IS/MND	Completed within 2 – 3 weeks of receipt
De Novo Conducts Review of Revised IS/ND or IS/MND	Completed within 1 – 2 weeks of receipt
De Novo Conducts Peer Review of EIR	Completed within 3 – 4 weeks of receipt
De Novo Conducts Review of Revised EIR	Completed within 1 – 2 weeks of receipt

C. QUALIFICATIONS AND PRIOR EXPERIENCE

The capabilities of the consultant's organization should be discussed. Minimum requirements for submittal of a proposal in response to this RFQ include the following:

i. Demonstrated experience, competence, and qualifications of the consultant and the participating staff successfully providing similar services to municipalities; and,

ii. Ability to perform the work in a timely manner, availability of staff and contingency plans.

De Novo Planning Group is a land use and environmental planning firm specializing in community planning, environmental studies, design, and development services. The firm's principal-level staff have successfully completed hundreds of projects throughout California. De Novo has a long and successful history of providing on-call planning and environmental services to public agency clients, as well as on a competitive basis.

Our Mission

Our mission is to provide municipal and private sector clients with world-class professional services, through principal-level attention to every project. We pride ourselves on our ability to work with clients to balance the often-conflicting goals of economic, social, environmental, legal, and political forces. Our services result in integrated planning and environmental solutions for every project that is technically sound, cost effective, and delivered within the client's schedule.

Our Philosophy

Our philosophy is to proactively plan and design projects in such a way that public and environmental concerns are addressed and accommodated early in the process. We strongly believe in the use of our knowledge for developing sensible and cost-effective solutions to concerns. Our solutions integrate local knowledge with the best available resources to achieve recognized national and international standards for planning and environmental management, to achieve a balance in local economic, social, and environmental goals. De Novo Planning Group is dedicated to fostering a partnership with each agency we serve, through listening to the community and stakeholders and reflecting the ideas and concerns we hear in the approach developed for each project.

Our Team

The work will be led out of our southern California office located in the City of Tustin. De Novo has 25 full-time staff, including four Principal Planners, four Senior Planners, and a team of technical associates. We provide personal service to all of our clients and are committed to exceeding your expectations on all components of the relevant project.

Amanda and Starla will be responsible for the management and supervision of the De Novo team on all future assignments and will ensure all planning

DE NOVO SERVICE AREAS

Community Planning
- General Plans
- Visioning Plans
- Housing Elements
- Specific Plans
- Zoning Codes
- Public Facilitation
- Grant Writing
- Project Management
- Application Processing
- Project Review/Peer Review

Environmental Studies
- CEQA Compliance
- NEPA Compliance
- Biological Studies
- Agricultural Studies
- Air Quality Studies
- Climate Action Plans
- Noise Studies
- Sustainability Planning
- Mitigation Monitoring
- Permitting

Design
- Land Use Plans
- Subdivision Layouts
- Site Planning
- Design Guidelines

Development
- Feasibility Studies
- Due Diligence Packages
- Competition Analyses

and environmental projects are prepared specific to South Gate, addressing local issues and opportunities and in compliance with all regulatory requirements. De Novo commits to retaining our listed staff, and each of these staff members is available to assist with assignments for the duration of a project. Because of De Novo's Principal-level attention to our projects and clients, we maintain the ability to effectively execute all assignments and client needs and are able to provide nimble and efficient staffing adjustments within this group to prepare and manage planning and environmental projects.

PRIOR EXPERIENCE

The De Novo team has a wide range of experience providing on-call planning and environmental services to Community Development and Planning Divisions of public agency clients throughout California, including but not limited to: Aliso Viejo, Arcadia, Burbank, Culver City, Fountain Valley, Fullerton, Gardena, Glendora, Laguna Beach, Laguna Hills, Lake Forest, Moreno Valley, Norwalk, Ontario, Rancho Santa Margarita, Rosemead, San Clemente, San Dimas, San Fernando, Santa Ana, Signal Hill, and West Hollywood.

We have had the privilege of providing the City of South Gate with on-call environmental consulting services since 2022. During this time, we have prepared environmental compliance documentation and served as a resource to City staff to discuss various planning and environmental projects. As part of these services, De Novo has prepared a CEQA Class 1 Categorical Exemption for the 9350 Rayo Avenue (Amazon) Project and a joint CEQA/NEPA Initial Study/Environment Assessment for the 9001-9019 Long Beach Boulevard Residential Project. Most recently in 2025, De Novo provided expedited preparation of technical studies and a CEQA Class 32 Categorical Exemption for the 10130 Adella Residential Project. Through these services, De Novo has become familiar with the City's processes and regulatory environment, and has provided consistency, local knowledge, and professional expertise to the City that extends beyond these specific projects.

De Novo Planning Group has sufficient capacity and the necessary experience to provide on-call planning and environmental consulting services to the City of South Gate. De Novo's team has a long history of working with local agencies on an on-call basis. Our staff can mobilize quickly and efficiently, meeting project schedules while ensuring our planning and environmental documents are accurate, legally defensible, and cost-effective. Regardless of the planning document or environmental compliance document needed, the De Novo team will serve as an extension of City staff in all aspects of the project process. All team members are ready to start work immediately upon the City's notice to proceed should De Novo Planning be selected for a specific project.

Below are public agency clients and representative projects in which the De Novo team has provided similar planning and environmental consulting services on an on-call and competitive basis.

La Verne General Plan Update, Housing Element Update, Zoning Code Update, and EIR

De Novo Planning Group partnered with the City of La Verne to update its General Plan and Environmental Impact Report, approved unanimously by City Council in early 2025. This effort included community engagement through workshops, a General Plan Advisory Committee, surveys, and a dedicated website. Since the last update in 1998, the City has seen significant changes, including the Gold Line extension, demographic shifts, and land use questions in its Sphere of Influence. The team collaborated with a 15-member advisory committee and hosted 10 meetings to draft goals and policies addressing mobility, economic development, wellness, and more. With new Specific Plan guiding development around the upcoming Gold Line, the General Plan balances a vision for vibrant growth with preserving the character

of La Verne's established neighborhoods and historic Old Town. During the General Plan Update, the City received its RHNA, which required the General Plan Update process to be paused to address the new Housing Element requirements. De Novo assisted the City with successful certification of the Housing Element. In addition to the General Plan Update, De Novo provided assistance in updating the City's Zoning Code to ensure consistency with the General Plan and address State law.

1941 White Ave Mixed-Use Project CEQA, City of La Verne

De Novo prepared technical analysis and a comprehensive Categorical Exemption (CE) report pursuant to CEQA Guidelines Section 15182, Projects Pursuant to a Specific Plan, which provide exemptions from CEQA for certain residential, commercial and mixed-use projects that are consistent with a specific plan and CEQA Guidelines Section 15332, In-fill Development Projects, which consists of projects characterized as in-fill development meeting specific conditions. The proposed 1941 White Avenue Mixed-Use Project site is located within the Old Town La Verne Specific Plan (OTLVSP) area. The OTLVSP was adopted and the OTLVSP FEIR was certified in March 2013. The Project proposes to remove all on-site improvements, including trees and landscaping, and construct a mixed-use development consisting of up to 367 residential units and approximately 1,588 square feet of ground floor retail within a five-story building partially surrounding a six-level parking structure. Of the 367 residential units, 44 would be deed restricted affordable units for lower income households, including 18 units restricted to very low-income households. The units would be comprised of 57 studio units, 183 one-bedroom units, 119 two-bedroom units and 8 three-bedroom units ranging in size from approximately 591 square feet to approximately 1,336 square feet. The Project site is located adjacent to the planned Metro A Line and in proximity to the La Verne Station, currently undergoing construction.

San Jacinto General Plan Update, Development Code Update, and EIR

De Novo Planning Group led a group of consultants to work with the City of San Jacinto to prepare a comprehensive update to the City's General Plan and the corresponding EIR, as well as a comprehensive update to its Development Code, and a Cultural Landscape Study. Integrating innovative engagement techniques and creative communication methods are key to this important project in San Jacinto. Like the rest of the Inland Empire, the City of San Jacinto is experiencing changes to who lives, works, and visits the community. Its residents are more diverse than ever; its population is getting older, but relatively affordable home prices and new development in the Downtown (spurred by the forthcoming Downtown Specific Plan) will attract new residents to this charming community. People who call San Jacinto home celebrate the City's history and culture and are proud of its special place in the Inland Empire.

Celebrating its history and culture, the City engaged the community through in-person and online outreach, including focus groups, a bilingual direct mailer with record-breaking engagement, and a 3-minute video showcasing its past and future. Key issues like housing, economic development, and historic preservation guided the updated land use plan, expanding housing and business opportunities. The effort culminated in updated zoning regulations, ensuring San Jacinto's growth aligns with its vision as a vibrant, inclusive community proud of its unique place in the Inland Empire.

Lawndale General Plan Update, Development Code Update, Hawthorne Boulevard Specific Plan and EIR

De Novo Planning Group worked with the City of Lawndale to prepare a comprehensive update to the City's General Plan and the corresponding EIR, as well as an update to the Hawthorne Boulevard Specific Plan and an update to its Zoning Ordinance. The City of Lawndale has a population of approximately 32,000, with an area of roughly 1.9 square miles. Lawndale is located in the heart of the South Bay area

of Los Angeles County. The City of Lawndale's General Plan and Hawthorne Boulevard Specific Plan Update included a comprehensive review and revision of the City's existing General Plan, which establishes a vision for the future of the City, and the Hawthorne Boulevard Specific Plan, which implements this vision along Hawthorne Boulevard, as well as Artesia Boulevard and Redondo Beach Boulevard. This process also included the preparation of an Environmental Impact Report (EIR), which investigates the possible impacts of the General Plan and Specific Plan Update policy changes to the surrounding physical environment.

The General Plan reflects the community's values and desires and addresses important issues such as land use and urban design; mobility; housing; resource management; public safety; environmental justice; economic development; community facilities and services; and public health. The Lawndale General Plan is supported and implemented by important complementary plans and programs, including the Hawthorne Boulevard Specific Plan, Zoning Ordinance, and Climate Action Plan. While the General Plan provides high-level guidance on local issues and priorities, these plans and programs implement the General Plan and provide more specific direction regarding critical topics, such as the redevelopment of Hawthorne Boulevard, which serves as the City's primary transportation route, corridor of economic activity, and community focal point; expectations on permitted uses throughout the City; and the City's strategy to support a more resilient and sustainable future.

Lomita General Plan Update, Development Code Update, and EIR, City of Lomita

De Novo Planning Group worked with the City of Lomita to prepare a comprehensive update to the City's General Plan, corresponding EIR, Zoning Code and Zoning Map update, and preparation of objective design standards for multifamily and mixed-use developments. Integrating innovative engagement techniques and creative communication methods are key to this important project in Lomita. Like many cities in southern California, the City of Lomita is experiencing changes to who lives, works, and visits the community. Its residents are more diverse than ever; its population is getting older, but relatively affordable home prices and new development along major corridors will attract new residents to this charming community. People who call Lomita home celebrate the City's history and culture and are proud of its unique small-town atmosphere.

Generating excitement at the first outreach event, the City's General Plan Update continued to engage a wide range of community members and key stakeholders through traditional in-person and online outreach strategies. As part of our elevated work program, De Novo prepared a brief 3-minute video celebrating the history of Lomita and describing how the City is preparing for its future by updating its General Plan. The team also facilitated a General Plan Advisory Committee that gathered over the course of eight meetings to discuss important issues in Lomita, including housing opportunities, economic development, transportation and mobility, and infrastructure constraints. De Novo prepared and released a direct mailer to every address in Lomita, which resulted in high levels of engagement for the Visioning Workshops.

Based on information gathered from the broad community, the team was able to craft a new land use plan that expands the range of housing and mixed-use development opportunities along the city's major corridors. This involved a process of stakeholder engagement, as well as review by the Planning Commission and City Council. De Novo is implementing the General Plan through an update to the Zoning Code, including Housing Element implementation.

Brea General Plan Update, Brea Core Specific Plan, and EIR

De Novo Planning Group is leading the preparation of the City of Brea's Focused General Plan Update, Brea Core Specific Plan, and the associated EIR. This multi-year effort is designed to help Brea proactively address emerging issues and opportunities related to land use, mobility, housing, equity, sustainability, and economic development over the next two decades. The De Novo team is guiding the visioning process, developing a long-range planning framework, and crafting implementable strategies to ensure the City remains vibrant, resilient, and responsive to change.

A key feature of this project is its dual focus: modernizing the City's General Plan to comply with recent state mandates—such as environmental justice, climate adaptation, and complete streets—while concurrently preparing a visionary Specific Plan for Brea's downtown/core area. The Specific Plan will introduce a mix of land use designations, urban design concepts, and mobility strategies to support a thriving, walkable, and connected core area. The De Novo team has developed and implemented a comprehensive community engagement strategy that combines traditional methods with creative tools to reach a broad cross-section of the community—including residents, business owners, and civic leaders.

The planning process is also supported by detailed technical studies and a legally defensible EIR, ensuring that all policy decisions are grounded in sound analysis and can move forward with confidence. The De Novo team's familiarity with the local planning context, hands-on project management, and commitment to collaboration have made this a uniquely successful and efficient process. In addition to preparing all major deliverables, the team is coordinating with City staff to ensure internal consistency across related plans and policies, building a planning foundation that is both visionary and practical. This project reflects De Novo's commitment to high-quality, community-driven planning and demonstrates the team's ability to lead complex, multi-faceted projects from concept to adoption.

Brentwood General Plan Update, Development Code Update, PA-1 Specific Plan, and EIR

De Novo Planning Group completed a comprehensive update to the City of Brentwood's General Plan, preparation of a General Plan EIR, and subsequent Specific Plan for Priority Area 1. The work effort began with an extensive public outreach and visioning process and preparation of a detailed Existing Conditions Report. Other key tasks include an Opportunities and Constraints Report, three Land Use Map Alternatives accompanied by a Land Use Map Alternatives Report, and opportunities for property owners to submit parcel change requests. Our team worked closely with the City's General Plan Working Group to complete comprehensive policy sets for all General Plan topics.

The updated General Plan provides extensive opportunities for economic development, maintains strict fiscal sustainability, enhances the preservation of natural resources in and around the City, and ensures continued quality in the built environment under increasing growth pressure. Our team worked closely with our subconsultants throughout all stages of this project.

The De Novo team also completed the Priority Area 1 (PA-1) Specific Plan and EIR for the City of Brentwood. The project site presents a unique opportunity for the City, in that it includes approximately 400 acres of undeveloped land within the City limits, with excellent freeway access and visibility. The Specific Plan was crafted to facilitate the development of a high-quality jobs center complimented by high density residential development and a transit village, centered around an emerging multi-modal transit station. The City worked closely with many stakeholders, including BART, during preparation of the Plan, with the overall goal of facilitating an extension of the eBART system further into Contra Costa County and correcting the existing jobs-housing imbalance in Brentwood. As part of this work effort, the De Novo

team prepared a detailed and robust program-level EIR, which was structured to provide CEQA streamlining of all subsequent development projects within the Plan Area. This was done in furtherance of the City's goal to make the Plan Area "shovel ready" for new projects.

Downtown Fontana Development Guide and EIR

De Novo Planning Group led the preparation of the Downtown Fontana Development Guidebook, a unique planning tool designed to catalyze housing development in one of the City's most important activity centers. The Guidebook serves as a hybrid between a specific plan, master plan, and implementation toolkit intended to streamline future development and help realize the community's long-term vision for a vibrant, walkable, and livable Downtown corridor.

De Novo worked closely with City staff to review existing plans and policies—including the General Plan, Zoning and Development Code, Housing Element, and Downtown Area Plan—and integrated relevant goals and strategies into a single, easy-to-use document. The team facilitated in-depth community and stakeholder engagement, including virtual open houses, interviews, and developer roundtables, ensuring the Guidebook reflected local values, economic realities, and development feasibility. The De Novo team also conducted site-specific feasibility analyses and designed financial proformas for key opportunity sites, identifying realistic pathways to achieving higher-density residential development and improved public realm design.

A central component of the Guidebook was the preparation of updated form-based development standards, design guidelines, and administrative process improvements. These updates are designed to increase housing capacity, improve development certainty, and create a more attractive and cohesive Downtown environment. To support implementation, the De Novo team also developed a suite of online tools and CEQA streamlining strategies—including a Program EIR and technical studies—that enable by-right development where applicable and reduce entitlement burdens for future housing projects.

The final Guidebook provides a one-stop resource for developers, staff, and community members—clearly outlining expectations, streamlining permitting, and positioning Downtown Fontana as a hub of smart growth and economic opportunity. This project highlights De Novo's expertise in combining strategic visioning, technical planning, and practical implementation.

Laguna Hills Housing Element Update and Addendum to the General Plan EIR, On-Call Environmental Services, City of Laguna Hills

De Novo Planning Group was contracted by the City of Laguna Hills to complete preparation of and obtain HCD approval for the 2021-2029 Housing Element. Subsequent to adoption of the Housing Element, minor revisions were made to the Housing Element, and the City initiated the required rezoning program to accommodate its Regional Housing Needs Allocation (RHNA) consistent with the programs outlined in the adopted 2021-2029 Housing Element, including minor revisions to the Land Use Element and amendments to the zoning text and zoning map, and the creation of objective design standards. De Novo prepared the Addendum to the General Plan Final Program EIR for the 2021-2029 Housing Element Update, Rezoning Program and Objective Design Standards Project. The work program included preparation of technical studies and analysis to determine whether the Project could result in any new significant impacts or a substantial increase in the severity of previously identified significant impacts in the General Plan Final EIR.

As part of the on-call environmental services contract, De Novo has been retained to review two separate applications submitted under the Housing Accountability Act. The first phase involved review of the application and associated materials, including the applicant's proposal relative to the required CEQA documentation to assist the City's formal response to the application. The second phase includes coordination with City staff, including the City's CEQA attorney and peer review of all applicant-prepared technical studies and CEQA document submittals. The first phase has been completed. Under the second phase, De Novo has provided peer review of the Administrative Draft CEQA documents and technical studies.

Lake Forest General Plan Update, EIR, Housing Element, and Safety Element

De Novo Planning Group prepared the City of Lake Forest General Plan Update. Three years after the City incorporated in 1991, Lake Forest adopted its first General Plan to help guide the City's physical development. Since then, the City has undergone a number of significant changes including the annexations of Portola Hills and Foothill Ranch, the closure of the El Toro Marine Corps Base, and the launch of the Opportunities Study Area. De Novo served as the Prime Consultant and directly managed a robust community engagement program including one-one-one interviews, community open houses, visioning workshops, General Plan Advisory Committee meetings, online surveys and feedback tools, and social media campaign. The new General Plan is based on the community's vision and values and will guide the long-term growth and development in Lake Forest for the next 20 years.

A key component of the work program involved establishing a range of contemporary technical studies with updated data on which to base future decisions. The project included a branding program and outreach materials. Three Visioning Workshops were hosted for the community to understand community priorities and values related to a long-term vision statement, land use and community character, and mobility. In particular, the City looked at how new technologies will impact best planning practices over the life of the General Plan and how to develop a plan, policies, and programs which will respond to new technologies as they emerge.

The City also formed a General Plan Advisory Committee which met ten times. De Novo Planning Group served as the Chair of the GPAC and facilitated the conversation with key community members and representatives to ensure that the new General Plan accurately reflects community values.

Lake Forest Sustainable Implementation Program

In June of 2020, the Lake Forest City Council approved the City's "2040 General Plan" and the related Environmental Impact Report (EIR), which were prepared by De Novo Planning. The 2040 General Plan includes numerous policies and specific implementation actions related to sustainability, including actions to reduce greenhouse gases (GHG). De Novo has teamed with the City of Lake Forest to prepare the Sustainability Implementation Program (SIP) to implement actions identified in the 2040 Lake Forest General Plan related to create a more sustainable community. The SIP includes: (1) public outreach materials including a new sustainability website and educational materials; (2) identification and analysis of feasibility of potential sustainability programs; (3) bicycle/scooter rental feasibility analysis; (4) feasibility analysis of new sustainable standards that exceed CalGreen standards; and (5) an updated Greenhouse Gas Inventory.

Lake Forest On-Call Environmental Services

After successful completion of the City's General Plan Update and EIR, the City selected De Novo Planning Group to provide additional planning services and on-call environmental services to the City.

In this capacity, De Novo has been retained to prepare environmental documents for various private projects in Lake Forest.

De Novo prepared a CEQA Class 32 Categorical Exemption (CE) for a proposed Extra Space Storage facility. The Project proposes to remove 91 uncovered RV storage spaces within the 1.96-acre northwest portion of the property and construct a three-story, 90,512 square-foot climate-controlled self-storage building with 533 units. New landscaping would be provided at the corners of the proposed building and enhanced landscaping would be provided within the existing landscaped areas along the property's frontage, adjacent to the existing office building, and within the existing parking area. Existing light fixtures within the proposed improvement area would be removed to accommodate the proposed building and wall mounted light fixtures would be provided on the building exterior. Some of the existing fire hydrants would be relocated to accommodate the proposed building and a transformer would be installed between the proposed building and the existing two-story storage building. The CE Report assesses the project's consistency with each criterion, including a General Plan consistency analysis and assessment to confirm no significant effects relating to traffic, noise, air quality and water quality.

De Novo prepared an IS/MND for the Applied Medical Expansion and Bridge Project (Site Development Permit 12-20-5391). The Project applicant is applying for a Site Development Permit for the properties located at 20162 and 20202 Windrow Drive. The Project includes a 73,168 square foot tenant improvement on the first floor, 7,339 square foot building addition on the first floor, and a new 26,756 square foot second floor to the L203 Building (20202 Windrow Drive), as well as a new 13,253 square foot bridge to connect the L203 Building with the L202 Building (20162 Windrow Drive). The new bridge is proposed to serve as a location to house a mechanical central plant, as well as Cogen and central plant equipment. A walkway on the new bridge will allow team members to travel between the two buildings. To serve the new Cogen equipment, new electrical equipment will be installed at the parking lot level located between the L203 Building and the toll road. Site work will include new walkways, an extended ADA path of travel, new paving, new curbs and parking striping. De Novo also provided peer review of the applicant-prepared technical studies.

De Novo prepared an IS/MND for the Lock & Leave Self-Storage Facility (Use Permit 01-20-5331). The Project applicant proposes to convert an existing 64,329 square foot warehouse building into a 108,148 square foot climate controlled, Class "A" two-story self-storage facility consisting of 635 units, including a sales and rental office, break rooms, restrooms, and loading bays. The exterior of the building would remain largely unchanged. The existing loading dock would be filled and repaved to match adjacent grades, two existing landscape planters would be expanded, a portion of the parking area on the west side of the building would be filled and repaved to match the grade of the building's first floor, and a new entry stair and pedestrian access ramp would be construction. The Project is consistent with the General Plan and Zoning designations but would require a use permit.

De Novo prepared an IS/MND for the Great Scott Landscape Facility (Plan Amendment 03-18-5155, Zone Change 03-18-5144, and Use Permit 03-18-5146). The Project applicant proposes a General Plan Amendment from Regional Park/Open Space to Light Industrial, a Zone Change from A-1 General Agriculture to M-1 Light Industrial, and a Use Permit to allow for a Contractor/Landscape business (Great Scott Landscape Facility) to locate at 20865 Canada Road. Primary environmental concerns include biological resources, hydrology/water quality, and transportation. The IS/MND has been made available

for public review. Subsequently, the Applicant has modified the Project requiring additional environmental review to include updated technical studies and revisions to the IS/MND.

De Novo prepared the CEQA Section 15183 analysis for the proposed Zone Change 03-22-5511 Project. The proposed Project is a City-initiated zoning code amendment to amend the City's Zoning Map and various provisions of the Lake Forest Municipal Code regarding Mixed-Use zoning districts and associated regulations, development and design standards and amending the following planned community texts regarding the same: Foothill Ranch, Pacific Commercentre, Lake Forest, El Toro Planned Community, and Rancho de los Alisos. The Section 15183 analysis demonstrated the proposed Project was within the scope of the 2040 General Plan FEIR.

De Novo is currently in the process of preparing a Class 32 Categorical Exemption for a proposed Subaru dealership expansion Project and a CEQA Section 15183 analysis for a proposed Costco Warehouse Project in the City.

Westminster General Plan, Zoning Code Update, Housing Element and CEQA, On-Call Planning and Environmental Review Services

The City of Westminster comprehensively updated its General Plan in 2016. As part of the General Plan Update, the City established new mixed-use land use designations to guide future development throughout the City. De Novo Planning Group is in the process of assisting the City with a comprehensive update to its Zoning Code, including text and map amendments necessary to create consistency with the General Plan. As part of the first phase of work (Phase A), which was completed in late 2022, De Novo Planning Group prepared new development standards for mixed-use development including graphic renderings of objective design standards. This effort was also customized to implement the program requirements associated with the City's 2021-2029 Housing Element. A robust GIS analysis of the City's General Plan Land Use Map and current Zoning Map was also prepared and the Zoning Map was amended to implement the General Plan's land use direction.

Phase B of the project will include a comprehensive update to all sections of the Zoning Code beyond those necessary to create consistency with the General Plan. Included in this effort will be an update to the administrative procedures, multifamily design standards, allowable uses, and development standards for all residential and commercial zones.

De Novo Planning Group also provides on-call planning and environmental services to the City of Westminster. Through this contract, Principal Amanda Tropiano has managed the City's Housing Element Update and EIR Addendum, a market analysis (with EPS) of the City's mixed-use corridors, and presentations to the City Council regarding General Plan Amendments, Specific Plans, and other community planning tools. Amanda also assists with preparing the Housing Element Annual Progress Report and General Plan Annual Evaluation.

Signal Hill On-Call Environmental Services

De Novo is preparing an IS/MND for the 3201 Walnut Avenue Industrial Project. The Project proposes to develop an approximately 102,607-square-foot industrial warehouse/manufacturing building, including 10,000 square feet of supporting office use. The building would consist of approximately 92,607 square feet for warehouse/manufacturing use, 5,000 square feet of first floor office use, and 5,000 square feet of second floor office use. The proposed building would have a maximum height of 49.5 feet, with a clear height of 32 feet within the warehouse; 13 dock-high doors would be located along the proposed loading

dock on the northwestern side of the building. As part of the Project, a vapor barrier would be installed with construction of the proposed structure and the existing soil vapor extraction system would continue to be conducted on the western portion of the site. The Project requests approval of a Specific Plan, Development Agreement, Site Plan and Design Review.

De Novo prepared the IS/MND for the 2550 Orange Avenue Industrial Project, which requests approval of a Zoning Ordinance Amendment to create a Specific Plan to provide for development of the site with an industrial/warehouse distribution use; Site Plan and Design Review; Development Agreement; and Tentative Parcel Map to develop a 100,886-square foot industrial/warehouse distribution building, including supporting office use and pump house. The building would consist of 93,386 square feet of warehouse space, 3,500 square feet of first floor office use, 3,500 square feet of second floor office use, and a 500-square foot pump house. The proposed building would have a building footprint of 97,386 square feet and a maximum height of 40 feet with a clear height of 35 feet within the warehouse; 17 dock-high doors and one (1) drive-in door would be located along the southern portion of the building.

Temecula Environmental Services

De Novo prepared an Environmental Checklist pursuant to CEQA Guidelines Section 15183 (Projects Consistent with a Community Plan or Zoning) of the Seraphina Residential Project with respect to the Project's consistency with the Temecula General Plan, the analysis contained in the Temecula General Plan EIR, and any site-specific environmental impacts or cumulative impacts that may result from Project implementation. The Project proposes to develop 113 single-family residences (including six affordable units). The Project site is designated Low Medium Residential (3-6 dwelling units/acre) by the Temecula General Plan and is zoned Low Medium Density Residential (LM). The Project would be consistent with the General Plan and Zoning for the site. The work program included preparation of technical studies, including air quality, energy, and greenhouse gas emissions, noise, and transportation, and an Initial Study/Environmental Checklist pursuant to CEQA Guidelines Section 15183 (Projects Consistent with a Community Plan or Zoning) to determine whether there are project-specific significant effects that are peculiar to the Project or the site and if the proposed Project meets the conditions for a streamlined environmental review process.

De Novo prepared an IS/MND for the Bedford Court Coffee Shop and Car Wash Project, which proposes to subdivide the approximately 1.88-acre undeveloped parcel into two parcels. Parcel 1 is proposed to be developed with a Quick Quack Car Wash, and Parcel 2 is proposed to be developed with a Dutch Bros drive-thru coffee shop. Parcel 1 would be developed with an approximately 3,596-square-foot drive-thru express car wash with a covered tunnel. The proposed building would include an electrical room, equipment room, restroom, employee lounge, and covered pay area. A car vacuum area consisting of parking spaces with vacuum equipment and canopies would be located within the central portion of the site, east of the proposed car wash building. Parcel 2 would be developed with an approximately 950-square-foot drive-thru coffee shop. Two drive-thru aisles would extend along the southern and eastern property lines, merging east of the proposed building prior to accessing the drive-thru window. Mitigation measures were adopted for biological resources, cultural resources, geology and soils, tribal cultural resources, and mandatory findings of significance.

De Novo prepared a Mitigated Negative Declaration (MND) for the Paradise Chevrolet Dealership Project, which entails the development of an approximately 64,051-square-foot structure for commercial truck sales and service uses within a two-story building that includes rooftop parking (approximately 44,879

square feet). The proposed building would have a building footprint of 57,662 square feet and a maximum height of 38 feet. The building would be surrounded by a parking lot for customer and employee parking, service and repair, and vehicle storage and display. The first floor of the proposed building would be generally comprised of a reception area, customer lounge, sales offices, oil/compressor enclosure, service department, and parts department. The service department area includes 37 vehicle service bays. The second floor would be comprised of a parts department area. The rooftop of the proposed building would include a parking area with 107 parking spaces and would be accessed via a ramp within the southeastern portion of the site. The Project requests approval of a Development Plan approval for consistency with the Temecula General Plan and design standards and performance standards of the Development Code, and a Conditional Use Permit to allow for the commercial truck sales and service use within the SC Zone. Mitigation measures were adopted for biological resources, cultural resources, geology and soils, hazards and hazardous materials, tribal cultural resources, and mandatory findings of significance.

Norwalk On-Call Environmental Services

De Novo provided third party peer review services for the 14380 Carmenita Road Warehouse Project in the City of Norwalk. The proposed project requested a Precise Development Plan to remove two existing multi-tenant industrial warehouse buildings totaling 89,870 square feet and to construct a 144,901 square foot warehouse building to include warehouse, office, and mezzanine spaces and 22 dock doors, as well as 150 parking spaces, on an approximately seven-acre site. De Novo reviewed the applicant-prepared IS/MND and technical studies, as well as the Final EIR, including responses to comments.

1404 Royal Oaks IS/MND, City of Duarte

De Novo is currently preparing an IS/MND for an 11 unit residential townhome project in the City of Duarte. The Project proposes to remove two single-family residential units and construct 11 townhome units and associated amenities. The Project includes a General Plan Amendment, Zone Change, Tentative Tract Map and Site Plan and Design Review. The De Novo team has provided technical studies to support environmental analysis including Air Quality, Greenhouse Gas Emissions, Noise, and Cultural Resources. A peer review of the applicant-prepared arborist report has also been prepared. The Draft IS/MND is currently available for public review.

Pilot Company Environmental Services

De Novo Planning Group has been contracted by Pilot Company to provide CEQA environmental services for proposed Pilot Travel Centers within California. These services have included preparation of technical studies, including Health Risk Assessments. Although contracted by the Applicant, De Novo coordinated closely with each Lead Agency to ensure successful preparation of the CEQA compliance document.

De Novo prepared an IS/MND for the Pilot Travel Center in the City of Palmdale. The Project proposes the construction and operation of a Pilot Travel Center on an 8-acre site for primarily highway travel serving uses. Implementation of the Project would involve the development of fueling facilities, travel amenities, and parking facilities for passing motorists and commercial truck operators. Primary environmental concerns include aesthetics, air quality/health risk, cultural resources, greenhouse gas emissions, noise, and transportation/traffic.

De Novo prepared an Addendum to the Renaissance Specific Plan Final EIR for the Pilot Travel Center Project in the City of Rialto. The Project proposes construction and operation of the Rialto Travel Center on the approximately 13.22-acre site within the Renaissance Specific Plan area for regional and local

highway traveling users. Implementation of the Project would involve the development of fueling facilities, travel amenities, a drive-thru restaurant, and parking facilities for passing motorists and commercial truck operators.

De Novo prepared an IS/MND for the Pilot Travel Center in the City of Moreno Valley. The Project proposes the construction and operation of a Pilot Travel Center on a 17.28-acre site for primarily highway travel serving uses. Implementation of the Project would involve the development of fueling facilities, travel amenities, and parking facilities for passing motorists and commercial truck operators. Primary environmental concerns include air quality/health risk, greenhouse gas emissions, public safety, and transportation/traffic.

De Novo prepared an EIR for the Perris Ethanac Travel Center, in the City of Perris, which involves the construction and operation of a travel center facility for regional and local highway traveling users. Implementation of the Project would involve the development of fueling facilities, travel amenities, a drive-thru restaurant, and parking facilities for passing motorists and commercial truck operators. The proposed approximately 13,980-square-foot travel center building would include a drive-thru restaurant, convenience store, driver amenities (e.g., restrooms, showers, laundry), and support/utility areas. The proposed 8,452-square-foot shop building would provide limited services for trucks, such as tire replacement, rotation, repair and oil changes. The Project includes seven diesel fueling lanes/positions and eight gas islands with 16 fueling positions. The Project also includes a truck scale and two aboveground storage tank farms, as well as 203 parking spaces (82 automobile with 6 spaces for future EV charging, 5 ADA compliant, 116 truck) with passenger automobile parking (including ADA spaces) generally located south and west of the travel center facility and around the perimeter of the gas islands. Other environmental concerns include air quality/greenhouse gas emissions, noise, and transportation/traffic.

Laguna Beach On-Call Environmental Services

De Novo is currently providing on-call environmental services to the City of Laguna Beach. In this capacity, De Novo has been retained to prepare environmental documents for various public and private projects in Laguna Beach.

De Novo prepared an IS/ND for the 749 Marlin Drive Extension Project (RD EXT-2021-10443/CDP-2022-2071). The Project applicant applied for a Road Extension and a Coastal Development Permit to extend the northerly end of Marlin Drive approximately one foot by 37 feet in order to provide access from Marlin Drive for the potential future development of a single-family residence.

De Novo prepared a CEQA Class 5 and Class 32 Categorical Exemption Report for Riddle Field Park. Riddle Field Park is a City of Laguna Beach park with an illuminated baseball field, half basketball court, playground, picnic tables and restrooms. Riddle Field Park currently hosts little league baseball practices and games for Laguna Beach Little League (LBLL), permitted by a Field Use Permit. LBLL has requested to amend the Field Use Permit for the 2024 baseball season for the use of Riddle Field Park baseball field to accommodate increased demand for little league play during the baseball season. More specifically, LBLL requests to expand the number of days per week and the hours per day that lighting would be used at the ballfield.

De Novo prepared an IS/MND for the 385 Nyes Place Project. The Project applicant is applying for a Design Review and a Coastal Development Permit to construct a new three-story, single-family residence,

accessory dwelling unit, and two street-level garages. Primary environmental concerns include biological resources, cultural resources, geology and soils, tribal cultural resources and wildfire. The IS/MND and Project are being considered by the Design Review Board in October 2025.

De Novo prepared an IS/MND for the 2354 San Clemente Street (DR-2021-8817, CDP-2021-8819, VAR-2021-8820) Project. The Project applicant applied for a Design Review, a Variance, and a Coastal Development Permit to remove the existing single-family residence, detached guest house and associated site improvements, and construct a new two-story, 3,583 square-foot single-family residence, with attached 528 square-foot two-car garage, elevated deck, hardscaping and landscaping. The team conducted peer review of applicant-prepared technical studies, prepared additional technical studies, and the IS/MND. The Project has been approved.

De Novo is preparing an IS/MND for the 820 Gainsborough Drive Project. The Project applicant is applying for a Design Review and a Coastal Development Permit to construct a new three-story, single-family residence and an attached two-car garage. The team is conducting a peer review of applicant-prepared technical studies, preparing additional technical studies, and preparing the IS/MND. Primary environmental concerns include biological resources, cultural resources, geology and soils, tribal cultural resources and wildfire. The Project is anticipated to be considered for approval in late 2025.

De Novo is currently preparing the EIR for the Ceanothus Drive Project, which involves the development of five single-family residences with associated access, hardscape, and landscape/fuel modification improvements. Due to the Project's location within a designated Very High Fire Hazard Safety Zone within a Local Responsibility Area and within the City's Fuel Modification (FM) Zone, as designated by City GIS mapping, a landscape plan that includes a fuel modification zone is required. A fuel modification zone is a strip of land where combustible vegetation has been removed and/or modified and partially or totally replaced with more adequately spaced, drought-tolerant fire-resistant plants in order to provide a reasonable level of protection to structures from wildland fire.

Laguna Beach Comprehensive Zoning Code Update

De Novo is preparing a comprehensive update to the City of Laguna Beach's Zoning Code, including new parking standards and objective design standards for single-family, multi-family and mixed-use residential development. De Novo is also preparing associated amendments to the City's General Plan and Local Coastal Program. The purpose of the comprehensive update to the Zoning Code is to allow for a more usable and approachable code, simplify project review, implement the Housing Element and conform with recent State laws, while preserving Laguna Beach's unique character. Our approach to the update provides opportunities for community involvement in order to ensure that the Zoning Code Update considers and reflects the community's priorities and provides a variety of means of community input.

Fountain Valley On-Call Environmental Services

De Novo prepared an Addendum to the City of Fountain Valley General Plan EIR for the 16800 Magnolia Mixed-Use Residential Project. The Project proposes to construct a mixed-use development consisting of 657 residential units and 4,460 square feet of ground-floor commercial use within two seven-story buildings partially surrounding two seven-story parking structures with rooftop parking. Proposed Project entitlements include a Site Plan Review, Lot Merger and Density Bonus and Affordable Housing Agreement. The De Novo team is preparing technical studies to support the analysis and providing peer review of the applicant-prepared Transportation Study.

De Novo provided third-party peer review services to the City of Fountain Valley for the Moiola Park Residences IS/MND and technical studies prepared by the applicant team. The Project proposed a 74-lot residential subdivision and a one-acre park on an approximately 13-acre property. The Project site is the former Fred Moiola Elementary School Site, which is currently unoccupied, but the school improvements remain in place. Proposed Project entitlements included a General Plan Amendment, Zoning Map Amendment, Conditional Use Permit, Precise Plan, and Tentative Tract Map. The De Novo team conducted the peer review to ensure the IS/MND and supporting technical studies considered recent CEQA legislation and agency requirements, including consistency with SB 743 requirements. Project Manager, Starla Barker, attended the Planning Commission and City Council hearings on behalf of the City to respond to questions and provide CEQA expertise, as needed.

De Novo provided third-party peer review services to the City of Fountain Valley for the Slater Investments Mixed-Use Project IS/MND and technical studies prepared by the applicant team. The Project proposes to construct a four and five story mixed-use development with 270 residential units (including 33 affordable housing units), a 5,000 square foot restaurant with 2,000 square feet of outdoor dining space, a parking garage, and associated amenities on a 3.34-acre property. Proposed Project entitlements include a Code Amendment to create new mixed-use zones in the City; General Plan Amendment to change the land use designation from General Commercial to Mixed Use; Zoning Map Amendment to change the zoning of the property from C1-Local Business to MU1-Mixed Use; Lot Line Adjustment to merge all parcels into one for construction of the Project; Precise Plan for the site layout and construction of the Project; and a Conditional Use Permit to allow for a large format restaurant with on-premises alcohol sales with the MU1 zone. The De Novo team conducted the peer review to ensure the IS/MND and supporting technical studies considered recent CEQA legislation and agency requirements, including consistency with SB 743 requirements. Project Manager, Starla Barker, attended the Planning Commission and City Council hearings on behalf of the City to respond to questions and provide CEQA expertise, as needed.

Fullerton On-Call Environmental Services, City of Fullerton

De Novo is currently providing on-call environmental services to the City of Fullerton. In this capacity, De Novo has been retained to prepare environmental documents for various private projects in Fullerton.

De Novo prepared an Environmental Checklist pursuant to CEQA Guidelines Section 15183 (Projects Consistent with a Community Plan or Zoning) of the 1901 Via Burton Industrial Project with respect to the Project's consistency with the Fullerton Plan, the analysis contained in the Fullerton Plan EIR, and any site-specific environmental impacts or cumulative impacts that may result from Project implementation. The Project proposes to remove the existing on-site structures and develop a new 139,269-square foot industrial building for warehousing/distribution uses, including a 4,500-square foot mezzanine designated for supporting office use. The building use would consist of 130,269 square feet for warehouse/distribution use and 9,000 square feet for office use. Although the specific end user is not currently known, the building size and design would provide for a light industrial end use; high intensity/distribution or uses requiring refrigeration would not occur within the site. The proposed building would have a building footprint of 134,769 square feet and a maximum height of 40 feet with a clear height of 32 feet within the warehouse; 18 dock-high doors would be located along the eastern side of the building.

De Novo prepared an IS/MND and associated technical studies, including a Health Risk Assessment, for the 1500 South Raymond Street Project which proposes removal of an existing hotel and development of

an approximately 135,000 square foot industrial building for warehousing/distribution uses. Although the specific end user is not currently known, the building size and design would provide for a light industrial end use; high intensity/distribution or uses requiring refrigeration would not occur within the site. It is anticipated that the use would operate 24 hours a day, seven days a week and be accessed by trucks during these hours. An Alternative Site Plan was prepared in the event the end user involves manufacturing, that would provide for a slightly smaller building consisting of 138,257 square feet.

Rancho Santa Margarita General Plan and EIR and Addendums

While at her previous firm, Starla Barker managed preparation of the City's General Plan Update and EIR. The Rancho Santa Margarita General Plan Update involved updating the City's environmental baseline conditions; updating the General Plan development projections for the year 2040; and providing new/updated goals and policies to address the community's vision for future development and growth. The mission of the General Plan Update is to uphold and honor the original Rancho Santa Margarita Planned Community Master Plan; prepare Rancho Santa Margarita for the next 20 years; maintain a balance of land uses; maintain and support quality of life, community satisfaction, and safety for all residents; and update the General Plan to meet new State requirements. A Programmatic EIR was prepared to analyze the impacts associated with implementation of the General Plan. The Program EIR serves as a tiering document for future development activities within the City. Key environmental issues included air quality, biological resources, cultural resources, and greenhouse gas emissions.

De Novo prepared the update to the City's Housing and Safety Elements. The work program included preparation of a comprehensive Addendum to the Rancho Santa Margarita General Plan Update EIR.

De Novo also prepared a comprehensive Addendum to the Rancho Santa Margarita General Plan Update EIR for the City's 2021-2029 Housing Element Rezoning Program.

De Novo prepared an Addendum to the Rancho Santa Margarita General Plan Update EIR for the City's Circulation Element Update.

De Novo was recently selected to prepare technical studies and an IS/MND for a proposed private school expansion project.

Aliso Viejo On-Call Environmental Services

De Novo is currently providing on-call environmental services to the City of Aliso Viejo. In this capacity, De Novo has been retained to prepare environmental documents and provide peer review services on behalf of the City for private projects in Aliso Viejo.

The De Novo team prepared an IS/MND for The Commons at Aliso Viejo Project in the City of Aliso Viejo. The Project proposes to remove the existing surface parking, landscaping, and improvements and construct a mixed-use development consisting of 343 residential units and 17,273 square feet of ground floor commercial use within a six-story building. The mixed-use building would wrap around a centrally located eight-level parking structure with a subterranean parking garage and rooftop residential amenity space. The Project includes a Specific Plan Amendment, Vesting Tentative Map, Site Development Permit, and Development Agreement to allow construction of the proposed mixed-use residential and retail development on an approximately 4.4-acre site. The Project site is designated High Density Residential/Town Center Commercial and Open Space and is zoned SP-2: The Commons Specific Plan. The Project site is located within The Commons at Aliso Viejo Town Center, Specific Plan No. 2, which envisions a mixed-use development project within the Aliso Viejo Commons portion of the Aliso Viejo Town Center.

According to the Specific Plan Zoning Districts Map, the Project site is located within the SP2-RH Zoning District (Residential – High Density District) and SP2-CTC Zoning District (Commercial – Town Center District).

De Novo is currently providing CEQA peer review services on behalf of the City for an Applicant-prepared IS/MND. The Project proposes removal of an existing office building and construction of 61 3-story townhomes in eight buildings. The Project would require an amendment to the General Plan land use designation and rezoning the site to allow for residential development. As part of this assignment, De Novo is providing peer review of the technical studies/analysis prepared to support the environmental document and all drafts of the IS/MND, including the Final with responses to comments. De Novo is also assisting the City with tribal consultation pursuant to SB 18 and AB 52.

Burbank Environmental Services

Since 2020, De Novo has provided environmental services, both on-call and competitive, for the City of Burbank.

De Novo prepared a CEQA Class 32 Categorical Exemption (CE) for the Madison Square Garden (MSG) Media Studios Project. The Project proposes to construct a prototype facility for MSG Entertainment's creative teams to develop and edit content prior to its ultimate use in Las Vegas productions. The Project proposes to construct a spherical geodesic dome approximately 186 feet in diameter (with an approximately 28,664 gross square foot floor plate) on the approximately 1.95-acre site. The exterior dome would be installed on a base concrete slab and have a maximum height above grade of 95-feet 2-inches and an FAR of .37. The exterior dome would provide weather protection for the smaller second dome on the interior ("interior dome"), which will display MSG's content for post-production editing and sound mixing. The exterior dome would also house restrooms, a break room and pantry, meeting room, production space, a modular server room, loading dock and small lobby. The prototype would not be used for any "live studio audiences" experiences. The De Novo team prepared an air quality analysis, including a health risk assessment, noise assessment, and a transportation assessment to support the CE. De Novo staff included Starla Barker and Josh Smith. Project Initiation: March 2021. Project Approval: June 2021. Project Applicant: MSG Entertainment. Project Contact: Greg Mirza-Avakyan, Associate Planner | 818-238-5250 | GMirzaAvakyan@burbankca.gov.

De Novo prepared a CEQA Class 32 Categorical Exemption (CE) for a mixed-use infill residential and retail/office development within the City of Burbank (624-628 San Fernando Boulevard Mixed-Use Project). The project proposes a four-story mixed-use building consisting of 42 residential dwelling units above 3,500 square feet of retail space and 8,200 square feet of office space. Five of the units would be deed restricted affordable units. The CE Report assesses the project's consistency with each criterion, including a General Plan consistency analysis and assessment to confirm no significant effects relating to traffic, noise, air quality and water quality. De Novo staff included Starla Barker and Josh Smith. Project Initiation: March 2020. Project Approval: August 2020. Project Applicant: Burbank Capital, LLC. Project Contact: Lisa Frank, Associate Planner | 818-238-5263 | LFrank@burbankca.gov.

De Novo is preparing an EIR for the 2500 N. Hollywood Way Dual Brand Hotel Project. De Novo staff includes Starla Barker, Ashley Brodkin, Christine Abraham, and Josh Smith. The Project proposes a dual-brand hotel on a property with an existing Marriott and Convention Center, located across from the Hollywood Burbank Airport. The team conducted peer review of applicant-prepared technical studies, prepared additional technical studies, and provided the City with an Administrative Draft EIR. Subsequent

to completion of the Administration Draft EIR, the Project was modified. The EIR and technical analysis was revised to address the Project modifications, and the EIR was made available for public review. The Final EIR has been prepared and the Project is awaiting hearings.

De Novo is preparing technical studies and an Initial Study/Mitigated Negative Declaration (IS/MND) for the 129 E. Providencia Hotel Project. The Project proposes removal of existing structures and development of an 84-room Home2Suites Hotel. The Project was initiated in October 2023 and is currently being revised.

Gardena Environmental Services

Since early 2020, De Novo Planning Group has prepared several environmental compliance documents on behalf of the City.

De Novo prepared the EIR for the City of Gardena Land Use Plan, Zoning Code & Zoning Amendment Project. The project proposes to amend the Land Use Plan of the Community Development Element of the General Plan with the addition of new land use designations. Other technical updates will be added to reflect changes that have occurred since 2006. The General Plan Land Use Policy Map will be amended to apply new land use designations. New zones will be created to provide consistency with the Land Use Plan update and additional changes will be made to the Zoning Code, including objective Residential Design Standards. The Gardena Zoning Map will be amended to apply the new zones to specific parcels within the City and to eliminate split-zoned properties and rezone other properties to match the existing uses, densities, or intensities that already occur on those properties. As part of the project, the existing Artesia Corridor Specific Plan (ACSP) will be rescinded. The amendments will allow for new residential development or increased residential development when compared to existing conditions. As site-specific development proposals are not currently known, a programmatic analysis of the potential environmental impacts associated with new residential development consistent with implementation of the proposed project was prepared in the EIR.

De Novo prepared a CEQA Class 32 Categorical Exemption (CE) for a proposed Lab Five Soccer Center. The project proposes to construct a 5-a-side soccer center facility on an approximately 1.5-acre site. The proposed Lab Five Soccer Center would consist of seven 50-feet by 98-feet soccer fields with low rebound walls, netting, and 20-foot-high light poles illuminated by LED down lights. The existing office building (2,786 square feet) would be retained and the storage building (200 square feet) would be removed to allow for an outdoor seating area. Minor interior improvements would be made to the existing office building and approximately 878 square feet of the existing 2,786-square-foot office would be converted to an incidental café use for patrons of the Lab Five Soccer Center. The CE Report assesses the project's consistency with each criterion, including a General Plan consistency analysis and assessment to confirm no significant effects relating to traffic, noise, air quality and water quality.

De Novo prepared an IS/MND for the U-Haul Redevelopment Project. The Project proposes to remove the existing on-site structures and develop a new, modern U-Haul Moving and Storage Store with a 177,573 square foot, 5-story storage facility and a separate 8,000 square foot building for retail sales and office use. In addition to providing U-Haul truck and trailer sharing and retail sales, the location will house regional U-Haul marketing operations. The applicant is seeking a Zone Change from C-3 to Heavy Commercial (C-4), a Zone Text Amendment to allow for greater ground floor street frontage when a proposed self-storage facility has at least 600 feet of lot frontage on a major collector or arterial street, a Conditional Use Permit (CUP) to allow for the self-storage facility within the C-4 Zone, and Site Plan

Review. The De Novo team prepared the environmental analysis, including the following technical studies: air quality, cultural resources, energy, greenhouse gas emissions, noise, sewer supply, and transportation, as well as peer review of several applicant-prepared technical studies.

De Novo prepared an IS/MND for the Hotel Standards General Plan & Zoning Code Amendment Project. The City of Gardena proposed to amend the General Plan and Zoning Code to provide for new and revised development standards specific to amenity hotels, provide clean-up language to the General Plan Land Use Plan to incorporate previous amendments to the Zoning Code, and to provide other minor clean-up language to the Zoning Code.

De Novo prepared an IS/MND for the proposed 1108 W. 141st Street General Plan Amendment and Zone Change Project. The Project proposes a General Plan Amendment and Zone Change to redesignate the property as General Commercial with a Mixed-Use Overlay in the Land Use Plan and rezone the property as General Commercial (C-3) with a Mixed-Use Overlay (MUO) designation. The timing of the change in designation and zoning is due to the recent enactment of Government Code section 66300 which essentially requires that a city may only change a land use designation or zoning ordinance to a less intensive (residential) use, if it concurrently makes changes to other parcels within the city to ensure there is no net loss in residential capacity. Although a specific development is not being proposed at this time, based on the existing agreements and development standards that would be applicable to the site associated with the proposed General Plan Amendment and Zone Change, the CEQA analysis considers the potential for future development of a four-story hotel (65 feet high) with up to 126 rooms within a single structure of approximately 68,000 square feet and a separate 5,000 square foot restaurant on 2.0 acres of the 4.59-acre Project site. The remaining acreage would remain as required parking for the adjacent casino.

De Novo prepared an IS/MND for the 141st and Normandie Project which proposes to remove an existing landscape nursery and two single family homes and develop 50 townhomes. The project includes a General Plan Amendment, Zone Change, Tentative Tract Map, Site Plan Review and Variance to allow development of the residential uses. Key environmental issues include transportation, hydrology/drainage, hazards and hazardous materials, and noise.

The Evergreen Residential Project proposes to remove an existing retail garden center/commercial container nursery and motel and develop 84 townhomes, including two affordable units. The project includes a General Plan Amendment, Zone Change, Tentative Tract Map, and Site Plan Review to allow development of the residential uses. Key environmental issues include noise, transportation and hydrology/drainage.

Arcadia On-Call Environmental Services

De Novo is currently preparing a CEQA Class 32 Categorical Exemption (CE) for a Starbucks Coffee Shop Project. The Project proposes constructing a 2,100-square-foot Starbucks coffee shop with a drive-through on a vacant parcel located at the northeast corner of South 2nd Avenue and East Duarte Road. The Project site is designated Commercial and zoned General Commercial (C-G). The CE Report will assess the Project's consistency with each criterion, including a General Plan consistency analysis and assessment to confirm no significant effects relating to traffic, noise, air quality and water quality. Technical studies to support the CE Report will include air quality and noise, as well as a peer review of applicant-provided technical studies to ensure their appropriateness for use in the environmental analysis.

Bell Gardens General Plan Circulation and Transportation Element Update Initial Study/Negative Declaration, City of Bell Gardens

De Novo prepared the Initial Study/Negative Declaration (IS/ND) for the update to the City's General Plan Circulation and Transportation Element. The Circulation and Transportation Element provides a blueprint for establishing a convenient, safe, and sustainable transportation network in Bell Gardens, which serves users of all modes including walking, biking, rolling, riding transit, and driving. The purpose of the element is to improve the current infrastructure in Bell Gardens as a foundation for an integrated and comprehensive transportation network, which will reduce reliance on the private automobile and enhance other transportation options. The element sets forth goals, policies, and programs to support connectivity in the context of the land uses set forth in the existing Land Use Element. The proposed Circulation and Transportation Element Update would not modify the City of Bell Gardens General Plan Land Use Map, land use designations, nor intensities/densities identified within the General Plan Land Use Element. Additionally, the proposed Circulation and Transportation Element Update would not result in any new roadways or increase existing roadway capacities.

Grevillea/Imperial Hotel Project Class 32 Exemption, City of Hawthorne

De Novo prepared a CEQA Class 32 Categorical Exemption (CE) for a proposed hotel project. The Project proposes demolishing the existing auto-related uses on the site and developing a 78 room, 5-story hotel. The applicant is requesting a Conditional Use Permit (CU-2023-0022) and Design Review (DR-2023-0020) to develop the Project. The site is designated Downtown Hawthorne Specific Plan (DHSP) by the City of Hawthorne General Plan and is zoned CR-MU (Regional Commercial/Mixed-Use). The CE Report assessed the Project's consistency with each criterion, including a General Plan consistency analysis and assessment to confirm no significant effects relating to traffic, noise, air quality and water quality. Technical studies to support the CE Report included air quality, cultural resources, noise, as well as a peer review of applicant-provided technical studies to ensure their appropriateness for use in the environmental analysis.

Cherokee Court Residential Project IS/MND Peer Review, City of San Dimas

De Novo provided third-party peer review services to the City of San Dimas for the Cherokee Court Residential Project IS/MND prepared by the applicant team. The project applicant proposes a General Plan Amendment, Zone Change and Vesting Tentative Tract Map to subdivide 1.4 acres into seven residential lots and to construct seven single-family dwelling units ranging in size from 3,124 to 4,185 square feet, including infrastructure improvements. Although physical development activities would be limited to the 1.4 acres, the proposed General Plan Amendment and Zone Change would apply to additional parcels to provide consistency between the land use and zoning and existing on-site development. The De Novo team conducted the peer review to ensure the IS/MND and supporting technical studies considered recent CEQA legislation and agency requirements.

D. PERSONNEL

This section must delineate the experience and profession of appropriate licenses and certifications of personnel.

PROJECT MANAGEMENT TEAM

The De Novo project team will be under the management of **Amanda Tropiano**, serving as the primary/day-to-day point of contact for the City. Located in the Tustin office, Amanda manages the firm's southern California practice. Amanda will be responsible for the management and supervision of the De Novo team on all future assignments and will ensure the work is thorough and complies with applicable City and regulatory requirements.

Starla Barker, AICP, will oversee assignments related to CEQA/Environmental Services. Starla has prepared environmental documentation for projects in the City of South Gate previously and is uniquely familiar with local issues that must be addressed during the environmental review process. Amanda and/or Starla will review all internal and external work products and be responsible for overseeing any revisions and providing quality control and quality assurance throughout the project's duration. A Principal-level planner will also attend scheduled meetings, and in addition to key team members, will represent the project team at public hearings. Our entire management team acts as an integrated project manager and we are eager to commit ourselves for the project duration.

Depending upon the nature of future project assignments, Amanda and Starla will be joined by one of De Novo's Principal or Senior Planners. Principal Planner Christine Abraham and Senior Planner Ashley Brodkin will serve as a second point of contact to the City and assist with review of documents prior to formal submittal and providing quality assurance/quality control. This attention to each detail of the project ensures a high-quality work product as well as continuity throughout the project.

As part of our CEQA/Environmental Services team, our in-house team will undertake peer review of technical studies and preparation of air quality and greenhouse gas analyses, health risk assessments, noise analyses, visual simulations, and light and glare assessments. Additionally, our team members have served as contract staff to local agencies and are familiar with the planning process and future uses of a CEQA document, which allows us to craft mitigation language that will be effective and straight-forward to implement. To complement our in-house services, we have well-established partnerships with highly experienced technical consultants who specialize in the areas of transportation, biological resources, and cultural resources, all of whom are leaders in their fields and have experience working on a wide range of projects throughout southern California. We propose the use of subconsultants for these services; however, we are prepared to work with any consultants identified by the City or future project applicants for technical studies as needed. Below is an organizational chart outlining the roles and responsibilities of the De Novo team; staff resumes are provided in Appendix A.

KEY PERSONNEL BIOGRAPHIES

This section includes brief biographies for De Novo key team members. Resumes for our team members are provided in Appendix A.

Amanda Tropiano

Principal | Lead Project Manager - Planning | Primary Point of Contact

Amanda Tropiano is responsible for leading the firm's Southern California practice. Amanda has successfully managed a wide variety of land use and environmental planning projects for public and private sector clients, including numerous General Plans, specific plans, corridor plans, strategic plans, sustainability programs, visioning projects, transit-oriented development plans, zoning documents, outreach programs, and CEQA projects. Amanda is also an IAP2 trained public outreach practitioner and has completed project management training with PSMJ. Amanda consistently brings to the table her passion, creativity, and strategic thinking to make sure every project exceeds her client's expectations. Amanda brings a unique project management style to her clients, where she relies on collaboration, communication, and creativity to identify and proactively address potential opportunities and challenges. She is a skilled public speaker and enjoys working with members of the public, stakeholders, and elected and appointed officials throughout the planning process.

Ben Ritchie

Principal | Project Director – Planning and Environmental

Mr. Ritchie is a founding principal at De Novo Planning Group. Mr. Ritchie's expertise includes managing long-range planning documents, completing complex and controversial CEQA documents, and facilitating community outreach and public communications efforts for the firm. His experience includes a variety of land use, transportation, and sustainability projects throughout California. Mr. Ritchie has extensive knowledge of CEQA and has assisted jurisdictions in drafting and updating their local CEQA implementation guidelines. He served as the Environmental Coordinator for the City of Rancho Cordova, where he oversaw the environmental planning division and the preparation of all CEQA documents prepared by staff and outside consultants. This experience has given him the knowledge of how local agencies use and implement planning documents, and specifically general plans, on a day-to-day basis.

Starla Barker, AICP

Principal Planner | Lead Project Manager - Environmental

Starla Barker, AICP, is responsible for leading the firm's Southern California environmental services practice, including the management and preparation of all types of environmental documents (Categorical Exemptions, Initial Studies, Negative (Mitigated) Negative Declarations, Environmental Impact Reports, and Environmental Assessments) pursuant to CEQA and NEPA. Starla has successfully managed a wide range of environmental compliance projects for public and private sector clients, with particular emphasis in urban infill, downtown, redevelopment, and policy projects, including General Plans, Zoning Code Updates, and Specific Plans. Through her extensive experience in both policy and environmental planning, Starla is keenly aware of the interaction between the two and consistently takes a proactive and comprehensive approach to understanding planning and environmental issues and developing solutions. Utilizing her experience in community planning, Starla frequently participates in outreach activities with members of the public and elected and appointed officials to help inform and facilitate the planning and environmental review process.

Perry Banner

Principal Planner | Project Manager - Planning

Perry Banner brings a combined 20 years of experience in local government and private practice planning to the firm with work in both the United States and Canada. Perry possesses a diverse range of skills, including project management, land use analysis, and policy development. His capabilities also include economic development and real estate development.

Perry has successfully managed a wide variety of urban planning projects, including general plans, community plans, specific plans, transit-oriented development plans, zoning documents, and public outreach programs. His passion lies in helping communities, neighborhoods, and their residents visualize the future and giving them the tools to make well-informed decisions. He believes in questioning conventional wisdom and always looking at problems from multiple angles and viewpoints to find effective and innovative solutions to develop plans that create results. Perry also supports private sector clients in navigating public agency approval processes.

Christine Abraham, Esq.

Principal Planner | Project Manager - Environmental

Christine is a Principal Planner with De Novo Planning Group and is responsible for project management, preparation of environmental documents, regulatory permitting, peer-reviewing and quality control. Christine Abraham's career is focused on the management and preparation of all levels of CEQA documentation for private developers and public-sector clients throughout California, including supporting multiple on-call municipal contracts. By providing strategic guidance to her clients on potential paths for environmental documentation, Christine provides personalized and thoughtful advice to ensure that her clients have the best information to make informed decisions regarding their important projects. She seeks out streamlining opportunities whenever possible, continually seeking solutions for complex scenarios. With a strong understanding of the technical studies required to support CEQA evaluations, including regulatory permitting and mitigation processes, Christine ensures that legally defensible findings are supported by data and science. Christine has prepared CEQA documents for many project types, including redevelopment and urban infill, education/institutional, warehouses/logistics, infrastructure and roadways, renewable energy installations, long-term planning documents, soil management plans, and projects with biological, cultural and tribal sensitivity. In addition to document preparation and project management, Christine draws from her legal background to provide thorough peer reviews and litigation support when needed. She manages staffing needs, understands when to delegate and when to lead, and provides thoughtful oversight for her projects to ensure efficiency and accuracy. Christine understands what it takes to successfully coordinate and lead multidisciplinary project teams for technically complex and controversial projects.

Ashley Brodkin

Senior Planner | Project Manager – Planning and Environmental

Ashley Brodkin is a Senior Planner with De Novo Planning Group and is responsible for project management, the preparation of environmental documents, as well as other long-range planning documents, including General Plans and Specific Plans. Ashley Brodkin brings a range of planning experience for public and private sector clients, including specific plans, general plans, land-use planning, policy development, outreach, zoning ordinance updates and CEQA projects. Ashley has prepared and

managed a variety of CEQA and NEPA documents for capital improvements, new developments, redevelopment and urban infill, warehouse/logistics, and public policy document projects, and a variety of planning projects including General Plans, Housing Elements, Specific Plans, Development Ordinance Updates, and entitlements. With experience as both a private consultant and in public service, as well as experience in both policy and environmental planning, Ashley provides a holistic approach to projects and proactively problem solves

Tin Cheung

Principal Scientist | Technical Lead

Mr. Cheung is a Principal Scientist with De Novo Planning Group and is responsible for technical analyses related to air quality, greenhouse gas, noise, vibration, and energy. Mr. Cheung has 20 years of experience preparing air pollutant emissions inventories, dispersion modeling, climate change and health risk assessments using a variety of computer data models. He has worked on hundreds of projects which include large-scale industrial, commercial, residential, infrastructure, school and recreational developments. He has extensive knowledge of the CEQA\NEPA regulatory process and impact assessment methodology established by the EPA, California Air Resources Board and other air quality management districts. He leads our in-house air-quality, climate change, and noise/vibration services for CEQA\NEPA compliance. He also has performed third-party reviews for technical adequacy and CEQA compliance in support of legal efforts and government QA\QC. His substantial knowledge of impact quantification and regulations contributes to solutions for reducing air quality, climate change and health risk impacts. Because of his expertise, he has been called on for legal support and expert witness testimony related to environmental and CEQA issues.

Megan Thorne, AICP, LEED-AP BD+C

Senior Planner | Designer

Megan Thorne brings a broad range of planning experience across both public and private sector projects, including specific plans, general plans, corridor plans, site plans, design guidelines, strategic plans, sustainability programs, visioning projects, transit-oriented development plans, zoning documents, outreach programs, and 3D visualizations. She has a talent for thinking creatively and envisioning change while keeping projects grounded with achievable benchmarks and implementable policy goals. Known for her clear communication and collaborative approach, Megan excels at managing complex projects and conveying policy ideas in a compelling and accessible way. As a designer, she stands out for her hand-drawing abilities as well as her technical skills, including 3D modeling, graphic design, and web design. She is always exploring new ways technology can improve traditional planning processes—from community outreach to the web-publication of planning documents.

Josh Smith, AICP, LEED-AP

Senior Planner | Technical Lead and Project Manager - Environmental

Josh is a Senior Planner with De Novo Planning Group. Josh Smith, AICP, is responsible for the management and preparation of CEQA/NEPA documents (Initial Studies, Negative Declaration, Environmental Impact Reports, and Environmental Assessments), as well as the development of air quality and greenhouse gas technical plans and reports, and climate change planning for local governments. Josh has extensive experience managing CEQA/NEPA documents. Josh also has immense technical expertise with air quality, greenhouse gas, and energy modeling, including criteria air pollutant and air dispersion

modeling, as well as Climate Action Plans, Energy Action Plans, and toxic air contaminant (TAC) Health Risk Assessments. He served as the primary technical analyst on the Pleasanton, Oakdale, and Hughson Climate Action Plans, and has managed EIRs such as the Manteca Annexation #1 EIR, Placer County RTP EIR, and Amador County RTP EIR. Josh has additional expertise utilizing best-practice standards for developing greenhouse gas (GHG) inventories and context-specific GHG mitigation measures, as well as developing custom air pollutant emissions calculators for complex projects.

Erik Anderson, AICP

Associate Planner | Assistant Project Manager – Planning and Environmental

Erik is an Associate Planner with De Novo. Erik has worked on a diverse range of projects for public and private sector clients, with a focus on environmental and sustainability planning, land-use planning, and policy development. Erik provides project support in the preparation of CEQA documentation and long-range planning documents, including General Plans, Housing Elements, and Zoning updates. Erik regularly provides task management in the preparation of CEQA documents and prepares environmental compliance documentation for a variety of projects including policy planning and development projects. His experience includes grassroots lobbying with a non-profit environmental organization and working in the legal field. Erik is passionate about serving communities and creating innovative work through place-based development strategies.

Abdul Jama

Assistant Planner

Abdul is an Assistant Planner with De Novo Planning Group. Abdul holds a Master's Degree in City and Regional Planning from Cal Poly, San Luis Obispo. He brings a strong interest and comprehensive experience in environmental and long-range planning. Abdul has contributed to a wide range of public and private sector projects, focusing on environmental review, land use planning, and policy development. His work includes CEQA document preparation such as initial studies, environmental impact reports, and mitigated negative declaration documents. His long-range planning efforts includes General Plan Update, Zoning Code Update, and Local Hazard Mitigation Plan preparation.

Mia Yuen

Assistant Planner

Mia is an Assistant Planner with De Novo Planning Group. She earned a Master's Degree in Urban and Regional Planning from the University of California, Irvine. Prior to joining De Novo, Mia worked as a Planning Technician at the City of Rancho Santa Margarita. At De Novo, Mia provides project support including preparation of zoning code updates and research and policy development for General Plans and Local Hazard Mitigation Plans. She also prepares environmental analysis in support of CEQA documentation for a variety of policy and development projects. Mia is passionate about community engagement, equity, and facilitating sustainable cities. Mia currently serves as the Marketing Chair for the APA Orange Section and has been involved with the APA since 2021.

SUBCONTRACTORS

To complement our in-house services, we have well-established partnerships with the following highly experienced technical consultants who specialize in the areas of transportation, biological resources, cultural and historic resources, paleontological resources, and tribal cultural resources. Following are firm descriptions; staff resumes are included in Appendix A.

KITTELSON & ASSOCIATES, INC., has provided comprehensive transportation engineering, planning, and research services to government and private organizations since 1985. Their Southern California regional office was established in 2014 in the City of Orange and serves clients throughout Los Angeles and Orange Counties. Through this work, Kittelson has developed deep familiarity with the local, regional, and state transportation planning processes and analysis requirements for transportation impact studies and environmental documents. In addition, the firm has been working closely with local and regional agencies to establish new transportation analysis metrics, consistent with Senate Bill (SB) 743 and the switch from intersection Level of Service (LOS) to vehicle miles traveled (VMT) as the transportation impact metric under the California Environmental Quality Act (CEQA). Kittelson's staff brings a demonstrated understanding of transportation and circulation requirements, travel demand modeling, and regional knowledge developed through more than 30 years of project experience in California including on recent general plans and specific plans in both Northern and Southern California. Tim Erney has 25 years of experience with planning and engineering projects throughout California. His primary focus has been on managing analyses and documentation of transportation analysis for CEQA, general plan updates, environmental review projects, access and circulation studies, sustainable transportation practices, TDM measures, parking evaluations, pedestrian and bicycle reviews, and data collection programs.

MAT ENGINEERING, INC., provides engineering consulting services in the fields of transportation planning and traffic engineering. Founded by Alex Tabrizi, PE, TE, who brings approximately two decades of professional transportation consulting experience, MAT Engineering has the ability to successfully perform tasks related to preparation of engineering and traffic surveys, traffic studies, cost estimates, impact studies and analysis, feasibility studies, bicycle and pedestrian connectivity and planning, active transportation, Transportation Demand Management strategies, and preparing technical analyses for environmental documents. The experience of the firm's personnel in transportation planning and traffic engineering provides the special skills necessary for determining practical and meaningful solutions in the following technical fields: Transportation planning studies; Vehicle Miles Traveled (VMT) analysis; Traffic impacts analyses; Establishing Speed Limits - Engineering & Traffic Surveys (ET&S); Traffic engineering; Signal design; Signing & striping plans; and Parking demand, utilization, and impact analysis. Senior staff have successfully completed and reviewed hundreds of technical analyses in these areas and have conducted work as part of the on-call consultant services to various jurisdictions and public agencies throughout southern California.

SOUTH ENVIRONMENTAL, provides the full suite of cultural resources services for compliance with local, state, and federal regulations and permitting processes, including analysis of project impacts to historical, archaeological, and tribal cultural resources under CEQA, as well as adverse effects to historic properties under Section 106 of the National Historic Preservation Act. South Environmental is a certified Woman-Owned Business Enterprise (WBE), Disadvantaged Business Enterprise (DBE), and Small Business Enterprise (SBE). Mr. Hunt is a cultural resources management professional with more than 30 years of experience and specific expertise in the cultural resources requirements of CEQA, CEQA-Plus, National Historic Preservation Act (NHPA), and NEPA.

ORGANIZATIONAL CHART

CITY OF SOUTH GATE

De Novo Planning Group (Prime Consultant)

Management Team

Amanda Tropiano **Principal /Lead Project Manager – Planning** **Day-to-Day Point of Contact**	**Ben Ritchie** **Principal/Project Director – Planning and Environmental**	**Starla Barker, AICP Principal Planner/Lead Project Manager – Environmental**
Perry Banner Principal Planner/Project Manager – Planning	**Christine Abraham** Principal Planner Project Manager - Environmental	**Ashley Brodkin** Senior Planner Project Manager – Planning and Environmental

Technical Staff and Task Manager

Tin Cheun **Principal Scientist/Technical Lead** - Noise - Air Quality - Health Risk Assessments - Energy - Greenhouse Gas Emissions	**Megan Thorne, AICP, LEED-AP BD+C** **Senior Planner/Designer** - Policy Planning - Specific Plans - Design/Graphics - Visual Simulations - Community Outreach	**Josh Smith, AICP, LEED-AP** **Senior Planner/Technical Lead and Project Manager - Environmental** - Noise - Air Quality - Health Risk Assessments - Energy - Greenhouse Gas Emissions
Erik Anderson, AICP Associate Planner Assistant Project Manager – Planning and Environmental - Task Manager - Issue area preparer - Policy Planning - Community Outreach	**Abdul Jama** **Assistant Planner** - Issue area preparer - Policy Planning - Community Outreach	**Mia Yuen** **Assistant Planner** - Issue area preparer - Policy Planning - Community Outreach

Teaming Partners

Biological, Cultural, Historical, Paleontological and Tribal Cultural Resources South Environmental	***Transportation*** Kittelson MAT Engineering

E. CONFLICT OF INTEREST

Provide a brief summary on potential conflict of interest issues which are to be addressed by consultant.

De Novo Planning Group attests on behalf of the entire team, including our subconsultants, that there are no real or perceived conflicts of interest that need to be addressed by the team. De Novo Planning Group is currently listed on the City of South Gate's on-call list of environmental consultants. Should a future project be considered for assignment to De Novo through this contract, De Novo will confirm with the City that there continues to be no conflict of interest with work on the assignments.

F. REFERENCES

List at least three municipal clients for whom comparable services have been performed within the last five years. Include the name, job title, email address and telephone number of each client's principal representative. This section shall not exceed seven (7) pages.

The De Novo team has a wide range of experience providing on-call planning and environmental services for public agency clients throughout California. We strongly encourage you to contact our clients; we are confident they will speak highly of our capabilities and responsiveness, as well as the character and integrity of our firm and Principals.

Below are public agency clients in which the De Novo team has provided similar consulting services on an on-call and competitive basis within the last five years.

City of Lake Forest

Gayle Ackerman
Director of Development Services
City of Lake Forest
Phone: (949) 461-3463
Email: GAckerman@lakeforestca.gov

City of Gardena

Lisa Kranitz
Assistant City Attorney
City of Gardena
Phone: (310) 450-9585
Email: lkranitzlaw@gmail.com

City of Rancho Santa Margarita

Wendy Starks, AICP
Senior Planner
City of Rancho Santa Margarita
Phone: (949) 635-1807
Email: wstarks@cityofrsm.org

City of Laguna Beach

Anthony Viera
Planning Manager
City of Laguna Beach
Phone: (949) 497-0398
Email: aviera@lagunabeachcity.net

City of Lomita

Adrian Fernandez
Community and ED Director
City of Lomita
Phone: (310) 325-7110 x122
Email: a.fernandez@lomitacity.com

City of La Verne

Candice Bowcock
Principal Planner
City of La Verne
Phone: (909) 596-8706
Email: cbowcock@cityoflaverne.org

City of San Jacinto

Travis Randal
Assistant City Manager
City of San Jacinto
Phone: (951) 654-7993 x400
Email: trandel@sanjacintoca.gov

3. FEES

The Proposer shall provide a bid for all professional services and ongoing services and support being proposed which identifies:

a) *An itemized cost breakdown, including hourly rates and number of hours for each major component of service, with a cross-reference to each component of service.*
b) *A total proposed "Not to Exceed" cost for the performance of all services.*
c) *A proposed payment schedule for all services to be performed and products to be delivered.*

The cost estimate for an individual project is based on a variety of factors including the type of planning and environmental compliance document, required technical studies, and site and project attributes. Due to the on-call nature of the RFP, a cost estimate cannot be specifically determined at this time. Rate sheets are included on the following pages. The identified rates would be for the length of the contract.

Typical Direct Costs
Typical direct costs associated with preparation of planning and/or environmental documents include the following. Please note that all direct costs are billed at-cost and are not marked-up. We also do not mark-up the fees of our subconsultants.

- Printing
- Mileage
- Postage
- County Filing Fees
- Data Collection
- Vehicle Counts

De Novo Planning Group

Rate Sheet

Principal	$210
Principal Planner	$185
Senior Planner	$155
Associate Planner	$135
Assistant Planner	$125
GIS Analyst	$135

KITTELSON & ASSOCIATES

KITTELSON & ASSOCIATES, INC.
BILLING RATE SCHEDULE

Effective July 1, 2025

The current billing rates for Kittelson & Associates, Inc., staff are as follows and are subject to change:

Staff	Billing Rate
Senior Principal Engineer/Planner *Tim Erney*	$340
Principal Engineer/Planner *Fernando Sotelo*	$305
Associate Engineer/Planner	$265
Senior Engineer/Planner	$230
Engineer/Planner *Karen Phan*	$195
Transportation Analyst	$175
Principal Data Scientist/Developer	$275
Senior Data Scientist/Developer	$255
Data Scientist/Developer	$235
Data Analyst/Software Developer	$180
Software Technician	$125
Associate Technician	$205
Senior Technician	$185
Technician II	$160
Technician I	$135
Office Support	$115

Service & Other Direct Costs	Billing Rate
Mileage	Current IRS mileage rate
Travel & Other Direct Costs	Actual Costs
Subconsultants	Actual Costs

ENGINEERING, INC.

Exhibit A
MAT Engineering, Inc. Billing Rates

MAT Engineering, Inc.
17192 Murphy Avenue #14902
Irvine, CA 92623
at@matengineering.com
(949) 344-1828

Position	Hourly Rate
President	$180.00
Principal	$170.00
Associate Principal	$160.00
Senior Associate	$160.00
Associate	$150.00
Senior Engineer / Senior Planner / Senior Designer	$150.00
Engineer / Planner / Designer III	$120.00
Engineer / Planner / Designer II	$115.00
Engineer / Planner / Designer I	$110.00
Assistant Engineer / Assistance Planner / Assistant Designer	$80.00
Technician III	$75.00
Technician II	$65.00
Technician I	$55.00
Engineering Aide	$50.00
Administrative Assistant	$55.00

Notes:

PDF report copies of report are included in the fees. Printed reports charged at a minimum of $100.

For overtime work the above rates may be increased by 50 percent.

Client payment is not contingent upon client receiving payment from other parties.

Billing statements for work will be submitted monthly. Statements are payable within thirty (30) days of statement date. Any statement unpaid after thirty (30) days shall be subject to interest at the maximum permitted by law

Rates can be subject to change.

Rev. January 2022

2025 Standard Rate Sheet*

Billing Title	Billing Rate
Principal Biologist	$210
Senior Biologist	$180
Biologist 2	$160
Biologist 1	$145
Biological Field Technician	$120
Principal Architectural Historian/Archaeologist/Paleontologist	$200
Senior Architectural Historian/Archaeologist/Paleontologist	$170
Architectural Historian/Archaeologist/Paleontologist 2	$150
Architectural Historian/Archaeologist/Paleontologist 1	$135
Field Technician	$115
GIS Specialist	$160

***Rates subject to an annual escalation of up to 5%**

SE

4. RESOURCES TO BE PROVIDED BY THE CITY

The Proposer must list any resources, City assistance, or other items expected to be provided by the City. This section shall not exceed one (1) page.

As a partner on this project, the De Novo Team sees the following items as being under the purview of staff responsibilities. Those items include:

- Providing access to all necessary background data including background documents (adopted documents such as the General Plan, General Plan EIR, reports, and studies), GIS information, and any other necessary city-owned data.
- Assisting with the identification of City staff or outside contacts related to the planning or environmental issue area.
- Securing meeting locations and/or needed facilities for all in-person public outreach events and scoping meetings.
- Any required radius distribution or noticing, including project site and newspaper noticing.
- Tribal consultation is between the tribe and Lead Agency. While De Novo can assist the City with the tribal consultation requirements, including drafting and mailing notification letters or participating in meetings, the City will be responsible for conducting tribal consultation.
- Timely review of draft work products and consolidated comments.
- Payment of or obtaining payment from project applicants for required noticing and filing fees (i.e., Clerk fees, CDFW fees, etc.)

APPENDIX A - RESUMES

Amanda Tropiano

PRINCIPAL

Amanda Tropiano is responsible for leading the firm's Southern California practice. Amanda has successfully managed a wide variety of land use and environmental planning projects for public and private sector clients, including numerous General Plans, specific plans, corridor plans, strategic plans, sustainability programs, visioning projects, transit-oriented development plans, zoning documents, outreach programs, and CEQA projects. Amanda is also an IAP2 trained public outreach practitioner and has completed project management training with PSMJ. Amanda consistently brings to the table her passion, creativity, and strategic thinking to make sure every project exceeds her client's expectations. Amanda brings a unique project management style to her clients, where she relies on collaboration, communication, and creativity to identify and proactively address potential opportunities and challenges. She is a skilled public speaker and enjoys working with members of the public, stakeholders, and elected and appointed officials throughout the planning process.

EDUCATION

MA, Urban and Regional Planning,
University of California, Irvine

BA, Urban Studies and Planning,
University of California, San Diego

BA, Political Science: Comparative Politics,
University of California, San Diego

Study Abroad Program,
University of Sussex

ORGANIZATIONS

Urban Land Institute

International Association for Public Participation (IAP2)

American Planning Association

RELEVANT PROJECT EXPERIENCE

Focus General Plan Update, Brea Core Specific Plan, and EIR,
City of Brea

General Plan Update and EIR,
City of Lake Forest

General Plan Update and EIR,
City of Laguna Niguel

General Plan Update, Rezoning, ODS, and EIR,
City of Lomita

General Plan Update, Hawthorne Blvd Specific Plan Update, and EIR,
City of Lawndale

General Plan Update and EIR,
County of Orange

General Plan Update and EIR,
City of La Verne

General Plan Update and EIR,
City of San Jacinto

General Plan Update and EIR,
City of Indian Wells

General Plan Update, Zoning Update, and EIR,
City of San Marcos

Focus General Plan Update and EIR,
City of Glendale

Housing Element Updates,
Cities of Avalon, Hawthorne, Indian Wells, Glendale, La Verne, Lake Forest, Lawndale, Laguna Hills, Laguna Niguel, San Jacinto, San Marcos, Stanton, Temecula

Housing Element, Rezoning Program, ODS, and CEQA Compliance,
City of Laguna Hills

Housing Element Update, Comprehensive Zoning Code, Mixed-Use Implementation Program,
City of Westminster

Comprehensive Development Code Update,
City of Laguna Beach

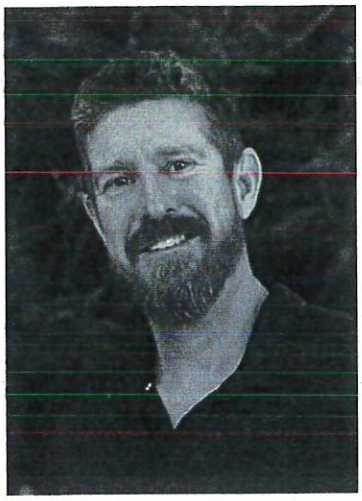
Environmental Justice Element,
City of Goleta

Objective Design Standards,
City of Palos Verdes Estates

Springs Specific Plan and EIR,
Sonoma County

Irvine Neighborhood Plan,
City of Irvine

1300 Bristol Mixed-Income Project,
City of Newport Beach



Ben Ritchie

PRINCIPAL

Mr. Ritchie is a founding principal at De Novo Planning Group with over 20 years of experience. Mr. Ritchie's expertise includes managing long range planning documents, completing complex and controversial CEQA documents, and facilitating community outreach and public communications efforts for the firm. His experience includes a variety of land use, transportation, and sustainability projects throughout California. Mr. Ritchie has extensive knowledge of the nuanced interplay between CEQA and long range planning, and he has assisted numerous communities with the establishment of planning strategies to achieve effective and legally defensible approaches to economic development, sustainability and streamlined development. Ben graduated from Cal Poly San Luis Obispo with a bachelor's degree in Political Science and a Master of City and Regional Planning.

EDUCATION

MA, City and Regional Planning,
Cal Poly San Luis Obispo

BA, Political Science and History,
Cal Poly San Luis Obispo

ORGANIZATIONS

American Planning Association

Association of Environmental Professionals

RELEVANT PROJECT EXPERIENCE

General Plan Update and EIR,
City of Lake Forest

General Plan Update and EIR,
City of La Verne

General Plan Update, Zoning Code Update, Climate Action Plan, and EIR,
City of San Jacinto

General Plan Update, Housing Element, and EIR,
City of Brentwood

PA-1 Specific Plan and EIR,
City of Brentwood

General Plan and Zoning Code Update, Housing Element, and EIR,
City of Sebastopol

General Plan Update, Housing Element and EIR,
City of Cotati

General Plan Update, Housing Element, Zoning Code Update and EIR,
Colusa County

General Plan Update EIR and Climate Action Plan,
City of Foster City

Sustainability Element and Climate Action Plan EIR,
City of Elk Grove

General Plan Update and EIR,
City of Campbell

General Plan Update and EIR,
City of Milpitas

General Plan Update and EIR,
City of Lakeport

General Plan Update and EIR,
City of Manteca

General Plan Update and EIR,
City of Lathrop

General Plan Update and EIR,
City of Jackson

General Plan Update and EIR,
City of Willows

General Plan Update and EIR,
Glenn County

General Plan Update and EIR,
City of Red Bluff

Starla Barker, AICP

PRINCIPAL PLANNER

Starla Barker, AICP, is a principal planner with De Novo Planning Group whose primary responsibilities are the management and preparation of environmental documents (Initial Studies, Negative Declaration, Environmental Impact Reports, and Environmental Assessments), as well as other planning documents including General Plans and Specific Plans. With over 20 years of professional planning experience Starla has successfully managed a wide range of projects with particular emphasis in General Plans, urban infill, downtown, and redevelopment projects. Utilizing her experience in community planning, Starla is regularly involved in land use and policy planning, including the development and implementation of community outreach programs, and frequently manages and prepares environmental clearance documents for citywide policy planning and redevelopment projects. Through her extensive experience in both policy and environmental planning, Starla is keenly aware of the interaction between the two and consistently takes a proactive and comprehensive approach to understanding planning and environmental issues and developing solutions.

EDUCATION

Masters, Urban and Regional Planning, California State Polytechnic University, Pomona

BA, Business Economics, University of California, Riverside

ORGANIZATIONS

American Planning Association

LICENSES/CERTIFICATIONS

American institute of Certified Planners, 2009, No. 024079

RELEVANT PROJECT EXPERIENCE

General Plan Update and Rezoning EIR, City of Lomita

Housing Element, Rezoning Program, and ODS CEQA Compliance, City of Laguna Hills

Housing and Safety Element Update CEQA Compliance City of Rancho Santa Margarita

Land Use Element, Zoning Code, and Zoning Map Amendment CEQA Compliance City of Rancho Santa Margarita

General Plan and Zoning Update EIR City of San Jacinto

Downtown Core EIR City of Fontana

General Plan Land Use and Zoning Amendments EIR City of Gardena

General Plan Update EIR City of La Verne

General Plan Update EIR City of Lawndale

The Commons at Aliso Viejo IS/MND City of Aliso Viejo

2500 North Hollywood Way Hotel EIR City of Burbank

The Harper Mixed Use Project EIR City of West Hollywood

385 Nyes Place IS/MND City of Laguna Beach

Marlin Drive IS/ND City of Laguna Beach

2354 San Clemente IS/MND City of Laguna Beach

820 Gainsborough IS/MND City of Laguna Beach

Hotel Development Standards GPA & Zone Change IS/MND City of Gardena

1500 Raymond Ave Industrial IS/MND City of Fullerton

1901 Via Burton Industrial CEQA City of Fullerton

General Plan Transportation & Mobility Element Update ND City of Bell Gardens

Applied Medical Expansion IS/MND City of Lake Forest

Lock & Leave Self Storage IS/MND City of Lake Forest

Melia Evergreen Residential IS/MND City of Gardena

Olson Townhomes IS/MND City of Gardena

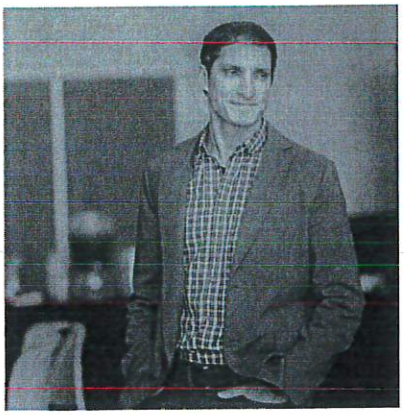
2550 Orange Industrial IS/MND City of Signal Hill

Paradise Chevrolet IS/MND City of Temecula

Bedford Court IS/MND City of Temecula

Perry A. Banner

PRINCIPAL PLANNER



Perry Banner brings a combined 20 years of experience in local government and private practice planning to the firm with work in both the United States and Canada. Perry possesses a diverse range of skills, including project management, land use analysis, and policy development. His capabilities also include economic development and real estate development.

Perry has successfully managed a wide variety of urban planning projects, including general plans, community plans, specific plans, transit-oriented development plans, zoning documents, and public outreach programs. His passion lies in helping communities, neighborhoods, and their residents visualize the future and giving them the tools to make well-informed decisions. He believes in questioning conventional wisdom and always looking at problems from multiple angles and viewpoints to find effective and innovative solutions to develop plans that create results. Perry also supports private sector clients in navigating public agency approval processes.

EDUCATION

BA, Economics
University of Western Ontario, London, Canada

Diploma, Urban and Regional Planning Technology
Fanshawe College, London, Canada

Ross Minority Program in Real Estate
University of Southern California, Los Angeles

ORGANIZATIONS

American Planning Association

Congress for New Urbanism

RELEVANT PROJECT EXPERIENCE

General Plan Update, Zoning Code Update and EIR
City of Lomita

General Plan Update and EIR
City of San Marcos

General Plan Update and EIR
City of San Jacinto

General Plan Update and EIR
City of Lawndale

General Plan Update and EIR
City of Rolling Hills Estates*

Community Plans Continuum Project
County of San Bernardino*

Housing Element Update (6th Cycle)
City of Stanton

Housing Element Update (6th Cycle)
City of Hawthorne

Housing Element Update (6th Cycle)
City of Westminster

Housing Element Update (6th Cycle)
City of Sausalito

Housing Element Update (6th Cycle)
City of Sonoma

Housing Element Update (6th Cycle)
City of Matinez

Local Hazard Mitigation Plan, Safety Element Update and EJ Element
City of Glendora

Local Hazard Mitigation Plan and Safety Element Update
City of Lawndale*

Meredith International Centre Specific Plan Amendment
Craig Development Corp/City of Ontario*

Pueblo Viejo Implementation Strategy Plan and Design Guidelines
City of Coachella*

One Metro West Specific Plan and EIR (Peer Review)
City of Costa Mesa*

Small Lot Subdivision Ordinance
City of Orange

TOD Overlay – Marine Avenue Green Line Station
Cities of Lawndale, Hawthorne and Redondo Beach*

Commercial Cannabis Program
City of Pasadena*

Short-term Rental Program
City of Pasadena*

SOMO Village Development Project
City of Rohnert Park

Pilot Travel Center (Palmdale)
Pilot Company

141st and Normandie Townhomes Project IS/MND
The Olson Company

* Project was completed by Mr. Banner while he was employed at another agency or planning firm.

Christine Abraham

PRINCIPAL PLANNER

Christine Abraham's career is focused on the management and preparation of all levels of CEQA documentation for private developers and public-sector clients throughout California, including supporting multiple on-call municipal contracts. By providing strategic guidance to her clients on potential paths for environmental documentation, Christine provides personalized and thoughtful advice to ensure that her clients have the best information to make informed decisions regarding their important projects. She seeks out streamlining opportunities whenever possible, continually seeking solutions for complex scenarios. With a strong understanding of the technical studies required to support CEQA evaluations, including regulatory permitting and mitigation processes, Christine ensures that legally defensible findings are supported by data and science. Christine has prepared CEQA documents for many project types, including redevelopment and urban infill, education/institutional, warehouses/logistics, infrastructure and roadways, renewable energy installations, long-term planning documents, soil management plans, and projects with biological, cultural and tribal sensitivity. In addition to document preparation and project management, Christine draws from her legal background to provide thorough peer reviews and litigation support when needed. She manages staffing needs, understands when to delegate and when to lead, and provides thoughtful oversight for her projects to ensure efficiency and accuracy. Christine understands what it takes to successfully coordinate and lead multidisciplinary project teams for technically complex and controversial projects.

EDUCATION

JD, Law, Emphasis in Environmental and Natural Resources Law, Lewis and Clark Law School, Porland, OR

BS, Safety and Systems Management, University of Southern California, Los Angeles, CA

ORGANIZATIONS

California Bar Association

LICENSES/CERTIFICATIONS

Member, State Bar of California, 2000. No. 210812

RELEVANT PROJECT EXPERIENCE

Vista Ranch Project EIR,
City of Clovis

El Dorado County Regional Transportation Plan EIR,
County of El Dorado

Mossdale West Specific Plan EIR,
City of Lathrop

LeBaron Ranch Project EIR,
City of Stockton

General Plan Update EIR,
City of Lomita

Vineyard One Project EIR,
City of Saratoga

2500 North Hollywood Way Hotel EIR,
City of Burbank

Riddle Field Park CE,
City of Laguna Beach

Pilot Travel Center EIR,
City of Perris

Emergency Roadway Repair CEQA/NEPA CE
City of Signal Hill

Paramount Civic Center Update CE,
City of Paramount

ConEdison Westside Battery Energy Storage Project,
County of Imperial*

City of Vallejo Zoning Code EIR,
City of Vallejo*

Mowry Village Project EIR,
City of Newark*

General Plan Housing Element Update Rezoning Program Supplemental EIR,
City of Corona*

State Water Project Interconnection Project, Addendum and Permitting,
City of San Buenaventura*

Great Park and Residential Project Addendum, Updates to Monrovia Nursery Specific Plan
City of Azusa*

The Ranch Master Planned Residential Community Project EIR,
City of Antioch*

Home 2 Suites Hotel Projects MND,
City of Vacaville*

Park Parish Residential Project Modified IS
City of Vacaville*

Leo Recycle Project MND,
City of San Jose*

World Oil No. 51 Project MND
City of San Jose*

Tractor Supply Company Retail Story Project Modified IS,
City of Suisun City*

Redwood City Discovery Project Modified IS,
City of Redwood City*

UTC Rocketdyne Site SMP MND,
LARWQCB and City of Los Angeles*

* Project was completed by Ms. Abraham while she was employed at another environmental firm.

Ashley Brodkin

SENIOR PLANNER

Ashley Brodkin brings a range of planning experience for public and private sector clients, including specific plans, general plans, land-use planning, policy development, outreach, zoning ordinance updates and CEQA projects. She is responsible for the preparation and management of environmental documents, as well as a wide variety of planning projects. Ashley has prepared and managed a variety of CEQA and NEPA documents for capital improvements, new developments, redevelopment and urban infill, warehouse/logistics, and public policy document projects, and a variety of planning projects including General Plans, Housing Elements, Specific Plans, Development Ordinance Updates, and entitlements.

With experience as both a private consultant and in public service, as well as experience in both policy and environmental planning, Ashley provides a holistic approach to projects and proactively problem solves.

EDUCATION

BA, English Literature,
University of Washington, Seattle, Washington

Master of Urban and Regional Planning,
Cal Poly Pomona, Pomona, California

ORGANIZATIONS

Association of Environmental Professionals

RELEVANT PROJECT EXPERIENCE

General Plan Update and EIR,
County of Orange

General Plan Update and EIR,
City of La Verne

General Plan Update, Zoning Update, and EIR
City of San Jacinto

General Plan Update, Hawthorne Blvd Specific Plan Update, Zoning Update and EIR
City of Lawndale

General Plan Update and EIR,
City of Laguna Niguel

Comprehensive Zoning Code Update
City of Laguna Beach

Comprehensive Zoning Code Update
Glenn County

Downtown Core EIR
City of Fontana

General Plan Land Use and Zoning Amendments EIR
City of Gardena

Ceanothus Drive Program EIR
City of Laguna Beach

749 Marlin Dr Road Extension IS/ND
City of Laguna Beach

2354 San Clemente St Project IS/MND
City of Laguna Beach

820 Gainsborough Dr Project IS/MND
City of Laguna Beach

1901 Via Burton §15183 Exemption
City of Fullerton

General Plan Land Use and Zoning Amendments EIR
City of Gardena

Pilot Travel Center Project EIR
City of Perris

9001-9019 Long Beach Blvd Residential Project IS/MND/EA
City of South Gate

2501 Rosecrans Project CERT
City of Gardena

Applied Medical Expansion IS/MND
City of Lake Forest

Circulation Element Update IS/ND
City of Bell Gardens

Shepherd North Project EIR
City of Clovis

Housing Element Update (6th Cycle) IS/ND
City of Hawthorne

Sustainability Implementation Program
City of Lake Forest

Housing Element Update (6th Cycle)
Cities of Glendale, Avalon, Indian Wells, Rancho Santa Margarita, Stanton, Westminster, Lake Forest, and Temecula

Housing Ordinances Zoning Update
City of San Marcos

Accessory Dwelling Unit Ordinance
City of Ventura

Tin Cheung

PRINCIPAL SCIENTIST

Mr. Cheung is a Principal Scientist with De Novo Planning Group and is responsible for technical analyses related to air quality, greenhouse gas, noise, vibration, and energy. Mr. Cheung has 20 years of experience preparing air pollutant emissions inventories, dispersion modeling, climate change and health risk assessments using a variety of computer data models. He has worked on hundreds of projects which include large-scale industrial, commercial, residential, infrastructure, school and recreational developments. He has extensive knowledge of the CEQA\NEPA regulatory process and impact assessment methodology established by the EPA, California Air Resources Board and other air quality management districts.

He leads our in-house air-quality, climate change, and noise/vibration services for CEQA\NEPA compliance. He also has performed third-party reviews for technical adequacy and CEQA compliance in support of legal efforts and government QA\QC. His substantial knowledge of impact quantification and regulations contributes to solutions for reducing air quality, climate change and health risk impacts. Because of his expertise, he has been called on for legal support and expert witness testimony relative to environmental and CEQA issues.

EDUCATION

BA, Geography/Environmental Studies
University of California, Santa Barbara

RELEVANT PROJECT EXPERIENCE

Centennial Specific Plan
County of Los Angeles

Playa Vista Phase 1 Project/Master Plan EIR
City of Playa Vista

Disneyland Forward EIR
The Walt Disney Company

Chevron Refinery Facilities Improvement EIR
City of El Segundo, CA

BNSF 26th Street Project SCAQMD Rule 1150 Permit
City of Vernon

LAX Runway Safety Area Air Quality and Human Health Risk Report
City of Los Angeles

Feasibility Analysis for Electrification of Cargo/Maintenance/RON Aircraft Parking Positions at LAX
Los Angeles World Airports

BNSF Environmental Compliance for Cargo Handling Equipment,
State of California

BNSF/UPRR Mojave Subdivision Tehachapi Rail Improvement,
City of Mojave

Kansas City Southern Rail Internal Air Quality Audit
City of Shreveport

Civilian Reuse of the MCAS El Toro and the Airport System Master Plan EIR\EIS
City of Santa Ana

Health Risk Assessment for the Bay Delta Conservation Plan
Sacramento-San Joaquin

Los Angeles Arena (Crypto.com Arena)
City of Los Angeles

NFL Stadium Master Plan SEIR
City of Industry

First Solar Dust Suppression Technical and Regulatory Lead Desert Sunlight Solar Farm
Desert Center

Ontario General Plan Update EIR
City of Ontario

Bristol Street Roadway Widening EIR
City of Santa Ana

Santa Ana Fixed Guideway EIR\EIS
City of Santa Ana

Harvest Landing Specific Plan EIR
City of Perris

Block at Orange Expansion EIR,
City of Orange

Universal Studios Master Plan
Universal City

Megan Thorne, AICP, LEED AP BD+C

SENIOR PLANNER + DESIGNER

Megan Thorne is a senior planner and project manager with De Novo Planning Group. With over 15 years of professional planning experience, Megan has worked on a wide variety of planning projects for public and private sector clients, including numerous specific plans, general plans, corridor plans, site plans, design guidelines, strategic plans, sustainability programs, visioning projects, transit-oriented development plans, zoning documents, outreach programs, and 3D visualizations. Megan possesses the ability to think creatively and envision change while keeping projects grounded with achievable benchmarks and implementable policy goals. She excels at communicating complex information and policy ideas in a compelling and simple manner. As a designer, Megan has differentiated herself with her hand-drawing abilities as well as her technical skills. Her technical expertise includes 3D modeling, graphic design, and web design. She continues to pioneer ways new technology can improve old processes from community outreach approaches to the web-publication of planning documents.

EDUCATION

MCP, City Planning, Urban Design Concentration
University of Pennsylvania, Philadelphia

BS, Urban, Rural, and Environmental Planning,
Brigham Young University, Provo

Research,
Cambridge University (UK), Pembroke College

ORGANIZATIONS

Urban Land Institute

AICP Certified, American Planning Association
AICP Certification # 35377

U.S. Green Building Council
LEED AP BD+C,
Credential Id # 10433552-AP-BD+C

RELEVANT PROJECT EXPERIENCE

Burbank Media District Specific Plan
City of Burbank*

Rialto Specific Plan Update
City of Rialto*

River Walk Specific Plan
Stanislaus County

Downtown Bellflower Transit-Oriented Development Specific Plan
City of Bellflower*

West Carson Transit-Oriented Development Specific Plan
City of West Carson*

Morena Corridor Specific Plan
City of San Diego*

Long Beach Southeast Area (SEASP) Specific Plan
City of Long Beach*

Stanton Plaza Specific Plan Amendment and EIR Addendum
City of Stanton*

Airport Gateway Specific Plan
Inland Valley Development Agency*

Harmony Specific Plan
Lewis Companies, City of Highland*

De Anza Revitalization Plan
City of San Diego*

Fontana Downtown Design Guidelines
City of Fontana

Irvine Neighborhood Plan
City of Irvine

General Plan Update and EIR
City of San Jacinto

General Plan Update and EIR
City of La Verne

General Plan Update and EIR
City of Lake Forest

General Plan Update and EIR
City of Westminster*

General Plan Update and EIR
City of San Marcos

South El Monte Zoning Code Update
City of South El Monte*

Hemet Zoning Code Update
City of Hemet*

ADU Ordinance and Guidebook
City of Ione

City of Bellflower Sign Code Update
City of Bellflower

Temecula CAP Baseline Study
City of Temecula*

OCCOG Geospatial Solutions
Orange County Council of Governments*

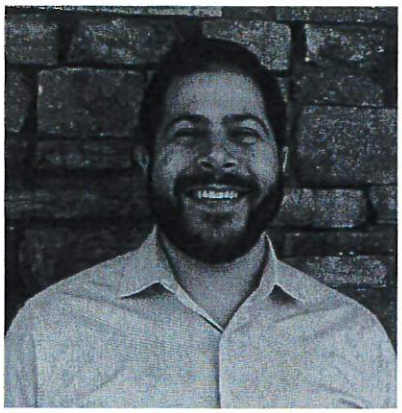
Housing Policy Leadership Academy
Southern California Association of Governments*

Livermore Downtown Visioning & Site Planning
City of Livermore*

* Project was completed by Ms. Thorne while she was employed at another planning firm

Josh Smith, AICP, LEED AP

SENIOR PLANNER



Josh Smith, AICP, is a Senior Planner with De Novo. He has twelve years of experience and is responsible for the preparation of CEQA/NEPA documents (Initial Studies, Negative Declaration, Environmental Impact Reports, and Environmental Assessments), the development of air quality and greenhouse gas technical plans and reports, and climate change planning for local governments. Josh has extensive experience with air quality, greenhouse gas, and energy modeling, including criteria air pollutant and air dispersion modeling. Josh also has substantial experience developing Climate Action Plans, Energy Action Plans, and toxic air contaminant (TAC) Health Risk Assessments. He served as the primary technical analyst on the Pleasanton, Oakdale, and Hughson Climate Action Plans, and has managed EIRs such as the Manteca Annexation #1 EIR, Placer County RTP EIR, and Amador County RTP EIR. Josh has additional expertise utilizing best-practice standards for developing greenhouse gas (GHG) inventories and context-specific GHG mitigation measures, as well as developing custom air pollutant emissions calculators for complex projects.

EDUCATION

BS, Environmental Policy Analysis and Planning,
University of California, Davis

ORGANIZATIONS

American Planning Association

ACREDITATIONS

AICP

LEED AP O+M

RELEVANT PROJECT EXPERIENCE

5175 Vincent Avenue MND,
City of Irwindale

South Lathrop SP EIR,
City of Lathrop

Truckee PC-3 SP EIR,
Town of Truckee

Pilot Flying J EIR and HRA,
City of Tulare

Amador County RTP EIR,
Amador County Council of Governments

Placer County RTP EIR,
Placer County Regional Transportation Planning Agency

Pilot Flying J EIR and HRA,
City of Lathrop

West Area Specific Plan EIR,
City of Salinas

Oakwood Trails EIR,
City of Manteca

Oakwood Landing EIR,
City of Manteca

Griffin Park Master Plan EIR,
City of Manteca

Legacy Trail CEQA and NEPA Documents,
Town of Truckee

Sonoma Springs Specific Plan and EIR,
Sonoma County

Sterling Apartments EIR,
City of Davis

Milpitas General Plan Update,
City of Milpitas

Campbell General Plan Update,
City of Campbell

Manteca General Plan Update,
City of Manteca

Manteca Annexation #1 EIR,
City of Manteca

Tra Vigne Development Project EIR,
City of Stockton

Gardena U-haul MND,
City of Gardena

Citrus Heights Sunrise Tomorrow EIR
City of Citrus Heights

Fullerton 1901 Via Burton MND
City of Fullerton

Pleasanton Climate Action Plan
City of Pleasanton*

Hughson Climate Action Plan
City of Hughson*

Hughson Climate Action Plan
City of Hughson*

Rialto Travel Center EIR and HRA
City of Rialto

Palmdale HRA
City of Palmdale

* Project was completed by Mr. Smith while she was employed at another planning firm

Erik Anderson, AICP

ASSOCIATE PLANNER

Erik has worked on a diverse range of projects for public and private sector clients, with a focus on land-use planning, policy development, and environmental and sustainability planning. Erik provides project support in the preparation of CEQA documentation and long-range planning documents, including General Plans, Housing Elements, Zoning updates, and Local Hazard Mitigation Plans. His background experience includes grassroots lobbying with a non-profit environmental organization and work in the legal field. Erik is passionate about serving communities and creating innovative work through place-based development strategies.

EDUCATION

Master of City and Regional Planning,
Cal Poly, San Luis Obispo

BA, Political Science,
University of California, Los Angeles

ORGANIZATIONS

American Planning Association

Association of Environmental Professionals

Congress for the New Urbanism

LICENSES/CERTIFICATIONS

American Institute of Certified Planners, 2023, No. 343661

RELEVANT PROJECT EXPERIENCE

General Plan Update, Zoning Update, and EIR,
City of Lomita

Housing Element, Rezoning Program, and ODS CEQA Compliance,
City of Laguna Hills

General Plan Update, Zoning Update, and EIR
City of San Jacinto

General Plan Update, Hawthorne Blvd Specific Plan Update, and EIR
City of Lawndale

Zoning Update and Addendum to General Plan EIR
City of Westminster

General Plan Land Use and Zoning Amendments EIR
City of Gardena

General Plan Update and EIR
City of Red Bluff

Downtown Core EIR
City of Fontana

Mountain House Incorporation IS/ND
San Joaquin County

SR-120 Interchange IS/MND
City of Lathrop/Caltrans

Circulation Element Update IS/ND
City of Bell Gardens

U-Haul Expansion IS/MND
City of Gardena

2354 San Clemente IS/MND
City of Laguna Beach

16800 Magnolia Addendum
City of Fountain Valley

1500 Raymond Ave Industrial IS/MND
City of Fullerton

1901 Via Burton Industrial CEQA
City of Fullerton

1941 White Avenue Mixed-Use CEQA Exemption
City of La Verne

2500 North Hollywood Way Hotel EIR
City of Burbank

The Harper Mixed Use Project EIR
City of West Hollywood

The Commons at Aliso Viejo IS/MND
City of Aliso Viejo

Paradise Chevrolet IS/MND
City of Temecula

Focused General Plan Update
City of Glendale

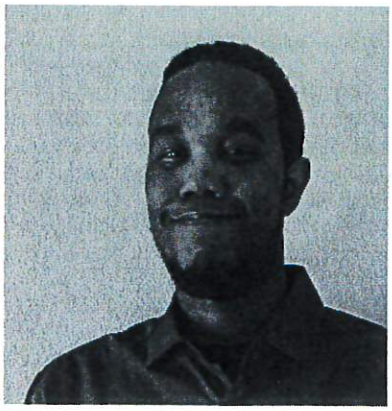
Local Hazard Mitigation Plan
Laguna Hills, CA

Housing and Safety Element Update
City of Rancho Santa Margarita

Housing Element Update (6th Cycle)
Cities of Lawndale, Glendale, Hawthorne, La Verne, Avalon, Lake Forest, Rancho Santa Margarita, Westminster, Martinez, Temecula, and San Jacinto

Abdul Jama

ASSISTANT PLANNER



Abdul holds a Master's Degree in City and Regional Planning from Cal Poly, San Luis Obispo. He brings a strong interest and comprehensive experience in environmental and long-range planning. Abdul has contributed to a wide range of public and private sector projects, focusing on environmental review, land use planning, and policy development. His work includes CEQA document preparation such as initial studies, environmental impact reports, and mitigated negative declaration documents. His long-range planning efforts includes General Plan Update, Zoning Code Update, and Local Hazard Mitigation Plan preparation. Abdul is excited to provide top quality environmental, land use and policy development to all communities and individuals.

EDUCATION

BA, Political Science,
University of California, San Diego

Master of City and Regional Planning,
Cal Poly, San Luis Obispo

ORGANIZATIONS

American Planning Association

Association of Environmental Professionals

AWARDS

2023 City and Regional Planning Outstanding Student Award

2023 Academic Award of Excellence, APA Central Coast Division

RELEVANT PROJECT EXPERIENCE

General Plan Update and EIR
City of Lomita

General Plan Update and EIR
City of Laguna Niguel

General Plan Update
City of Brea

General Plan Update
County of Orange

General Plan Update
Town of San Anselmo

General Plan Update EIR
City of Glendale

Dixon 257 EIR
City of Dixon

Housing Rezones EIR
City of Tracy

UC Villages EIR
City of Merced

Vineyard One EIR
City of Saratoga

Sustainability Implementation Program
City of Lake Forest

Local Hazard Mitigation Plan
City of Glendora

Grevillea-Imperial Hotel CE
City of Hawthorne

Riddle Field Park CE
City of Laguna Beach

The Commons IS/MND
City of Aliso Viejo

385 Nyes Place IS/MND
City of Laguna Beach

820 Gainsborough Drive IS/MND
City of Laguna Beach

Paradise Chevrolet IS/MND
City of Temecula

Mia Yuen

ASSISTANT PLANNER

Mia earned a Master's Degree in Urban and Regional Planning from the University of California, Irvine. Prior to joining De Novo, Mia gained experience in the public sector at the City of Rancho Santa Margarita. At De Novo, Mia provides project support including preparation of zoning code updates and research and policy development for General Plans and Local Hazard Mitigation Plans. She also prepares environmental analysis in support of CEQA documentation for a variety of policy and development projects. Mia is passionate about community engagement, equity, and facilitating sustainable cities. Mia currently serves as the Marketing Chair for the APA Orange Section and has been involved with the APA since 2021.

EDUCATION

Master of Urban and Regional Planning,
University of California, Irvine

BA, Urban Studies,
University of California, Irvine

ORGANIZATIONS

American Planning Association

AWARDS

2024 Emerging Planning Leader Award, American Planning Association - Orange Section

2024 MURP Community Builder Award, University of California, Irvine

RELEVANT PROJECT EXPERIENCE

General Plan Update, Development Code Update
County of Glenn

General Plan Update, Zoning Code Update
City of La Verne

General Plan Update and EIR
City of Laguna Niguel

General Plan Update and EIR
City of Glendale

General Plan Update
County of Orange

General Plan Update
City of Brea

1404 Royal Oaks IS/MND
City of Duarte

Grevillea-Imperial Hotel CE
City of Hawthorne

2500 N Hollywood Way EIR
City of Burbank

Vineyard One EIR
City of Saratoga

Seraphina Residential CEQA
City of Temecula

Local Hazard Mitigation Plan
City of Laguna Hills

Local Hazard Mitigation Plan
City of Rancho Santa Margarita*

Comprehensive Zoning Code Update
City of Eastvale*

* Ms. Yuen was involved with these projects while enrolled as a Graduate Student in Urban and Regional Planning at the University of California, Irvine

KITTELSON & ASSOCIATES

TIMOTHY ERNEY

SENIOR PRINCIPAL PLANNER

Tim Erney is a transportation planner with extensive experience on planning and engineering projects in California. His primary focus has been on managing analyses and documentation for conceptual/final design projects, access and circulation studies, sustainable transportation practices, travel demand management (TDM) measures, parking evaluations, pedestrian and bicycle reviews, and data collection programs. In addition, Tim has performed detailed technical analyses of local and regional roadway facilities, including traffic forecasting, modal split analyses, traffic diversion, grade crossing studies, and operational analyses. He has experience coordinating with local and regional transportation and environmental agencies in California and has been leading the firm's efforts on the evaluation of emerging technologies, alternative evaluation metrics, and the impacts of new mobility services on land use and circulation networks.

EDUCATION

- MCP Transportation Planning, University of California, Berkeley
- MS Transportation Engineering, University of California, Berkeley
- BS Mechanical Engineering, Boston University

YEARS OF EXPERIENCE

28

AFFILIATIONS

- American Planning Association (APA), Member
- Institute of Transportation Engineers (ITE), Member

RELEVENT PROJECT EXPERIENCE

City of Gardena Transportation/Traffic Studies; Gardena, CA. Kittelson has prepared CEQA and non-CEQA transportation assessments for several projects in the City of Gardena, including both citywide and site-specific development projects. Kittelson has prepared studies analyzing CEQA-based transportation impacts as well as non-CEQA local transportation assessments, examining the effects of development projects on local circulation. Tim has served as the project principal for these efforts, providing oversight of recommendations and deliverables.

Anaheim Transportation Network Anaheim Connects Multimodal Plan; Anaheim, CA. Kittelson worked with the Anaheim Transportation Network (ATN) to plan for a new high-quality transit system in the Anaheim Resort Area. For this study, Tim was Kittelson's PM and was directly responsible for leading multiple elements including: identifying appropriate transit technology, determining route options, assessing the potential for First/Last mile (FLM) connections and mobility hubs, determining ridership estimates, and estimating capital and Operations & Maintenance (O&M) costs.

City of Anaheim Broadway and Anaheim Blvd ICE; Anaheim, CA. Kittelson led the collection of 24-hour vehicle counts and use peak-hour data for an intersection control evaluation (ICE) of Broadway and Anaheim Blvd. As project principal, Tim oversaw the data collection and helped conduct the intersection analysis, comparing the operational analysis for a roundabout alternative against the existing traffic signal operations.

City of Anaheim On-Call Transportation Engineering/Planning Service; Anaheim, CA. Kittelson led the intersection control evaluation of Broadway and Anaheim Boulevard. As project principal, Tim oversaw the data collection and helped conduct the intersection analysis, comparing the operational analysis for a roundabout alternative against the existing traffic signal operations.

KITTELSON & ASSOCIATES

FERNANDO SOTELO, TE

PRINCIPAL ENGINEER

Fernando Sotelo has extensive experience in CEQA and the technical aspects of transportation planning, including travel demand forecasting, traffic impact analyses, and parking demand studies. His professional experience with traffic and parking analyses includes several schools and a variety of land development uses, such as warehousing, mixed use, commercial, and recreation projects in southern and northern California. Fernando understands the complexities of transportation planning and has prepared transportation sections of Environmental Impact Reports for major projects such as general plan updates and specific plans.

PROJECT ROLE
Project Principal

EDUCATION
- MS, Civil Engineering (Transportation), University of Southern California
- BS, Naval Engineering, University of Sao Paulo, Brazil

YEARS OF EXPERIENCE
25

LICENSES/CERTIFICATIONS
- Professional Traffic Engineer: CA # TR 2770

AFFILIATIONS
- Institute of Transportation Engineers
- Orange County Traffic Engineers Council Awards

PROJECT EXPERIENCE

Transportation Analysis for the Moreno Valley Mall Redevelopment, Moreno Valley, CA. Fernando prepared the transportation analysis for the development of 1,800 residential units, two hotels, office and retail buildings. Fernando served as the project manager to prepare a comprehensive analysis of potential impacts to transit, bicycle, pedestrian circulation, and an analysis of potential VMT impacts from a variety of land uses with the project. A complex trip generation and VMT assessment was prepared for the unique type of entertainment/lifestyle proposed uses and to account for trip reductions due to internal capture and walking/bicycle travel anticipated to occur given the mix of uses.

Peer Review Memorandum for the Moiola Park Residences, Fountain Valley, CA. Fernando served as the technical lead to peer review a traffic impact study for the development of a 13-acre site with 74 single family homes in the City of Fountain Valley. Fernando reviewed the traffic study provided by the project applicant, providing technical guidance to their traffic consultant and oversight on behalf of the City.

Peer Review for the Slater Mixed-Use Project; Fountain Valley, CA. Fernando peer reviewed a traffic impact study for the development of a four-and five-story mixed-use development with 270 residential units, a restaurant, an art gallery, and associated parking garage. Fernando reviewed the study and provided technical guidance and oversight on behalf of the City. The peer review raised concerns in terms of the analyses provided for site access, off-site impacts, queuing, the methodology to estimate project trips, and the methodology to evaluate potential VMT impacts per SB743 requirements. The findings of the review were summarized in peer review memorandums, and conference calls were held with City staff, the project applicant, and their consultant to discuss the study methodologies, findings and how to address critical issues to ensure that the study and project features and mitigation would be adequate and defensible under CEQA review.

KITTELSON & ASSOCIATES

KAREN PHAN, AICP, RSP$_1$

PLANNER

A California native, Karen holds a master's degree in Urban and Regional Planning from UCLA and a bachelor's degree from UC Berkeley. Karen has experience in traffic operations, multimodal transportation planning, and safety work. Karen's project experience includes traffic impact studies for residential and commercial developments, general plan updates, and complete streets projects.

ROLE
Project Manager

EDUCATION
- Master of Urban and Regional Planning, Transportation Policy and Planning, University of California, Los Angeles
- BA, Integrative Biology, University of California, Berkeley

YEARS OF EXPERIENCE
3

LICENSES/CERTIFICATIONS
- Certified Planner, American Institute of Certified Planners, #35511
- Road Safety Professional, Level 1, #1684

AFFILIATIONS
- American Planning Association
- Women's Transportation Seminar

PROJECT EXPERIENCE

City of Montebello General Plan Update, Downtown Specific Plan, Environmental Impact Report, VMT Guidelines, and Bicycle Master Plan; Montebello, CA. Kittelson developed the updated circulation element for the City of Montebello General Plan Update and Downtown Specific Plan area. Kittelson updated the mobility element's goals, policies, and a circulation network to accommodate the City's envisioned land use and circulation buildout. The plan provides an enhanced network of trails, improved pedestrian and bicycle mobility, and promotes a vibrant and walkable downtown area and near rail stations. Kittelson also prepared a citywide bicycle master plan as part of this effort. Karen conducted the traffic operations analysis for the CEQA and non-CEQA environmental documentation and assisted with developing the bicycle master plan vision, goals, and recommended improvements.

Impact Sciences, Inc. Baldwin Park Fit 7 Lab Football Intensive Training Traffic Study; Baldwin Park, CA. Kittelson prepared a vehicle miles traveled (VMT) screening memorandum for the proposed Fit 7 Lab Football Intensive Training facility located in Baldwin Park, California. The project proposes demolishing an existing building to provide necessary parking and converting another existing building into a soccer sports complex, and develop a total of five soccer fields, including one inside the building and four outdoors above the parking facility. As project manager, Karen reviewed existing conditions, researched regulatory framework and cases of trip credit in similar studies, and prepared the VMT assessment in accordance with CEQA regulations.

Costco Mission Viejo Gas Addition; Mission Viejo, CA. Costco is proposing construction of a new 40-pump gas station at a parcel previously occupied by a large retail store. This addition would be a stand-alone gas station located approximately three miles from the nearest warehouse. Kittelson is assisting Costco with due diligence and City approvals as needed. Karen reviewed existing conditions, analyzed traffic operations at intersections and roadways, and prepared the vehicle miles traveled (VMT) assessment.

1885 S Norfolk St Traffic Study; San Mateo, CA. The project proposes the construction of a 260 unit, 5 story residential use building with a garage consisting of 325 on-site parking spaces. Karen conducted the traffic operations analysis, reviewed existing conditions, and prepared the vehicle miles travelled screening.

ALEX TABRIZI, PE, TE

President

Alex Tabrizi, PE, TE is a licensed civil engineer and licensed traffic engineer in the State of California and serves as the founding president of MAT Engineering, Inc. Mr. Tabrizi has worked professionally in the field traffic engineering and transportation planning/engineering since 2003. He received his bachelors of science degree in civil engineering with an emphasis on structural engineering from the University of California, Irvine.

Mr. Tabrizi has extensive experience in providing transportation planning and engineering consulting services and expertise to a wide range of clients including private sector, land developers, public agencies, various districts of California Department of Transportation (Caltrans), and local governments. Mr. Tabrizi has completed and supervised preparation of hundreds of complex transportation planning and parking demand/utilization studies with successful track record in providing innovative, cost-effective and practical technical consulting services and solutions for politically sensitive, complex, and unique projects involving numerous stakeholders and requiring to meet accelerated project schedules.

As an Expert consultant to the California Board for Professional Engineers, Land Surveyors, and Geologists, Mr. Tabrizi assists the Board with development, maintenance, and validation of material for the Board's professional licensing examinations.

Mr. Tabrizi is also a member of the Traffic Engineering Occupational Analysis Task Force assisting the State's Board of Engineers in determining descriptive information about the tasks performed by Traffic Engineers in the industry and the knowledge standards required to adequately perform those tasks.

Mr. Tabrizi has performed transportation planning studies dealing with various stages of project development, such as signal warrant analysis, circulation analysis, full traffic impact analysis, roundabout analysis and parking studies. He has prepared traffic flow visual simulations combining measured vehicular and pedestrian volumes with aerial imagery to show existing and future traffic circulation for public understanding and discussion. Mr. Tabrizi has also completed a number of transportation engineering and roadway design projects ranging from preparing preliminary studies and reports such as Caltrans Project Reports (PR) and City street improvement concepts to final construction plans, specifications, and cost estimates for Caltrans highway improvement projects.

Mr. Tabrizi is knowledgeable in computer applications for transportation engineering and planning, including, AutoCAD, Microstation with InRoads, Traffix, HCS, Synchro/ SimTraffic, and aaSIDRA.

Registration:

2011, Civil Engineer, CA, 78923

2014, Traffic Engineer, CA 2722

Years of Experience: 21

Education:

B.S., 2005, Civil Engineering, University of California, Irvine

Certifications:

ASCE, On-Site Circulation Design

ITE, Intersection Safety and Geometric Design - Sight Distance

SIDRA, Roundabout Analysis

Professional History:

MAT Engineering, Inc. – President, Present

California Board for Professional Engineers, Land Surveyors & Geologists - Expert Consultant & Traffic Engineering Occupational Task Force Member, 2016-Present

RK Engineering Group, Inc. – Principal, 2014-2022

RBF Consulting – Associate, 2005-2014

Urban Crossroads, Inc. - Engineering Aide, 2003-2005

Email: smurray@southenvironmental.com
Mobile: 818-458-1162

EDUCATION

M.A., Anthropology, California State University, Los Angeles, 2013

B.A., Anthropology, California State University, Northridge, 2003

CERTIFICATIONS

Registered Professional Archaeologist (RPA)

County of Riverside – Certified Archaeologist

County of Santa Barbara – Certified Archaeologist

PROFESSIONAL AFFILIATIONS

California Preservation Foundation

Society of Architectural Historians

National Trust for Historic Preservation

Samantha Murray, MA, RPA

CULTURAL RESOURCES DIRECTOR

Samantha Murray is the cultural resources director at South Environmental and a principal archaeologist and architectural historian with over 19 years of experience in all elements of cultural resources management, including project management and significance evaluations in consideration of the National Register of Historic Places (NRHP), California Register of Historical Resources (CRHR), and local-level designation criteria. Ms. Murray has conducted thousands of cultural resources studies throughout California.

Ms. Murray meets the Secretary of the Interior's Professional Qualification Standards for both History and Archaeology. She is an expert in preparation of cultural resources compliance documentation for projects that fall under the California Environmental Quality Act (CEQA), National Environmental Policy Act (NEPA), and Sections 106 and 110 of the National Historic Preservation Act (NHPA). Ms. Murray has served as an expert witness in legal proceedings concerning historical resources under CEQA.

RELEVANT PROJECT EXPERIENCE

Pasadena Area Community College District New Rosemead Satellite Campus Project, Rosemead, California (2025)
Cultural Resources Assessment

Beach Avenue/La Colina Drive Development Project, City of Inglewood, California (2024)
Cultural Resources Assessment

Southern California Gas Company Del Rey Wells 4 and 9 Abandonment Project, Playa del Rey, City of Los Angeles, California (2025)
Archaeological Monitoring Report

Grevillea Hotel Project, City of Hawthorne, California (2024)
Cultural Resources Assessment

Wilshire Country Club Stream Restoration Project, City of Los Angeles, California (2024)
Cultural Resources Assessment

Elsinore Valley Municipal Water District Highway 74 16-Inch Sewer Extension, Riverside County (2024-present)
Cultural Resources Mitigation Plan and Archaeological Monitoring

San Juan Plaza Project, City of San Juan Capistrano, California (2024)
Peer Review of Cultural Resources Report

1404 Royal Oaks Development Project, Duarte, Los Angeles County, California (2025).
Cultural Resources Assessment

SOUTH ENVIRONMENTAL

Email: scorder@southenvironmental.com
Mobile: 760-334-3355

EDUCATION

M.F.A., Historic Preservation, Savannah College of Art and Design, Savannah, Georgia, 2004

B.A., History, Bridgewater College, Bridgewater, Virginia, 2002

PROFESSIONAL AFFILIATIONS

California Preservation Foundation

Los Angeles Conservancy

Society of Architectural Historians

National Trust for Historic Preservation

Santa Barbara Historical Museum

Sarah Corder, MFA

PRINCIPAL ARCHITECTURAL HISTORIAN

Sarah Corder is the Principal Architectural Historian at South Environmental with 20 years of experience in all elements of cultural resources management, including project management, historic preservation planning, rehabilitation of historic buildings, community engagement, intensive-level field investigations, citywide surveys, architectural history studies, and historical significance evaluations in consideration of the NRHP, CRHR, and local-level evaluation criteria. Sarah has conducted thousands of historical resource evaluations and developed detailed historic context statements for a multitude of property types and architectural styles, including private residential, commercial, military, industrial, educational, recreational, civic, and agricultural properties. Sarah exceeds the Secretary of the Interior's Professional Qualification Standards for both Architectural History and History. She has extensive experience preparing environmental compliance documentation in support of projects that fall under the CEQA/NEPA, and Section 106 of the National Historic Preservation Act.

RELEVANT PROJECT EXPERIENCE

City of Pomona Latina/o Historic Context Statement, Pomona (2025)
Historic Context Statement

Grevillea Hotel Project, Hawthorne, California (2024)
Cultural Resources Survey Report and Built Environment Evaluation

Beach Avenue/La Colina Drive Development Project, Inglewood (2024)
Cultural Resources Survey Report and Built Environment Evaluation

Wilshire Country Club Stream Restoration Project, Los Angeles (2024)
Historic Built Environment Assessment Report

South Beach Restoration and Shoreline Access Enhancement, City of Avalon, Santa Catalina Island, California (2024)
Cultural Resources Survey Report and Built Environment Evaluation

City of Coronado As-Needed Historic Research Consultant, City of Coronado, San Diego County (2019-2022, 2024-present)
Historic Context Statement and Historical Resources Technical Reports

Fullerton College Performing Arts Complex Project, Fullerton (2022)
Historical Resources Peer Review

Fullerton College Facilities Master Plan Program EIR, North Orange County Community College District, City of Fullerton (2017)
Historical Resources Technical Report

SE

SOUTH ENVIRONMENTAL

Email: jludtke@southenvironmental.com
Mobile: (575) 621-1983

EDUCATION

Doctoral candidate in Biological Sciences, University of Calgary

M.S., Biology, San Diego State University, 2008

B.A., Geology, Biology minor, Occidental College, 2004

PROFESSIONAL AFFILIATIONS

Society of Vertebrate Paleontology (2010–present)

Southwest Paleontological Society (2015-present)

Joshua Ludtke, M.S.

SENIOR PALEONTOLOGIST

Joshua Ludtke is a paleontological resources professional with more than 20 years of experience in the fields of paleontology and biology. He meets the Society of Vertebrate Paleontology's definition of a Qualified Professional Paleontologist. Mr. Ludtke has conducted paleontological surveys, excavations, laboratory analysis, and education in California, New Mexico, Arizona, Texas, and Canada. He has specific expertise in the paleontological resources requirements of the California Environmental Quality Act (CEQA), Paleontological Resources Preservation Act of 2009 (PRPA), and National Environmental Policy Act (NEPA). His responsibilities include the management and reporting of paleontological resource survey, salvage, and monitoring programs, as well as training paleontological monitors on proper recording, excavation, and handling of fossil materials.

Mr. Ludtke has a strong understanding of geology and is knowledgeable in animal anatomy (both invertebrate and vertebrate). He has experience monitoring geologically and paleontologically significant sites and is capable of both the interpretation and creation of geologic and topographic maps. He has had extensive involvement in the collection and excavation of fossil materials including invertebrate, vertebrate and plant remains. He practices the most up to date excavation techniques to ensure safe and efficient collection of fossil materials in the field and has published more than ten paleontology articles in peer-reviewed journals.

RECENT PROJECT EXPERIENCE

EVMWD Highway 74 16-Inch Sewer Extension from Wassan Canyon Road to Ethanac Road Project, Lake Elsinore, California (2025). Mr. Ludtke is preparing the final paleontological resources monitoring report for this project subject to CEQA. Role: Senior Paleontologist.

Coachella Data Center Project, City of Coachella, California (2025). Mr. Ludtke prepared a paleontological resources assessment for this 260-acre electronic data storage project. He conducted a paleontological resources records search, pedestrian survey, and prepared a paleontological assessment in compliance with CEQA. Role: Senior Paleontologist.

4100 Guardian Street Development Project, Simi Valley, California (2025-present). Mr. Ludtke prepared the Paleontological Resources Mitigation Monitoring Plan for this commercial development project and will oversee paleontological monitoring. The project is subject to CEQA. Role: Senior Paleontologist.

SOUTH ENVIRONMENTAL

Email: msouth@southenvironmental.com
Mobile: 303-818-3632

EDUCATION

B.S., Wildlife Ecology, University of Wisconsin-Madison, 2004

CERTIFICATIONS

Certified Wildlife Biologist, The Wildlife Society 2014

Certified Technical Service Provider (TSP) for Fish and Wildlife Management Plans, USDA NRCS 2017

Authorized Desert Tortoise Biologist – Numerous BOs

Unmanned Aircraft System Pilot Certification, FAA #4177603

TRAINING

Wetland Delineation Training Course – The Wetland Institute (2014)

Southwest Willow Flycatcher Workshop, 2017

USGS Desert Tortoise Health Assessment and Tissue Collection Techniques Training, 2009

Matthew South

PRINCIPAL BIOLOGIST

Matthew South founded South Environmental in 2018. He is a certified wildlife biologist with over 19 years of professional experience providing natural resources consulting services for a wide variety of clients that include residential, commercial, government, utility, infrastructure, research, and non-profit projects. For the last 15 years, Mr. South has been an environmental consultant in southern California acting as a Wildlife Biologist and Geographic Information System (GIS) Analyst. In early 2018 he started South Environmental and has since been supporting clients in Orange, Los Angeles, Ventura, Santa Barbara, San Bernardino, and Riverside counties.

Mr. South's background in ecology has led to a passion for conservation planning and resources assessments for the purpose of preservation and management. The integration of the latest technologies such as advanced GIS systems, mobile computing, and drone sensing allows him to innovate new data collection, analysis, and collaboration tools for the environmental sciences that produce more accurate data and better-informed resource managers. Mr. South has conducted and managed rare plant and arborist surveys, wetland and jurisdictional delineations, and habitat assessments.

RELEVANT PROJECT EXPERIENCE

Hope Gardens Sequoia Building Project, Los Angeles County, California (2021-present)
Biological Resources Assessment, Jurisdictional Delineation, Oak Tree Report

St. Andrews Recreation Center Project, City of Los Angeles Department of Recreation and Parks, California (2023)
Biological Resources Assessment and Tree Survey Report

Elsinore Valley Municipal Water District Highway 74 16-Inch Sewer Extension, Riverside County (2024-present)
Pre-construction Nesting Bird Surveys and Burrowing Owl Surveys

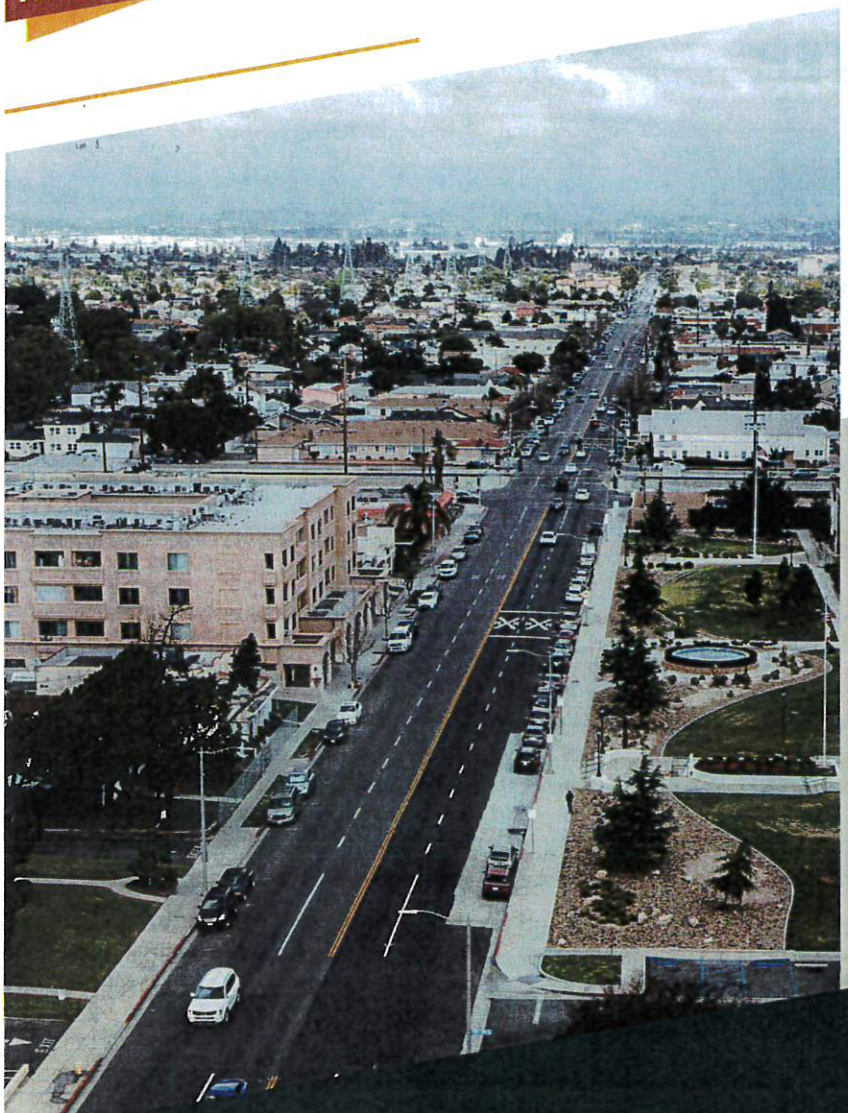
Southern California Edison (SCE) Santa Ana River Pole Replacements, Orange and Riverside Counties (2023)
Rare Plant Surveys

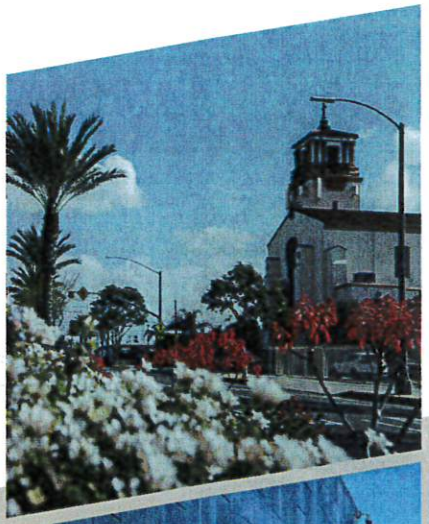
SCE Pole Replacements, Southern California (2021-ongoing)
Nesting Bird Surveys

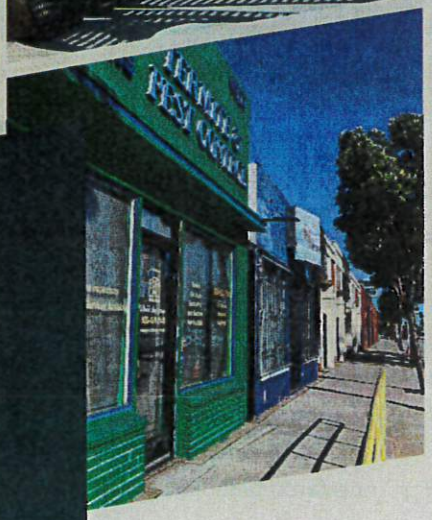
Marlay Drive, Santa Monica Mountains, Los Angeles County (2022)
Focused Mountain Lion Assessment

Decker Edison Road Development, City of Malibu (2020)
Biological Resources Assessment

ASCENT







STATEMENT OF QUALIFICATIONS

City of South Gate On-Call Consulting Services

PREPARED FOR:
City of South Gate
Community Development Department
8650 California Avenue
South Gate, CA 90280

ATTENTION:
John F. Signo, AICP
Planning Manager

OCTOBER 9, 2025

01/ COVER LETTER

October 9, 2025

City of South Gate
John F. Signo, AICP, Planning Manager
Community Development Department
8650 California Avenue
South Gate, CA 90280

Subject: **Request for Qualifications to Provide On-Call Consulting Services**

Dear Mr. Signo:

Ascent is enthusiastic about supporting the City of South Gate with on-call consulting services for future development projects and economic development efforts. South Gate is a relatively compact and densely populated urban working-class city with a strong sense of community identity. The city's history of industrialization that has occurred over the past 100 years has played a significant role in its economy, while contributing to some of its current challenges. With a legacy of heavy industrial use, air quality pollution and exposure to emissions from manufacturing operations, heavy trucks, and remnant contamination are of critical concern, complicating redevelopment and resulting in environmental justice and equity issues. Along with this older community character comes aging infrastructure and the need for ongoing maintenance and upgrades to the water and sewer systems and the streets. The City has been investing in transitioning away from heavy polluting industries, while balancing the need to maintain jobs and tax base, and planning for future infill and light-rail transit with the future West Santa Ana Branch South Gate station. This vision requires coordinated efforts to revitalize the city's commercial corridors and attract new businesses and to sustain the existing housing stock while balancing the pressure to provide new housing opportunities with limited space.

The City needs a bench of trusted consultants with local knowledge and the expertise to prepare planning and design studies, zoning code updates, and related environmental documents to support continued high-quality development. Ascent is the ideal consultant firm to partner with the City to provide both **Planning, Zoning, and Land Use Services** and **Environmental Services in Compliance with the California Environmental Quality Act (CEQA)** for the following reasons:

- Ascent is a **full-service environmental and planning consultancy** offering integrated urban design and planning services, environmental planning and analysis, entitlement assistance, and preparation of new and updated planning documents. Our staff are qualified and ready to assist the City with any need that may arise.
- **We have local expertise, coupled with statewide experience.** Our contract principal and contract manager, Christine Babla and Chad Beckstrom, both have experience working with the City and neighboring jurisdictions and are supported by a Southern California team and a statewide practice.
- **We bring a passion for urban design and placemaking coupled with unparalleled expertise in housing and policy** to help the City address complex challenges relating to infill development, changing legislation, and solutions to address the housing crisis.

- **We have a pristine track record of preparing legally defensible CEQA documents.** When you hire Ascent, you know that we share a common goal of legal defensibility and staying abreast of the most up-to-date legislation and court decisions. We plan for litigation from the start and are frequently brought in for the "stickiest" projects, often working alongside our clients' attorneys to proactively build a strong record as we go.

As a midsize firm of over 150 professionals, Ascent offers the depth and breadth of planning, design, and environmental services that may be needed while providing personal service, nimble responsiveness, quality outcomes, and kind staff who value enjoyable professional relationships. We are experts in complex and high-profile projects with active public involvement and scrutiny, but no project is too small for us to stoke our interest and to get involved. In the 15 years since the firm's founding, we have distinguished ourselves through our creative design, technical expertise, and inclusive outreach and engagement processes. Our team has the time and is available to start work immediately. Our proposal is valid for a period of 120 calendar days from receipt of our proposal. We look forward to the opportunity to work with the City of South Gate and appreciate your consideration of our submittal.

Please do not hesitate to reach out to either Christine or Chad for this proposal if you have any questions or require further information. As an Ascent principal, Christine Babla is authorized to commit resources to assigned projects and to negotiate and execute a contract with the City.
Sincerely,

Christine Babla, AIA, AICP, LEED AP
Principal, Urban Design + Planning
e: Christine.Babla@Ascent.inc
p: 619.366.3468

Chad Beckstrom, AICP
Principal, Environmental
e: Chad.Beckstrom@Ascent.inc
p: 949.569.9448

As an Ascent principal, Christine Babla is authorized to solicit business and enter into contracts on behalf of the firm. Federal Taxpayer Identification Number: 27-1537109.

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02 / WORK PLAN

A. METHODOLOGY

Ascent offers professional staff committed to providing outstanding service and responsiveness with innovation, credibility, and creativity while carrying out planning and environmental services assignments. Our collective team has experience solving policy, land use, urban design, mobility, and other community-specific issues at the local level, with community members, city and county staff, agencies, and other stakeholders and providing the correct level of environmental documentation to meet the City of South Gate's needs. In addition, Ascent has worked with the City on the Gateway District Specific Plan, the Patata Industrial Development Environmental Impact Report (EIR), and the City's Zoning Code and is familiar with the City's General Plan, Zoning Code, community context, and needs and goals in working with applicants on development projects.

Planning, Zoning, and Land Use Services

Ascent's Urban Design + Planning (UDP) studio provides planning, zoning, and land use services to clients throughout Southern and Northern California, with applicable key strengths in general plan and housing element updates, zoning code updates, specific plans, development and site feasibility testing, objective design standards, and inclusive community outreach and engagement to support these services. We work at many scales, from corridors and neighborhoods to districts, cities, and regions. Our team tracks and is closely in tune with the latest legislation affecting land use, housing, and project development, bringing the most current best practices and tools to our everyday work.

When requested by the City to prepare a proposal or scope of work, Ascent's principal-in-charge will work with our project manager to prepare a response and approach. We will build on our understanding of the City's goals and objectives and engage critical technical staff members to develop the proposed scope of work, schedule, budget, and teaming structure in response to the City's needs. The proposed scope of work and approach will include all tasks, activities, meetings, and work products, along with a schedule and detailed cost estimate. The cost estimate will present all labor effort by person for each task and describe any assumptions that underpin these costs. After addressing the City's comments on the scope of work, schedule, and costs, these will be refined and finalized for authorization.

We engage the entire team (i.e., the City and subconsultants) early in the process to set expectations and deadlines for delivery and to provide a roadmap for how the process will proceed. We encourage frequent and regular communication with the project management team to ensure we are aligned in our project work approach and working to address project challenges and solutions throughout the process.

The following describes our particular approach to the types of work that may arise under this contract.

Development Plan Review

Ascent has worked with and assisted cities with the peer review of development projects and applications, working in collaboration with city staff and/or project applicants. We have also supported planning and development entitlements for a variety of private development projects, including housing and mixed-use infill projects, planned communities, and business or office campuses. Ascent would typically work with the City and/or project applicants to scope the project work and strategy for streamlining the project schedule, support the necessary project reviews and community or neighborhood engagement, conduct the required technical analysis or plans addressing City and community input, and as applicable, assist the City and/or developer with the presentation of the project to the Planning Commission and City Council.

General Plan and Zoning Code Updates

We have assisted communities with preparing topical and more comprehensive general plan and zoning code updates, including housing elements, to update and implement city plans and policies and help facilitate future private development. In this capacity, Ascent has assisted and is assisting municipalities with comprehensive general plan and code updates, as well as focused topical updates to support mixed-use or transit-oriented development, address compliance with state housing law, update land use and development standards, refine key standards, such as parking and open space, and address barriers or incentives to facilitating new development. To scope and approach these tasks, Ascent first works with the city to understand the project's purpose and priorities, context, and opportunities and constraints, including other community benchmarks that can serve as inspiration and example. We conduct outreach to the community, including affected stakeholders, to ensure we are addressing the challenges faced in the community.

Master Plans and Specific Plans

Ascent specializes in preparing master plans, specific plans, and specific plan updates to support a variety of project contexts, from transit-oriented districts and downtowns to commercial corridors and office and business campus settings. Our UDP studio comprises a multidisciplinary team of planners, urban designers, architects, and landscape architects who are skilled in the visioning and preparation of site plans and master plans reflecting the aspirations of the community and translating that vision into policies, development and design standards, and implementation actions. Similar to our process for general plan and zoning code updates, we would approach the task incrementally and through the following general process: (1) understanding the community's priorities and issues, meeting early on with community stakeholders and city technical team members; (2) conducting visioning to establish a common set of community guiding principles (from which to benchmark progress on the plan); (3) studying land use and development alternatives, including circulation and mobility, open space, urban design, parking, and other strategies supporting the vision of the community; (4) conducting the required technical studies to address the impacts and integrate the required mitigation for the project where possible; and (5) bringing the vision and strategies together into a specific plan or master plan, meeting all applicable state requirements and addressing the vision, land use and development standards, circulation, public realm, and implementation actions.

Site and Feasibility Testing

To support the services described above, Ascent can prepare 2D and 3D site design studies of urban design and housing typologies to facilitate the implementation of integrated land use, urban design, and mobility strategies and allow the community to visualize planning and design strategies. We conduct scenario testing with interactive 3D models, including SketchUp or other tools, to test buildout potential, evaluate building form, and refine development standards, such as setbacks, stepbacks, building height, and floor area ratio, and the associated metrics for parking and open space. Ascent also works with economists to test and refine prototypes to find the best solution that balances residual land value goals with housing production and other community goals while reflecting the local community's vision and sense of place.

Neighborhood or Community Outreach

Ascent is skilled at facilitating visioning and planning efforts that engage the diverse perspectives of stakeholders and community members, leveraging that input to help guide planning and design solutions. We have led engagement activities in virtual, in-person, and hybrid meeting formats and have experience designing outreach programs that are tailored to the project needs of each city and community. We work with the city and development applicants to scope and design the community outreach experience that

supports the purposes of the plan, whether that is providing the neighborhood information or gathering stakeholder or community feedback to inform planning or design decisions. We have the tools to support the project engagement experience, including experience with in-person and virtual meeting platforms, live polling, translation, and interactive survey and engagement tools, such as Konveio, Mural, Social Pinpoint, or Hello Lamp Post.

Environmental Consultant Services

Ascent provides environmental consulting services to clients throughout California with key strengths in California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) document preparation. Our experience includes a broad range of projects, from large complex environmental impact reports to stand-alone technical reports (e.g., air quality, noise, biological resources, cultural resources) for use in other documents. Ascent staff are experts in compliance with the overarching environmental planning laws and regulations used to evaluate projects.

We effectively guide our clients through the environmental review process and complete reports on their behalf, including EIRs, initial studies, negative declarations (NDs), mitigated negative declarations (MNDs), and categorical exemptions, as well as the lesser-known and utilized exemptions and streamlining tools offered by various provisions of the Public Resources Code and the State CEQA Guidelines. We have worked extensively on addenda and subsequent and supplemental environmental documents to tier from previous CEQA/NEPA documents where there may be modifications to a project or when the project is within the scope of a previously adopted or certified document. We also assist clients in evaluating environmental opportunities and constraints at specific project sites (initial site assessments) to help reduce or avoid environmental impacts through site planning and design. We invest time in the community to understand issues and concerns and are experts at conducting fair, impartial, and effective public outreach meetings.

However, we are more than document preparers and seek to help the City devise effective and efficient environmental review strategies so projects can move forward and benefit the community. We first listen and understand, then deliver solutions aimed at exceeding your expectations. Our approach to environmental review is to provide the correct level of environmental documentation to meet the City's needs for public transparency, disclosure of impacts, and legal defensibility—no more, no less. Each action that could trigger CEQA/NEPA compliance would undergo a stepwise evaluation to:

1. determine whether environmental review applies;
2. if CEQA/NEPA is applicable, determine what level of review is required and what document(s) should be prepared; and
3. identify and execute necessary technical studies to support completion of the CEQA/NEPA document.

If CEQA is applicable to the project, the City must determine whether the project would qualify for a statutory or categorical exemption. Oftentimes these decisions are fairly straightforward, but occasionally some level of environmental study or documentation may be necessary to substantiate the decision. In other circumstances, the project may have been adequately addressed in previously certified EIRs and other environmental documents and can take advantage of streamlining opportunities.

If the project is not exempt from CEQA but it is believed the potentially significant impacts can be mitigated to less-than-significant levels, we would prepare an IS/ND or IS/MND. These documents are appropriate for projects for which substantial evidence exists that impacts can be mitigated and that mitigation is agreed to prior to public review. If environmentally protective features can be included in project design, the scale, cost, and time frame of environmental documentation may be reduced. We will work with City staff to consider feasible and helpful impact-reducing approaches and design features.

EIRs are appropriate on larger projects for which it is unknown whether feasible measures would adequately reduce significant environmental effects and/or for which implementation would result in significant unavoidable effects. Also, if community concern has arisen that could result in environmental controversy, we can help evaluate whether more involved documentation would be beneficial for the City.

Ascent's approach to CEQA compliance is thorough and rigorous. Each task order will start with a kickoff meeting to gather information related to the project and discuss the practices and requirements to be followed in the preparation of the document. In the early stages, we will develop and refine the project schedule and commit to following and delivering upon the milestones agreed to during this process. We ensure our documents are consistent with the CEQA Statute and the State CEQA Guidelines, latest case law decisions, and established practices.

Ascent is a leader in streamlining project approvals using both the "traditional" CEQA tools (e.g., program EIRs with "within-the-scope" findings, infill exemptions, Public Resources Code Section 21083.3 exemption of issues covered in a planning decision EIR) and the latest special statutes.

While certainly not an exhaustive list, some of the common issues we will address in the documents would include the following:

- A clear baseline condition for each resource topic that represents the existing conditions at the time of the notice of preparation (NOP) or when the environmental analysis was initiated.
- A complete project description, sufficient to provide CEQA clearance for the whole of the action. This also includes presenting project objectives that are intentional and neither too narrowly focused nor too broad to be meaningful, which will inform the alternatives selected for analysis.
- Technical analyses (both separate technical reports and analyses incorporated directly into the CEQA document) that analyze the whole of the project (all of the project's construction and operational characteristics) in sufficient detail, use the latest methods and regulatory conditions, and apply significance thresholds that are supported by substantial evidence.
- Mitigation measures that effectively address the significant impacts identified and include a trigger, the method to successfully implement the measure, the responsible party, and a finding of significance after mitigation. The analysis would also consider any secondary impacts associated with implementation of mitigation measures. Mitigation measures that would include future choices to be made associated with their implementation would include clear performance measures to avoid improper deferral.
- A cumulative analysis that determines the significance of the cumulative effects of past, present, and probable future projects supported by substantial evidence. Where cumulative impacts are found to be cumulatively significant, the analysis would determine whether the project's incremental contribution to those cumulative effects would be cumulatively considerable.
- An alternatives analysis (for EIRs) that includes a range of reasonable alternatives. For CEQA projects, the analysis need only provide a level of detail sufficient to compare the impacts of the alternative to the impacts of the proposed project.

Even the simplest projects can be challenging, highly politicized, and often opposed and subject to legal challenges from labor and environmental advocacy groups. These sensitivities make it all the more important to navigate communication protocols. Ascent will work with the City through privileged and confidential communications, such as using phone calls, minimizing emails, and using SharePoint to minimize Public Records Act requests and vulnerabilities and maintain a clean project record, whenever possible.

Our project management approach includes a small management team with linked responsibilities, a clear chain of communications and responsibilities, and a thorough document review process. This ensures

thorough oversight of the work being conducted on a daily basis and ensures that optimal attention is devoted to the preparation of each work product. We hold weekly or biweekly internal team meetings to monitor project progress and proactively address needs and issues as they arise. We also typically hold biweekly or as-needed meetings, via MS Teams, to check in with our clients so that the full team is up to date on team progress as well as on City initiatives, confirm that we are meeting client expectations and working in a collaborative manner as a true extension of City staff, and facilitate ongoing communication and dialogue. We would also include progress reports as part of our monthly invoicing to keep the City's project manager apprised of the financial status and work progress. Where technical information needs to be conveyed between experts, we facilitate direct discussion between staff, such as GIS analysts, biologists, and regulatory agency staff, or Ascent's technical staff and client or agency technical reviewers.

The following describes our approach to the types of work that may arise under this contract.

Task 1: Environmental Impact Reports

Ascent will regularly develop initial studies for projects requiring CEQA compliance that do not qualify for statutory or categorical exemptions. Our initial studies follow the structure outlined in the CEQA Guidelines Appendix G Environmental Checklist and incorporate comprehensive environmental setting descriptions for each technical discipline. Impact determinations are supported through empirical data and scientific analysis. When initial study findings indicate that project impacts could be potentially significant, or it is understood from the outset that a project may result in significant unavoidable environmental effects, or when substantial public controversy surrounds a proposal, the Ascent team will develop comprehensive EIRs for the City. We also prepare combined EIR/environmental impact statement (EIS) documents when projects involve federal agency participation through funding mechanisms or permitting requirements. Our approach begins with environmental scoping to identify critical issues of concern, using the initial study as supporting documentation for the NOP.

Our EIRs encompass all mandatory components as specified in the CEQA Guidelines, including comprehensive project descriptions, baseline environmental conditions and setting documentation, analysis of direct and indirect environmental effects, alternatives evaluation, and additional required elements. Technical study results are integrated throughout the environmental documentation. Ascent will support the City in comment response activities and final document compilation. We will also assist with coordination of document transmittal, distribution protocols, and public notification requirements.

CEQA Findings and Compliance Documentation

Ascent develops findings of fact consistent with the requirements of CEQA Guidelines Section 15091. These findings present detailed information regarding each significant impact identified through the EIR process and articulate the City's intended approach to addressing significant impacts according to the three available finding categories. All findings are substantiated by adequate evidence in the administrative record.

When required, Ascent develops mitigation monitoring and reporting programs (MMRPs) that specify mitigation measures, implementation schedules, responsible party assignments, and monitoring protocols. We will collaborate with City staff to establish suitable responsible entities, methodologies, and implementation time frames.

Subsequent Environmental Documentation

Addenda or Supplemental EIRs may become necessary when project modifications are proposed following EIR certification but prior to project construction. CEQA Guidelines Sections 15162–15164 establish the criteria for these documents. Supplemental EIRs are appropriate when project changes would not necessitate major EIR revisions but could generate new significant effects or substantially

increase previously identified impact severity. New information emerging after EIR certification should also be addressed through Supplemental EIR documentation.

Lead agencies may opt to develop and adopt EIR addenda when project modifications are considered minor and require only minimal changes or additions that do not warrant Supplemental EIR preparation. These processes document project modifications, previous environmental determinations, potential changes to environmental impacts, and any additional or revised mitigation requirements. Supplemental EIRs follow the same public notification and participation procedures as standard EIRs.

Task 2: Negative Declarations

When initial study findings indicate that project impacts will be less than significant, Ascent will collaborate with the City to develop a negative declaration. Our process includes providing an administrative draft to the City for internal review and approval before releasing the document for agency consultation and public comment during the mandated review period. After the comment period concludes, we will produce the final IS to support a negative declaration. Although not mandated by CEQA, we can develop responses to public comments if requested by the City. Specialized technical studies may be prepared and incorporated as appendices when needed to address specific technical concerns (see below for "Other Environmental Services Offered by Ascent").

Task 3: Mitigated Negative Declarations

When initial study findings indicate that project impacts can be reduced to below significance thresholds through mitigation, Ascent will collaborate with the City to develop a mitigated negative declaration and develop appropriate mitigation measures to achieve less-than-significant impact levels. Similar to negative declarations discussed above, we will prepare draft MND documents, coordinate public circulation for review, and develop final documents that incorporate necessary modifications based on received comments. Although not mandated by CEQA and similar to negative declarations, we can develop responses to public comments if requested by the City. Specialized technical studies may be prepared and incorporated as appendices when needed to address specific technical concerns (see below for "Other Environmental Services Offered by Ascent"). Our team will provide comprehensive guidance to the City throughout the entire development process.

Task 4: Technical Studies

Ascent offers a full suite of planning and scientific capabilities on their own or in support of CEQA documents. Our qualifications and general approach related to these issues are discussed below.

Aesthetics, Environmental Design, and Visual Impacts

Visual impacts from various projects can be highly subjective and cause concern over the effects to scenic resources, view obstructions, changes in visual character, and increased lighting. Ascent has technical expertise in aesthetics and visual impact assessment, including conducting visual impact studies as part of project design and to support CEQA evaluations. Our team will ensure that analyses include vivid descriptions of the visual setting, complemented by photo journals, and describe the viewsheds, key observation points, scenic vistas, and other characteristics and quality of the viewsheds that have the potential to be impacted. Appropriate policies of the City's General Plan and development standards in the Zoning Code will be identified and described. Impacts to important visual resources will be addressed along with mitigation measures, which may lead to recommendations for project modifications. Ascent team members are familiar with various methods in analyzing visual impacts, including qualitative analyses, as well as more objective methodologies, such as those employed by the Bureau of Land Management and the Federal Highway Administration. In certain instances, it may be appropriate to incorporate visual simulations into the analysis.

Air Quality and Health Risk Assessment

Since the firm's founding, Ascent has sustained a strong reputation in air quality impact analysis along with the development of corresponding mitigation strategies. We understand and provide complete air quality impact services, including streamlined mass-emissions analyses, federal Clean Air Act conformity, detailed dispersion modeling, and health risk assessments. Ascent has served as the California Air Resources Board's (CARB's) on-call CEQA consultant for over 10 years, supporting CEQA compliance for greenhouse gas (GHG) and air quality regulatory proposals. We pride ourselves on staying in front of emerging topics in air quality, using the most up-to-date models, and developing mitigation strategies that are effective and feasible. In addition to project analysis, we have helped multiple local air districts develop and adopt CEQA guidelines and thresholds of significance that reflect the best professional practices in effect, as well as the latest case law decisions.

Criteria pollutant modeling will focus on construction-related and operational emissions and will be based on South Coast Air Quality Management District (SCAQMD) guidance for assessing air quality impacts and on the latest guidance from the US Environmental Protection Agency, CARB, and the California Office of Environmental Health Hazard Assessment. Where necessary, the team will quantify toxic air contaminants and prepare a health risk assessment using dispersion modeling and addressing morbidity, mortality, and cancer and non-cancer chronic and acute risks. Mitigation measures will be identified and developed in collaboration with the City.

Biological Resources

The Ascent team offers a full suite of biological and other natural resources capabilities to support planning and environmental decision-making and the effective stewardship of land and water resources. We conduct habitat assessments and inventories, wildlife biological and botanical surveys, aquatic habitat assessments and surveys, wetland delineations, conservation planning, ecosystem restoration planning, GIS modeling, and natural resources management planning. We are experts in leading projects where the protection, enhancement, management, and/or restoration of sensitive habitats or natural processes and functions are the primary objectives. We have assisted conservancies, state and federal land management and natural resources agencies, and many local governments with plans for the use and care of their important natural and biological resources.

We will begin by reviewing background data, including the California Natural Diversity Database and other biological references and published literature. At times, field surveys may need to be conducted by qualified biologists, including underwater investigations, to determine the presence of potential habitat, sensitive species, and the potential impacts on these resources. Surveys will be conducted in accordance with applicable protocols established by the wildlife agencies, including the California Department of Fish and Wildlife (CDFW), the US Fish and Wildlife Service, and the US Army Corps of Engineers (USACE). The analysis will incorporate the most current biological baseline surveys and will consider specific regulations that apply, including the Migratory Bird Treaty Act and both the federal and state Endangered Species Acts, and provide evidence if the record supports the conclusions reached in the report and/or environmental document.

Archaeological, Historical, Paleontological, and Tribal Cultural Resources

Whether dealing with the historic built environment, potential buried archaeological or paleontological resources, or Native American tribes, Ascent's cultural resource specialists can help. We have extensive experience in historic significance evaluation, eligibility determinations for listing in federal or state registers, cultural/paleontological resources impact analysis, mitigation formulation, and regulatory compliance for historic buildings and other structures. Our services support compliance under CEQA, Section 106 of the National Historic Preservation Act, and Section 4(f) of the Department of Transportation Act, as well as agency-specific regulations and guidelines. Our specialists have prepared

scores of building assessments and eligibility determinations and are also experienced in evaluations and inventories for prehistoric and historic archaeological resources. Ascent staff can help to support local agencies in the tribal consultation process pursuant to Assembly Bill (AB) 52 as part of the required CEQA process and also under Senate Bill (SB) 18 where a local government must engage tribal consultation prior to adoption and amendment of both general plans (defined in Government Code Section 65300 et seq.) and specific plans (defined in Government Code Section 65450 et seq.). We also have a strong track record of effective consultations with the California State Historic Preservation Officer for concurrence in register eligibility and effect determinations.

Our team members will conduct records searches, review historical records, and conduct field surveys to document and record the conditions of potential resources. If structures over 50 years old are present, we will complete Department of Parks and Recreation forms (DPR 523) and evaluate the potential significance and eligibility of the resource for listing in the California Register of Historical Resources, National Register of Historic Places, and/or City Historic Monuments. We will help the City conduct outreach to tribes, including obtaining information from the California Native American Heritage Commission and Native American representatives.

Greenhouse Gas Emissions

Ascent's atmospheric scientists, climate change/greenhouse gas specialists, and sustainability planners are regarded as experts throughout California. Our climate and sustainability planning services include developing leading-edge approaches for analysis of GHG impacts and definition of effective mitigation, anticipation and adaptation to climate vulnerability, and formulation of action plans for climate change preparedness and resilience. We have repeatedly served CARB, including preparing CEQA documents on AB 32 and SB 32, implementing regulations adopted since 2010 (e.g., 2022 Scoping Plan). Ascent has prepared climate action plans and climate action and adaptation plans for many agencies in Southern California and throughout the state.

The analysis of GHGs will include quantification of emissions from construction and operations using the most current adopted methodologies. As this topic continues to evolve, significance criteria will be developed in coordination with the City and may apply project-specific thresholds, SCAQMD thresholds, or other tailored thresholds consistent with scientific consensus and statewide emission reduction targets. Ascent will qualitatively discuss potential adverse impacts due to climate change and the ability of development to adapt to these effects.

Hydrology and Water Quality

Ascent has an in-house team specializing in hydrological and water resources. We work closely with clients in developing and delivering stormwater and environmental compliance, construction site best management practices (BMP) programs, erosion control and stormwater retrofit programs, wetland delineation and restoration, watershed planning, and environmental planning documents for CEQA.

The hydrology and water quality analysis will document existing hydrologic conditions and water quality, including a description of existing surface water runoff and stormwater management, existing surface water quality conditions and circulation patterns, and a review of groundwater conditions. Beneficial uses for surface waters will be summarized, describing any biological resources or other beneficial uses that could be affected by water quality–related impacts and changes to water conditions due to proposed projects. The potential for impacts to water quality will be analyzed, including potential to increase or decrease surface porosity, changes to local stormwater flow and management, impacts to surface water quality, and changes in surface circulation. Following the review, the team may propose the use of impact

minimization processes, such as Low Impact Development implementation, BMPs, and site-specific designs, to minimize the potential for impacts to hydrology and water quality in a project area.

Noise and Vibration

Ascent's noise and vibration services include preparing technical studies and analyses (ambient monitoring, mobile and stationary source modeling, contour development and abatement) addressing construction and operational impacts or projects, including consideration of a variety of intrusive noise sources (construction, industrial, transportation, and other sources). Our analyses are conducted in accordance with standards and guidance from county and city planning departments and federal, state, and local agencies, including the Federal Transit Administration (FTA), Federal Highway Administration (FHWA), and Caltrans. Analysis includes the use of numerous mobile and stationary source models (e.g., SoundPlan, Traffic Noise Model, Roadway Construction Noise Model, Helicopter Noise Model).

The evaluation of noise impacts associated with particular projects will be conducted by collecting data regarding existing land uses, the project location, the location of sensitive receptors in the project area, and operational information. Baseline community noise measurements will be conducted in the project area and at nearby sensitive receptor locations to quantify ambient noise levels and provide information to calibrate noise models and/or establish baseline noise criteria. The latest versions of appropriate noise models such as the FHWA Traffic Noise Model for modeling roadside noise levels, the FTA methodology for modeling railroad train noise and vibration, and SoundPlan for modeling noise from distributed point sources will be used to model and evaluate community noise. The calculated worst-case noise levels will be compared to noise limitations prescribed by federal and local agency noise ordinances and impact assessment guidelines to assess noise impacts. Noise modeling and analysis will identify the major contributors to noise in the community. Noise mitigation measures such as operational controls, equipment enclosures, mufflers, and noise barriers will be developed as necessary to address the major noise contributors.

Transportation and Vehicle Miles Traveled

With SB 743 becoming effective in 2020, delay-based analyses for ground transportation under CEQA are no longer appropriate; analyses are now largely based on vehicle miles traveled (VMT). Our in-house transportation specialists are experts in addressing CEQA's requirement for VMT analysis as well as VMT mitigation options and opportunities, including project-level options (e.g., transportation demand management [TDM] plans) as well as VMT exchanges, banks, and fees. Where appropriate, our team will collect traffic count data, estimate trips and VMT, and model project future traffic volumes. Mitigation measures will be identified as appropriate to minimize impacts to VMT and on the local and regional transportation network. We are also experienced with peer reviews and working with transportation planning and traffic engineering consultants to ensure technical analyses adequately support CEQA documents. In addition, when technical transportation analyses are provided by a third party, we have the expertise to review, advise, and prepare the appropriate CEQA documentation.

Task 5: NEPA Compliance

Compliance with NEPA is not often required by local CEQA lead agencies, except where a project is seeking federal funding or requires federal permits. The Council on Environmental Quality NEPA regulations are applicable to and binding on all federal agencies for implementing the procedural provisions of NEPA, but many individual federal agencies have adopted their own NEPA procedures, which may differ considerably from one agency to another. The NEPA process can proceed independently from the CEQA review, but more often they are combined as joint CEQA/NEPA documents for efficiency's sake.

Ascent has worked with a wide variety of federal NEPA lead agencies in the preparation of environmental impact statements, environmental assessments, and CEs for agencies such as USACE, Bureau of Reclamation, US Forest Service, US Department of Energy, National Park Service, US Bureau of Land Management, Naval Facilities Engineering Command, FHWA, FTA, and US Department of Housing and Urban Development.

Other Environmental Services Offered by Ascent

Peer Review of Technical Studies Provided by Applicants

Clients frequently engage Ascent to conduct independent peer reviews of technical studies, given that most local agencies lack specialized technical expertise on staff. Our role involves evaluating environmental documentation prepared by third-party consultants, with particular attention to verifying that potential impacts are adequately analyzed and properly disclosed. Ascent maintains comprehensive in-house technical capabilities to perform peer reviews across all environmental study types. We will prioritize protecting the City's interests and concerns while identifying any deficiencies, gaps, inaccuracies, and substandard CEQA compliance practices in the documentation. Our independent reviews are performed by subject matter experts in relevant technical areas, who evaluate whether proper analytical methods are employed, assumptions are reasonable, appropriate thresholds are addressed, and that conclusions are substantiated with adequate evidence and factual data.

Peer Review of Documents from Outside Agencies

The City may require specialized knowledge to support the peer review of environmental documentation produced by external agencies. This situation could arise when neighboring municipalities propose development or infrastructure initiatives that might create direct or indirect effects on South Gate residents and businesses. Ascent will examine these environmental studies created by other organizations, concentrating on whether potential impacts have been properly identified and disclosed. We will ensure that the City's priorities and issues are considered and will counsel the City regarding any deficiencies, gaps, mistakes, and/or substandard CEQA implementation found in the documentation.

Public Meetings and Community Outreach

Public outreach and engagement are essential components of any CEQA or planning process. Ascent's experience leading and conducting public meetings is benefited by the time we invest in the communities in which we work to understand issues and concerns. We are experts at conducting fair, impartial, and effective public outreach meetings, which are tailored to the goals and objectives of our clients. Our project managers and planners are adept at oral and written communications, and they frequently support our clients at public meetings to address environmental and planning issues. We will work collaboratively with the City to identify and execute the most appropriate outreach strategy based on project-specific needs.

B. PROJECT SCHEDULE

Ascent has the ability to begin work immediately. Our management team strives to meet or exceed client expectations by serving as a true extension of City staff. We understand the need to perform within fixed and challenging schedules.

Planning, Zoning, and Land Use Services

In supporting the City's planning, zoning, and land use services, we view ourselves as an extension of City staff and understand the need to perform on fixed schedules, based on the demands of the project. At the project scoping stage, Ascent will work with City to develop an agreement with City staff on the schedule, including any grant or funding constraints, the duration of tasks, staff review times based on assignment,

and Planning Commission and City Council meeting needs and review lead time. We will factor these timelines into a working project schedule, which we will use to track and update the City on the progress of our work through check-in calls and/or monthly invoicing and progress reports. Quality is also a cornerstone of what we do, and we achieve this through rigorous attention to our quality management process. From start to finish, we build in review cycles to ensure Ascent deliverables meet or exceed industry standards. As addressed under "Environmental Consultant Services" below, Ascent also uses a scheduling and workload management system, Vantagepoint, as a software tool to assist our team in planning and managing staff time and ensure we are allocating the appropriate resources to meeting client deadlines and schedules.

The rough timeline required for the completion of project or task assignment can vary by the task and nature of the assignment from:

- **1 to 3 months** for the support of peer review services, such as development applications or plan
- **3 to 6 months** for minor General Plan and Zoning Code updates or studies, involving a draft and final deliverable
- **9 months to 1 year** for stand-alone documents, chapter or section updates, involving multiple cycles of review and Commission or Council review
- **1 to 3 years** for comprehensive plan updates, major zoning updates, specific plans, or master plans involving multiple deliverables, environmental review and a more robust community outreach program

Depending on the scale of the assignment, number of reviewers, and schedule constraints, we typically ask for a 2-to-3-week City staff review cycle for less complex assignments, such as studies or technical memos, but would want to limit City staff review periods to a month for larger plans or documents involving multiple departments, such as a specific plan draft, to ensure the efficiency and momentum of the project process. We typically factor in Commission and Council review time, based on the staff reporting needs of the City and applicable statutory guidance.

Environmental Consultant Services

Ascent strives to understand the client's objectives and how the environmental process fits with other project needs and timelines. Further, we have demonstrated that we can deliver within narrow time frames, often on simultaneous projects. Scheduling and workload management systems at Ascent are designed to allocate resources to meet all client due dates, regardless of their timing or the number of deadlines in a given period. Specifically, the firm's scheduling and workload management systems employ several strategies, including software-driven (Vantagepoint), weekly schedule and workload management monitoring of technical, graphics, word processing, and production staff; long-range (3 to 6 months) staffing projections to secure availability; and critical path method and timeline scheduling for tasks and milestones. Using these proven strategies in combination with effective communication and a robust quality control program, we will ensure that we meet City schedules and deliver a successful project outcome. General estimated time frames for preparation of environmental documents are outlined below. We generally turn around revisions to draft documents within a few weeks:

CEQA Documents	NEPA Documents
◢ 4 to 6 months for IS/ND/MND ◢ 9 to 12 months for EIR ◢ 4 to 8 weeks for technical studies	◢ 4 to 8 weeks for categorical exclusion ◢ 4 to 6 weeks for environmental assessment ◢ 1 to 2 years for environmental impact assessment

C. QUALIFICATIONS AND PRIOR EXPERIENCE

Demonstrated Experience, Competence, and Qualifications of the Consultant and the Participating Staff Successfully Providing Similar Services to Municipalities

Ascent is a dynamic environmental, natural resources, and planning consultancy with offices in Irvine, San Diego, Sacramento, Lake Tahoe, and Berkeley. Founded in 2010, the firm has grown to over 150 staff. We offer a broad spectrum of services, including planning, urban design, and community engagement; CEQA and NEPA compliance; climate change, greenhouse gas analyses, and sustainability planning; air quality, noise, and vibration services; outdoor recreation and natural resources management planning; historic preservation; regulatory compliance services. We focus on providing personal service, nimble responsiveness, quality outcomes, a caring workplace, and enjoyable professional relationships.

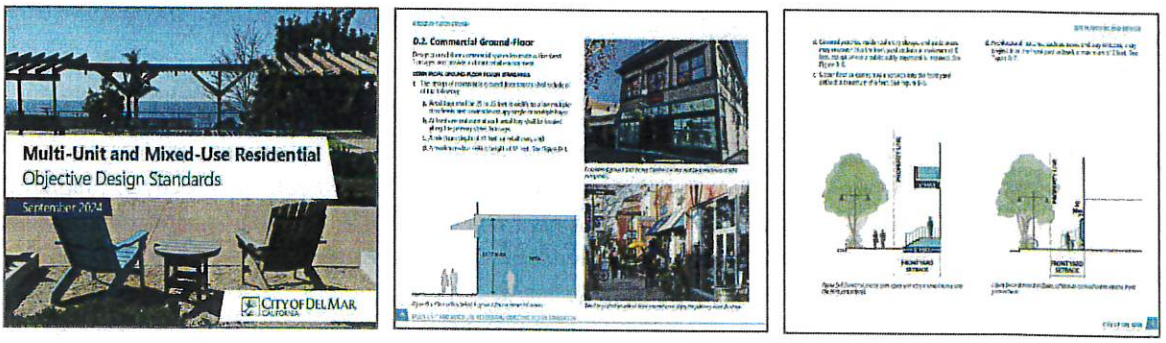
Ascent staff have the credentials to help clients unravel complicated and confounding environmental and planning situations. We listen first and then apply our experience, creativity, enthusiasm, and credibility to understanding our clients' needs and considering solutions in a collaborative style. We design the project process, strategies, and schedule to anticipate and avoid pitfalls. Close communication and reliable service are maintained throughout the contract. If a project issue arises, we consult right away about potential resolutions. As a result, work products directly address our clients' needs, provide substance and quality, and contain no "surprise" results. We strive to deliver solutions aimed at exceeding our clients' expectations.

Planning, Zoning, and Land Use Services

The Ascent team has led dozens of urban design and community planning efforts throughout Southern California and statewide, including general plans, specific plans, community plans, master plans, focused land use studies, housing feasibility and test fits, design studies, visualization, objective design standards, hybrid form-based codes, and zoning updates. Our team members, including our principal-in-charge, Christine Babla, have experience working for the Cities of South Gate, Long Beach, Los Angeles, Pasadena, Burbank, and San Diego, the County of San Diego, and the Port of San Diego, as well as the City of Sacramento, Bay Area cities, the Southern California Association of Governments (SCAG), the San Diego Association of Governments, and the Sacramento Area Council of Governments (SACOG), among others. Our team has provided and continues to provide on-call services to our clients with the City of San Diego, Sunnyvale, SANDAG, and SACOG. Ascent has special expertise in housing policy, including implementing housing-related general plan updates and zoning amendments to ensure compliance with state law. Ascent's housing lead, Chelsey Norton Payne, is known statewide as a housing policy expert and has extensive experience providing technical assistance related to housing policy, legislative compliance, and fair housing. Many of Ascent's urban designers are also architects or landscape architects who have worked with both public and private sector clients to develop and implement built residential, commercial, and mixed-use projects, workplace campuses, and mobility and open space improvements. We have the capability to handle the Planning, Zoning, and Land Use Services, identified in the RFP, including the services described on the next few pages.

Zoning Code Updates and Objective Design Standards

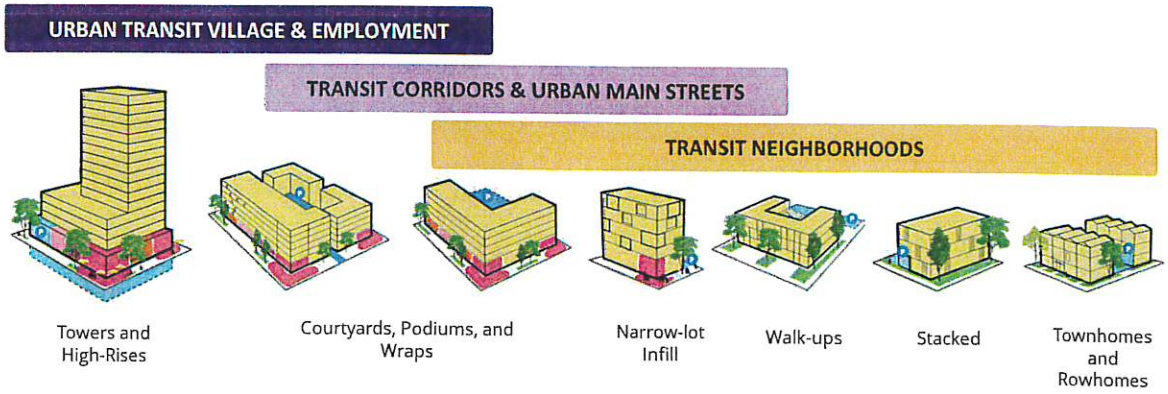
Ascent has assisted numerous jurisdictions with both comprehensive and focused general plan and zoning code updates, including general plan updates for the Town of Truckee, the City of Folsom, the City of Rancho Cordova, and the County of Sacramento; and zoning updates for the Cities of South Gate, Elk Grove, Folsom, and Suisun City and the Counties of Sacramento, Sierra, and Fresno. Our work focuses on optimizing zoning, objective design standards, and development standards to streamline housing, updates to open space and parking standards, and creating clear, succinct, and graphically rich deliverables that are easy to use for both private developers and government entities. We have also drafted model ordinances, overlay zones, ordinances for compliance with state housing laws, including zoning for emergency shelters and supportive housing, density bonus ordinances, and accessory dwelling unit ordinances.



City of Del Mar Multi-Unit and Mixed-Use Residential Objective Design Standards

Design Studies and Visualizations

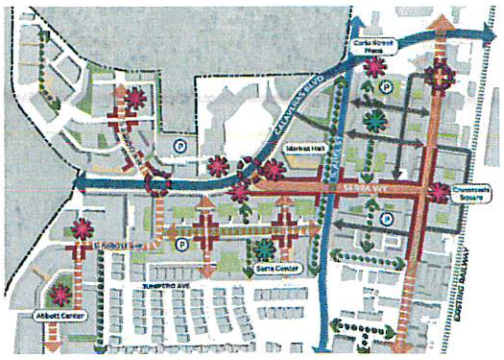
We are skilled in development feasibility analysis and scenario planning, as well as in the preparation of 2D and 3D models and visualizations, and routinely test key criteria such as density, intensity, setbacks, and other objective and measurable standards to ensure our deliverables will achieve the desired outcomes. This knowledge is extremely useful when preparing design standards, testing building prototypes, and creating graphics to communicate design concepts to a broad audience. These graphics can be used for internal decision-making or coupled with policies and development and design standards to convey vision and intent in our documents.



Design study of multi-unit residential product types

Master Plans and Specific Plans

Our team members have extensive experience working closely with cities, communities, and developers to prepare master plans, specific plans, and other area plans that bring together visioning, plan development, and implementation strategies. Many of our urban designers and planners have worked with both public and private sector clients to prepare master plans and associated implementing area plans that balance site-specific constraints with economic and planning goals. We have worked in a range of context conditions, including downtowns, main streets, transit-oriented station areas, commercial corridors, and neighborhoods.



Specific plan urban design framework, for the City of Milpitas

Inclusive Community Engagement, Public Hearing Assistance, and Training

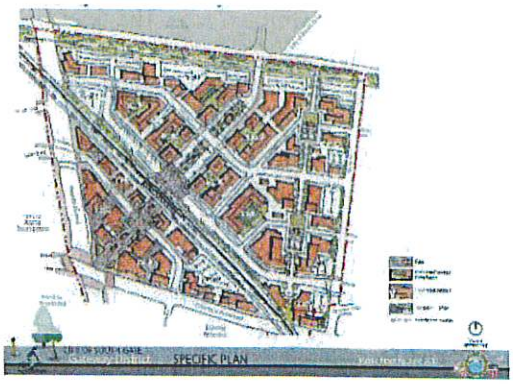
Ascent's team members are skilled facilitators and are trained as planners and designers, helping them to effectively connect with stakeholders and link feedback directly to planning and design solutions. We have led dozens of engagement activities in a mix of settings, including virtual, in-person, and hybrid meetings, and we have experience designing outreach programs using Zoom, Microsoft Teams, Google Meet, and other platforms such as Konveio, Mural, Miro, Social Pinpoint, and Hello Lamp Post. We are able to incorporate simultaneous translation, video recordings, live polling, and breakout rooms for real-time feedback, as well as conduct broader outreach using online surveys and stakeholder interviews. We do not view this effort as simply checking the box, but as a platform to provide meaningful design-related clues and capacity building through collaborative planning.

As part of project work, Ascent team members regularly engage in workshops, study sessions, and public hearings with planning commissions and/or city councils. We are also able to facilitate workshops and training sessions related to the topics described in this proposal, and we have conducted training sessions to jurisdictions throughout the SANDAG and SCAG regions, related to CEQA streamlining, objective design standards, and other planning topics.

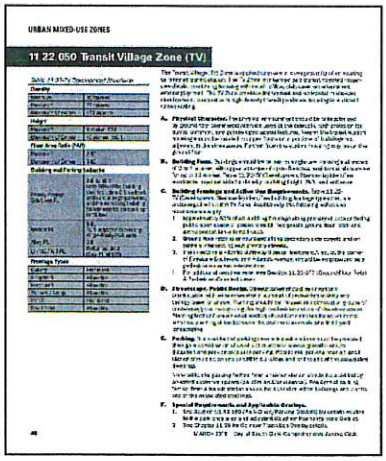
Planning, Zoning, and Land Use Services Projects

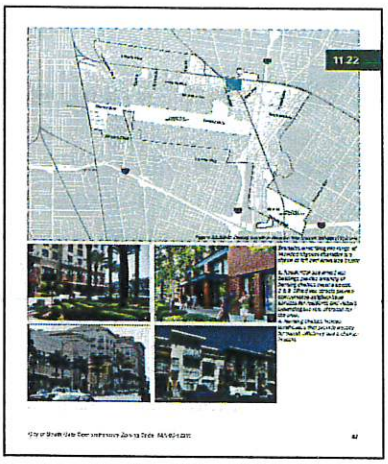
City of South Gate Gateway District Specific Plan and Station Area Plan, Comprehensive Zoning Update, and Hybrid Form-Based Code

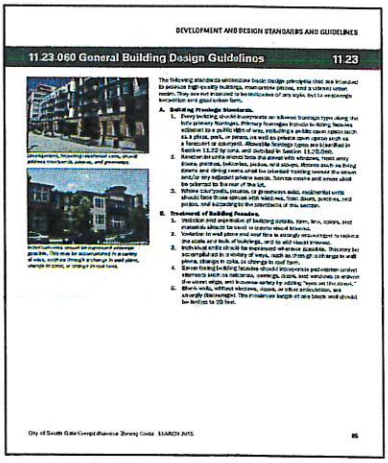
CITY OF SOUTH GATE AND SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS



Christine Babla, while at a prior firm and continuing at Ascent, worked with SCAG and the City of South Gate to lead a multidisciplinary team in the preparation of a Specific Plan for the 60-acre Gateway District and Station Area, in anticipation of the planned Eco-Rapid/West Santa Ana Branch South Gate Transit Station. The plan provides a vision and framework for the new station, station area, and surrounding transit-oriented development, with a mixed-use, pedestrian, and transit focus. The plan is a concise, user-friendly, and highly graphic document that establishes the regulatory approach for the Gateway District, including goals and development and design guidelines and standards, together with frameworks for development, mobility, and open space strategies, as well as transition areas to the surrounding light and heavy industrial areas. The Gateway District and Station Area will give residents, business owners, and visitors increased access to local and regional bicycle routes and multipurpose trails and to nearby transportation corridors, including Amtrak, Metrolink, and Metro's Blue, Gold, Green, Red, and Purple Lines.



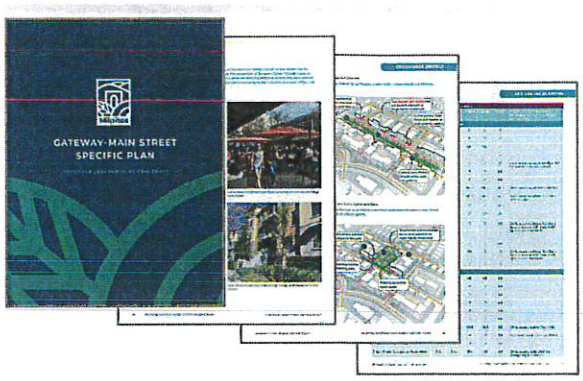




Also while at a prior firm, working closely with the City of South Gate Community Development Department, Christine Babla, Matt Gelbman, and Anh Thai prepared a comprehensive zoning update, including a hybrid form-based code for all urban mixed-use zones. As the update was the first major zoning code update in 54 years, the effort involved extensive planning and design, and a multi-staged public outreach process. The work program included modernizing the code; translating South Gate's General Plan concepts for placemaking, pedestrian- and transit-oriented development, and urban infill in key districts and corridors; and preserving transitions within the traditional neighborhood fabric. A significant component of the project was development of standards and guidelines for building form, building frontage, active use requirements, open space, streetscape and the public realm, and parking.

The South Gate Code was recognized with an Award of Merit for Comprehensive Plan, Small Jurisdiction, from the Los Angeles Section of the American Planning Association.

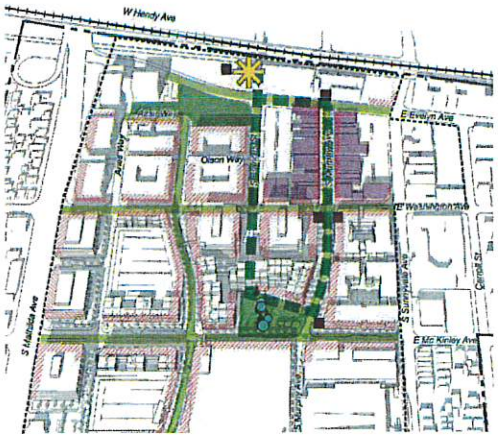
Milpitas Gateway–Main Street Specific Plan Update and Supplemental EIR
CITY OF MILPITAS



Ascent is leading the comprehensive update of the Gateway–Main Street Specific Plan, which will serve as a guide for the revitalization of the Milpitas midtown/downtown area. The Specific Plan area is envisioned as a group of districts and neighborhoods that together create a complete community and a center for Milpitas. Main Street and the Civic Center will continue to evolve into a walkable and thriving destination, supported by civic and cultural anchors, infill residential, and neighborhood retail nodes. The Crossroads will serve as a regional downtown destination and gateway into the city. New infill housing and mixed use, paired with complete streets and trail improvements, new urban open spaces, plazas, and placemaking, will distinguish midtown as a walkable, bike-friendly, urban community.

The planning process has included extensive public engagement, scenario planning and feasibility testing, detailed urban design guidance for housing, infill development, retail and public realm improvements, and a detailed implementation program to address economic development and infrastructure improvements.

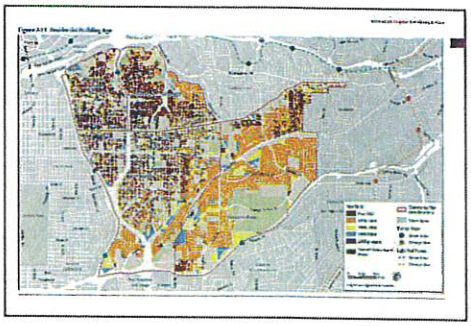
Sunnyvale Downtown Specific Plan and Block 20 Amendment
CITY OF SUNNYVALE

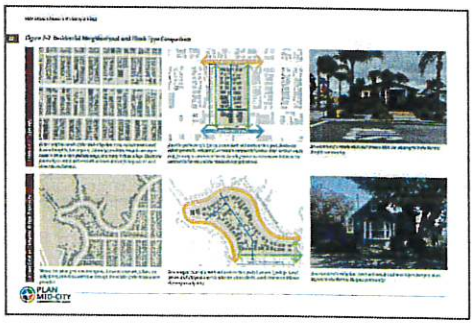


With Bay Area growth pressures for jobs and housing, downtown Sunnyvale is developing as a multi-story town center with a mix of high-density midrise housing, commercial and services, office, entertainment, and other community amenities that will make it a walkable 24-hour retail and entertainment destination. Ascent worked with the City on the update of the Downtown Sunnyvale Specific Plan, which guided the development of several ongoing development plans that will help complete the central commercial core of the city's downtown. Ascent met with the developers on their project plans, reviewed their project applications, and developed a comprehensive framework for Plan Area development. With input from the City and the community, Ascent prepared tailored planning concepts and standards and guidelines to support the integration of these plans into the traditional urban fabric of the downtown. The Specific Plan involved an update to the City's land use, circulation, zoning, design, and public realm design standard, highlighting pedestrian-friendly activity loops and access connections to the Caltrain station, multimodal bus transfer center, and open space network. The Specific Plan will ensure new development contributes to quality public open space and benefits in exchange for the right to develop at higher densities and intensities.

Following adoption of the Specific Plan, Ascent assisted the City of Sunnyvale with the review of two project applications and an amendment to the development and design standards for Block 20 of the Downtown Specific Plan. The amendment addressed minor updates to the Downtown Specific Plan and associated environmental analysis to address two mixed-use development projects in the Specific Plan area that would redevelop existing uses with mixed-use housing over commercial development, at densities and intensities that were greater than permitted in this area by the Downtown Specific Plan. Ascent helped to facilitate outreach to the surrounding neighbors on the project and worked with the project applicants' architect to adjust the massing and design transition concepts affecting adjacent existing lower-density residential neighborhoods.

Mid-City Communities Plan Update
CITY OF SAN DIEGO



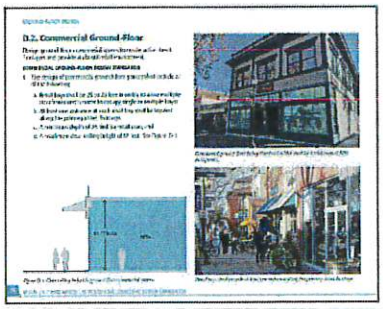


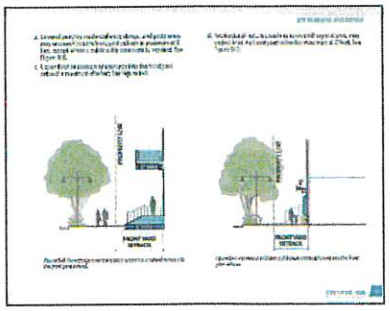
The Ascent team, together with a team of subconsultants, is working with the City of San Diego on the Mid-City Communities Plan Update to prepare a long-term plan and vision for four communities: Normal Heights, Kensington/Talmadge, City Heights, and Eastern Area. The project began with a collaborative effort, working with City staff on the development of an existing conditions report Map Atlas, including branding, template development, report production, and introductory videos in English and Spanish. As part of the Map Atlas effort, Ascent prepared detailed mapping, diagrams, and photography to document historic development patterns, community character, building and block patterns, building and neighborhood typologies, building age, open space and canyons, the urban tree canopy, existing and planned transit, street and bicycle networks, and special places across the four communities.

The Ascent team recently completed the second phase of work, leading an extensive outreach program, including working group formation and working group meetings, youth engagement at Hoover and Crawford High Schools, partnering with the City Heights CDC, a virtual engagement pilot using Hello Lamp Post, in-person and online community workshops and supporting pop-up events. In tandem with the engagement program, the team developed preliminary concepts for housing infill, land use and urban design concepts, and strategies in support of a Smart Growth Concepts Summary Report that will set the foundation for the plan.

Multi-Unit and Mixed-Use Residential Objective Design Standards

CITY OF DEL MAR

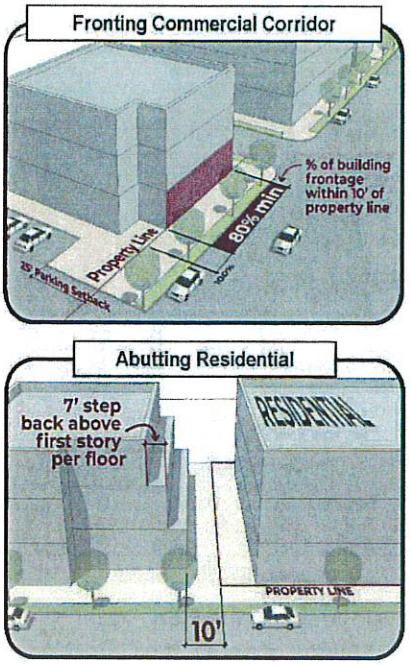




The Ascent team worked with the City of Del Mar on the Multi-Unit and Mixed-Use Residential Objective Design Standards, adopted in 2024, to provide the City with design standards for by-right multi-unit and mixed-use residential development that are tailored to Del Mar's community character and scale.

The project began with a review of the City's existing Design Guidelines document as well as other relevant City documents such as the Camino Del Mar Streetscape Plan and the Municipal Code. A community survey and a joint public workshop with the Planning Commission and Design Review Board were used to solicit feedback from community members and the City about important topics to address in the objective design standards document. The completed Multi-Unit and Mixed-Use Residential Objective Design Standards were written to make objective the City's existing multifamily design guidelines, incorporate additional requirements to bring the document up to industry standards, and provide standards for mixed-use development and other unique site-specific conditions identified by the community and the City. The resulting document addresses the following topics: Applicability and Compliance, Site Planning and Design, Building Design, and Ground-Floor Design. The document includes graphic diagrams and photography to help visualize the design standards and provides examples of desirable development character.

Housing Acceleration Program Technical Assistance
SAN DIEGO ASSOCIATION OF GOVERNMENTS



Ascent assisted SANDAG with the Housing Acceleration Program Technical Assistance Program, providing project support to SANDAG's 19 member agencies, including local staffing assistance, trainings and webinars, the development of templates and tools, and legislation tracking. Work on the program is funded by one-time state grant funding through the Regional Early Action Planning Grants of 2019 (REAP 1.0) program administered by the California Department of Housing and Community Development (HCD).

The technical assistance resources developed through this program are intended to support local jurisdictions as they implement their sixth cycle housing elements by providing assistance in implementing new housing policy and legislation, updating zoning and design standards, creating objective design standards, and implementing strategies to streamline CEQA and permitting processes for local housing development.

- Regional trainings on topics such as AB 2011 and SB 6, Anti-Displacement, Objective Design Standards, and ADU development
- Legislation tracking, updates, and bulletins
- CEQA training resources on project description and mitigation, cultural and tribal resources, biological resources, air quality and greenhouse gases
- Resources to support the implementation of AB 2011 and SB 6, AB 2097, SB 35, SB 330, SB 4, SB 432, no-net loss tracking tools, pro-housing designation support, objective design standards, and by-right model ordinances
- Creation of ADU handbooks, by-right ordinances, checklists, and procedures, rezone and zoning update assistance, and objective design standards support

The SANDAG Housing Acceleration Program Technical Assistance Program – Phase 1 received the APA California Chapter's 2025 Award of Merit for Planning Excellence.

Central Arques Specific Plan
CITY OF SUNNYVALE

Ascent is providing planning and environmental consulting services to the City of Sunnyvale on the Central Arques Specific Plan, in coordination with the Applied Materials' project development team. The update plans for the expansion of the Arques workplace campus in Sunnyvale, plus parcels adjacent to the campus that complete the block. The future innovation campus will double the size of the current campus, expanding the company's research and development capabilities in semiconductor system design and technology.

Ascent supported the City with the review of the project application for consistency with the City's plans and regulatory standards, as well as provided recommendations to preliminary site, mobility, and architectural design concepts for the campus that serve as the basis for the development of the Central Arques Specific Plan. The Specific Plan will update the standards for future development in the Plan Area, ensuring the integration of the campus design into the surrounding East Sunnyvale area. It will prioritize opportunities for contemporary new development that can provide local public community benefits, such as open space and public realm, and "sense of place" improvements in exchange for allowing additional building intensity.

Environmental Consultant Services

With key strengths in CEQA/NEPA document preparation, Ascent provides environmental consulting services to clients throughout Southern California and statewide. We seek to help our clients with their most important projects. Often, Ascent is engaged when a client faces a first-of-its-kind environmental or planning challenge. Our environmental compliance experience includes a wide range of projects, including private development projects, land management plans, public infrastructure and facilities, and proposed regulations. Our clients think of us first when facing complex and important environmental, natural resources, and planning challenges. We have the depth of experience, enthusiasm, resources, quality standards, dependability, integrity, and personal service that our clients desire and deserve.

Our team members, including our contract manager and environmental director, Chad Beckstrom, bring direct experience working for the Cities of South Gate, Westminster, Santa Ana, Lake Forest, Brea, Yorba Linda, Newport Beach, Huntington Beach, Irvine, Rancho Santa Margarita, Laguna Hills, and Laguna Niguel, as well as the County of Orange and SCAG, among others. Ascent principals and staff are very active in CEQA legislative activities and are frequently involved in assisting the Governor's Office of Land Use and Climate Innovation (formerly the Office of Planning and Research) with peer review of draft CEQA Guidelines updates and developing and presenting curriculum on the latest updates to CEQA for industry professionals. We have the capability to handle all services in environmental services in compliance with CEQA/NEPA, including any related support needed by City of South Gate staff throughout the CEQA process. The following are examples of projects for which we have demonstrated experience, competence, and qualifications in providing successful similar services to other municipalities.

Environmental Consultant Services Projects

Patata Street Industrial Development EIR
CITY OF SOUTH GATE

Ascent prepared an EIR for a state-of-the-art modern industrial warehouse and distribution facility in South Gate. The project involved the construction of an approximately 450,000-square-foot warehouse with cold storage designed to be certified Leadership in Energy and Environmental Design (LEED) Gold with roof-mounted solar PV arrays. The building included over 50 dock-high truck doors for loading and unloading, as well as high-speed roll-up doors to accommodate loading/unloading side-loader delivery trucks inside the warehouse. The delivery fleet of trucks and vans was expected to comprise 100 percent electric vehicles (to be phased in over time), and the material handling equipment would be fully electric, supported by on-site charging and a battery energy storage system (BESS) to capture the power generated from the PV solar arrays. The project included several TDM features and would extend a 10-foot-wide trail connection to the Los Angeles River from the terminus of Patata Street.

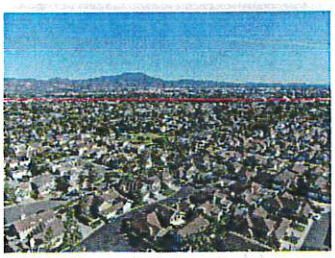
The City initially retained Ascent to conduct a peer review of the Draft EIR that was prepared by another consultant, including numerous technical studies (air quality, GHG emissions, noise, and transportation), to include recommendations to improve the document. Following the public review period, which yielded numerous complex comments from stakeholder agencies, the City requested that Ascent complete the Final EIR, including conducting revised technical studies, evaluating and responding to comments, and revising portions of the EIR (air quality/health risk, GHG, energy, land use, noise, and transportation). This project was cancelled by the City prior to certification of the Final EIR due to a zoning code inconsistency.

Environmental and Planning Services On-Call
CITY OF SANTA ANA

Ascent currently holds an on-call environmental and planning services contract with the City of Santa Ana, where we are conducting peer review services for a Supplemental EIR related to The Village Santa Ana Specific Plan, a 17.2-acre redevelopment project. Key issues include air quality, greenhouse gases, cultural resources, and transportation. Ascent is also conducting peer reviews of CEQA exemption memos for two self-storage facility redevelopments and a mixed-use residential project pursuant to CEQA Guidelines Section 15183. Chad Beckstrom and Tanya Jones also prepared a Supplemental EIR for the Metro East Mixed-Use Overlay/Elan Development, which involved expanding the Overlay Zone and developing a 600-unit mixed-use project.

On-Call Environmental Services

CLIENT: CITY OF IRVINE

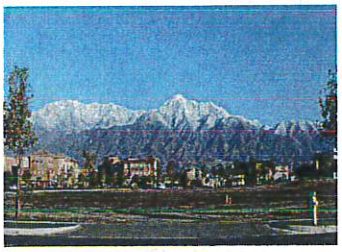


Ascent is currently contracted with the City of Irvine to provide environmental services, including CEQA documentation, health risk assessments, and technical studies. Key issues addressed include air quality, biological resources, and traffic. We are also preparing a Class 32 Categorical Exemption for the 1901 Main Office to Residential Conversion Project, which involves converting part of an eight-story office building into 66 residential units and adding 10 townhomes. Chad and Tanya previously managed the City's on-call contract from 2013 to 2021 while with another firm, working on key projects during that period.

- City of Hope CEQA Addendum
- Pistoia Apartments Addendum
- Los Olivos Phase 2, Addendum to Planning Area 18, 33, 23, and 39 EIR
- Alton Logistics Facility IS/MND Peer Review
- Heritage Fields Additive Units Project Initial Study and Addendum
- TGS Campus Woodbridge Project IS/MND
- Irvine Business Complex Addenda to the IBC Plan EIR

On-Call CEQA Consulting Services

CITY OF RANCHO CUCAMONGA



Ascent, through our on-call CEQA consulting services contract with the City of Rancho Cucamonga, has successfully provided environmental documentation and technical analyses on projects. Our recent experience includes leading the preparation of three EIRs for large warehouse complexes totaling over 3.3 million square feet. These projects are being managed and worked on concurrently, which was a strategic approach to build in increased efficiencies in the budgets and schedules for the projects. The Ascent team is working collaboratively across multiple departments and technical disciplines as well as with stakeholders to ensure smooth coordination and timely delivery, demonstrating our strong project management capabilities and ability to handle overlapping, complex environmental reviews.

In addition to the EIRs, Ascent prepared a CEQA Exemption memo for an infill housing project under CEQA Guidelines Section 15183, highlighting our expertise in handling diverse types of environmental reviews. We have also provided peer review services for an IS/MND, further showcasing our versatility and experience with various CEQA processes. Our ability to deliver high-quality, comprehensive environmental documentation on time, under tight deadlines, illustrates both our technical expertise and our commitment to providing responsive, efficient service to clients.

Shoals Energy Storage Project CEQA Exemption
COUNTY OF VENTURA

In accordance with CEQA Guidelines Section 15183, Ascent prepared an environmental checklist for the Shoals Energy Storage Project to support an exemption from additional environmental review. The project involves constructing and operating an approximately 400-megawatt BESS for a 30-year period on approximately 25 acres located in the approximate center of the Oxnard–Ventura Greenbelt, surrounded primarily by agricultural fields and greenhouses. The use of the Section 15183 exemption was determined to be appropriate because the project is consistent with the development density established by existing zoning and the General Plan for which an EIR was previously certified. The checklist addresses any project-specific significant effects that are peculiar to the project or its site, potentially significant off-site impacts and cumulative impacts which were not discussed in the prior EIR, previously identified significant effects which are determined to have a more severe adverse impact than discussed in the prior EIR, and significant effects that can be substantially mitigated by the imposition of uniformly applied development policies or standards. A series of technical studies and analyses were conducted in the preparation of the exemption documentation, including air quality, noise, biological resources, cultural resources, and safety/hazards.

On-Call CEQA/NEPA Services
PORT OF LONG BEACH

Ascent has prepared and is currently preparing CEQA/NEPA environmental documents such as EIRs, EISs, addenda, and supplemental environmental documents; conducted peer reviews of environmental documents prepared by other consultants; provided project management support; prepared guidance and training materials; prepared technical studies (i.e., cultural resources, air quality/greenhouse gases, noise); and provided other general strategic advisory services. Project assignments have included preparation of an Addendum, a Supplemental EIR, and a Supplemental EIS for the Pier B On-Dock Rail Support Facility Project, project management support for the Pier Wind EIR/EIS, cultural resources assessments for the Navy Mole Structures at Space X, and other as-needed support services.

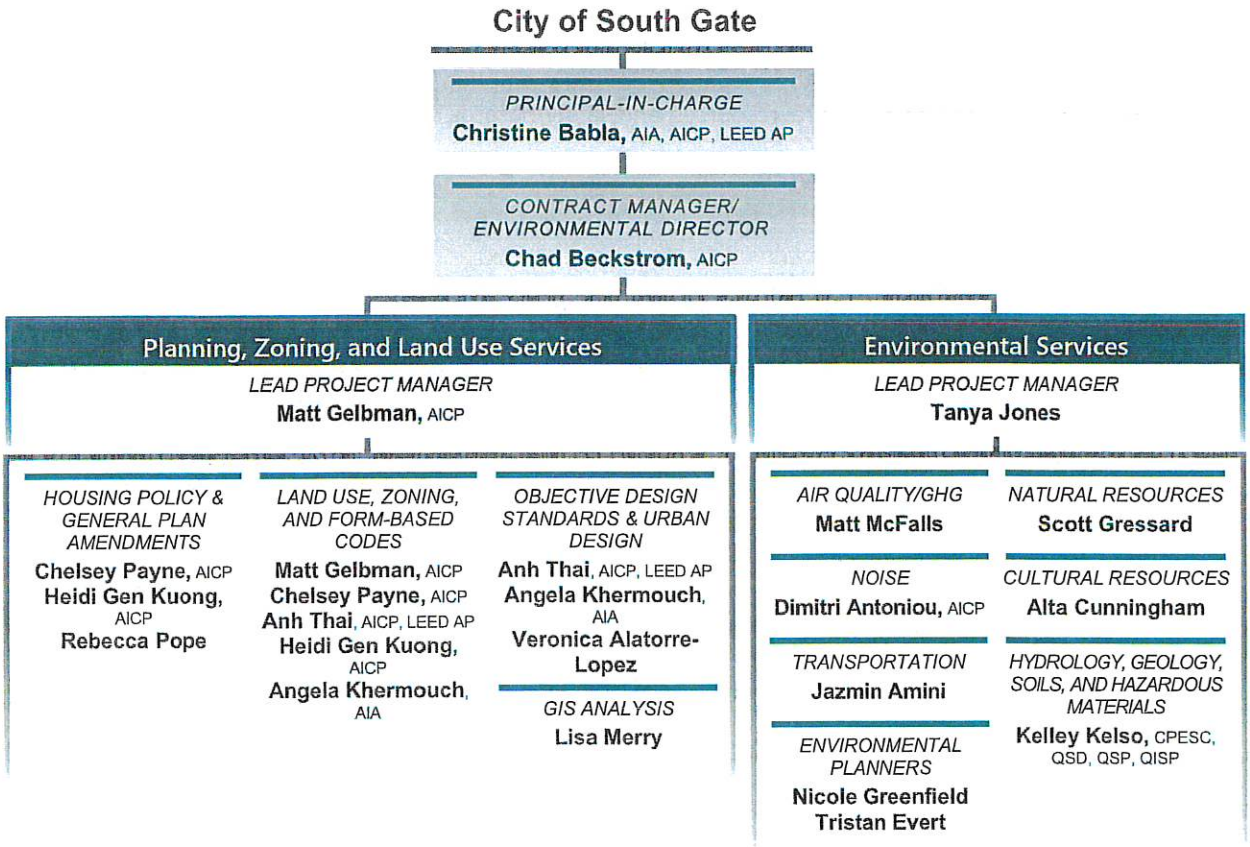
Ability to perform the work in a timely manner, availability of staff and contingency plans.

Our team is fully equipped to perform the work in a timely and efficient manner, backed by a proven track record of delivering complex projects on schedule and within scope. We maintain a highly skilled and responsive staff, with key personnel readily available to meet project demands and timelines. To ensure continuity and resilience, we have established contingency plans that include cross-trained team members, flexible resource allocation, and proactive risk mitigation strategies—allowing us to adapt quickly to unforeseen challenges while maintaining the highest standards of quality and service. Our deep familiarity and successful collaboration with the City of South Gate further reinforces our readiness. Notably, we led the development of the Gateway District Specific Plan in partnership with SCAG and the City, crafting a comprehensive vision for a 60-acre transit-oriented district around the future West Santa Ana Branch station. This effort showcased our ability to manage multidisciplinary coordination, facilitate meaningful community engagement, and deliver a user-friendly regulatory framework that balanced housing, mobility, and open space strategies.

D. PERSONNEL

Our team comprises seasoned professionals with extensive experience in planning, environmental planning, and regulatory compliance, each bringing specialized expertise and credentials aligned with the scope of services requested by the City of South Gate. Ascent's staff include certified planners, environmental scientists, and technical specialists who have successfully delivered similar services to municipalities across California.

Ascent has carefully selected a team whose experience and expertise match well with the City's needs. ***Christine Babla, AIA, AICP, LEED AP***, will serve as principal-in-charge and has the authority to commit the company's resources to meet our quality and schedule objectives; she will also oversee all planning and design tasks. ***Chad Beckstrom, AICP***, our contract manager and environmental principal, is responsible for planning and controlling the execution of the work and schedule, as well as for overseeing all environmental planning documentation. Our team's organizational chart is shown on the following page.



MANAGEMENT TEAM

Christine Babla, AIA, AICP, LEED AP | Urban Design and Planning Principal

MAUD (Master of Architecture in Urban Design), Harvard University Graduate School of Design; B. Arch., Illinois Institute of Technology

Certifications: American Institute of Certified Planners, No. 020360; Licensed Architect, State of Illinois, No. 001.020879 (2010); National Council of Architectural Registration Boards (NCARB) (2009); LEED Accredited Professional (2003)

Christine has over 25 years of experience in urban design, architecture, and planning. As Ascent's statewide practice leader for urban design and planning, she guides initiatives that shape vibrant, walkable, and transit-connected communities. Her project experience includes specific plans, community plans, master plans, streetscape design, design standards, hybrid form-based codes, and development of feasibility studies, with a special emphasis on smart growth, transit-oriented development, and sustainable design. Christine is an expert in developing design standards and led the development of HCD's Objective Design Standards Toolkit.

Christine has worked extensively with the City of South Gate since 2011. While at a prior firm, she led the comprehensive update of the City's Zoning Code and Hybrid Form-Based Code, which was the City's first update in over 50 years. Christine also led the development of the City's Gateway Specific Plan while at a prior firm, and she continued to work with the City on finalizing the plan and advising the City while at Ascent.

Her work focuses on infill and redevelopment in urban areas, with a strong emphasis on integrating mixed-use development and sustainable design principles. Christine is especially skilled at aligning diverse disciplines and stakeholders around a shared community vision. She is known for turning complex ideas into clear, visually compelling plans and user-friendly regulatory documents. Her strategic mindset and collaborative leadership have helped move dozens of master plans, specific plans, and zoning updates from concept to adoption. Christine's work has been recognized with awards from the APA California Chapter, chapter awards in San Diego, Los Angeles, and Sacramento, and two Congress for New Urbanism awards for planning and urban design. She is also an expert in crafting design standards and guidelines and has shared her knowledge through teaching city planning at San Diego State University.

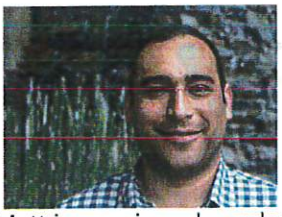
Chad Beckstrom, AICP | Contract Manager and Environmental Principal

MURP (Master of Urban and Regional Planning), Cal Poly Pomona; BA, Environmental Analysis and Design, UC Irvine

Certification: American Institute of Certified Planners, No. 016758

Chad is a collaborative leader with more than 28 years of experience in environmental planning and consulting. His expertise spans environmental impact analyses, environmental plans and programs, constraints and opportunities studies, policy consistency reviews, project management, and strategic planning. Known for his commitment to technical excellence and exceptional client service, Chad excels at navigating complex issues, developing strategic solutions, and translating scientific findings into clear, actionable information for stakeholders and decision-makers. He provides trusted guidance on compliance with CEQA, NEPA, and other environmental regulations across a broad spectrum of project types—residential, commercial, industrial, mixed-use, maritime, infrastructure, renewable energy, transportation, water and wastewater, education, recreation, habitat restoration, and long-range community planning. Chad served as the project manager for the Patata Street Industrial Project EIR for the City of South Gate. In addition to his project work, he teaches CEQA and NEPA review processes through university extension courses, professional seminars, and client trainings.

PLANNING KEY STAFF



Matt Gelbman, AICP | Project Manager

Master of Urban and Regional Planning, University of California, Irvine; BA, Sociology, Boston University

Certifications: American Institute of Certified Planners, No. 025490; Planning Leadership Academy, California Planning Roundtable & APA California (2021); Emotion, Outrage, and Public Participation (2012); International Association of Public Participation (2013)

Matt is a senior urban planner with over 16 years of experience managing complex planning projects across California. He specializes in leading comprehensive and specific plans that expand housing capacity and streamline development approvals. As a project manager for the City of Encinitas AB 2011/SB 6 Ordinance and Objective Design Standards, City of Del Mar Multi-Unit and Mixed-Use Residential Object Design Standards, and SANDAG Housing Acceleration Program Technical Assistance Program, Matt is known for his ability to keep projects on track—coordinating interdisciplinary teams, managing client relationships, and ensuring deliverables meet both quality standards and deadlines. He brings a strategic, detail-oriented approach to scheduling, budgeting, and team leadership, making him a trusted partner for jurisdictions navigating multifaceted planning efforts.

Matt also brings depth in community engagement, having designed and led outreach programs that include in-person and virtual workshops, open houses, and creative tools like mobile meetings, interactive surveys, and mapping activities. His clear communication style and facilitation skills help build consensus and ensure that community voices are reflected in planning outcomes.

Chelsey Norton Payne, AICP | Urban Planner

Master of Regional Planning, Cornell University; BA, Environmental Studies, Oberlin College

Certification: American Institute of Certified Planners, No. 026470

Chelsey has over 18 years of experience and leadership on long-range planning projects for local governments that span California, with an emphasis on comprehensive plans, specific plans, land use studies, housing strategies, and community engagement. She is highly regarded for her ability to lead multidisciplinary teams of planners, urban designers, and experts in CEQA, economic development, transportation, infrastructure, and other fields in the development of long-range plans that meet the requirements of state law, articulate community members' visions and priorities, and meet the needs and expectations of local policymakers.

Chelsey has significant experience overseeing comprehensive general plan updates, having prepared over a dozen general plans for cities and counties around the state. She is also an expert in state housing element law. She has prepared 70 housing elements and provides ongoing assistance to cities and counties striving to maintain their housing elements in compliance with state law.

Heidi Gen Kuong, AICP | Urban Planner

MS, Urban Planning, Columbia University; BA, Political Economy of Industrial Societies, Minor in City and Regional Planning, University of California, Berkeley

Certifications: American Institute of Certified Planners, No. 028782; Planning Leadership Academy, California Planning Roundtable & APA California (2022)

Heidi is an urban planner with over 12 years of experience working on a variety of planning projects throughout California. Her work focuses on overall plan development, policy planning, and community engagement. Heidi's planning experience extends to long-range planning projects related to specific plans, general plans, housing elements, climate action planning, and sustainability planning. She assisted Union City and Sunnyvale with their sixth cycle Housing Element

updates and managed the award-winning City of Sacramento Housing Element update effort. She is also part of the technical assistance team for the SB 2 Planning Grants Technical Assistance Program and manages a contract with SACOG to assist member jurisdictions with AB 686 compliance and affirmatively furthering fair housing.

Anh Thai, AICP, LEED AP | Urban Planner

MUEP, Urban and Environmental Planning, University of Virginia; BA, Architecture, University of California, Berkeley

Certifications: American Institute of Certified Planners; LEED Accredited Professional (2009)

Anh is a planner and urban designer with over 20 years of experience in master planning, transit-oriented development, and community planning projects for public and private sector clients throughout California and the western United States. She has worked on and managed projects ranging from large master plans to small infill sites, with an emphasis on visioning and implementation strategies that translate the community's vision to plans, policies, actions, and design guidance. Anh has prepared master plans, land use plans, detailed neighborhood and streetscape plans, specific plans, development codes, and design guidelines for new and existing communities, downtowns, commercial corridors, and infill and redevelopment sites. She is a LEED-accredited professional who brings a holistic design and planning lens to each project, seeking to find the best fit solutions for each site, place, and the overall community.

Rebecca Pope | Urban Planner

BA, Environmental Studies (concentration in Science for Sustainable Communities), California State University, Monterey Bay

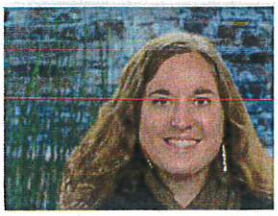
Rebecca is an urban planner with deep expertise in housing policy, general plans, and community plan development. She excels at synthesizing demographic, economic, and spatial data to identify underserved communities, assess gaps, and craft actionable policies that align with state requirements while addressing local needs. Currently, Rebecca is supporting the City of Encinitas in implementing AB 2011 and SB 6, state laws designed to facilitate affordable and middle-income housing on commercially zoned sites. As part of this effort, she is contributing to amendments to the Encinitas Municipal Code, Downtown Encinitas Specific Plan, and North 101 Corridor Specific Plan and helping develop Objective Design Standards, a key tool for shaping the appearance, form, and quality of residential projects while preserving community character and complying with state mandates. She is also involved in community engagement efforts to inform the development of these standards.

Veronica Allatorre-Lopez | Urban Designer

Master of Urban Design, University of California, Berkeley; Bachelor in Architecture, Universidad de Monterrey, Mexico

Veronica is an urban designer with a fresh, forward-thinking approach to creating vibrant, inclusive public spaces. She brings a strong design sensibility and a deep understanding of cultural context to her work, crafting graphics and visual materials that help communities clearly envision future possibilities. Her expertise spans objective design standards, framework plans, master plans, and specific plans. Recent work includes serving as the urban designer for the City of Encinitas AB 2011/SB 6 Ordinance and Objective Design Standards and the City of Del Mar Multi-Unit and Mixed-Use Residential Objective Design Standards—projects that reflect her ability to translate policy into accessible, visually compelling design tools. Veronica's passion lies in making conceptual ideas tangible through clear, engaging graphics that resonate across diverse audiences. Her work helps bridge the gap between vision and implementation, ensuring that plans are not

only well-designed but also community-driven and easy to understand. In addition, Veronica is a native Spanish speaker and is able to conduct community engagement activities in Spanish.



Angela Khermouch, AIA | Urban Designer

Master of Urban Design, The City College of New York; B.Arch., Illinois Institute of Technology
Certification: Licensed Architect, State of New York, No. 042247 (2019)

Angela is a licensed architect and urban designer with over 11 years of experience in the public and private sectors, including work in architecture, complete street design, and leading vision zero implementation projects. She is particularly passionate about creating urban, walkable, and bikeable environments. Her ability to balance technical requirements with placemaking goals shines in her work on housing infill design guidelines, streetscape strategies, and transit-supportive neighborhoods. Angela's collaborative approach and meticulous attention to detail help communities realize their vision for vibrant, inclusive, and well-designed spaces for all users. Angela is serving as an urban designer on the Mid-City Communities Plan Update, which will comprehensively update the Community Plan for four communities: University Heights, Kensington/Talmadge, City Heights, and Eastern Area. The effort includes the preparation of a map atlas; extensive community and stakeholder engagement; scenario planning and feasibility testing for housing infill; and the creation of detailed urban design guidance for infill development, and corridor and public realm improvements to encourage more walking, biking, and transit use.

Lisa Merry | GIS

MS, Environmental Science and Management (Conservation Planning Specialization), University of California, Santa Barbara; BS, Environmental Biology and Management (minors in GIS and Psychology), University of California, Davis

Lisa is a GIS specialist and natural resources analyst with over 18 years of professional experience. She has a strong educational background in GIS and database management. The focus of her graduate research was using conceptual modeling and GIS in conservation planning and adaptive management. Her experience includes resource mapping and evaluation of wildlife habitats, botanical surveys, and watersheds for purposes of resources management planning and environmental impact analysis. Lisa manages Ascent's GIS practice. She coordinates all GIS projects and the installation and configuration of all software that is GIS related and is building and maintaining the GIS system. Her skills include GPS field data recording, GIS resources analysis and mapping, natural resources assessments and management planning, and environmental impact assessment.

ENVIRONMENTAL SERVICES KEY PERSONNEL

Tanya Jones | Lead Project Manager

BA, Environmental Analysis and Design, University of California, Irvine

Tanya has over 17 years of experience as a senior project manager and CEQA/NEPA specialist. She is dedicated to maintaining flexibility, being highly responsive, facilitating open and direct communication, and strictly adhering to the project budget and schedule. Tanya has been responsible for management on a wide variety of projects throughout Southern California subject to CEQA and NEPA. She is trained in environmental analysis and design and has experience preparing environmental documents for a range of projects, including utility and public service infrastructure, residential, commercial, energy, and transportation. As a project manager, Tanya serves as the primary point of contact for clients and is responsible for hands-on management of the overall project and for document quality, schedule, and budget. She has a strong ability to thoroughly review documents and manage

project changes, and she uses her expertise at maintaining consistency and aggressive schedules. On a daily basis, she coordinates between her clients and project teams to ensure legally defensible environmental documents.

Nicole Greenfield | Environmental Planner

BA, Integrative Biology, University of California, Berkeley

As an environmental analyst, Nicole has over 10 years of experience in both the public and private sectors. She has extensive experience of both conducting and managing environmental review for various project types throughout Southern California, including wildfire resilience and recovery, recreation, transportation, and public and private development. Nicole uses her strong writing and critical thinking ability to support clients through the CEQA/NEPA process from project initiation to completion. Her responsibilities include preparing environmental documents and technical studies, managing projects and providing project management assistance, conducting thorough QA/QC reviews, providing support at public meetings, and collaborating with interdisciplinary teams of designers, engineers, and technical specialists.

Tristan Evert | Environmental Planner

BS, Environmental Management and Protection, California Polytechnic University, San Luis Obispo

Tristan is a senior environmental planner with over 12 years of experience. His experience includes preparation of CEQA- and NEPA-complaint environmental documents, including environmental impact reports, mitigated negative declarations, initial studies, exemptions and categorical exclusions, and environmental assessments. Tristan has managed and/or assisted with the preparation of environmental documents under various on-call contracts including for the County of San Diego Department of General Services, City of Temecula, SANDAG, and San Diego Unified Port District, to name a few.

Matt McFalls | Air Quality/Greenhouse Gas

MS, Geography, San Diego State University; BA, Public Administration, San Diego State University

Matt is a highly regarded air quality and greenhouse gas specialist at Ascent, with over 16 years of experience in air quality and greenhouse gas analysis. A trusted authority in his field, he remains at the forefront of evolving science, regulations, and policy developments, ensuring clients receive informed and strategic guidance. His expertise spans long-range planning, project design, and the development of effective mitigation strategies for residential, commercial, and transportation projects. Matt has a strong track record of helping agencies and developers navigate complex regulatory requirements, including CEQA, NEPA, and state and local air quality regulations. His ability to analyze emissions impacts, evaluate mitigation measures, and communicate technical findings in a clear and actionable manner makes him a valuable resource for clients seeking sustainable and compliant project solutions.

Dimitri Antoniou, AICP | Noise

MS, City and Regional Planning, California Polytechnic State University, San Luis Obispo; BS, Environmental Management and Protection, California Polytechnic State University, San Luis Obispo

Certification: American Institute of Certified Planners, No. 02817

Dimitri is a senior noise specialist with experience in technical noise propagation and estimation calculations, noise monitoring, peer review of acoustical studies, and preparation of environmental noise analyses for the purposes of satisfying NEPA

and CEQA documentation. He is proficient in the use of multiple noise prediction models (e.g., Traffic Noise Model) and in conducting analyses consistent with relevant regulatory agency guidelines (e.g., Federal Transit Administration, Federal Highway Administration, Caltrans). His noise work includes conducting traffic noise, stationary noise, and community-wide noise modeling for a variety of projects such as citywide general plan updates and project-level analysis for the development of power generation facilities, heliports, wastewater treatment plants, housing projects, and community-wide plans.

Jazmin Amini | Transportation

MCP, University of California, Berkeley; BA, Urban Studies & Planning, University of California, San Diego

Jazmin is an environmental and transportation planner with 7 years of experience in transportation planning, long-range planning, land use planning, and environmental impact analysis. At Ascent, she has worked on a variety of CEQA environmental documents, including environmental impact reports, initial studies, consistency checklists, and technical studies, as well as climate action planning and housing element work. Prior to joining Ascent, she worked in multiple intern and graduate researcher positions for the public sector. Jazmin is interested in the intersection of transportation, land use, and design and works to advance equity in the communities she works with.

Scott Gressard | Natural Resources

MS, Biology, University of California, San Diego; BS, Ecology, Behavior & Evolution, University of California, San Diego

Certification: CDFW Plant Voucher Collecting Permit, No. 2081(a)-15-086-VX

Scott has more than 12 years of experience, specializing in wetland delineations, regulatory compliance, permit acquisition, natural resource management, and project management, as well as identification of California native and invasive plant and wildlife species, including nesting bird surveys. His expertise also includes biological technical reporting, resource data collection and mapping, and project impact analyses. Scott has extensive experience in CEQA; state and federal Endangered Species Act permit processing; wetlands permitting, consisting of nationwide, individual, and regional general permits from USACE, including associated federal consultations; Section 401 and Waste Discharge Requirement authorization processing through the State Water Resources Control Board; Lake and Streambed Alteration Agreement processing through CDFW; coastal development permits from the California Coastal Commission; and management of associated permit conditions and compliance.

Alta Cunningham | Cultural Resources

MA, Historic Preservation, Savannah College of Art and Design; BS, History, University of California, Davis

Alta has over 25 years of experience in cultural resource management. As part of interdisciplinary teams, she has managed cultural resources investigations and authored cultural resources sections for EIRs and EISs. She is knowledgeable in the procedures and guidelines associated with the National Historic Preservation Act, Public Resources Code Section 5024, and CEQA. Alta has managed numerous cultural resource projects, including prehistoric and historic studies. She has performed site inventories and evaluations and has authored survey, testing and evaluation, and data recovery reports. She has completed evaluations for higher-education facilities, pre- and post-World War II residential and commercial buildings, agricultural properties, and water conveyance systems. Alta meets the Secretary of the Interior's Professional Qualification Standards for architectural history and history.

Kelley Kelso, CPESC, QSD, QSP, QISP | Hydrology, Geology, Soils, and Hazardous Materials

MS, Geology, University of California, Davis; BS, Geology, University of California, Los Angeles
Certifications: Certified Professional in Erosion and Sediment Control, No. 7288; California Qualified Stormwater Pollution Prevention Plan Developer and Practitioner, No. 24878; California Qualified Industrial Stormwater Practitioner, No. 00247; Certified Wetland Delineator

Kelley is an experienced environmental scientist whose experience includes working for nonprofit organizations, private companies, educational institutions, and local and state resource agencies. She has successfully worked in the complex regulatory environment on a variety of natural resources, erosion control, and stormwater compliance programs and projects. Her experience includes working closely with clients in developing and delivering stormwater and environmental compliance, construction site BMP programs, erosion control and stormwater retrofit programs, environmental permits, and CEQA and NEPA documents. Kelley has project management experience and performs technical fieldwork such as wetland delineations and biological resource surveys. She is also adept at assisting clients with outreach and educational efforts associated with their stormwater and erosion control programs.

E. CONFLICT OF INTEREST

Ascent affirms that there are no known or anticipated conflicts of interest that would impair our ability to perform the requested services for the City of South Gate. We maintain strict internal protocols to ensure objectivity, confidentiality, and compliance with all applicable ethical standards. Should any potential conflict arise during the engagement, we are committed to promptly disclosing it and working collaboratively with the City to resolve it in a transparent and responsible manner.

F. REFERENCE

To support our proposal for the City of South Gate, here are references for municipal clients for whom comparable services have been performed within the last 5 years.

Project Name	Client Contact
Urban Design and Long-Range Planning	
Gateway District Specific Plan and Station Area Plan, Comprehensive Zoning Update, and Hybrid Form-Based Code	Steve Lefever, past Community Development Director for the City of South Gate **p:** 323.228.9217 | **e:** steve@stevelefevervo.com *Note: Most of this work was produced by Ascent team members, led by Christine Babla, while at a prior firm.*
Multi-Unit and Mixed-Use Residential Objective Design Standards	City of Del Mar Matt Bator, AICP, Principal Planner **p**: 858.755.9313 | **e:** mbator@delmar.ca.us
Central Arques Specific Plan	City of Sunnyvale George Schroeder, Principal Planner **p**: 408.730.7443 | **e:** gschroeder@sunnyvale.ca.gov
Sunnyvale Downtown Specific Plan and Block 20 Amendments	City of Sunnyvale Trudi Ryan, Community Development Director **p**: 408.730.7435 | **e:** tryan@sunnyvale.ca.gov

Environmental Planning	
Environmental and Planning Services On-Call	City of Santa Ana Ali Pezeshkpour, AICP, Planning Manager **p**: 714.647.5882 | **e:** APezeshkpour@santa-ana.org
On-Call CEQA Consulting Services	City of Rancho Cucamonga Sean McPherson, Principal Planner **p**: 909.774.4307 | **e:** Sean.McPherson@cityofrc.us
On-Call Environmental Services	City of Irvine Sherman Jones, Senior Planner **p**: 949.724.6559 | **e:** sjones@cityofirvine.org

03 / FEES

We have included a comprehensive rate sheet outlining the hourly billing rates for the various professional roles that may be engaged in delivering services to the City of South Gate. These rates reflect current standard pricing and are subject to adjustment only with written authorization from the City, as specified in the formal agreement between both parties.

The rate sheet also details:

- standard mark-up percentages applicable to subconsultant services, and
- allowable reimbursable expenses, including travel, printing, and other direct costs, in accordance with City guidelines.

All proposed rates and expenses are structured to ensure transparency and compliance with the City's contracting requirements. For each task assignment under this on-call contract, we will develop an estimated fee based on these rates on a project-by-project basis.

ASCENT RATE SCHEDULE

Labor Classification	Billing Rate
Principals	
Principal III	$350
Principal II	$315
Principal I	$295
Project Manager	
Senior Project Manager III	$275
Senior Project Manager II	$255
Senior Project Manager I	$220
Project Manager II	$190
Project Manager I	$175
Assistant Project Manager	$155
Project Directors and Technical Specialists	
Director III	$300
Director II	$285
Director I	$270
Environmental Planner III/Specialist III	$265
Environmental Planner II/Specialist II	$250
Environmental Planner I/Specialist I	$240
Senior Planner III/Urban Design III	$220
Senior Planner II/Urban Design II	$205
Senior Planner I/Urban Design I	$195
Senior Technical Staff	
Senior Urban Designer III/Planner III	$220
Senior Urban Designer II/Planner II	$210
Senior Urban Designer I/Planner I	$195
Technical Staff	
Environmental Planner/Specialist III	$220
Environmental Planner/Specialist II	$210

Labor Classification	Billing Rate
Environmental Planner/Specialist I	$195
Planner III/Designer III/Env Planner III	$175
Planner II/Designer II/Env Planner II	$155
Planner I/Designer I/Env Planner I	$140
Asst Planner II/Asst Designer II/Asst Env Planner II	$130
Asst Planner I/Asst Designer I/Asst Env Planner I	$115
GIS and Graphic Support	
Senior GIS Specialist	$195
GIS Specialist	$160
GIS Staff	$140
Graphics Manager	$150
Graphics Specialist	$130
Document Production and Technical Editing	
Technical Editor	$155
Document Production Manager	$150
Senior Publishing Specialist	$140
Publishing Specialist	$130
Billing, Project Support, and Project Assistants	
Project Accountant, Contracts Administrator	$150
Office Administrator, Project Assistant, Admin Assistant	$115
Intern	$90

**Ascent's labor rates are subject to an annual increase of 4%.*

Direct Costs	Rates
Reproduction: 8½" by 11"	$0.07/page (b/w); 0.26/page (color)
Reproduction: 11" by 17"	$0.14/page B&W; $0.52/page color
Reproduction: Plotter	$5/square foot in-house, or as incurred
Reproduction: CDs	$10/disc
Automobile Mileage (IRS rate in effect)	$0.67
Noise Meter	$100/half day, $150/day, $200/day plus overnight, $500/week
GPS Unit	$100/half day, $150/day, $200/day plus overnight, $500/week
Bat Detector (Echo Meter Touch for iOS)	$50/full day, $200/week
Bat Detector (Song Meter SM4Bat FS)	$125/full day, $500/week
Spotting Scope	$50/day, $200/week
Lodging and/or Per Diem	Government rates or as negotiated
Subcontractors; Other Direct Costs	5% mark-up; as incurred

Lump-Sum Price. Work is authorized based on a lump sum price. Monthly invoices will be issued based on the percentage of progress toward completion of the work.

Price Allocation to Tasks or Staff. If the proposed cost presentation allocates funding to specific tasks or staff, Ascent may reallocate budget during the course of work, as long as the total contract price is not exceeded.

04/ RESOURCES TO BE PROVIDED BY THE CITY

Other resources or assistance anticipated to be provided by the City would vary on a project-by-project basis and could include any applicable land use and zoning GIS data, as well as previous studies and applicant-prepared studies. In addition, preferred mailing lists for public agencies and surrounding property owners may be requested if available. The necessity of these resources would be determined on a project-by-project basis. In the event a resource is not available, Ascent would work with the City on an alternate method to obtain any required information.

Ascent
530 Technology Drive, Suite 100
Irvine, CA 92618

ascent.inc

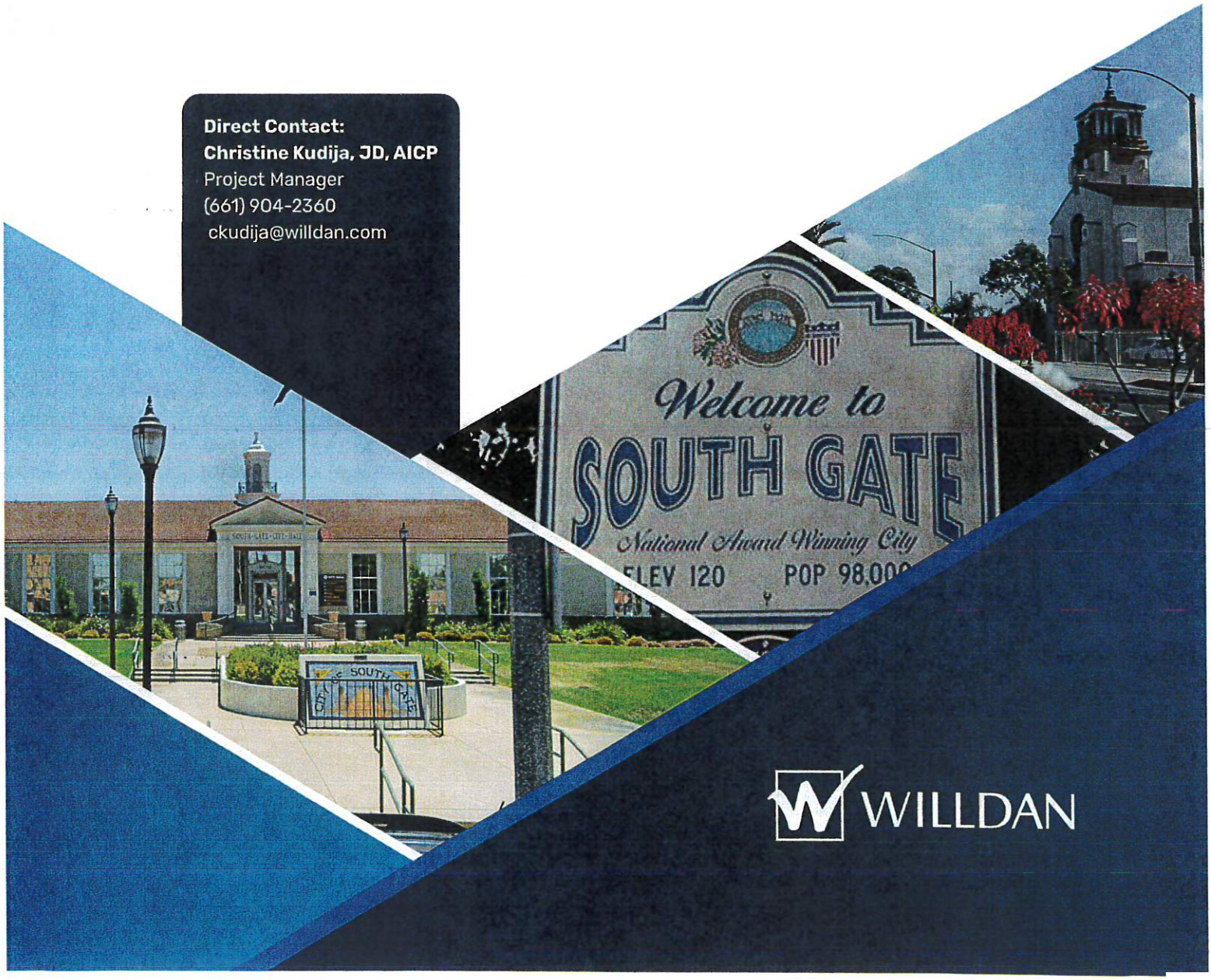
CITY OF SOUTH GATE
CALIFORNIA

Qualifications for

On-Call Consulting Services

October 9, 2025

Direct Contact:
Christine Kudija, JD, AICP
Project Manager
(661) 904-2360
ckudija@willdan.com



WILLDAN

SOUTH GATE CITY HALL
OF SOUTH
OPPORTUNITY

1. Cover Letter

October 9, 2025

City of South Gate
City Clerk's Office
Attn: John F. Signo, AICP, Planning Manager
8650 California Avenue
South Gate, CA 90280

SUBJCT: **Qualifications for On-Call Consulting Services**

Dear John F. Signo:

The City of South Gate (City) is requesting qualified firms to submit a proposal for on-call consulting services for future development projects and economic development efforts including, but not limited to, general plan amendments, code amendments, rezoning, tentative subdivision maps, conditional use permits, design reviews, plan reviews, specific plans, environmental services, and economic development. **Willdan Engineering (Willdan)** will provide the following services to the City of South Gate:

- Planning, zoning, and land use services
- Landscape plan review for compliance with the water efficient landscape ordinance
- Environmental services in compliance with the California Environmental Quality Act (CEQA)
- Economic development advisory services

We believe Willdan is uniquely qualified to undertake this important assignment for the City as follows:

Knowledge of the City: Willdan's knowledge of the City and our 25 years of experience providing a wide range of services to the City, will enable us to initiate work quickly and to respond appropriately to issues that arise during the course of this contract. Currently, we provide construction management and inspection services, planning and staff augmentation, building and safety services, on-call traffic engineering services, general engineering services, design engineering, and special district services. Therefore, we have an established working relationship with City staff, and a familiarity with its procedures and requirements.

60+-Year Track Record: Willdan has extensive experience providing the above listed services to local agencies on an "as-needed" basis and for specific projects. We provide professional services in all phases of project management.

Close Proximity to the City: Willdan's Industry office is just 15 miles from the City of South Gate.

This SOQ is valid for a period of 120 calendar days from the Closing Date and Time for Receipt of Proposals.

The undersigned is authorized to bind the contract, and has overall responsibility as Principal-in-Charge for the services provided. We appreciate the opportunity to submit this SOQ, and look forward to working with you. If you have any questions, please reach out to the Project Manager and Point of Contact Ms. Christine Kudija.

Respectfully submitted,
WILLDAN ENGINEERING

Salvador Lopez Jr.
Director of Planning

Point of Contact Christine Kudija
Willdan Engineering
13191 Crossroads Parkway North, Suite 405
Industry, California 91746-3497
Cell: (661) 904-2360

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SOUTH GATE CITY HALL
OF SOUTH GA
OPPORTUNITY

2. Work Plan

2.a Methodology

2.a.1 Advance Planning

Willdan's planners have expertise with general plans; area and specific plans; zoning codes, housing elements; community plans; transportation plans, historic resource plans; climate action plans; infill development; and city annexations. Upon receiving an advance planning assignment, we will assign expert staff, discuss the project's goals and objectives with City staff, coordinate with staff and stakeholders, prepare relevant reports, policy documents and presentations; regularly update staff on progress, and attend City Planning Commission and Council meetings.

2.a.2 Entitlement Processing

Willdan's planners are conscientious about meeting timeframe requirements for the Permit Streamlining Act, Mitigation Fee Act, Subdivision Map Act, and shot-clock deadlines of the federal 1996 Telecommunications Act. Upon receiving an application for processing, we will assign the appropriate case planner to the project, who will function as part of the City's development review team. The case planner will review the application for completeness and inform the applicant of any outstanding items required for processing. We follow our clients' procedures for routing the application to the development review team, and maintain communication with the applicant. Finally, the case planner will prepare staff reports, conditions of approval, and resolutions for the designated hearing bodies, and present the project if so directed.

2.a.3 Environmental Review

Willdan routinely prepares CEQA and NEPA environmental documentation for public and discretionary private projects, such as general plan amendments, code amendments, rezones, tentative subdivision maps, conditional use permits, design reviews, specific plans, and infrastructure improvements.

Upon receiving an assignment for environmental review, we will assign the appropriate environmental planner to the project, who will screen the project for exemptions and determine the level of documentation required. For projects subject to CEQA, an Initial Study will be prepared, following the CEQA Guidelines Appendix G (or other checklists for infill projects). Alternatively, a memo documenting the project's eligibility for a Categorical Exemption will be prepared. Willdan's in-house engineers prepare transportation analyses (vehicle miles traveled) and geotechnical studies. Our subject-matter consultant, Rincon Consultants, Inc., assists with other technical studies, such as cultural or biological resources, noise and vibration, or arboricultural reports. The environmental planner will submit a screencheck draft of the Initial Study or CE memorandum for City staff review, and revise the document(s) accordingly prior to preparing them for public review.

The environmental planner will prepare all required notices, such as a Notice of Intent to Adopt a Negative Declaration, Notice of Availability of an Environmental Impact Report, and a Notice of Completion. With the City's permission, all documentation will be uploaded to the State Clearinghouse CEQAnet database. After public circulation and receipt of comments on the draft environmental document, the environmental planner will prepare detailed written responses, a mitigation monitoring and reporting program, and the final environmental document.

For projects subject to NEPA, typically infrastructure projects funded through Caltrans or HUD Community Development Block Grants, the environmental planner will assemble the required exhibits for completing a PES Form 6a or Part 58 review and submit them through the City's project manager to Caltrans or HUD. Follow-up technical studies or memoranda will either be prepared by Rincon or Willdan in-house staff. The federal agency will determine whether further environmental documentation, such as an Environmental Assessment (EA) or an Environmental Impact Statement (EIS) will be required, resulting in publication of a Finding of No Significant Effect (FONSI) or a Record of Decision (ROD) in the Federal Register. Typically, however, most projects undertaken by cities that are federally funded are categorically excluded from detailed environmental analysis, simplifying the documentation.

2.a.4 Water Conservation Ordinance Update/Landscape Plan Review

Willdan's landscape architect team will meet with City staff. Willdan will review the City's current Water Conservation Ordinance and recommend updates to conform to the current State mandated Model Water Efficient Landscape Ordinance (MWELO). Willdan will review landscape plans associated with entitlement applications within two to three weeks after receipt from the City, and will allow for a minimum of two revision cycles. Landscape plan review includes reviewing construction plans, irrigation plans, planting plans, and landscape construction details. Willdan can inspect landscape construction compliance, including MWELO-compliant irrigation installation.

2.a.5 Financial Services

Willdan Financial Services, a subsidiary of Willdan Group, Inc., provides numerous services to our municipal clients. These services include assessment district administration, cost allocation studies, development impact fee studies, fiscal impact analyses, utility rate analyses, and arbitrage/rebate services. Recently, Willdan Financial Services has completed a development impact fee analysis for the City of Artesia, and will be preparing an in-lieu affordable housing fee study for Artesia's new Mixed-Use Overlay ordinance.

2.b Project Schedule

To meet the City's performance expectations and deadlines, Willdan's planners maintain project logs that track each project's milestones and deliverables through the environmental and entitlement review process. Scheduling alerts will be set up using Microsoft Outlook™ Calendar for important deadlines. While not all projects can meet strict processing deadlines due to complex issues that might require an approval or information from an outside agency, Willdan's planners proactively resolve project challenges so that they can quickly be presented to the City Planning Commission and City Council. At all times, Willdan planners regularly inform our clients' about progress.

Processing times vary depending on the project. Many advance planning projects require multiple years to complete to allow for sufficient time for public outreach and policy development. Entitlement applications can also range from months to years, depending on the size and complexity of the project and the applicant's cooperation in responding to City requirements. A typical Initial Study/Mitigated Negative Declaration requires from four to six months, and an Environmental Impact Report can take one year from intake to certification.

2.c Qualifications and Prior Experience

2.c.1 Experience, Competence, and Qualifications

Willdan Engineering, a California corporation since 1964, is a subsidiary of Willdan Group, Inc., a publicly traded Delaware corporation. Services are provided to nationwide clientele through three subsidiary firms – Willdan Engineering, Willdan Energy Solutions, and Willdan Financial Services – that offer a portfolio of diversified strengths. Throughout our history, Willdan Engineering (Willdan) has served as a full-service, multi-disciplinary firm specializing in building safety, municipal engineering, planning, and construction management and inspection services along with a full complement of support disciplines.

Willdan's corporate-wide staffing resources have grown from 637 in 2014 to over 1,700 employees in 50+ offices nationwide. Our corporate headquarters is located at 2401 East Katella Avenue, Suite 300 in Anaheim, California. Our **City of Industry** office will be the primary office for execution of this service; however, technical staff may be pulled from any office as needed. The firm's size and organization enable staff to efficiently communicate individual project challenges and goals companywide, thus capitalizing on all Willdan's resources to deliver the highest quality and most cost-effective product. Location information for all our offices can be found on our website.

Willdan's core competencies are in direct alignment with services identified in the City of South Gate's requested scope of services. The matrix below represents a small fraction of our experience with local agencies that Willdan serves – or has served within the past five (5) years.

2.c.2 Ability to Perform Work

We recognize that a City's planning department workload fluctuates. Willdan hires professionals in three categories – full-time, modified full-time, and part-time. Part-time staff may work up to 40 hours per week. This staffing model provides our clients flexibility in obtaining services for a single project or a defined timeframe, along with providing our employees flexibility in managing their workloads. Most significantly, it allows us to select staff for client approval that match a client's specific needs and budget constraints. A representative list of our Los Angeles County on-call planning contracts is provided in the matrix exhibit below.

	Services										
Client Cities	Project Management	Current Planning	Advance Planning/Special Projects	Landscape Architecture	Environmental Compliance	Housing/CDBG	Grant Administration	Land Development Application Review	Extension of Staff	Public Outreach	Historic Resources
Artesia	▪	▪	▪		▪		▪	▪	▪	▪	
Bell			▪			▪	▪	▪	▪		
Bellflower		▪							▪		
Bell Gardens	▪	▪						▪	▪		
Compton					▪	▪	▪				
Cudahy	▪	▪	▪	▪	▪	▪	▪	▪	▪	▪	
Downey		▪	▪					▪	▪		
El Monte	▪	▪	▪		▪		▪		▪	▪	
Hawaiian Gardens	▪	▪	▪		▪	▪	▪	▪	▪		
Inglewood						▪	▪				
Lakewood					▪		▪				
Long Beach	▪	▪	▪	▪	▪		▪	▪	▪	▪	▪
Maywood		▪	▪						▪		
Monterey Park											
Paramount			▪	▪	▪						
Rolling Hills		▪	▪						▪		
Santa Fe Springs						▪	▪				
South El Monte	▪		▪					▪	▪		
South Gate		▪						▪	▪		
South Pasadena			▪								▪
Temple City						▪	▪		▪		
Torrance						▪	▪				
Whittier		▪						▪	▪		▪

2.d Personnel

Mr. Sal Lopez Jr., Principal in Charge, will be supported by a team of dedicated professionals. Each of these team members possess the expertise and experience to lead any project assigned by the City under this on-call consulting services contract. They are knowledgeable in California planning law, particularly the Permit Streamlining Act, California Environmental Quality Act (CEQA), and AB 52 Tribal Cultural Resources Consultation.

Rincon Consultants, Inc. is a multi-disciplinary environmental science, planning, and engineering consulting firm that provides quality professional services to government and industry. Rincon's principal service is to provide environmental support and scientific research to create and sustain innovative solutions to natural resource, sustainability, and environmental impacts. Rincon prides itself on the considerable depth of its staff, which includes certified urban planners, environmental scientists and engineers, accredited LEED professionals, noise and air quality experts, geologists, biologists, and cultural and historical resource specialists. Rincon's approach to every project is centered upon the design and development of innovative solutions that respond to clients' specific needs in a cost-effective manner.

Personnel and Role	Education, Licenses, Certifications	Experience
Key Management		
Salvador Lopez Jr. Principal in Charge 	▪ BS, Urban & Regional Planning, California State Polytechnic University, Pomona, CA	▪ 25Years of Experience ▪ Planning experience includes current, advanced, and environmental planning ▪ Active transportation planning and housing and community development ▪ Managing multi-disciplinary teams in the development of policy and long-range planning documents for public agencies
Christine Kudija, JD, AICP Project Manager/Principal Environmental Planner 	▪ JD, Northwestern School of Law, Lewis and Clark College, Portland, OR ▪ MLA, Landscape Architecture, California State Polytechnic University, Pomona ▪ BA, Botany, University of California, Santa Barbara ▪ Chemical Engineering Curriculum, University of California, Davis, Berkeley ▪ AICP Certified Planner No. 085436 ▪ Attorney, California State Bar No. 222337	▪ 37 Years of Experience ▪ Extensive planning expertise in environmental analysis and application processing/ development services ▪ Specializes in California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) documentation for public agency and private projects ▪ Planning expertise covers general plan and zoning code updates, ordinance drafting, housing element preparation, and application processing ▪ Project-specific air-quality analysis utilizing the California Emission Estimator Model (CalEEMod)
Key Technical Leads		
Wes Pringle III, PE, TE Traffic Engineer	▪ BS, Civil Engineering, California Polytechnic University, Pomona ▪ Professional Civil Engineer California No. 56856 ▪ Certified Building Plans Examiner, California No. 10072182 ▪ Transportation Engineer, City of Los Angeles Department of Transportation	▪ 34 Years of Experience ▪ Experience with development projects in establishing Transportation Demand Management strategies ▪ Reviews access and circulation plans for building permit applications, parcel maps, and tract maps ▪ Prepares traffic modeling reports

Personnel and Role	Education, Licenses, Certifications	Experience
Reina Schaetzl Senior Planner	▪ MS, Sociology and Environmental Studies; Certificate in Natural Resources & Environmental Policy, Utah State University, Logan, Utah ▪ BA, Interdisciplinary Studies - Emphasis in Environmental Science, Public Policy and Sociology, University of California at Berkeley, California	▪ 25 Years of Experience ▪ Experienced in updating General Plans and Zoning Codes ▪ Extensive experience in reviewing and approving commercial and residential development ▪ Led code enforcement divisions
John Hidalgo, RLA Landscape Project Manager	▪ BS, Landscape Architecture, California State Polytechnic University, Pomona, CA ▪ Landscape Architect, California No. 3551 ▪ Licensed Contractor, California C-27 Landscape, No. 713613	▪ 33 Years of Experience ▪ Landscape plan review and inspection services ▪ Highly knowledgeable in local, state, and federal codes, regulations, procedures, and standards relating to construction, safety, park and facility planning; MWELO expertise
Bryan Nguyen, RLA Senior Landscape Architect	▪ BS, Landscape Architecture, California State Polytechnic University, Pomona ▪ Landscape Architect, California No. 4967	▪ 27 Years of Experience ▪ Landscape plan review and inspection services; MWELO expertise; experience includes landscape and irrigation design, complete landscape construction document preparation and landscape construction inspection for plan compliance
Subconsultant Team (Rincon Consultants, Inc.)		
Shannon Carmack	▪ Principal/Architectural History Program Manager	
Steven Treffers	▪ Senior Architectural Historian	
Josh Carman, INCE	▪ Director of Technical Services	
Gregory Ainsworth	▪ Director/Program Manager of Arborist and Forestry Services	
Brenna Vredeveld	▪ Supervising Biologist and Program Manager	
Christopher Duran, RPA	▪ Principal Investigator/Program Manager	

2.e Conflict of Interest

Willdan does not have any real or perceived conflict of interest that exists with the submission of the proposal.

2.f References

Planning and Environmental Services (2014 to Present)
City of Artesia, CA: 18747 Clarkdale Avenue; Artesia, CA 90701 | **Melissa Burke,** Deputy City Manager: mburke@cityofartesia.us | (562) 865-6262, ext. 278

Willdan's Comparable Services: Willdan provides comprehensive staff augmentation for plan review, land use entitlement application processing; prepares General Plan text and map amendments; prepares or amends specific

plans; prepares zoning code text or map amendments; and provides related CEQA analysis and documentation. We have conducted community surveys and have participated in public workshops. We are currently finalizing the City's 6th Cycle Housing Element.

Planning and Environmental Services (2009 to Present)
City of Rolling Hills Estates, CA: 4045 Palos Verdes Drive North; Rolling Hills Estates, CA 90274 | **Jeannie Naughton,** Director of Community Development/Public Works: jeannien@rollinghillsestates.gov | (310) 377-1577 ext. 115

Willdan's Comparable Services: IS/MNDs for two street improvement projects (Dapplegray School and Palos Verdes Drive North Intersection Improvements; Rolling Hills Road Bicycle Lanes), involving roadway widening, retaining wall construction, median reconstruction, and striping for Class 2 bicycle lanes. Environmental issues involved cultural and paleontological resources, aesthetics issues, noise, and traffic (vehicle miles traveled, including discussions of induced vehicle trips).

Planning and Environmental Services (2017 to Present)
City of Cudahy, CA: 5220 Santa Ana Street; Cudahy, CA 90201 | **Alfonso Noyola,** City Manager: anoyola@cityofcudahy.gov | (323) 773-5143

Willdan's Comparable Services: 1) IS/MNDs for a 17-unit and 20-unit multi-family infill residential developments. 2) Updated Housing Element, drafted and adopted an Inclusionary Housing Ordinance – involving attending meetings, identifying project milestones, outreach compliance, environmental review, and responding to state HCD review and certification. 3)Addendum to the City's General Plan EIR for a 100% affordable six-story senior residential infill development with 145 one-bedroom and 28 two-bedroom apartments. The project also received a density bonus.

LEE

3. Fees

3.a Itemized Cost Breakdown

Entitlements and CEQA documents vary in their complexity, leading to longer processing times and costs. Willdan is highly aware that increased development fees contribute to greater costs for housing and general development in California, and thus works actively to maintain efficiency in workflows. Each on-call assignment will be scoped for a not-to-exceed fee. Our primary fee schedule is below (landscape fee schedule follows).

Major Component of Service	Unit of Measure	Unit Cost
Salvador Lopez, Jr., Director of Planning	Hourly Rate	$261.00
Christine Kudija, Principal Planner	Hourly Rate	$215.00
Reina Schaetzl, Senior Planner	Hourly Rate	$206.00
Alondra Blanco-Gutierrez, Associate Planner	Hourly Rate	$181.00
Wes Pringle, Traffic Engineer II	Hourly Rate	$241.00
GIS Analyst III	Hourly Rate	$193.00
Administrative Assistant III	Hourly Rate	$144.00

3.b Total Not to Exceed Cost

3.b.1 Entitlement Processing and Environmental Review Services

Because this is a proposal for on-call services, Willdan understands that the budget for our services will vary depending on the complexity and number of assignments. A typical cost for entitlement processing can range from **$10,000 to $20,000**, depending on the project's challenges and the number of staff reports and resolutions required. A typical cost for a non-complex CEQA Initial Study/Mitigated Negative Declaration can range from **$35,000 to $55,000**, not including technical studies or tribal consultation assistance. Project delays, multiple hearings, and follow-up staff reports will increase project costs. As stated above, each project will be scoped for a not-to-exceed cost, and will include costs for necessary technical studies.

3.b.2 Landscape Plan Review and Inspection

The not-to-exceed cost for reviewing and updating City's Water Conservation Ordinance is detailed in the table below.

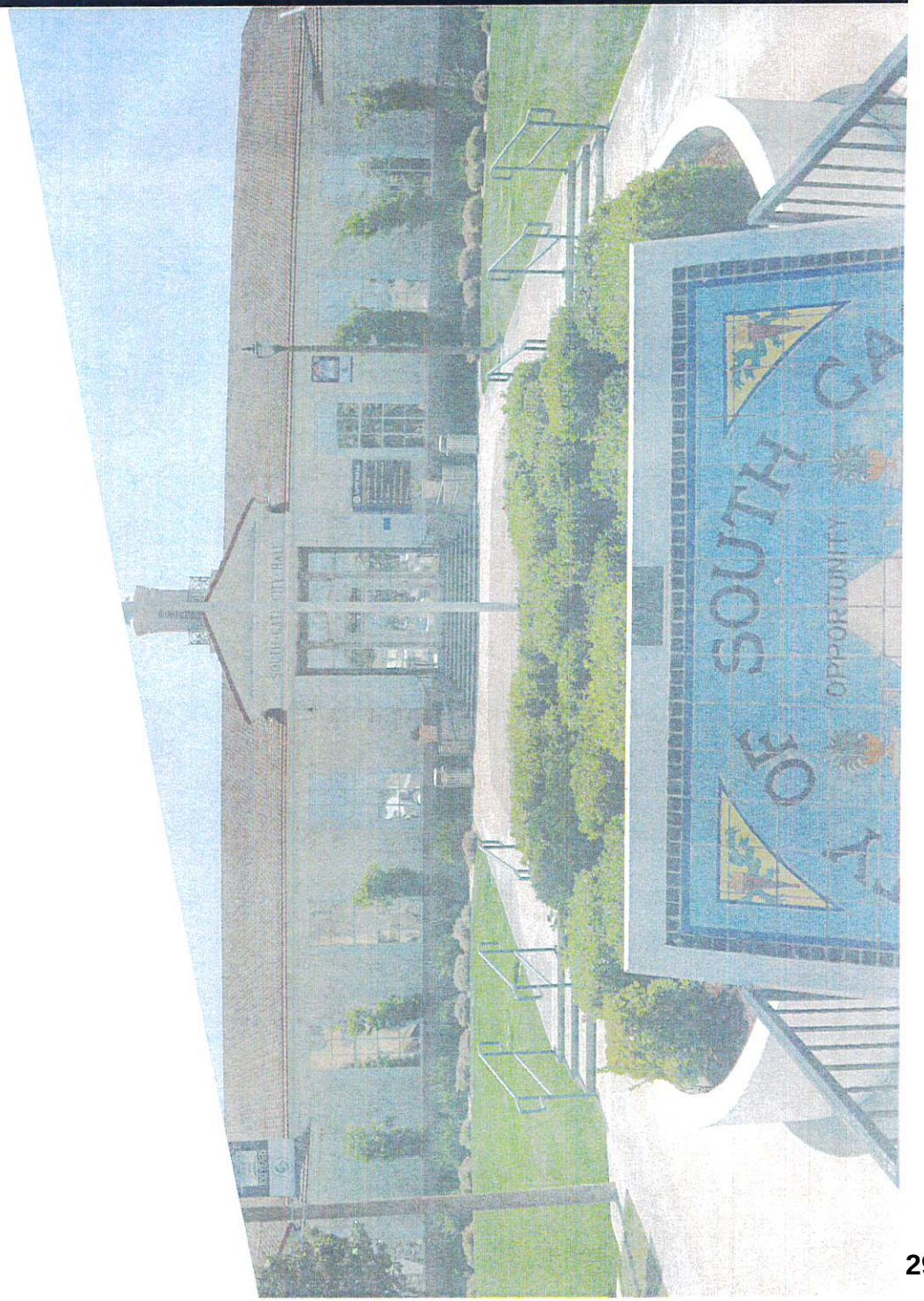
Willdan Team	Title	Rates	Hours	Cost
John Hidalgo, RLA	Principal Project Manager	$238	8	$1,904
Bryan Nguyen, RLA	Senior Landscape Architect	$193	24	$4,632
TOTAL			32	$6,536

- The cost for reviewing **landscape plans** will be charged per T&M (Time and Material) for each permit application. An initial total cost will be provided at the time of each of the permit applications forwarded from the City.

- The cost for conducting **landscape inspections** will be charged per T&M (Time and Material) for each permit application. An initial total cost will be provided at the time of each of the permit applications forwarded from the City.

3.c Proposed Payment Schedule for Services

Willdan issues monthly invoices that are payable 30 days after receipt. Each invoice shows detailed notes from each team member who bills to a project, showing the work performed on a daily basis. Our per-project scope and fee schedule will include our expected payment schedule tailored to the assignment.


SOUTH GA
OPPORTUNITY

4. Resources to be Provided by the City

Willdan anticipates that the City will provide electronic copies of all relevant background information needed for entitlement processing and environmental review, including but not limited to:

- General Plan, General Plan Background Report(s)
- Municipal Code, including subdivision and zoning codes
- General Plan Environmental Impact Report
- Project-specific CEQA documents
- Traffic counts
- Infrastructure dimensions and capacities
- Infrastructure capacity studies (especially sewer, storm drains, and domestic water supply)
- City-specific GIS shapefiles
- Other resources necessary to expedite entitlement processing and environmental review

ehc

WILLDAN

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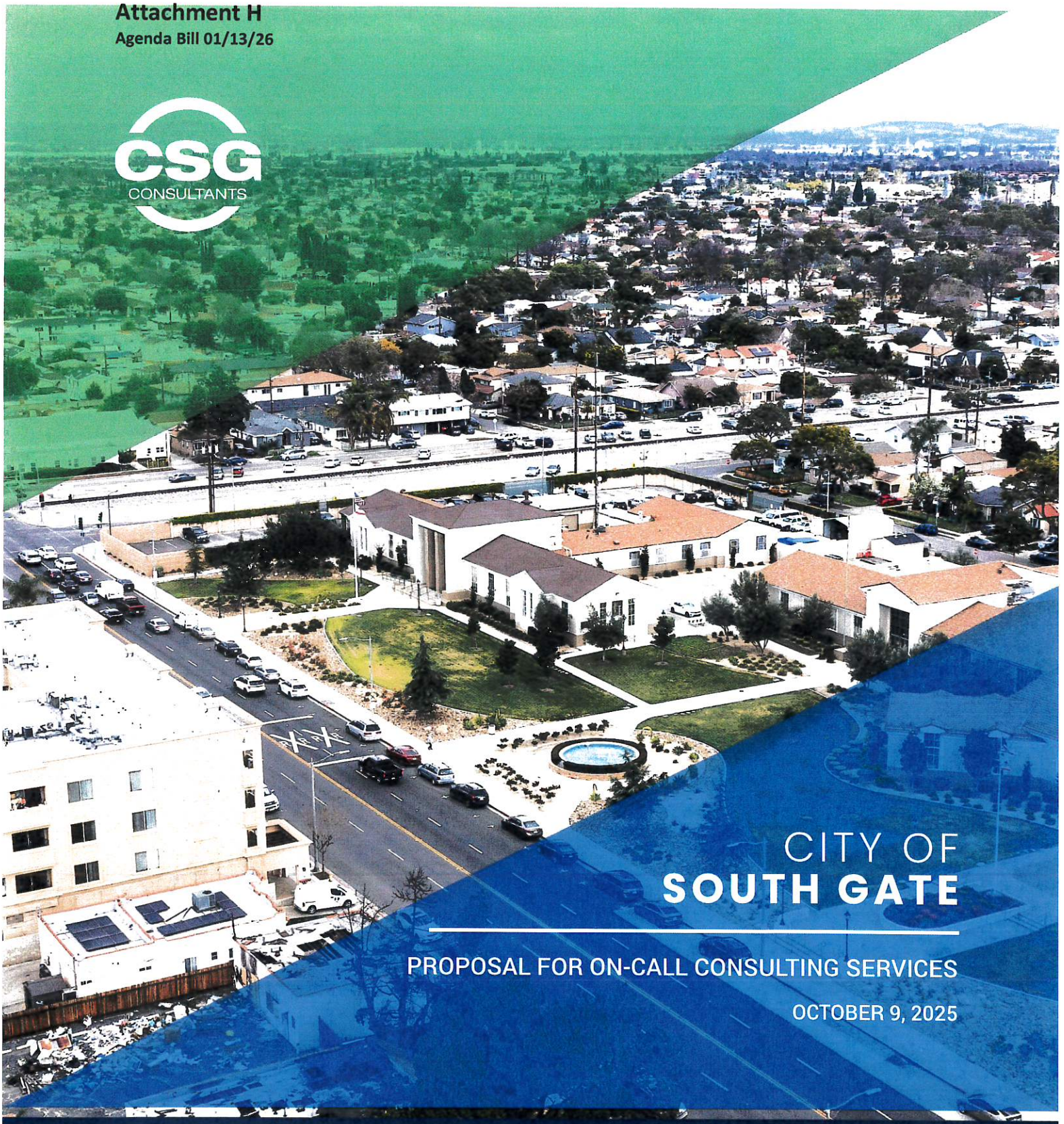
CSG
CONSULTANTS



CITY OF SOUTH GATE

PROPOSAL FOR ON-CALL CONSULTING SERVICES

OCTOBER 9, 2025

www.csgengr.com

Prepared By
CSG CONSULTANTS

3707 W. Garden Grove Blvd., Suite 100 | Orange, CA 92868
TEL: 714.568.1010 | FAX: 714.568.1028

October 9, 2025

John F. Signo, AICP
Planning Manager
City of South Gate
Community Development Department
8650 California Avenue
South Gate, CA 90280

Subject: Proposal for On-Call Consulting Services

Dear Mr. Signo,

CSG Consultants, Inc. (CSG) would like to thank the City of South Gate (City) for the opportunity to present our proposal for on-call consulting services. CSG offers highly qualified, experienced, and readily available personnel and resources to assist City staff with various planning and environmental issues. CSG prides itself on providing outstanding customer service and our team is well-qualified to support the City. We have prepared qualifications for the following requested services:

- **Planning, Zoning and Land Use Services**
- **Environmental Services in Compliance with CEQA**

We understand that the City intends to compile a list of pre-qualified Consultants to provide services on an on-call basis. CSG staff act as a seamless extension of the City in this role, facilitating coordination between departments and improving overall efficiency. Our personnel easily integrate into existing departments, sharing knowledge across disciplines to help eliminate information silos that may exist.

For over 30 years, CSG has been providing a host of professional municipal services to the public sector. Our staff currently provides building plan review and inspection, fire prevention, code enforcement, planning, environmental services, engineering design, construction management and inspection, land development review, plan check, map check, staff augmentation, full-service project management services, and other services to over 250 public agencies throughout California. CSG has partnered with the Gateway Cities of Bell, Norwalk, Downey and Compton and as such understands the unique character, strengths and challenges of this region.

Mr. Ethan Edwards, AICP, CSG's Vice President of Planning Services, will serve as the Quality Assurance and Quality Control (QA/QC) manager. Ms. Gena Guisar, AICP, CSG's Director of Planning Services for Southern California, will serve as the project manager and main point of contact for the City. Contact information for Mr. Edwards and Ms. Guisar is provided below:

> **Gena Guisar, AICP,** Director of Planning Services (Southern California) – *Project Manager/Primary Contact*
> (714) 794-8027 ***Mobile*** | (714) 568-1010 ***Office*** | genag@csgengr.com ***Email***
>
> **Ethan Edwards, AICP,** Vice President of Planning Services – *QA/QC*
> (714) 699-4297 ***Mobile*** | (714) 568-1010 ***Office*** | ethane@csgengr.com ***Email***

We look forward to assisting the City in any capacity where our services may be needed. As President, I am authorized to negotiate a contract with the City and bind CSG to a contract. Ms. Guisar would be happy to answer any questions regarding CSG's proposal and/or services.

Sincerely,

Cyrus Kianpour, PE, PLS
President, CSG Consultants, Inc.

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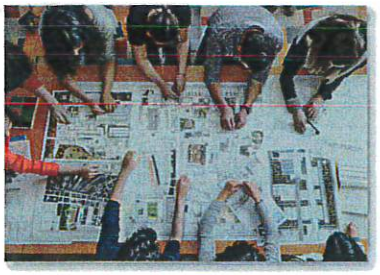
2. WORK PLAN

METHODOLOGY

PLANNING SERVICES



CSG views every assignment and project as an opportunity to build long-lasting, meaningful working relationships with our clients. We ensure a clear line of communication with every client, stakeholder, agency, decisionmaker, and project team member to ensure assignments and projects achieve and exceed expectations. We are solutions-oriented, focused on teamwork, and maintain a high level of professionalism in everything we do. Our mission is to consistently meet or exceed our client's expectations in a responsible and efficient manner.

At CSG, we act as project managers in most of our efforts, but we are first and foremost planners. Our goal is to always perform as a "partner planner" for our clients, providing additional support and services to existing agency staff members. CSG's project managers bring decades of project management experience, implementing best practices, while delivering work products on time and within budget.

CSG's comprehensive approach to project management includes attention to land use planning, economic feasibility, urban design, and the environment. Our project management philosophy is built upon the anticipation of, and preparation for, all issues that may arise throughout the project process. By constantly considering and developing the appropriate process and plan to address political, environmental, social, and design challenges/opportunities, we can better serve the City while delivering the highest quality product. Our management team of senior professionals will work in close partnership with City staff to ensure continuous coordination of our proposed services. They will assist the City in determining planning and environmental review requirements with support from additional CSG planners and technical staff that allow our team to provide a wide range of services in a cost-effective manner.

With each assignment, we assemble our CSG team and partner with technical subconsultants most appropriate and experienced for the required analysis. Our subconsultant team of experts has worked together with the Planning and Environmental Planning team for many years, assuring continuity and the understanding of expectations for concise writing styles, analysis, documentation, and time management. In addition, upon initiation of a project, each team member along with the subconsultant team will be provided with the agreed upon scope of work, project schedule and budget, and will attend project initiation meetings, as needed. CSG's Project Manager will serve as the main point of contact, ensuring a consistent flow of information between City staff, CSG, and subconsultants.

Current and Advanced Planning

At CSG we believe that changing environmental conditions, increased need for housing, diminishing raw land inventory, complex mobility issues, urban infill opportunities, and economic feasibility are all becoming pivotal factors driving projects and the future of development. Our team fuses thoughtful creativity with function, practicality with aesthetics, and connecting places with people.

Current Planning

CSG's Planning team provides contract staff support, entitlement services, and project management for a variety of types of projects. We excel at interfacing with public agencies and elected officials, tackling a wide range of current planning issues, and serving as case planners, applicant liaisons, or even assisting the public at the counter. Our staff planners perform daily planning activities, including (but not limited to): zoning review and compliance, project entitlement services, Subdivision Map Act compliance, site plan review and design review, plan check, construction inspection services based on approved plans and conditions of approval, and other services as needed. Our planning staff also serve as an extension of City staff, preparing staff reports, ordinances, resolutions, and making

presentations to Zoning Hearing Administrators, Design Review Boards, Planning Commissions, City Councils or Board of Supervisors.

Advanced Planning

CSG's planners are well versed in the creation and management of long-range policy documents, and assist communities with community engagement, visioning, goal setting and implementation, as well as project coordination for applicants and their consultant teams. Our team has prepared General Plans, Specific Plans as well as Community and Area Plans, Climate Action and Adaptation Plans, Design Guidelines, Zoning Code updates, and Economic Development Plans.

CSG's approach to current and long-range planning is to "dig in" and become familiar with the City's General Plan, Zoning Code, other development process resources, ongoing projects, and development trends so that we may best assist the City. Our staff planners perform planning activities, such as:

- Analyzing a project's compliance with the City's plans, policies, and regulations
- Processing of Site Plan Reviews, Design Reviews, Historic Reviews, Tentative Maps, General Development Permits, Coastal Development Permits, Conditional Use Permits, General Plan and Zoning amendments, and other various planning permits
- Reviewing and processing both ministerial and discretionary applications
- Researching, compiling, and analyzing social, economic, environmental, and associated data
- Preparing the necessary long-range planning documents and amendment
- Meeting with developers, their consultants and other project proponents, such as property owners and other interested groups. We recognize that these are important groups and individuals to any project
- Providing public counter services, including but not limited to, answering general questions and processing Zoning Clearances, Accessory Dwelling Unit Zone Clearances, Temporary Use Permits, Home Occupation Permits, and/or Short-Term Rentals permit.

Members of our staff are actively working in a variety of methods both hybrid and full-time in agency offices, holding regular office hours, and answering public inquiries by email, mail, or telephone, whichever schedule the client wishes. Our staff are available to attend community meetings and present at public hearings; prepare staff reports, resolutions, ordinances; and prepare in-person and/or electronic presentations.

CSG staff also has knowledge and experience in providing affordable housing support, preparing and administering grants, preparing parking studies, performing fiscal and economic analyses, as well as providing Geographic Information System (GIS) assistance.

ENVIRONMENTAL SERVICES

CSG has the environmental staff resources to manage and prepare clear, concise, and legally defensible environmental documents pursuant to the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) for projects of all types, including development, infrastructure improvements, and policy adoption documents, such as General Plans and Specific Plans. CSG will serve as an extension of City staff to ensure that the entire environmental review process is conducted in a comprehensive manner. CSG will consider recent legislation and court decisions pertaining to CEQA and NEPA and agency requirements. Our objective is to provide premium services to our clients, along with highly accurate technical documentation and impact determinations. Our approach entails an efficient process to ensure that studies are comprehensive, objective, technically accurate, and complete, while maintaining a focus on the schedule established for the review. We provide consistent and regular interaction and communications between staff, the CSG team, other interested/responsible governmental agencies and parties, as appropriate, allowing for frequent exchange of information without loss of time or resources.

We can assist the City with recommendations and scoping for the appropriate CEQA and NEPA documentation and, should an EIR be the determined clearance, CSG can lead the preparation of response to comments and any required findings of facts/statement of overriding considerations. We are also ready to assist the City with project stakeholder

coordination, filing of public notices (including electronic filing with the State Clearinghouse), participation in public hearings, peer review of technical studies, and complete project management services throughout the environmental review process.

Our range of types of CEQA/NEPA studies includes (but is not limited to):

- Categorical Exemptions and Exclusions
- Initial Studies (with all applicable technical reports to support the determination)
- Negative Declarations
- Mitigated Negative Declarations
- Environmental Assessments/Finding of No Significant Impact
- Environmental Impact Reports and Statements (EIRs and EISs)
- Project/Program/Focused/Supplemental/Subsequent EIRs
- Addendum to previously approved and certified environmental analyses
- Consistency checklists
- Mitigation monitoring and reporting programs
- All notices required per CEQA such as Notices of Intent/Preparation/Determination
- Providing peer review of CEQA/NEPA documents prepared by project applicants

Approach to Environmental Planning

CSG planners are environmental stewards for our natural and built environments. CSG's approach to any environmental documentation is to understand and analyze each project based on the environmental issues that are pertinent to a project. CSG's approach to environmental documentation emphasizes technically solid, impartial analysis, and active management to keep projects on schedule and within budget. We pride ourselves on our ability to turn products around quickly and effectively without sacrificing quality and accuracy.

CSG recognizes that future City projects, depending on their type, size and issues of concern, may require several different types of CEQA/NEPA documentation. A work program will be initiated following the completion and confirmation of the Project Description.

Additionally, and more specifically, we embrace the following steps in the review *process:*

- Establish a communications protocol and technical leads, including subconsultants and other key team members to ensure project critical information is efficiently and accurately conveyed across the team.
- Ensure roles/responsibilities are clear for efficient management of assignments and quality control of services and deliverables.
- Determine key project description details with the City early to facilitate accurate and consistent reviews and analysis.
- Agree on initial project schedule and budget and a protocol for updating status during project phases.
- Verify that the technical approach/scope of services, as conveyed in the proposal, meets City's expectations following completion of the Project Description.
- Collaborate upfront with the City on standard templates for project deliverables, including peer review technical memoranda and CEQA document components.

Communications and Techniques: Our management style includes consistent and regular interaction and communications between staff, the CSG team, and other interested/responsible governmental agencies and parties, as appropriate, allowing for frequent exchange of information without loss of time or resources. If we encounter a constraint or challenge, we will immediately notify the City and provide short and/or long-term solutions for any difficulties we encounter. We pride ourselves on our ability to turn products around quickly and effectively without sacrificing quality and accuracy.

Developing Project Descriptions and Context: We understand the importance of confirming the Project Description as early in the process as possible to ensure consistency between technical documents and avoid the need to redo analyses. CSG can assist City staff in determining the information required to proceed with the environmental review.

We also have proven strategies to move forward with environmental review when there are unknowns, or a project design requires flexibility. For example, when there are different scenarios a project might implement, we can determine the most conservative scenario, so that each scheme is covered by the environmental review.

Conducting Preliminary Environmental Compliance Review: As part of scoping, we complete a comprehensive review of a project to determine whether it is exempt from environmental review and/or a candidate for streamlined review. CSG is familiar with all 33 Categorical Exemptions and is available to meet City staff to discuss specific projects and to confirm whether any exemptions would apply. We can prepare the required documentation to demonstrate why such activities would be exempt from CEQA in the form of a memoranda which explains why no possible exceptions exist which could preclude the use of a Categorical Exemption for a project.

Preparing Initial Studies: If it is determined that a project requires additional environmental review, CSG could then proceed with the preparation of an Initial Study pursuant to Appendix G of the CEQA Guidelines. The Initial Study provides a screening and threshold review for each topical area to confirm the appropriate CEQA clearance. An Initial Study is the common supporting review documentation for a (mitigated) negative declaration determination. In certain circumstances, we know that a project will result in significant impacts, requiring the preparation of an EIR. In these cases, to save time and reduce costs, we may recommend the preparation of an EIR without an Initial Study. However, even in the case where an EIR will be required, it may be beneficial to prepare an Initial Study to help focus the EIR on the potentially significant impacts. CSG can assist the City in making this determination on a project-by-project basis.

Preparing EIRs: When there is substantial evidence that a proposed project or action may result in potentially significant impacts on the environment, CSG possesses the technical capabilities and expertise to assist our agency clients in preparing an EIR, including, but not limited to:

- Defining the project description, Identifying stakeholders and affected agencies,
- Maintaining the administrative record,
- Preparing and distributing the notice of preparation for a 30-day review,
- Conducting a scoping meeting,
- Preparing supporting technical reports and Administrative Draft EIR for internal review,
- Preparing and circulating the Public Review Draft EIR for a 45-day review period,
- Drafting responses to comments,
- Preparing the Final EIR and Mitigation Monitoring and Reporting Program,
- Preparing Findings of Facts, and, as necessary, preparing a Statement of Overriding Considerations to support a lead agency's final decision on a project,
- Attending public hearings, and
- And preparing and filing required notices.

Public Input Process and Dissemination of Information: Given our unique background providing comprehensive municipal services, we have ample experience interfacing with the public and have a deep understanding of the public input process and challenges that can arise. CSG can collaborate with the City in preparing community outreach plans that include ongoing public engagement opportunities, and we can attend public hearings and meetings to address questions on the City's behalf and/or present our conclusions to the decision-making body.

Ensuring Compliance with Processing and Legal Requirements: We have a strong track record in preparing legally defensible environmental documents in accordance with CEQA that can withstand public scrutiny. The CSG team has prepared CEQA documentation for controversial projects, including for housing projects, and we have an exemplary record of legal defensibility for the documentation we prepare. We understand that housing projects in particular can be controversial, and we have experience addressing community concerns in this regard, including responding to public comment as part of the CEQA public review process. Our documents contain thorough environmental analysis and provide clear documentation for all research contacts and data sources, which reduces the potential for successful legal challenges; we can also assist the City in preparing the administrative record. We keep abreast of regulatory updates and court decisions, which are then incorporated into our environmental analysis, as appropriate.

Quality Assurance/Quality Control: CSG is committed to providing high quality documentation that engenders client satisfaction, meets the needs of the project, and withstands legal scrutiny. Therefore, a critical part of our delivery of technically sound and legally defensible documents includes conducting in-house QA/QC reviews concurrently with the preparation of documents. Our approach to providing quality, technically sound, and legally defensible reports includes the following steps: we assign staff members who have the appropriate technical expertise to complete the work; upon completion of the first internal draft of a document, it is reviewed by the project manager for consistency with the project description, compliance with the approved scope of work, and technical accuracy. Once the work product has been revised and updated to the satisfaction of the project manager, it is sent to our Publications Specialist for review of grammar, proper nomenclature, references, and methodologic consistency. The last step before the document is submitted to the City is a thorough and complete word processing review that produces a correctly formatted document, with accurate references to tables, exhibits, appendices, and the table of contents. Only then is a document submitted to the City for review.

PROJECT SCHEDULE

CSG will meet with City staff during the project initiation phase to determine an initial schedule and protocol for updating status during project phases. Our Environmental Planning team meets weekly to discuss the status of projects. Once a project is underway, we recommend scheduling regular status meetings with City staff. This ensures challenges and constraints are discussed as soon as they come up, and the CSG team can recommend short and/or long-term solutions to keep a project moving forward. Table 1, Illustrative Schedule, provides a sample schedule for different types of CEQA clearance. Projects that require NEPA clearance would have similar timelines for projects with similar levels of environmental review. CSG's scope of work and proposed tasks will depend on the nature of a specific project.

Table 1
Illustrative Schedule

Tasks	Timeline/Month
Kickoff Meeting	1
Master Schedule	1
Data Needs Request	1
Administrative Draft Project Description	1
City Staff Review of Administrative Draft Project Description	1
Approval of Project Description	1
Technical Analyses	**2[1]**
Categorical Exemption	
Administrative Draft Exemption Justification Memorandum	2-3
Completion of Exemption Justification Memorandum	2-3
Notice of Exemption	Within 5 Day of project approval
Initial Study	
Administrative Draft Initial Study	3
Meeting to Discuss Initial Study Findings	3
Initial Study/Addendum	
Administrative Draft Initial Study/Addendum[2]	3-4
Preliminary Draft Initial Study/Addendum	3-4
Completion of Initial Study/Addendum	3-4
Initial Study/(Mitigated) Negative Declaration	

Table 1
Illustrative Schedule

Tasks	Timeline/Month
Administrative Draft Initial Study/(Mitigated) Negative Declaration[2]	3-4
Preliminary Draft Initial Study/(Mitigated) Negative Declaration	3-4
Public Review Draft Initial Study/(Mitigated) Negative Declaration and Notice of Intent to Adopt	4
30 Day Public Review Period	4-5
Administrative Draft Responses to Comments and MMRP	5-6
Final Initial Study/(Mitigated) Negative Declaration and Notice of Completion	6
Environmental Impact Report	
Administrative Draft Notice of Preparation	3
Publish Notice of Preparation	3
30 Day Scoping Period	3-4
Administrative Draft Environmental Impact Report[3]	5
Preliminary Draft Environmental Impact Report	6
Public Review Draft Environmental Impact Report and Notice of Availability	6-7
45 Day Public Review Period	8-9
Administrative Draft Responses to Comments and MMRP	9-10
Final EIR and Notice of Completion	10-11
Public Hearings/Project Approval	
Hearings	To Be Determined
Notice of Determination	Within 5 Day of adoption/certification of document

Notes:

1 The schedule for completion of technical studies is highly dependent on project-specific information. However, for most projects, all technical studies can be completed with 3 months of project initiation. CEQA documentation can be completed in a shorter timeframe than provided here dependent on timing of completion of the technical studies.

2 Schedule assumes two-week review period of Administrative Draft by City staff.

3 Schedule assumes one month review period of Administrative Draft EIR by City staff.

QUALIFICATIONS AND PRIOR EXPERIENCE

CSG Consultants, Inc. (CSG) is an employee-owned California company with its headquarters in Foster City, California. Additional support is available from our other offices in Orange, San Jose, Pleasanton, Sacramento, Newman, and Paso Robles. Founded in 1991, CSG performs work solely for public agencies, eliminating the potential for conflicts of interest between developers and agencies. In this way, we can focus exclusively on the specific needs of our municipal clients. CSG has grown steadily in both revenue and staff size and now has over 350 employees serving customers throughout California.

NAME OF FIRM:	CSG Consultants, Inc.
YEARS IN BUSINESS:	34 | Established in 1991
PRIMARY CONTACT:	**Gena Guisar, AICP** | *Director of Planning Services (Southern California)* (714) 794-8027 *cell* | genag@csgengr.com *email*
HEADQUARTERS:	550 Pilgrim Drive, **Foster City**, CA 94404
REGIONAL OFFICES:	3707 W. Garden Grove Boulevard, Suite #100, ***Orange***, CA 92868 3875 Hopyard Road, Suite 141, ***Pleasanton***, CA 94588 3150 Almaden Expressway, Suite 255, ***San Jose***, CA 95118 2150 River Plaza Drive, Suite 255, ***Sacramento,*** CA 95833 930 Fresno Street, ***Newman***, CA 95360 806 9th Street, Suite 2A, ***Paso Robles***, CA 93446
EMPLOYEES:	350+
TYPE OF BUSINESS:	California Corporation • Incorporated June 15, 2000 • Federal ID: 91-2053749

Our multi-disciplined municipal services staff consists of the following types of professionals:

RELEVANT PROJECTS

The following is a sample of CSG's experience relevant to the City's on-call needs:

CLIENT: **CITY OF MALIBU | *Planning Staff Augmentation and Environmental Services***

Planning Staff Augmentation
2022-Ongoing

CSG currently provides project management services to the City of Malibu. Staff conducts conformance reviews, discretionary case processing for Coastal Development Permits, Administrative Plan Reviews, Site Plan Reviews, Variances, and Conditional Use Permits. For these projects CSG's services include completeness reviews, preparation of public notices, Environmental Review Board, Planning Commission and City Council staff reports and resolutions, presentations to hearing bodies, project approval letters, review of Conditions of Approval prior to final planning approval and stamping approved project plans for building permit processing. CSG's project management duties include maintaining project information within the City's development database and tracking deadlines.

Trancas Water Facility Subsequent Initial Study / MND
April 2025-Present

CSG is preparing a Subsequent IS/MND to evaluate the potential environmental impacts of the installation of a water tank, booster pump station, and associated water main at two properties located on Trancas Canyon Road in the City of Malibu. The proposed project includes the installation of a new 150,000-gallon water tank at 5880 Trancas Canyon Road, a booster pump station at 6050 Trancas Canyon Road, and a water main in the right-of-way along Trancas Canyon Road to pump water from the booster pump station uphill to the water tank. The tank would potentially provide reliable, potable water for eight residential sites along Trancas Canyon Road and would increase fire flow availability in the area. The environmental review is ongoing.

CLIENT: **CITY OF THOUSAND OAKS | *On-Call Planning and Environmental Services***

Staff Augmentation Services
2021 - Ongoing

CSG staff currently work with the City of Thousand Oaks to provide staff augmentation planning services by reviewing plans for compliance with zoning, design standards, and procedural requirements. Additionally, our staff help research land use issues, trends, and best practices, and assist with the preparation of new land use regulations and environmental impact reports.

Janss Marketplace Hotel EIR
2022-2023

CSG prepared an Environmental Impact Report (EIR) to evaluate the potential environmental impacts of the development of a hotel at 225 North Moorpark Road in Thousand Oaks. The proposed project includes demolition of the current two-story retail building, to be replaced by a five-story dual hotel and retail pad, the creation of a map to designate airspace rights, and a zoning change to the footprint of the hotel to increase the building's height limitation. The City received a public comment letter from the Mitchell M. Tsai Law Firm on behalf of the Southwest Regional Council of Carpenters against the project two days prior to the public hearing. CSG prepared responses to these comments in preparation for the City Council hearing.

EV Charger Infrastructure
2022

The City of Thousand Oaks proposed to implement an electric vehicle charging facility at the City's Municipal Service Center, located at 1993 Rancho Conejo Boulevard. This project installed the electric vehicle charging infrastructure necessary for Thousand Oaks Transit's (TOT) transition to a battery electric fleet. CSG determined the project qualified for a Categorical Exclusion pursuant to the National Environmental Policy Act (NEPA), and this project has been constructed.

Thousand Oaks Downtown Project EIR

April 2025 – Present

CSG was selected to prepare the Downtown Project EIR; the Downtown Project includes the redevelopment of a 14-acre site owned by the City. The proposed project includes adaptive reuse of the existing City Hall offices, ground floor food and beverage, ancillary uses, and new City Hall offices. Development on the west side of the property would include mixed uses and an approximately 140-150-room hotel. The maximum number of residential units would be 215. A new town plaza would be built at the northeast corner of the project site. A General Plan Amendment is required, and a new Specific Plan would be created for the site. The environmental review is ongoing.

CLIENT: **CITY OF LAGUNA BEACH | *IS/MND***

1890 South Coast Highway Mixed-Use Redevelopment Project IS/MND

August 2023-Present

CSG is preparing an Initial Study/Mitigated Negative Declaration (IS/MND) for a proposed mixed-use, two-story retail and residential structure and subterranean garage adjacent to South Coast Highway in the City of Laguna Beach. The proposed project includes the demolition of an existing car wash facility and the construction of a new 8, 204 square-foot mixed-use retail and residential structure with 5,221 square-feet of deck area, over a subterranean garage.

CLIENT: **CITY OF CARSON | *Special Project Management and On-Call Planning and Environmental Services***

On Call Planning and Environmental Services

2016-Ongoing

CSG provides on-call planning and environmental services to the City of Carson. As part of this process, our Planning Lead manages technical consultants, provides document review, conducts community outreach, and attends community and City Council meetings. Staff also provided staff augmentation for day-to-day activities such as ministerial permit approval and public counter duties.

The District at South Bay Special Project Management

2024 – 2025

CSG staff managed The District at South Bay Specific Plan amendment and post entitlement work for a modification to the permitted land uses and development standards for a 157-acre site. The site remains undeveloped, as it was used as a landfill site for the deposition of waste/refuse from areas throughout Los Angeles County between 1959 and 1965, prior to the incorporation of the City of Carson. The project entitlement included a Supplemental EIR, a Specific Plan Amendment, Site Plan and Design Review, Vesting Tentative Tract Map, General Plan Amendment, and a Development Agreement. Staff currently manages the plan check and construction process for the project.

Imperial Avalon Special Project Management

2024 – 2025

CSG provides special project management for a 27-acre mixed use project consisting of 1,115 residential dwelling units (including 764 multi-family units and 351 townhomes) with an approximate overall density of 41 Dwelling Units/Acre; 10,000 square feet of commercial/restaurant space; and 111,581 square feet of publicly accessible but privately maintained open space (including a 22,859 square foot park). Entitlements included an Environmental Impact Report (EIR), Site Plan and Design Review, Vesting Tentative Tract Map, Specific Plan, Development Agreement, General Plan Amendment, and a Zone Change (ZC). CSG staff managed all aspects of the entitlement process, including management of the City's environmental consultant, community outreach activities and public hearings. Staff currently manages the plan check and construction process for the project.

Carson Triangle Special Project Management and Addendum to the 2040 General Plan Update EIR Peer Review
2024 – 2025

CSG provided special project management and expedited entitlement processing for an affordable residential development consisting of 32 affordable flats and 283 market-rate townhouses. The project consisted of a site plan review package, affordable housing covenant, SB330 application, a General Plan EIR addendum, and the city's first affordable housing application. CSG also completed the peer review the associated Addendum to the 2040 General Plan Update EIR (General Plan EIR under an expedited time frame of two days. CSG's review findings included several errors and omissions including the need to update the Addendum for consistency with the Final EIR, a lack of substantial evidence supporting a conclusion that the existing buildings to be demolished were not historically significant, and a discrepancy between the thresholds for noise utilized in the Addendum and those provided in the General Plan EIR.

Perry Street Residences Project Management and Addendum to the 2040 General Plan Update EIR Peer Review
2024 – 2025

CSG provided special project management and expedited entitlement processing for a residential development consisting of 62 market-rate townhouse units. The site will contain ten (10) residential buildings, and include off-street parking, internal roadways, infrastructure connections, interior pedestrian paseos, seating areas with enhanced paving, shade structures, lawn areas, and a walkable decomposed granite trail bounded by screen hedges along the northern perimeter of the site. CSG also completed the peer review the associated Addendum to the 2040 General Plan Update EIR (General Plan EIR under an expedited time frame.

CLIENT: **CITY OF FULLERTON | *On-Call Planning Services***
2021-Ongoing

Planning Staff Augmentation and Project Management Services

CSG provides current planning services to the City of Fullerton. Services include customer service in the permit center, answering development related questions at the public planning counter, and reviewing use permits and single-family development permits to comply with the city's zoning code to ensure compatible development projects within the existing districts, downtown, and historical neighborhoods. Additionally, CSG has provided high-level project management services for the processing of large scale, mixed use and TOD development projects, Disposition of Surplus Land, single family subdivisions, adaptive reuse projects, new urban designed outdoor dining uses, and a privately owned public parking structure. For these projects CSG's services include project management, completeness reviews, prepare public notices, prepare, Planning Commission and City Council staff reports, present projects to these authorities, prepare approval letters, and follow-up with conditions of project approval.

CLIENT: **CITY OF EL SEGUNDO | *On-Call Planning Services***
2016-Ongoing

Planning Services
2016-Ongoing

CSG staff provides project management and entitlement processing services for the City of El Segundo. We currently manage several high-profile projects, including a ±140-acre mixed use site on the former Raytheon manufacturing site and a mixed-use media campus. Another noteworthy project is the Smoky Hollow Specific Plan Amendment and EIR for the Grand Kansas II Project. CSG staff provides entitlement project management and conducted a peer review of the environmental documentation for this office and commercial development. Our services also include Site Plan Review, Specific Plan Amendments, Coastal Development Permits, public outreach and grant administration.

CLIENT: **CITY OF GARDEN GROVE** | ***Planning Services***
2014-Ongoing

Planning Staff Augmentation and Project Management Services
2014-Ongoing

CSG staff currently provides project management and staff augment planning services to the City of Garden Grove. Staff manages the entitlement process for various priority developments and serves as the main point of contact representing the City. Staff also provide plan review, plan check, and public counter coverage services.

CLIENT: **CITY OF BELL** | ***Planning and Environmental Services***
2024-Ongoing

Planning and Environmental Services
2024 – Ongoing

CSG staff provides project management and entitlement processing services for the City of Bell. Staff recently managed entitlements for a new In-N-Out project and is currently performing NEPA compliance services for a new City-owned park. Staff is currently managing the entitlement processing for several high-priority projects for City-owned properties.

In-N-Out Burger Environmental Documentation
2024

CSG prepared a 15183 general plan consistency checklist for the development of an In-N-Out Burger fast food restaurant in the City of Bell in conjunction with applications for a Site Plan Review, Conditional Use Permit, and Variance. Initially, the project was to be processed via a Class 32 Categorical Exemption. Through initial project review, the CSG team determined that the site was on the Cortese list and would not qualify for such an exemption and prepared a justification memorandum within an expedited timeframe. The project was approved in June 2024 and construction began in March 2025.

Pritchard Park Field Improvement Project Environmental Assessment
2024 – Ongoing

The City is developing a community park federally funded by the Department of Housing and Urban Development (HUD), which requires preparation of an Environmental Assessment pursuant to NEPA and HUD environmental review requirements. The proposed project would include two new playgrounds, a splash pad, a dog park, three picnic areas with gazebos, five fitness/exercise stations, walking trails, a parking lot, a combined restroom and office building, a native plants garden, park signage, a high screen wall for public art, landscaping, irrigation, and lighting on a 1.88 acre site. CSG is preparing the EA and is managing the technical consultants.

CLIENT: **CITY OF NORWALK** | ***Special Project Management and On-Call Planning Staff Augmentation Services***

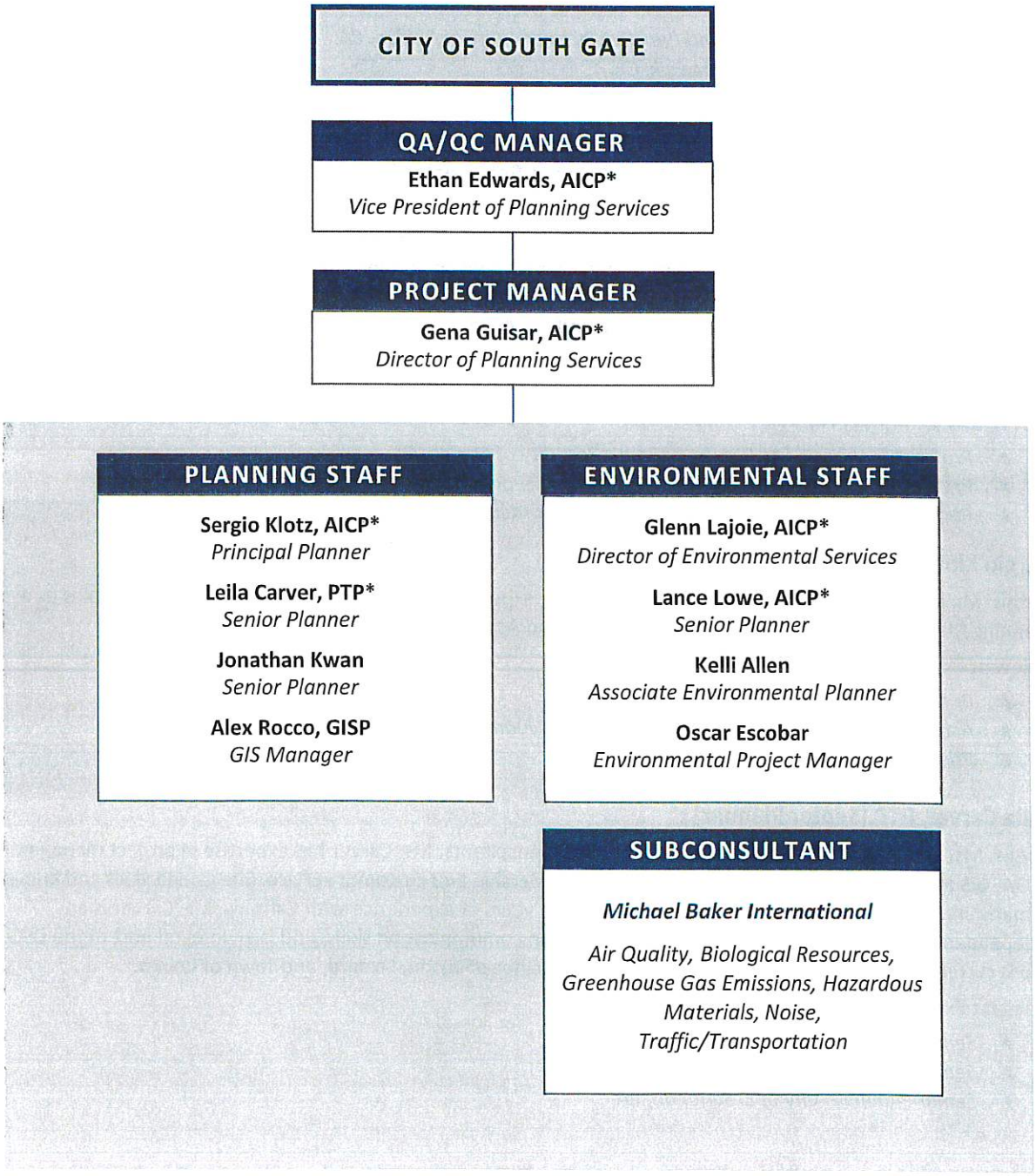
Special Project Management and On Call Planning Staff Augmentation Services
2020 - Ongoing

CSG staff are currently managing and preparing the Norwalk Transit Village Specific Plan, a 32-acre Mixed Use Eco-District. The property is roughly 0.25 acres from a Metrolink Station and is immediately directly adjacent to a 9.4-acre public park. The project will include up to 770 dwelling units (40% affordable), ample open space, a 150-key hotel, and neighborhood commercial area. CSG's responsibilities include drafting the Specific Plan, managing the CEQA compliance document, Public Outreach, management of due diligence activities and a Remediation Action Plan, entitlement processing and Project Team management. This unique project will occupy the site of a former State-owned Youth Correctional Facility and is subject to the Surplus Land Act. CSG also provides on-call planning staff augmentation.

PERSONNEL

CSG serves as an extension of municipal staff. Our team members excel at customer service and maintain CSG's high standards of integrity, responsiveness, and work quality. We do this seamlessly, minimizing disruption to the City's existing workflows and processes. **Gena Guisar, AICP, will serve as the Project Manager and primary contact for the City.** Resumes for key personnel (*) can be found in Appendix A.

The majority of the 350+ individuals within our firm have provided public agency services throughout their entire careers. Our talented personnel, having held positions within communities facing similar development concerns as the City of Compton, bring a wealth of ideas, experience, and solutions.



CSG STAFF QUALIFICATIONS

Brief staff profiles are included below. Detailed resumes for key staff can be found in Appendix A.

Gena Guisar, AICP (Director of Planning Services, Southern California) – Project Manager

About: Ms. Guisar has over 25 years of planning expertise in both the private and public sectors. She has designed and managed a wide variety of development applications and led teams through the entitlement and environmental review process. Ms. Guisar's experience includes working as a project manager leading large, interdisciplinary consultant teams in environmental planning efforts for a variety of residential, commercial, industrial and mixed-use land development projects throughout Southern California. Her thorough knowledge of the principles and practices of CEQA, urban and regional planning, zoning, development economics and designs makes her an asset to any development team.

Relevant Experience/Projects:

- *Interim Planning Manager and Principal Planner – City of Carson, CA*
- *Principal Planner – City of Norwalk, CA*
- *Principal Planner – City of Palos Verdes Estates, CA*
- *Principal Planner – City of El Segundo, CA*

Ethan Edwards, AICP (Vice President of Planning Services) – QA/QC Manager

About: Mr. Edwards is dedicated to ensuring resource availability and maintaining high-quality standards. As the Vice President of Planning Services at CSG, he oversees Planning, Environmental, and Sustainability divisions. He brings expertise in current and advanced planning, design review, coastal development review and CEQA, project and planning staff management, and professional practice building from over 25 years of increasingly complex land use planning and management experience in Orange and Los Angeles Counties, Northern California, and the State of Oregon. Prior to joining CSG, Mr. Edwards served as a planner for several public and private sector organizations and has served in various management roles including Community Development Director and Principal Planner.

Relevant Experience/Projects:

- *Project Manager – The District at South Bay, City of Carson, CA*
- *Principal Planner – Planning Services, City of El Segundo, CA*
- *Principal Planner – Planning Services, City of Garden Grove, CA*

Sergio Klotz, AICP (Principal Planner)

About: Mr. Klotz brings more than 35 years of planning experience to CSG and its clients, having held roles as a Planning Manager, Principal Planner, Senior Planner, and Associate Planner throughout his career.

Relevant Experience/Projects:

- *Principal Planner – City of Tustin, CA*
- *Acting Director/Assistant Director – City of San Juan Capistrano, CA*
- *Principal Planner – City of Santa Ana, CA*

Leila Carver, PTP (Senior Planner)

About: Ms. Carver serves as a Senior Planner for CSG Consultants. Ms. Carver has expertise in project management, CEQA, GIS and demographic research, and excels in leadership and customer service. She gained skills and knowledge in many areas of transportation planning from her nine years of experience with Caltrans. Ms. Carver is an independent worker, has outstanding verbal and written communication skills, and is an integral part of the CSG team. She is currently serving as a Consulting Planner for the cities of Tustin, Oxnard, and Town of Colma.

Relevant Experience/Projects:

- *Senior Planner – City of Tustin, CA*
- *Senior Planner – City of Oxnard, CA*
- *Senior Planner – City of El Segundo, CA*

Jonathan Kwan (Senior Planner)

About: Mr. Kwan is a Senior Planner at CSG with over a decade of diverse experience in both the public and private sectors. He brings a strong track record of successfully managing complex, high-profile projects from inception through entitlement. His experience includes project management, current and advanced planning, ArcGIS, and Sustainability.

Relevant Experience/Projects:

- *Senior Planner – City of Bell, CA*
- *Senior Planner – City of Irwindale, CA*
- *Senior Planner – City of El Segundo, CA*

Alex Rocco, GISP (GIS Manager)

About: Mr. Rocco is a highly skilled GIS Manager for CSG with a strong technical and analytical background. He has more than 25 years of experience in managing, consulting, and developing in the GIS field. He specializes in utilizing GIS technologies to increase total staff efficiency.

Relevant Experience/Projects:

- *GIS Administrator – City of Carson, CA*
- *GIS Analyst – City of Carson, CA*

Glenn Lajoie, AICP (Principal, Director of Environmental Planning)

About: Mr. Lajoie has over 35 years of experience in the environmental planning profession. Mr. Lajoie's diverse background includes a wide range of CEQA/ NEPA compliance studies, including policy, development, and infrastructure projects. He has served in various roles on projects, including Project Director, Project Manager, Quality Control, and lead for navigating complex regulatory processes. Mr. Lajoie has an extensive background with agencies throughout California. The geographic context is wide ranging including: resort and destination projects in the Town of Mammoth Lakes; numerous infrastructure and desalination project reviews in the Community of Cambria; and downtown high rise and mixed-use proposals in Long Beach.

Relevant Experience/Projects:

- *Janss Marketplace Hotel EIR – City of Thousand Oaks, CA (Project Director)*
- *On-Call CEQA Review Services – City of Sonora, CA (Project Director)*
- *171 Ronan Avenue Apartments Project Environmental Review – Gilroy, CA (Project Director)*

Lance E. Lowe, AICP (Senior Planner)

About: Mr. Lowe is a Professional Planner with over 28 years of Planning and Project Management experience in both public and private sectors. As a municipal staff planner and project manager, Mr. Lowe has managed projects from initial application to project completion including preparation of CEQA/NEPA documents, including EIRs, IS/MNDs, MMRPs, Addenda, Environmental Assessments (EAs), Categorical and Statutory Exemptions and Categorical Exclusions. Mr. Lowe's expertise includes CEQA, Planning & Zoning Laws, Subdivision Map Act, and Subdivided Lands Act. Development projects include Community Development Block Grant, public infrastructure, mixed-use developments, residential, commercial, retail, transportation, industrial, recreational, and institutional projects.

Relevant Experience/Projects:

- *Development Code Updates/Fire Station CDBG/NEPA Compliance – City of Plymouth, CA*
- *Environmental Justice Element – City of Gustine*
- *Sherwood Recreation Center & Chinatown Revitalization Plan CDBG/NEPA Compliance – City of Salinas, CA*
- *Housing Element Implementation General Plan & Rezone Project – City of Rocklin, CA*

Kelli Allen | Environmental Project Manager

About: Ms. Allen serves as an Environmental Project Manager for CSG Consultants. Ms. Allen has experience preparing EIRs, IS/NDs and MNDs, and safety elements. Ms. Allen recently assisted in the preparation of an IS/MND for a proposed gas station, car wash, and commercial project in the City of Plymouth, and an EIR for a proposed dual hotel and retail use in the City of Thousand Oaks and served as the lead analyst for the Palos Verdes Estates 2021-2029 Housing Element Program 13 Rezoning Project IS/MND. Ms. Allen has experience drafting presentations and communicating with public agencies and clients, and writing administrative CEQA documents, including Project Descriptions, Notices of Availability, Preparation, and Determination, and OPR summary documents.

Relevant Experience/Projects:

- *Janss Marketplace Hotel EIR – City of Thousand Oaks, CA (Lead Analyst)*
- *Palos Verdes Estates 2021-2029 Housing Element Program 13 Rezoning Project IS/MND – City of Palos Verdes Estates, CA (Lead Analyst)*
- *ARCO Commercial Center and Car Wash Project – Plymouth, CA (Lead Analyst)*

Oscar Escobar | Environmental Project Manager

About: Mr. Escobar serves as an Environmental Project Manager for CSG Consultants. As a member of the Environmental Planning team, he specializes in the preparation of CEQA environmental documentation, including Categorical Exemptions, IS/(M)NDs, EIRs, and environmental assessments, and technical studies, including Phase I Initial/Environmental Site Assessments (ISA/ESA), Shade/Shadow Studies, and Visual Impact Assessments (VIA) for various environmental planning projects.

Relevant Experience/Projects:

- *Paseo de Colinas Townhomes Project IS/MND – City of Laguna Niguel, CA (Analyst)*
- *Lancaster East Side Project EIR – City of Lancaster, CA (Analyst)*
- *AT&T Telecom Gazebo Project IS/MND – City of Newport Beach, CA (Analyst)*

Michael Baker International

Michael Baker INTERNATIONAL

Founded in 1940 and celebrating more than 75 years of supporting local communities, Michael Baker International, Inc. is a leader in environmental, planning, engineering, consulting, and technical/professional services with a local focus and global expertise. Michael Baker offers a full continuum of innovative solutions in construction, survey, planning, architectural, environmental, program management and life cycle support, as well as information technology and communications services. Michael Baker is a multi-disciplinary planning and engineering firm with more than 6,000 employees in over 90 offices located across the U.S. and internationally. With nine local offices in Southern California, Michael Baker is prepared to assist clients with planning and engineering challenges throughout the region.

Michael Baker has in-house expertise in disciplines including Environmental Analysis, Planning, GIS Services, Surveying, Aerial Photogrammetry, Mapping, Real Estate Assessments, Transportation/Traffic Engineering, Civil Engineering (including Grading, Public Works, Water/Wastewater, Hydrology), Mechanical/Electrical/Energy Services, Computer Aided Design and Drafting (CADD) and Media Services. More than 200 professionals are dedicated to Environmental, Planning, and Urban Design services company-wide.**Michael Baker will provide air quality, biological resources, greenhouse gas emissions, hazardous materials, noise, and traffic/transportation technical support for both environmental and peer review services.**

CONFLICT OF INTEREST

CSG does not have any potential conflict of interest issues to disclose.

REFERENCES

City of Carson
McKina Alexander
Planning Manager
701 E. Carson Street
Carson, CA 90745
310.952.1761 x 1326
malexander@carsonca.gov
Special Project Management and On-Call Planning and Environmental Services

City of Norwalk
Alexander Hamilton
Interim Dir. of Community Development
12700 Norwalk Blvd
Norwalk, CA 90650
562.929.5745
ahamilton@norwalkca.gov
Special Project Management and On-Call Planning Staff Augmentation Services

City of Thousand Oaks
Scott Kolwitz
Senior Planner
2100 Thousand Oaks Boulevard
Thousand Oaks, California 91362
805.449.2319
SKolwitz@toaks.gov
On-Call Planning and Environmental Services

3. FEES

HOURLY RATE SCHEDULE

CSG's Hourly Fee Schedule is provided in the Table below:

PERSONNEL / ROLE	HOURLY RATE
Planning Technician	$90
Assistant Planner	$145
Associate Planner	$165
Senior Planner	$200
Planning Manager	$230
Principal Planner	$225
Planning Director	$240
Principal-in-Charge	$270
Assistant Environmental Planner	$150
Associate Environmental Planner	$180
Senior Environmental Planner	$220
Environmental Planning Director	$270
Geographical Information Systems (GIS) Technician	$90
Geographical Information Systems (GIS) Analyst	$110
Geographical Information Systems (GIS) Manager	$150
Sustainability Programs Analyst	$180
Sustainability Programs Manager	$210
Document Publications Specialist	$115

TERMS

- All hourly rates include overhead costs including but not limited to salaries, benefits, workers' compensation insurance, local travel, and miscellaneous office expenses.
- Overtime services and services provided outside of normal business hours will be billed at 1.5x the applicable hourly rate.
- On July 1st or the anniversary of the contract-start date, CSG will initiate an hourly rate increase based on change in CPI for the applicable region.
- CSG will mail/email an invoice every month for services rendered during the previous month. Unless otherwise agreed, payment terms are 30 days from receipt of invoice.
- This fee proposal is valid for a period of 120 days from date of submittal.

Hourly Rate Schedule – Michael Baker International

PERSONNEL / ROLE	HOURLY RATE
Senior Principal	$350
Principal	$325
Senior Project Director	$300
Project Director	$290
Program Manager	$280
Senior Project Manager	$265
Project Manager	$250
Senior Technical Manager	$240
Principal Engineer/Planner	$225
Senior Technical Specialist	$215
Senior Engineer/Planner	$200
Technical Manager	$190
Associate Engineer/Planner	$175
Technical Specialist	$165
Project Coordinator	$150
Project Engineer/Planner	$140
Engineer/Planner	$135
Staff Engineer/Planner	$130
Assistant Engineer/Planner	$125
Engineering/Planning Aide	$115
Project Assistant	$105
Office Support/Clerical	$95

Note: Reproduction, messenger service, and other direct expenses will be charged as direct costs. A subconsultant management fee of 15% will be added to the direct cost of all subconsultant services to provide for the administration, subconsultant consultation, and insurance.

4. Resources to be Provided by the City

Resources, City assistance and other items are dependent on the assignment. CSG will identify needs based on projects assigned.

APPENDIX A

Team Resumes

Ethan Edwards, AICP

VICE PRESIDENT OF PLANNING SERVICES

Mr. Edwards currently serves as the Vice President of Planning Services at CSG Consultants. In this role, he leverages over 25 years of progressively responsible experience in land use planning and management across Orange and Los Angeles Counties, Northern California, and Oregon. His expertise encompasses current and advanced planning, design review, coastal development review, CEQA compliance, project and staff management, and professional practice development. Before joining CSG, Mr. Edwards held planning positions in both the public and private sectors, including leadership roles as Community Development Director, Planning Manager, and Principal Planner.

Education

Bachelor of Science, Urban and Regional Planning
California Polytechnic State University,
Pomona, California

Masters Coursework, Public Policy & Administration, California State University, Long Beach, California

Professional Affiliations

American Planning Association (APA)

- *Orange County Chapter*
- *Los Angeles Chapter*
- *Northern Chapter*
- *Central Chapter*

American Institute of Certified Planners (AICP)

International City/County Management Association

Association of Environmental Professionals (AEP)

CSG Relevant Experience

Acting Community Development Director/Planning Manager | City of Carson, CA. As Acting Planning Manager and Community Development Director for the City of Carson, Mr. Edwards oversaw the Planning Department, including CSG staff, and managed project scheduling, budgeting, and agenda preparation. He also participated in public hearings, managed the City's on-call environmental and design consultants, and provided strategic direction for the comprehensive General Plan Update.

Principal Planner | City of El Segundo, CA. In his role as a contract Principal Planner, Mr. Edwards managed complex discretionary and administrative permits, including Development Agreement negotiations and environmental impact report management. He also prepared agendas, reviewed and authored reports, and delivered presentations to elected officials, commissions, and community groups.

Relevant Previous Experience

Planner | City of Huntington Beach, CA. At the City of Huntington Beach, Mr. Edwards managed discretionary and administrative permits, mentored staff, prepared and reviewed agendas and reports, and interpreted zoning regulations as the Zoning Administrator Liaison. He also supervised environmental consultants and developed strategies for streamlining permit processing and enhancing customer service.

Planning Manager | Baysinger Partners Architecture, Portland, OR. As Planning Manager at Baysinger Partners Architecture, Mr. Edwards supervised the planning and entitlement division, managed staff priorities and the department budget, and handled public and private development project applications. He also provided contract Planning Director services, coordinated with consultants and provided project management and professional practice development.

Planner | City of Beaverton, OR. Mr. Edwards managed current planning projects, assisted with design review code revisions, and delivered presentations to elected officials, commissions, and community groups. He also served as the City staff liaison for an inter-jurisdictional commuter rail project and committee.

Associate Planner | City of Santa Monica, CA. While at the City of Santa Monica, Mr. Edwards presented to the zoning administrator, planning commission, and architectural review board. He also prepared reports for various entitlement projects and provided customer service assistance to the public.

Gena Guisar, AICP

DIRECTOR OF PLANNING SERVICES

Ms. Guisar, AICP, is a highly experienced urban planner in both the private and public sectors. Ms. Guisar has designed and managed a wide variety of development applications and led teams through the entitlement and environmental review process. Her approach to General Plan Updates, Specific Plans, master planning, CEQA compliance, yield studies, code analysis, historic research, demographic studies, conceptual grading and conceptual landscape design involves placemaking, sustainability, and economic feasibility. Ms. Guisar's thorough knowledge of the principles and practices of urban and regional planning, zoning, and subdivision concepts makes her an asset to any development team. The scale and scope of Ms. Guisar's projects not only requires her to be creative and detail oriented, but flexible, adaptable and multidisciplinary.

Education

Masters, Urban and Regional Planning
University of California, Irvine

Bachelor of Arts, Social Science Research & Analytical Methods
University of California, Irvine

Professional Affiliations

ULI Women's Leadership Initiative Council Member

American Planning Association

American Institute of Certified Planners

Urban Land Institute

ULI NEXT Council Member

UCI MURP Graduate Student Mentor

Relevant Project Experience

Contract Principal Planner | City of Carson, CA. Ms. Guisar recently served as the Interim Planning Manager for the City of Carson. She currently serves as a Contract Principal Planner where she manages several high-profile, complex entitlement projects. Ms. Guisar oversees every aspect of each project, including coordination with the applicant team and city staff, project review, public outreach, schedule and budget management, preparation of staff reports and notices, and presentations to elected officials and stakeholders. Ms. Guisar is also responsible for the CEQA compliance documentation, which is an EIR for all projects.

Contract Principal Planner | City of Norwalk, CA. Ms. Guisar is currently assisting the City of Norwalk in the project management of a large mixed-use TOD redevelopment project. Ms. Guisar oversees all aspects of the project including due diligence, CEQA compliance, urban design, public outreach, the Specific Plan and the Development Agreement. Ms. Guisar coordinates closely with City Staff, subconsultants and the applicant team while maintaining schedules and budgets.

Contract Principal Planner | City of Palos Verdes Estates, CA. Ms. Guisar is preparing the sixth cycle Housing Element Update for the City of Palos Verdes Estates. Ms. Guisar's involvement includes extensive meetings and coordination with the California State Department of Housing and Community Development, community outreach and public hearings.

Contract Principal Planner | City of El Segundo, CA. As a contract principal planner, Ms. Guisar led the effort to administer an SB 2 grant for the City of El Segundo. The SB 2 grant will fund several activities related to the City's Housing Element Update, such as public outreach, the housing sites inventory, zoning analysis, and housing-related ordinances. In addition, Ms. Guisar also managed other complex entitlement projects, prepares agendas, reviews and prepares reports; and conducts presentations to elected officials, commissions, and citizen groups.

Contract Principal Planner | City of Fullerton, CA. Ms. Guisar provided oversight for design and development review for various projects within the City of Fullerton. Ms. Guisar's services included zoning text amendments, ordinance preparation, and coordination with various City staff.

Contract Planner | City of Garden Grove, CA. In her role as a contract Planner for the City of Garden Grove, Ms. Guisar managed a variety of development applications, reviewed and processed administrative permits, and participated in long range planning efforts. Ms. Guisar services also included the preparation of reports and presentations to the Zoning Administrator, Planning Commission and City Council.

Sergio Klotz, AICP

PRINCIPAL PLANNER

Mr. Klotz brings more than 35 years of planning experience to CSG and its clients, having held roles as a Planning Manager, Principal Planner, Senior Planner, and Associate Planner throughout his career.

Education

Bachelor of Arts, Urban and Transportation Planning, San Diego State University, San Diego, CA

Professional Affiliations

American Institute of Certified Planners (AICP)

Relevant Experience

Planner | City of Tustin, CA. Mr. Klotz provides plan review and entitlement project management services for various land use applications.

Acting Director/Assistant Director | City of San Juan Capistrano, CA. As Acting Director (2015-2016) and Assistant Director (2014-2022) for the City of San Juan Capistrano's Development Services Department, Mr. Klotz assisted in the development of the department budget and objectives, while also serving as Project Manager for a variety of complex development projects. In these roles, he supervised, managed and directed staff members and assisted in secretarial duties for the Planning Commission, Cultural Heritage Commission and Zoning Administration.

Principal Planner | City of Santa Ana, CA. For more than 25 years (1986-2014), Mr. Klotz was an integral member of the City of Santa Ana's Planning and Building Agency (PBA) and Community Development Agency (CDA). During this time, he held positions that include the following:

Principal Planner (PBA) – 2008-2014. Managed a Planning Staff including a senior planner, associate planner, assistant planner and secretarial staff member. Assigned projects to staff and reviewed the staff's work including staff reports, letters to applicants and memorandums. Ensured project timelines were adhered to by establishing achievable deadlines and collaborated often with staff on development projects, providing zoning code interpretations and policy direction.

Zoning Administrator (PBA) – 2007-2014. Appointed by the Planning Manager, the Zoning Administrator was authorized to review and determine via a public hearing minor Zoning Code exceptions requested by applicants. In addition, the duties included managing the public review process, notification, minutes, and communicating decisions to the Planning Commission.

Senior Planner (PBA) – 2002-2008. Provided support to the Principal Planner by communicating policy direction and reviewing staff reports, letters and other written public communications by other staff members. Reviewed and analyzed complex development projects including large commercial/industrial proposals, residential subdivisions and projects requiring sensitivity to nearby residential neighborhoods.

Interim Downtown Development Manager (CDA) – 2001. Served as a point of contact and liaison for businesses, developers, brokers and property owners with questions or concerns regarding downtown development activities and provided information and services to meet specific requests. Managed and provided daily direction to a staff that included four parking meter technicians, project manager and clerical staff.

Associate Planner, Assistant Planner, Planning Technician — 1986-2001. Mr. Klotz provided Zoning Code review for development projects, many requiring discretionary action before the Zoning Administrator or Planning Commission. Analyzed projects, and prepared and presented comments to internal City Departments. Collaborated with other internal Departments to ensure no conflicting objectives and consistency. Ensured letters to applicants were carefully coordinated, prepared, and discussed with the applicants. Prepared staff reports to the Zoning Administrator and Planning Commission and executed presentations during public hearings

Leila Carver, PTP

SENIOR PLANNER

Ms. Carver serves as a Senior Planner for CSG Consultants. Ms. Carver has expertise in project management, CEQA, GIS and demographic research, and excels in leadership and customer service. She gained skills and knowledge in many areas of transportation planning from her nine years of experience with Caltrans. Ms. Carver is an independent worker, has outstanding verbal and written communication skills, and is an integral part of the CSG team. She is currently serving as a Consulting Planner for the cities of Tustin, Oxnard, and Town of Colma and serves as a Board Member for the APA California Chapter, Orange Section.

Relevant Experience

Planner | City of Tustin, CA. Ms. Carver serves as a planner for the City of Tustin where she manages complex discretionary permit cases. She also provides mapping services to the staff.

Planner | City of Oxnard, CA. Ms. Carver serves as a planner for the City of Oxnard where she assists with complex discretionary permit cases.

Planner | City of El Segundo, CA. Ms. Carver serves as a planner for the City of El Segundo where she assists with complex discretionary permit cases. Ms. Carver conducts project review, prepares staff reports and notices, presents to community and stakeholders and coordinates with applicants and their consultants as part of these efforts.

Planner | Town of Colma, CA. Ms. Carver provides planning and transportation planning services to the Town of Colma by assisting with the Town's Bike and Pedestrian Master Plan, General Plan Update and Environmental Impact Report, and Climate Action Plan Update.

Planner | City of Burbank, CA. Ms. Carver served the Planning Division with the review and processing of several proposed single-family development special development permits in compliance with the City's requirements for Neighborhood Compatibility Review.

Planner | City of Carson, CA. Ms. Carver served as a planner for the City of Carson where she managed several complex discretionary permit cases. Ms. Carver conducted project review, managed schedules, prepared staff reports and notices, presented to the Planning Commission and stakeholders, and coordinated with applicants and their consultants as part of these efforts. She also provided transportation planning expertise to the City for development and capital improvement projects and fee programs. Ms. Carver participated in the Community Outreach and Public Participation team including attending multiple community events to solicit input from public/community for General Plan Update.

Planner | City of Compton, CA. Ms. Carver served as a planner for the City of Compton where she reviewed various development plans, prepared comment letters, and assisted City Staff with priority projects. She managed the development review for a transitional housing project for a discretionary permit application for a conversion from an existing hotel to transitional housing project with supportive services. She also participated in the community outreach efforts/charrettes for a new Downtown Specific Plan.

Education

Master, Urban and Regional Planning,
California Polytechnic State University,
Pomona, California

Bachelor of Arts, Political Science & Geography,
California State University,
Fullerton

Professional Affiliations

American Planning Association (APA) |
Vice Director Finance, Board Member for California Chapter Orange Section

Professional Transportation Planner Transportation Professional Certification Board

Awards

Superior Accomplishment Award, 2015

Participation and leadership on the Caltrans Development Review Geobased Tracking System software application

Presentations

Panelist for UCI Diversity Panel for University of Irvine, CA

Moderator for APA Orange Section Program July 2020, Zoom

Glenn Lajoie, AICP

PRINCIPAL, DIRECTOR OF ENVIRONMENTAL PLANNING

Mr. Lajoie has over 35 years of experience in the practice of CEQA/NEPA environmental review and Community Planning for clients and agencies throughout California. His range of environmental review studies has included policy, land development and infrastructure projects. Along with an extensive background in CEQA/NEPA, his practices have also encompassed policy planning programs, such as General Plans, Specific Plans, neighborhood studies and due diligence analysis. Mr. Lajoie's skill set includes project and budget management, quality assurance, meeting facilitation, agency staff service assistance, and third party/peer review verification of analysis and findings. His primary objective as a professional planner has always focused on assuring integrity, quality and legal defensibility of analysis and processes, culminating in win-win solutions for clients and communities.

Education

Master's Degree in Public Policy and Administration, California State University, Long Beach, California

Bachelor of Arts, Geography/ Urban Studies, California State University, Long Beach, California

Professional Affiliations

American Planning Association (APA)

Association of Environmental Professionals (AEP)

Mr. Lajoie has an extensive background with local and regional agencies throughout California. The geographic context is wide ranging including: resort and destination projects in the Town of Mammoth Lakes; numerous infrastructure and water availability/desalination project reviews in the Community of Cambria; city center and neighborhood revitalization opportunities in Lancaster: over two million square feet of expansion for the Raytheon Corporate facility in El Segundo; Long Point (Terranea Resort) in Rancho Palos Verdes; downtown high rise and mixed-use proposals in Long Beach; The 2035 General Plan Update for Buena Park; buildout of the Cypress Business Park Master Plan in Cypress; campus modernization and enhancement projects at the University of California, Riverside and the master plan for beautification and growth at the Hotel Del Coronado.

Relevant Project Experience

- Amazon Delivery Station IS/MND, West Covina
- Beverly Hills Gardens and Montage Hotel Mixed Use Project EIR
- Brookhurst/Adams Intersection Improvements EIR, Huntington Beach
- Dana Point Town Center IS/MND, Dana Point
- Department of Water and Power Specific Plan Amendment EIR, Seal Beach
- Downtown Fairfield Justice Center Campus IS/MND, Solano County
- Historic Downtown Upland Specific Plan/EIR, Upland
- Hyundai North American Corporate Campus EIR, Fountain Valley
- In-house CEQA Training, Laguna Beach
- Janss Marketplace Hotel EIR, Thousand Oaks
- Lincoln (Nelles) Specific Plan EIR, Whittier
- Mammoth Yosemite Airport Regional Air Service IS/MND, Mammoth Lakes
- Manteca Marketplace Section 15183 CEQA Consistency Checklist, Manteca
- Mission Viejo Medical Center Office Building EIR
- North Third Street Mixed Use IS/MND, Burbank
- Oasis Road Specific Plan Master EIR, Redding
- On-call Environmental Planning Service, Calaveras County
- On-call CEQA Review, Colma
- Palmdale Transit Village Specific Plan/EIR, Palmdale
- Piercy Road Industrial Warehouse IS/MND, San Jose
- Robinson Ranch North EIR, Yucaipa
- South Pasadena Downtown Revitalization Project EIR, South Pasadena
- South San Francisco 2040 General Plan Update EIR
- Southeast Development Area Specific Plan Program EIR, Fresno
- The Colonies at San Antonio Specific Plan EIR, Upland

Lance E. Lowe, AICP

SENIOR PLANNER

Mr. Lowe is a Professional Planner with over 26 years of Planning and Project Management experience in both the public and private sectors. His experience includes serving as a Senior and Principal Planner for the City of Grass Valley, Associate Planner and Transit Manager for the City of Auburn, Associate Planner/Project Manager for the City of Woodland, Associate and Assistant Planner with the County of Yolo and Forward Planner with a New Home Builder.

Relevant Experience

Senior Planner, CSG Consultants, Inc.:

- City of Plymouth, Development Code Updates and Fire Station CDBG/NEPA Compliance.
- City of Gustine, Environmental Justice Element.
- City of Salinas, Sherwood Recreation Center, and Chinatown Revitalization Plan CDBG/NEPA Compliance (on-going).

Principal Planner 2018 to 2023, Senior Planner 2015 to 2018
City of Grass Valley Community Development Department:

- Project Manager, $3.5 million CDBG award
- 2019-2027 Housing Element update
- Supervise support staff
- Successfully manage and complete a wide variety of current and long-range projects from pre-application to project construction
- Present legislative and discretionary development proposals to advisory committees, Planning Commission, and City Council
- Prepare complex reports on land use, housing, development impact fees, etc.
- Prepare CEQA documents including Initial Studies, Mitigated Negative Declarations, Tiered Mitigated Negative Declarations and corresponding Mitigation Monitoring and Reporting Programs
- Review and present and/or approve development proposals, subdivision maps, parcel maps, site plans, landscape plans, design review, sign plans, and business licenses in accordance with City goals, policies and objectives
- Coordinate and manage planning consultants, contracts and budgets

Associate Planner 2007 to 2015 & Transit Manager 2014 to 2015
City of Auburn Community Development Department:

- Same tasks as outlined above
- Managed Auburn Transit staff, budgets, state and federal grants, and associated transit projects.

Education

Bachelor of Arts in Geography, Option: Planning and Development of Rural Environment, California State University, Chico, California

Associate of Science, Building Inspection, Butte College, Oroville, California

Professional Affiliations

American Planning Association

American Institute of Certified Planners #018656

Urban Land Institute Member

Leadership Nevada County Graduate

Leadership Auburn Graduate

Yolo County Employee Achievement Award, Honorable Mention

Yolo County Employee Achievement Award

CSG
CONSULTANTS

Foster City • Orange • Sacramento • Pleasanton • San Jose • Newman • Paso Robles

PROJECT CONTACT

Gena Guisar, AICP | Director of Planning Services
CSG Consultants
3707 W Garden Grove Blvd, Suite 100
Orange, CA 92868

Tel: 714.794.8027
Fax: 714.568.1028

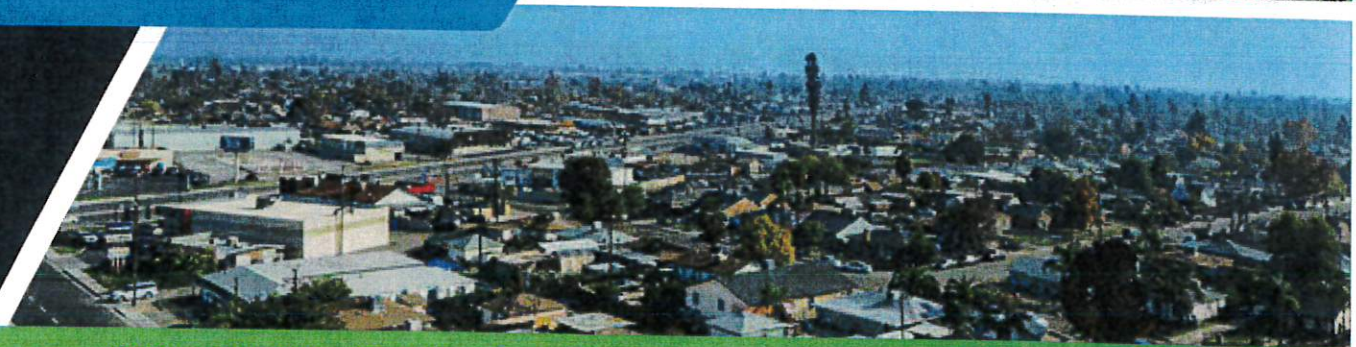
Email: genag@csgengr.com
Website: www.csgengr.com

MNS

CITY OF SOUTH GATE

October 9, 2025

Request for Qualifications for On-Call Consulting Services



309 Pine Avenue, Suite 309 | Long Beach, CA 90802 | 805.692.6921 Office | mnsengineers.com

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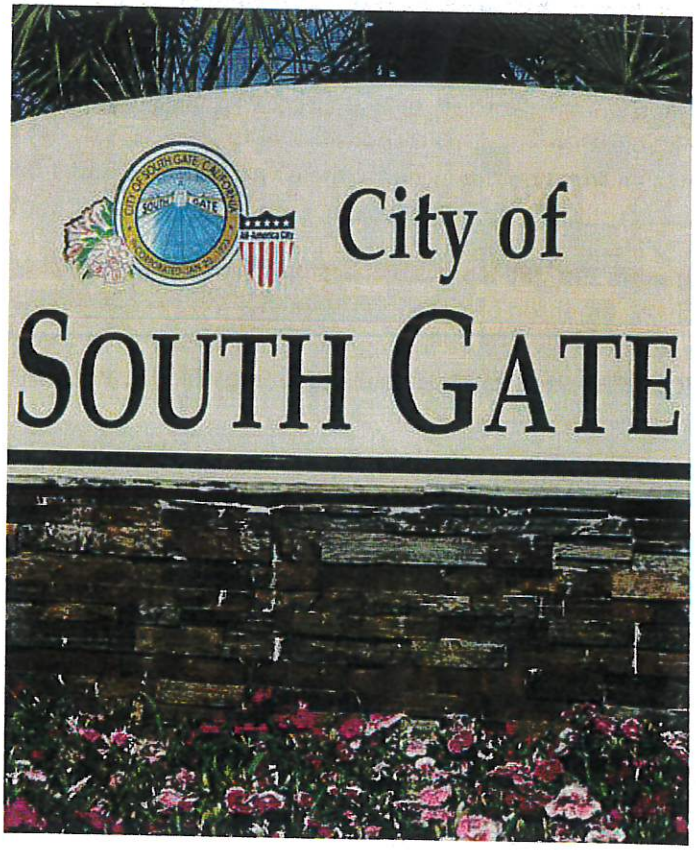
1 SECTION

Cover Letter



October 9, 2025

City of South Gate
City Clerk's Office
Attention: John F. Signo, AICP, Planning Manager
8650 California Avenue
South Gate, CA 90280

RE: Statement of Qualifications to Provide On-Call Consulting Services

Dear Mr. Signo:

MNS Engineers, Inc. (MNS) is pleased to submit our proposal for consulting services to the City of South Gate (City). Within the Community Development Department, the Planning Division plays a crucial role in shaping the City's development. The Planning Division is responsible for ensuring that any new construction or land use changes adhere to the City's zoning regulations and long-term vision as outlined in the General Plan. This involves processing and reviewing permit applications for various development projects, from residential subdivisions to commercial buildings. MNS can meet the City's need for skilled, responsive, and cost-effective environmental planning support. The MNS team is qualified to provide planning, economic, and environmental consulting services and offers the following benefits:

Dedicated Principal-in-Charge and Project Manager. Leading MNS' team is **Principal-in-Charge, Peter Minegar, AICP,** and **Project Manager, Debra Leight**. Peter and Debra have a long history of successfully delivering quality planning services to municipalities, including the City of South Gate with the Firestone Bridge Pipeline Replacement Project. Debra will be responsible for the day-to-day management in the provision of environmental services to the City. Debra also understands the City's environmental constraints through her experience in Los Angeles County.

Full-Service Team. The MNS team is a one-stop shop for consulting services. Our Planning team is comprised of more than 50 professionals covering the spectrum from CEQA and NEPA specialists to biologists. We offer specialty, value-added services including CEQA/NEPA advisors, housing planners, regulatory agency permitting specialists, and municipal finance analysts.

History Performing Services. The MNS team has a longstanding history of providing support services to agencies, including the preparation of environmental documents (CEQA/NEPA), technical studies, compliance and regulatory permitting assistance, regulatory agency coordination, and biological resources planning.

Should you have any questions about the proposed scope of work, do not hesitate to contact me via email at **pminegar@mnsengineers.com** or phone at **951.541.3011**.

Sincerely,
MNS Engineers, Inc.

Peter Minegar, AICP
Vice President, Planning

Debra Einstein Leight
Environmental Planning Practice Lead/Project Manager

MNS DETAILS

Legal Name
MNS Engineers, Inc.

Firm Ownership Type
C-Corporation

Year Firm Established
1962

California Department of Industrial Relations (DIR)
No. 1000003564

Corporate Office
201 N. Calle Cesar Chavez, Suite 300
Santa Barbara, CA 93103
805.692.6921 Office
www.mnsengineers.com

Local Office
309 Pine Avenue, Suite 309
Long Beach, CA 90802
805.692.6921 Corporate Dispatch

Project Contact
Debra Leight
Project Manager
951.344.5264 Office
dleight@mnsengineers.com

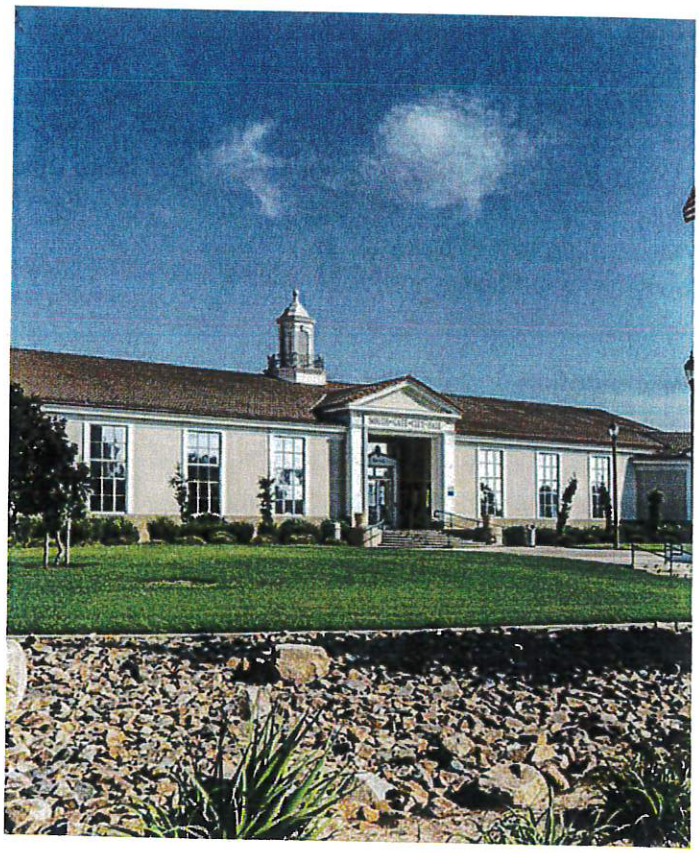
Authorized Signature
Peter Minegar, AICP
Vice President, Planning
951.541.3011 Mobile
pminegar@mnsengineers.com

Statements
This proposal will remain valid for a period of 120 calendar days from the closing date and time for receipt of proposals.

MNS has contracted with the City of South Gate on numerous occasions, and currently has active projects with the City Public Works Department. We are able to sign the City's standard Professional Services Agreement.

2 SECTION

Work Plan



2 Section 2. Work Plan

A. Methodology

MNS understands the City needs ongoing, responsive, and cost-effective consultant services for a range of services. Our detailed work plan includes our approach to on-call contracts, along with our approach to each of the service categories we are proposing on.

Service categories the MNS team can complete as part of this submittal include:

- Planning, zoning, and land use services
- Environmental services in compliance with the California Environmental Quality Act (CEQA)
- Economic development advisory services

MNS Approach to On-Call Services

The MNS team has a long-standing history of providing as-needed consulting services to local municipalities, giving us a thorough understanding of the resources required to deliver responsive and cost-effective support. Debra Leight, our Project Manager, will serve as your primary point of contact, ensuring a consistent touchpoint. The following section provides an overview of our philosophy and approach to on-call consulting services.

Project Communication

Effective communication and documentation are essential for successful and transparent entitlement services. Our Project Manager will coordinate closely with City staff throughout the course of the contract. If our planning team uncovers any technical findings or project issues during their review, they'll promptly inform the designated contact, including any potential impacts on cost or timeline. This way, both City staff and the Project Applicant will have all the information they need to make informed decisions.

Project Management

The MNS planning team understands the balance between time, information, cost, and quality when managing projects. We know how important it is to stay within time and budget constraints while keeping accurate project accounting. Our team's approach is designed to meet these demands and ensure successful project outcomes.

Time Management

Time management relies on effective scheduling to manage and track the constraints of time and resources during the delivery of services. At MNS, we make scheduling a central focus of our project management approach. A well-structured schedule is crucial for keeping projects on track, which is why we develop, implement, and maintain detailed schedules for each assignment.

When we take on a project, we work closely with the client to create a realistic schedule. This schedule will cover the entire project duration, from the initial notice to proceed with the final submission of project deliverables. It will also outline key activities, estimated durations, submission deadlines, required review times, and interdependencies.

Regular coordination with the team and the City allows for early detection of potential delays or risks to the project, allowing us time to consider corrective actions. In the event of schedule setbacks, we will employ recovery measures such as allocating additional resources or adjusting timelines strategically. Often, it is not the analysis itself that causes a delay to a project, but rather alterations to the project description after the analysis has begun, or by identification of previously unknown impacts. With respect to both of these issues, regular coordination with the City can mitigate the effects of these issues on the schedule.

Ability to Stay Within Budget and Schedule

Individual schedules and budgets for the types of environmental projects included in the RFP can vary depending on the complexity of the project. For example, a CEQA exemption, could be completed in less than one month, but an Environmental Impact Report (EIR) could be completed in 10-18 months, depending on technical

studies and surveys needed or public controversy. The cost for these services would also be substantially different. MNS will work with City staff to prepare project-specific scopes and schedules for each task order. If adjustments are needed to an agreed upon schedule, scope or budget, MNS will communicate a need for a change with the City as soon as it is identified and will work directly with the City to identify solutions.

The MNS team has worked on a range of EIRs and other environmental documents with constrained timelines and scheduling challenges. While working on the Interstate 15 Logistics EIR in the City of Fontana, new housing regulations (SB 330) was passed in the middle of the project. To comply with SB 330, new parcels needed to be identified for rezoning to offset the proposed project. To address this, we immediately assembled a meeting with the City Planning Staff, City Attorney, and project applicant to identify sites and how to approach SB 330 in the EIR document. We then created a work plan for how the document should be updated, who was responsible for the changes, and outlined a schedule for the various reviewers. This allowed us to make the updates and prepare the document for hearings with only a couple of weeks of schedule delay.

Information Management

Effective information flow is vital for the success of any project. Community and Environmental Planning projects generate significant amounts of information, which must be communicated promptly and clearly to all relevant parties. At MNS, we ensure that project files are accurately maintained, including correspondence, agendas, meeting minutes, and data from public outreach and technical analysis. This comprehensive record serves as the foundation for the City's administrative record.

Cost Management

MNS will take charge of setting up and maintaining a solid cost management system for the project. By creating a Work Breakdown Structure (WBS) in our timekeeping system, the Project Manager can track weekly project charges against the budget, drill down into the details of those charges, and predict budget variances based on the estimated percentage of completion for each task in the assignment. We'll send out progress bills monthly, and the Project Manager will review and approve all project costs in an invoice format that meets the City's requirements.

Quality Management

Quality management is key to transparent and objective planning. Our team is well-versed in all aspects of quality management. Our quality control process involves regularly reviewing various project components—like people, systems, documents, techniques, and workmanship—to ensure they meet the required standards and project goals.

Quality assurance goes a step further, using systematic methods to verify that quality control is being applied properly. At MNS, we take charge of quality assurance by ensuring our work is checked and double-checked by a qualified reviewer before hitting the City's inbox.

Subconsultant Management

MNS has handled numerous projects and worked with a variety of subconsultants to get the job done. Our Project Manager will oversee any needed subconsultants on behalf of the client, making sure everything runs smoothly. We have established contacts and relationships across various disciplines, enabling us to bring in the right expertise to meet the specific needs of each project. This approach ensures that clients get the services required to complete their assignments efficiently and effectively.

Commitment to Satisfy the Scope of Services

MNS will maintain a core team of resources for each task order, which limits the number of staff working on the project and allows for efficient execution of project work in scope and schedule. Our depth of resources allows MNS to mobilize additional support staff ahead of key milestones to allow for rapid completion of key deliverables. This flexibility provides the City with a focused team of local staff on an ongoing basis, with the ability to expedite during key project phases. Our key staff and our local office in Long Beach are also approximately eight miles from City Hall. We bring local experience and expertise to the City at a moment's notice. We also have familiarity with the local geography and unique City issues to strategically guide you through the environmental compliance process to provide right-sized and technically-sound scopes of work.

B. Project Schedule

Scheduling is a central focus of our management approach. Effective scheduling is key to managing and tracking any time and resource constraints during the delivery of services. We work closely with the City to create a detailed and realistic schedule covering the entire project duration, from the initial Notice to Proceed (NTP) with the final submission of project deliverables. The schedule will outline key activities, estimated durations, submission deadlines, required review times, and interdependencies.

We will assist the City with processing entitlements and the anticipated time frames to complete the various tasks as shown in *Exhibit 2*.

Regular coordination with the team and the City allows for early detection of potential delays or risks to the project, allowing time to consider corrective actions. In the event of schedule setbacks, we will employ recovery measures, such as allocating additional resources or strategically adjusting timelines.

Exhibit 2. Anticipated Time Frames

Task	Anticipated Time Frame
1. Planning services include review of various planning applications.	• Anticipated time frame (hours) for MNS staff review and completion.*
2a. Review of application based on applicable codes, specific plans, and the General Plan to prepare completeness letters within 30-60 days.	• 8-24 hours to provide first review and comment letter for completeness of application, including routing plans internally to other City departments for comments and combing all comments.
2b. Preparation of exhibits, maps, or other visual aids related to project review and analysis.	• 8-24 hours to provide exhibits, maps, or other visual aids related to project review and analysis.
2c. Preparing resolutions, conditions of approval, and staff reports for public hearing.	• 24-40 hours to prepare resolutions, conditions of approval, and staff reports for minor projects that are exempt from CEQA for a public hearing. • 4-60 hours to prepare resolutions, conditions of approval, and staff reports for major project that require an IS/MND or EIR. • 40-80 hours to prepare an Initial Study/Mitigated Negative Declaration (IS/MND) with no technical response; preparation of technical reports.
2d. Preparing presentations and presenting projects at virtual or in-person public hearings.	• 2-4 hours for attendance of one virtual or in person public hearing. • 2-4 hours for summarizing meeting minutes for one meeting, including next steps and follow up with the applicant or City staff.
3. In addition to planning application services may include: 3a. Plan check of building permit applications for development projects or minor residential and commercial renovations.	• 1-4 hours for over-the-counter simple permits (additions, signs, patio covers, including looking up development code standards, reviewing plans and preparing a comment memo). • 4-12 hours for first plan check of a larger project, including review of conditions of approval, comparing approved plans to plan check submittal, and preparation of a comment letter.
3b. Assistance with customer inquires on zoning, development standards, and business inquires.	• 0.5-4 hours, depending on complexity of questions. Responses via email or in person that require research will be provided within a 24-hour period.

** More time may be required depending on the complexity of the project.*

Based on our extensive experience in serving as contract planning staff for local governments, the typical processing times for conditional use permits and variances would be approximately 90–120 days after an application is deemed complete, if either a categorical exemption (CE) or an IS/MND would provide adequate clearance pursuant to CEQA.

The processing of zone changes could also be completed within 90–120 days, based on the same assumption as above, but could take up to 180 days or longer in instances when an EIR is required pursuant to CEQA. Moreover, in all instances, projects would be processed within the time limits of the Permit Streamlining Act and other applicable requirements of the California Government Code.

Sample Timelines for Environmental Analysis

The following timelines are average timelines based on our project experience. MNS will work with the City on a project-by-project basis to develop a detailed project schedule that takes into consideration required hearing timelines and other critical path deadlines. MNS can expedite project schedules as needed, depending on City timing requirements.

Initial Study/Mitigated Negative Declaration Timeline	Duration
Project Kick-Off Meeting	Week 1
Project Description Preparation	Week 2
Technical Study Preparation	Weeks 2 to 8
Administrative Draft IS/MND Preparation	Weeks 2 to 10
City Review of Administrative Draft IS/MND	Weeks 11 to 14
Prepare Draft IS/MND	Weeks 15 to 16
City Review of Draft IS/MND	Weeks 17 to 18
Circulation of Draft IS/MND	Week 19
IS/MND Public Review Period (30 days)	Weeks 20 to 24
IS/MND Response to Comments (Optional)	Weeks 25 to 27
City Review of Final IS/MND	Weeks 28 to 29
Finalization of Final IS/MND	Week 30
Public Hearings	Dependent on City Hearing Schedule

Environmental Impact Report Timeline	Duration
Project Kick-Off	
Project Kick-Off Meeting	Week 1
Project Description Preparation	Week 2
Initial Study (IS) and Notice of Preparation (NOP)	
Draft IS Preparation	Weeks 2 to 6
City Review of Draft IS	Weeks 7 to 9
Prepare Final IS and NOP	Weeks 10 to 11
City Review of Final IS and NOP	Weeks 12 to 14
Public Scoping Period (30 days)	Weeks 15 to 19
Public Scoping Meeting	Week 16 or 17

Environmental Impact Report Timeline	Duration
EIR Preparation	
Technical Study Preparation	Weeks 4 to 20
Prepare Administrative Draft EIR	Weeks 8 to 22
City Review of Administrative Draft EIR	Weeks 23 to 26
Draft EIR Preparation	Weeks 27 to 29
City Review of Draft EIR	Weeks 30 to 32
Circulation of the Draft EIR and Public Notification	Weeks 33 to 34
Draft EIR Public Review Period (45 days)	Weeks 34 to 40
Final EIR Preparation and Circulation	
Responses to Comments, Mitigation Monitoring and Reporting Program (MMRP), and Errata	Weeks 41 to 43
City/Applicant Review of Response to Comments, MMRP, and Errata	Weeks 44 to 46
Finalization of Final EIR	Weeks 47 to 48
Public Hearings	Dependent on City Hearing Schedule

C. Qualifications and Prior Experience

Firm Profile

	MNS Engineers, Inc.
Headquarters	201 N. Calle Cesar Chavez, Suite 300 Santa Barbara, CA 93103
Local Office	309 Pine Avenue, Suite 309 Long Beach, CA 90802
Staff/Offices	MNS has a staff size of 270 in 8 offices: Buellton, Long Beach, Oakland, Riverside, San Jose, San Luis Obispo, Santa Barbara, and Thousand Oaks
Primary Point of Contact	Peter Minegar, AICP, Vice President, Planning 951.541.3011 Mobile pminegar@mnsengineers.com

Established in 1962, MNS is a C-Corporation providing professional consulting services to municipalities throughout California. Our specialties include Planning, Civil Engineering, Construction Management, and Land Surveying, with a reputation built on clear communication and high-quality service.

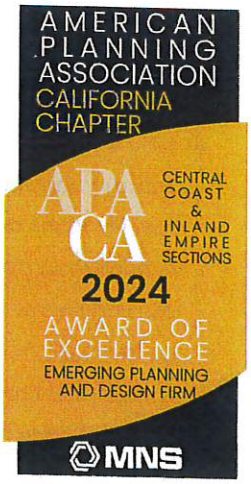
MNS supports local public agencies with a full range of on-call planning services, from current and long-range planning, staff augmentation and project management services, to on-call CEQA compliance services. The MNS Planning Team has extensive experience providing flexible and scalable planning services to public agencies.

Client Commitment

Our mission is to make a positive difference in people's lives. We take great pride in delivering high-quality projects, knowing they will serve our clients, our communities, and future generations for years to come. Our commitment to excellence and long-lasting impact drives everything we do.

On-Call Experience

MNS provides services to State agencies, counties, districts, regional bodies, cities, local agencies – all as part of 631 on-call contracts, of which more than 100 are currently active.



Availability of Staff

Our experienced planner, environmental analyst, economist, and other technical support staff are available for your project needs upon contract execution and project NTP. Our local team, based in Southern California, is available to support the City at a moment's notice. A depth of staff resources and a reputation for successful project delivery and agency coordination are just some of the reasons clients count on MNS for quality consulting services. Our firm understands agencies expect quality services and responsive support that remain on schedule and budget.

Contingency Plan

The MNS Project Manager will coordinate with the City and any responsible agency to create a comprehensive schedule outlining key milestones, tasks, and dependencies. Collaboration is necessary to formulate a well-reasoned schedule that each party can commit to. Regular coordination can mitigate the effects of any project issues on schedule. Should there be issues, we will coordinate with the City as soon as possible to implement a different plan for resolution of any project issues, including adding additional resources, refocusing the scope, and implementing a new project strategy.

Capabilities Overview

MNS has a team of more than 270 employees supporting municipal clients throughout California with a wide range of professional services.

Planning, Zoning, and Land Use Services

At MNS, we understand the unique challenges and opportunities that agencies face in shaping the future of their communities. Our mission is to collaborate with our clients to create sustainable, vibrant, and inclusive

places where residents and businesses thrive. Members of our team are recognized for their strong focus on housing and community planning services and have established a solid reputation as trusted advisors in the field of community planning.

At MNS we offer:

- Community Plans and Amendments
- Specific Plans and Amendments
- General Plan Updates and Amendments
- Housing Element Updates
- Zoning Ordinance Amendments
- Annual HCD Progress Reporting
- Housing Policy Implementation
- Special Projects Management

We understand the fundamentals of municipal planning, from entitlement processes to land use and housing policy, long-range planning, and public engagement. But more importantly, we know what it takes to manage a successful community planning contract. MNS offers a full range of services to meet the planning needs of agencies of all sizes and complexities.

Our team is well-practiced in planning activities such as:

- Current and long-range planning
- Creating and updating comprehensive and specific plans
- Developing practical policies for realistic implementation
- Managing Client projects and initiatives from start to finish
- Engaging with stakeholders and building consensus
- Navigating the increasingly complex regulatory landscape

Community Engagement and Outreach. MNS provides community engagement and outreach services, either as a standalone offering or in conjunction with our other planning services. Our team has a wealth of experience in facilitating workshops, information sessions, focus groups, surveys, and one-on-one interviews. We can host events both online and in person to connect with the target audience where they're most comfortable. We create content for social media and websites as well as digital and printed media such as mailers, postcards, flyers, posters, and banners.

Our community engagement services include:

- Developing engagement plans
- Creating promotional materials
- Facilitating outreach activities
- Capturing engagement data and outcomes
- Preparing detailed outreach reports and summaries

Agency Staffing. MNS provides flexible staffing solutions for agencies, whether they need support at the front counter, full- or part-time on-site assistance, or an on-demand Project Manager for major entitlement projects. We customize our approach to meet each client's unique needs and fluctuating workloads. Our experienced staff can be deployed on short notice, either in-person or remotely, across California. Our planners are skilled in various agency planning services, including:

- Front counter management and processing of minor ministerial permits
- Preparation of staff reports, resolutions, ordinances, and conditions of approval
- General plan and zone change requests
- Development management, covering both large-scale and small-scale projects
- Land use entitlements and project management for commercial, industrial, and residential developments
- Coordination of required ceqa documentation
- Interdepartmental project review and coordination

Committed to providing outstanding customer service, we work closely with agency staff and project applicants at the start of each assignment to understand the organization's culture and the complexities of each project. Our experience working across multiple jurisdictions in California gives us a unique perspective on delivering these services efficiently and cost-effectively. We leverage this perspective to create positive outcomes in the communities we serve. MNS' versatile staffing options allow us to adapt to your agency's specific requirements, ensuring you have the right support at the right time.

Environmental CEQA Compliance Services

The MNS team has a long history of providing On-Call CEQA Compliance Services for local municipalities and has a deep understanding of the resources required

to provide responsive and cost-effective support services. Project Manager Debra Leight will act as the day-to-day contact for all new task orders to ensure that the City has a single consistent contact to address proposals, invoicing, team assignments, quality assurance/quality control (QA/QC) and task schedules. She will recommend specific technical team members with the skill set for each task, facilitate team communication, and ensure that deliverables are on track for delivery on schedule. Any technical findings or project issues raised by technical team members will be immediately communicated to City staff by Debra with recommendations, and the potential cost/time implications so the City and Project Applicant have the information necessary to make an informed decision. Similarly, any new information or project design changes will be quickly analyzed by our team to provide the City and Project Applicant with a cost and time/benefit approach to decision making.

MNS will maintain a core team of resources for each task order, which limits the number of staff working on the project and allows for efficient execution of project work. Our depth of resources allows MNS to mobilize additional support staff ahead of key milestones to allow for rapid completion of key deliverables. This flexibility provides the City with a focused team of staff on an ongoing basis, with the ability to expedite during key project phases.

Environmental Documentation (CEQA/NEPA)

MNS offers the preparation of environmental documents that address the full range of environmental and technical issues, with specialists providing technical evaluations, surveys and mapping, and modeling to support CEQA findings. Our team's technical analyses are consistent with current best practices and regulatory methodologies and reports are structured to support CEQA and NEPA through analysis of direct and indirect impacts and recommended mitigation measures. MNS provides the following environmental compliance services:

CEQA

- Categorical/Statutory Exemption
- Initial Study/Mitigated Negative Declaration
- Environmental Impact Report
- Notices and Outreach

NEPA

- Categorical Exclusion
- Environmental Assessment
- Finding of No Significant Impact
- Environmental Impact Statement
- Notices and Outreach

We understand the City's desire to streamline CEQA review whenever possible to gain time and cost efficiencies. Our team starts each CEQA analysis with a review of the exemptions before recommending completion of an Initial Study checklist. When the project is found to exceed CEQA thresholds requiring an EIR, our team will first coordinate with the City to determine what is triggering the exceedance and make recommendations to avoid or reduce impacts through redesign, construction scheduling, or different construction methods. Additionally, the staffing of tasks will be scaled so that technical experts are focused on more complicated projects/issues and the simpler project documents are streamlined through assignment of general planners.

Third-Party Peer Review Services

Our technical team provides peer-review services for CEQA/NEPA compliance documents and technical reports to confirm that the reports meet regulatory and industry standards. Our practice involves a formalized quality assurance peer-review process for reviewing environmental documentation prepared by environmental consultants.

When we perform peer reviews, we pay special attention to project outcomes, the cost and necessity of mitigation measures, and the legal defensibility of the document. This approach keeps our reviews thorough yet practical, ensuring documents align with current environmental regulations.

MNS has developed a methodical approach for conducting third-party peer reviews, as outlined below:

- **Project Description Review.** MNS will conduct a peer review of the project description to ensure that it sufficiently captures the "whole of an action" that may result either directly or indirectly in physical changes to the environment and the underlying physical activity

being approved, in accordance with Section 15378 of the CEQA Guidelines.

- **Technical Study Review.** MNS will conduct a technical peer review of all applicant-prepared technical studies such as those relating to air quality and greenhouse gas emissions, biological and cultural/tribal cultural resources, geology, hazardous materials, hydrology, noise, and transportation. The peer review will document and establish the technical accuracy of the information and assumptions used to prepare the technical study, and identify any apparent deficiencies, errors, and/or omissions affecting the completeness, methodologies and findings of the technical studies. In addition, the project description in each technical study will be reviewed to ensure consistency with the project description as described in the environmental document.
- **Environmental Document Review.** MNS will conduct a technical peer review of the environmental document to verify that the document is compliant with the most recent, up-to-date CEQA Statutes and Guidelines, and that potential impacts to the environment have been thoroughly and accurately described and analyzed. In addition, a cross-check against the information in the technical studies will be conducted to ensure consistency between the data provided in the environmental document and the technical studies.
- **CEQA Adequacy Peer Review Memorandum.** Upon completion of the steps outlined above, MNS will prepare a CEQA Adequacy Peer Review Memorandum to summarize the findings, which will include a list of comments to identify possible omissions, inconsistencies, or issues of concern that may affect the adequacy of the environmental document and the agency's policies, actions, and regulations. Once the suggested comments and/or revisions have been incorporated into the document, MNS will conduct another review to ensure that all comments and/or revisions were sufficiently included.

Air Quality/Greenhouse Gas Emission/Health Risk. MNS provides a full suite of air quality consulting services, including air quality, greenhouse gas, energy, and health risk assessment technical services to meet national, state, and various local compliance standard requirements, including CEQA and NEPA. In determining potential air quality and health risk impacts, MNS utilizes industry-standard models to study the source-specific regional and localized criteria air pollutants and toxic air contaminants emissions. We have extensive experience using air quality models accepted for use in California including CalEEMod, EMFAC, AERMOD, and HARP2. In determining potential energy and greenhouse gas emissions impacts, our team has been at the forefront working both collaboratively and tirelessly with local agencies and project proponents on how best to address energy and greenhouse gas emissions impacts in environmental documents due to the evolving nature and lack of technical guidance. We are familiar with the latest national, state, and local policies, plans, and regulations adopted for the purpose of reducing the emissions of greenhouse gases and increasing renewable energy or energy efficiency.

Biological Resources. MNS provides a wide range of in-house biological resources support services including biological surveys and mapping, species permitting, and mitigation and monitoring support services. MNS also conducts vegetation mapping, habitat assessments, jurisdictional delineations, focused species and plant surveys, and biological monitoring. MNS has biologists based locally in southern California, with experience delivering a range of projects types throughout the State.

Regulatory Permitting. At MNS, we understand the complexity of the regulatory permitting process and have in-house resources to assist with state and federal waters/wetlands impacts assessment, avoidance, and mitigation planning to support CEQA analysis and document review and preparation. We can then provide permitting support from the initial jurisdictional delineation through permit issuance and mitigation purchase or implementation. Our team of regulatory specialists is based in southern California and has excellent relationships with staff from federal and state agencies including:

- US Army Corps of Engineers

- US Fish and Wildlife Service
- California Department of Fish and Wildlife
- State Water Resources Control Board
- Regional Water Quality Control Boards

Our team has successfully navigated state and federal regulation compliance for a wide range of projects, from simple flood control channel maintenance to the construction of hundreds of miles of transmission lines/poles. Our excellent relationships with resource agency staff and operators of mitigation banks and conservation programs allow us to assist clients in planning for the most cost-efficient mitigation proposals possible.

Cultural Resources. MNS offers diverse cultural resource support services, including archaeology (prehistoric and historic), historic preservation, paleontology, and GIS. With a skilled team, MNS collaborates with established agencies to manage archaeological reports. Their services encompass archaeological due diligence, surveying, analysis, reporting, and monitoring, as well as paleontological assessments and historical preservation evaluations, consultations, and coordination with state historic preservation offices and tribes.

Noise. MNS can offer comprehensive environmental noise measurement and analysis services. We conduct baseline noise measurements, compliance assessments, and source-specific noise level analyses. Our noise studies meet CEQA and NEPA requirements, including barrier height assessments, interior noise level analyses, and focused analyses for operational and construction sources with mitigation plans. Our team is skilled in noise prediction models including Roadway Construction Noise Model, FHWA Traffic Noise Prediction Model (FHWA RD-77-108), and SoundPLAN, and provides key services such as traffic noise and stationary source noise predictions.

Geographic Information Systems (GIS)/Mapping. MNS offers a range of GIS services ranging from map creation to GIS data management. In addition to standard exhibits and maps included in environmental documents, our GIS capabilities include:

- Data Collection and Mapbook Creation
- Demographic and Land Use Analysis
- Site-Suitability Assessment
- Development of Web and Mobile Applications
- Data QA/QC Support

The GIS team will work hand in hand with the Environmental Compliance Services team to collect, organize, and graphically display critical data for land use planning projects. Upon completion of key milestones, GIS data will be packaged and provided to the City.

MNS will prepare environmental analyses for topics in the latest CEQA Appendix G Checklist, including the following impact areas:

• Aesthetics	• Land Use/Planning
• Agriculture/Forestry Resources	• Mineral Resources
• Air Quality	• Noise
• Biological Resources	• Population/Housing
• Cultural Resources	• Public Services
• Energy	• Recreation
• Geology/Soils	• Transportation
• Greenhouse Gas Emissions	• Tribal Cultural Resources
• Hazards & Hazardous Materials	• Utilities/Service Systems
• Hydrology/Water Quality	• Wildfire

Economic Development Services

MNS looks to serve the community by identifying potential service offering gaps, as well as highlighting development opportunities available in the City. Economic development services include:

Comprehensive Economic Development Strategy (CEDS)

CEDS is a five-year Economic Development Plan that is a place-based, regionally driven economic development planning process. Economic development planning—as implemented through the CEDS—is not

only a cornerstone of the US Economic Development Administration's (EDA) programs, but successfully serves to engage community leaders, leverage the involvement of the private sector, and establish a strategic blueprint for collaboration. The CEDS provides the capacity-building foundation by which the public sector, working in conjunction with other economic actors (individuals, firms, industries), to map out economic prosperity for the City.

Community Outreach and SWOT Analysis. The MNS staff have led extensive community outreach efforts for many clients. Outreach has included:

- Large-scale community outreach meetings
- Community workshops
- Forums for business interest groups
- 1:1 interviews with priority stakeholders
- Online surveys (In both English and Spanish)

MNS will take data collected and community input to put together a comprehensive SWOT analysis report. This report will act as a tool to assist with final recommendations on which industries to target for continued economic growth in the City.

Target Industry Analysis. We will approach this analysis by not only identifying target industries, activities, and opportunities in the City, but also regional development that can feed into the economic growth of the City. The industry analysis will:

- Define the opportunities
- Build on existing strengths
- Identify successful business clusters
- Develop metrics to identify desirable industries
- Identify emerging industries

Business Attraction Programs

MNS understands the impact of good, effective advertising to attract business. We can work with the City to establish branding and provide a combination of visual, illustrative, and infographic campaigns to attract businesses. We will also provide property cutsheets for marketing use.

Strategic Consulting

We are fully prepared to provide strategic marketing consulting to the Economic Development Department for the City. We have experience using data (demographics) to support marketing campaigns. We also understand how to promote the City as a business-friendly city by highlighting processes such as permitting and zoning.

We can provide the City with an outline of successful marketing tools and training of City staff with these platforms. The toolbox provided to the City will include program recommendations such as MySidewalk and CoStar. We can train the City staff on both programs, as well as provide advisory services on the most effective use of these programs' product offerings.

Digital and Print Marketing Campaigns

Our staff will work with the City's IT department to understand the existing platform for the City. We will work within the parameters of that platform and any established layout and/or widgets to enhance the Economic Development website. We can help the City with dynamic visuals, interactive maps, developing new content, print campaigns, social media strategies, email campaigns, and stakeholder engagement.

Grant Writing Services

The in-house MNS grant writing team are experts in their field and possess an expert level ability to support clients beyond grant writing tasks by providing planning, engineering, and economic analysis support, when needed, to conduct special studies and develop project concepts. MNS has successfully worked with multiple cities across California providing grant writing services for various municipal needs.

Grant successes with cities have resulted in funding infrastructure projects for potable water, wastewater, groundwater, stormwater, transportation, parks, sustainability, and public facilities.

MNS stays engaged with grant-making agencies to maintain productive relationships with agency staff. Some of our closest and regular contacts include staff at the Department of Water Resources, State Water Resources Control Board, California Transportation

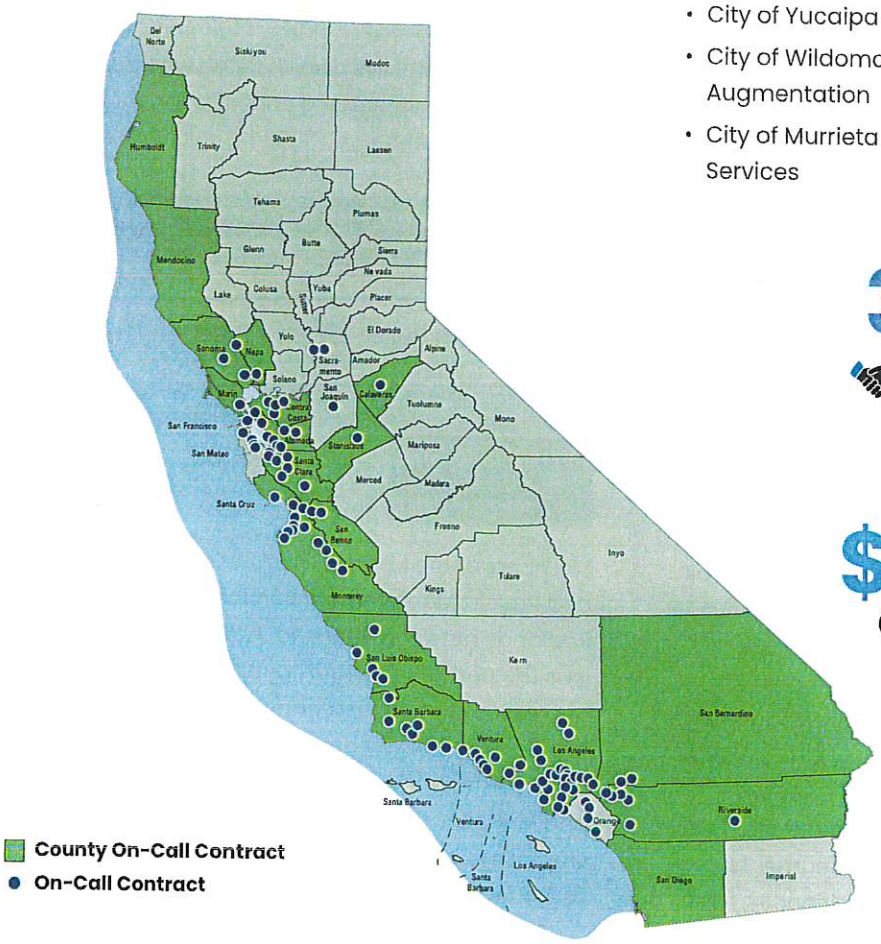
Commission, Caltrans, State Parks, Department of Housing and Community Development, Federal Highway Administration (FHWA), US Department of Transportation (USDOT), and Bureau of Reclamation.

Demonstrated Experience

On-Call Experience

The MNS team has supported a wide range of service contracts throughout California. Key team member project experience includes:

- City of Ventura – On-Call Planning Services
- City of Santa Paula - On-Call Planning Services
- City of Rancho Palos Verdes – On-Call Planning Services
- City of San Juan Capistrano – On-Call Planning Services
- City of Cathedral City – On Call Planning and Environmental Services
- City of Redlands On-Call Planning Services
- County of Riverside On-Call Land Use and Environmental Services
- San Bernardino County Transportation Authority On-Call Planning Services
- City of Beaumont On-Call Environmental Services
- City of Rancho Cucamonga On-Call Environmental Services
- City of Calimesa On-Call Environmental Services
- County of San Bernardino On-Call Planning and Environmental Services
- County of Riverside On-Call Technical Study Peer Review
- City of Eastvale On-Call Comprehensive Planning Services
- City of Menifee On-Call Planning Services
- City of Colton On-Call Planning and Environmental Services
- City of Grand Terrace On-Call Planning and CEQA Services
- City of Yucaipa On-Call Planning Services
- City of Wildomar On-Call Planning Services and Staff Augmentation
- City of Murrieta On-Call Planning and Environmental Services



360+

ON-CALL CONTRACTS OVER PAST FIVE YEARS IN CALIFORNIA

$683M

CONTRACT VALUE

Past Project Experience within the Last Five Years

On-Call Planning Services

Owner	San Bernardino County Transportation Authority (SBCTA)
Cost	$1.5M

MNS has been selected for SBCTA's 2024-2029 Planning On-Call and the deployment of services under REAP 2.0. Prior to this new contract, members of the MNS team supported SBCTA with a variety of planning activities between 2018 and 2023, including Safe Routes to School, coordination and management of agreements and Memorandum of Understanding (MOUs), and with the deployment of services under REAP 1.0. MNS staff were responsible for servicing multiple member agencies through housing element technical assistance, preparing a regional fair housing analysis, and on-and off-site staff augmentation for the processing of housing development applications. *MNS staff provided these services between 2018 and 2023, prior to joining MNS.*

On-Call Planning and Environmental Services

Client	County of Riverside
Cost	$8M

Members of the MNS team are responsible for overall management of the contract supporting the Riverside County Planning Department. Task orders range from the preparation of CEQA documents, on-call staffing support, peer review services, and long-range community planning support. Currently, MNS provides five full-time, in-person planners to the County, covering both current and long-range planning. The MNS team prepares a range of CEQA documents including EIRs, ISs, and exemptions. Additionally, MNS provided CEQA peer review services, as well as CEQA advising services. This contract is current.

On-Call Planning Services

Client	Port Hueneme/Oxnard Harbor District
Cost	$8M

Members of the MNS team assisted with the Port's capital improvement projects by providing land-use consultation and due diligence for future projects to assist with the management of project consultants and managing the project entitlements of capital projects through the City of Oxnard. MNS is an integral part of their project team and is responsible for project timelines, project team management, stakeholder outreach, all entitlements through the City of Oxnard, CEQA consultant management and EIR peer review, and presentations to stakeholders, Planning Commission, and City Council. MNS also assisted with post entitlement condition compliance and construction monitoring. This contract is current.

On-Call Planning and Project Management Services

Client	City of Redlands
Cost	$650K

Members of the MNS team provided contract planning and Project Management Services for the City of Redlands between 2018 and 2023. Emily Elliott, AICP, was the primary project manager/planner for the City and processed entitlements for 10 major downtown development and redevelopment projects aimed at reinvigorating the downtown around its new light rail and Metrolink stations. Projects included a "destination shopping center", the adaptive reuse and preservation of the federally designated Santa Fe Depot and original

Chamber of Commerce Building, and the adaptive reuse, federal designation of a 140-year-old brick trolley barn turned microbrewery, a public-private partnership parking garage, multi-story mixed use office building, and multiple individual buildings intended for retail and dining. Project entitlements included Conditional Use Permits, Design Reviews, Variances, Parcel Maps, Specific Plan Amendments, and Zoning Code Amendments. This work was completed prior to joining MNS.

On-Call Planning and Environmental Peer Review

Client	City of Cathedral City
Cost	$150K

MNS is providing support to the City of Cathedral City for current planning and environmental peer review. MNS has processed/is processing applications for a variety of land uses, including drive-through fast food, freeway-adjacent travel center, multi-family residential, and a self-storage and retail project involving a Specific Plan Amendment. MNS staff seamlessly work as an extension of City staff, conducting development reviews, preparing staff reports, and presenting to the Architectural Review Committee and Planning Commission. This contract is current.

On-Call Planning Services

CITY OF VENTURA

Client	City of Ventura
Cost	$200K

MNS is providing land use entitlement support to the City of Ventura. MNS supports the City with development reviews, interdepartmental coordination, preparing staff reports and conditions of approval, managing environmental review, and presenting to the Planning Commission and Council. MNS provides these services in a hybrid format and on an as-needed basis.

On-Call Planning Services

Client	City of Palos Verdes Estates
Cost	$415K

Members of the MNS team are currently providing counter management service, managing ordinance and code updates, writing staff reports for discretionary applications, and performing plan checks. Specific tasks have included:

- Reviewing proposed development plans for compliance with the city's General Plan, Zoning Ordinance, and local Coastal Program
- Reviewing and processing minor development applications including Accessory Dwelling Units (ADUs) permits, fence and wall permits, and Temporary Use Permits
- Coordinating interdepartmental reviews of proposed projects including interaction with various Homeowners Associations (HOAs), business interest groups, and the Art Jury
- Processing and reviewing EIRs, Subsequent EIRs, Supplemental EIRs and EIR Addendum
- Preparing staff reports and presenting them for consideration and action by the Planning Commission and City Council
- Preparing Planning Commission and City Council resolutions and/or ordinances related to proposed development projects
- CEQA document certification
- Scheduling and conducting public workshops and meetings, as needed
- Coordinating the preparation and filing of all required notices with the State Clearinghouse and/or Los Angeles County Clerk
- Providing public counter coverage

- Preparing and coordinating the posting, publication, and mailing of all required public notices
- Coordinating the distribution of project-related documents to outside agencies such as the California Coastal Commission

On-Call Planning Services

Client	City of Santa Paula
Cost	$500K

Under an On-Call Planning contract, MNS staff manage entitlement services for major development projects in the City of Santa Paula. This includes development review, coordination of interdepartmental review, CEQA peer review, staff report preparation and presentation to City Planning Commission and City Council. Trayci Nelson is currently the project manager for the East Area One Specific Plan Project, which is a 500-acre multi-use project that is now in the design development and construction management phase of development and will take several years to complete.

Economic Development Marketing Services

Client	City of Bell Gardens
Cost	$65K

For the City of Bell Gardens, the MNS team created a streamlined approach to promote economic development that entailed attracting new businesses, sustaining existing business, and expanding the variety of businesses within the city. Through data analysis, we identified potential service offering gaps, as well as highlighted development opportunities available in the city. We have acted as an advisor to the Economic Development Department to ensure the city's goals and objectives are met. The projects that we have completed for the City of Bell Gardens are:

Website Update. Working with the city's IT department, we created a new layout for the Economic Development web page, including relevant content which includes highlighting economic development programs, including all marketing materials for those programs. We also included relevant support sites which may include links to business loans, grants, and advising business owners.

Print Materials. Our staff put together a comprehensive properties booklet of all available properties in the City of Bell Gardens to advertise during conferences (such as the International Council of Shopping Centers [ICSC] Western Conference we attended with the city from September 28-30) and to distribute to interested investors. The booklet included information about each property and was designed in-house at MNS.

Strategic Consulting. We also provide strategic marketing consulting to the Economic Development Department for the City of Bell Gardens. Using U.S. Census data (demographics) to support marketing campaigns and retail analysis data (CoStar). We understand how to promote the city as a business-friendly city by highlighting processes such as permitting and zoning. Our staff have also accompanied the City of Bell Gardens to ICSC's 2025 Western Conference to promote economic development as a representative of the city. We created all the marketing materials that were passed out, including a custom drone video introducing the city which was distributed on a USB wafer.

Agency Staffing for Economic Development

Client	City of Long Beach
Cost	$850K

MNS staff have worked on as-needed Economic Development Projects, including city-wide analysis of vacant storefronts, disposition of city-owned real

estate, and land lease management. They determine the highest and best uses for target properties and conduct feasibility studies for creating Enhanced Infrastructure Financing Districts, Community Revitalization and Investment Authorities, Economic Empowerment Zones, and Economic Innovation Districts, incorporating other funding overlays such as Community Development Block Grant (CDBG) designated areas and former Redevelopment Agency (RDA) zones. Work also includes property and market analysis for community infrastructure improvements, such as location and marketing analysis for a year-round homeless shelter for the City. Additionally, MNS has managed economic development advertisement campaigns like the LIMITLESS Long Beach Campaign (2017-2018) and special projects including the Amazon HQ2 proposal write-up, as well as the creation and maintenance of the lease portal (Agiloft). We have presented it to City Council and worked on staff reports, council letters and City Manager memos.

Currently, our team assists the City of Long Beach with real estate property management. We also maintain city-owned leases and ensure the timely update, renewal, and monthly payments owed on these leases to the city.

Housing and Community Development Services

Client	City of Norwalk
Cost	$450K

MNS staff has provided consultation and technical assistance with the administration of the city's CDBG process for economic development and housing.

Prior to joining MNS, team members prepared a 2020-2025 Consolidated Plan and Analysis of Impediments to Fair Housing Choice and conducted a robust community engagement program. The program included a Housing Summit involving local and regional affordable housing entities. Other tasks have included:

- HOME and CDBG grant administration
- Providing presentation material, public notices, and staff reports for City Council meetings
- Creating and distributing comprehensive online and paper housing surveys
- Assisting with Economic Recovery Stimulus Program that provided provides zero-interest loans and grants to small businesses affected by COVID-19
- Preparing the city's CAPER and Annual Action Plan for CDBG and HOME funds
- Developing a Five-Year Consolidated Plan and AI to Fair Housing Choice.

As-Needed Planning Services

Client	City of San Juan Capistrano
Cost	$10K

MNS has provided planning department support including:

- Reviewing proposed development plans for compliance with all local plans and ordinances, including the City's General Plan, Zoning Ordinance, and any applicable design guidelines
- Coordinating the city's interdepartmental review of proposed projects, including presentation of recommendations and revisions to applicants
- Communication with applicants, interested parties, property owners, HOAs, various governmental agencies, and other city departments
- Preparation of notices for public meetings and hearings
- Schedule management of projects in accordance with adopted time frames
- Preparing staff reports and present them for consideration and action by the Planning Commission and City Council
- Preparing Planning Commission and City Council resolutions and/or ordinances related to proposed

development projects and CEQA document certification

- Scheduling and conducting public workshops/ meetings
- Coordinating the preparation and filing of all required notices with the State Clearinghouse and/ County Clerk's office
- Assisting Community Development Director with other assignments, as needed

Jeffrey Graham, LEED Green Associate, has provided as-needed staffing services for the City since 2020 and continued to do so after joining MNS in 2024.

D. Personnel

The key to a successful contract is a highly qualified and well-managed team. MNS offers a cohesive, talented team of experienced and certified professionals. Our team was assembled to meet the specific elements and needs for South Gate's environmental planning needs.

Debra Leight	
Role	Project Manager
Email/Phone	dleight@mnsengineers.com 951.344.5264

The MNS team proposes a centralized point of contact; Project Manager Debra Leight will be the City's day-to-day contact for services under this on-call. Debra has successfully managed several local on-call contracts responding quickly to any as-needed request with environmental strategic support and resources to successfully implement your task orders. She also understands the City's environmental constraints through her experience on the Firestone Bridge Pipeline Replacement Project. Debra managed and worked on several projects for Los Angeles County, including the Los Angeles River Master Plan Program EIR and Los Angeles Bikeways Master Plan EIR. As a former planner for the City of Riverside, Debra also understands the busyness of planner life and the speed of requests that come in and will mobilize quickly and responsively to your needs. Debra may directly manage projects, provide consultation regarding environmental and planning matters, and will ensure all environmental review is completed in accordance with CEQA, NEPA and other regulatory requirements.

Peter Minegar, AICP	
Role	Principal-in-Charge
Email/Phone	pminegar@mnsengineers.com 951.541.3011

Key personnel also includes Principal-in-Charge, Peter Minegar, AICP. Peter has successfully lead multiple southern California contracts, providing oversight, strategic support, and resources to assist Debra. Peter has an extensive track record managing CEQA documents for a wide range of projects, including projects in Los Angeles County and throughout California, and he prioritizes **accessibility, responsiveness**, and **quality service**.

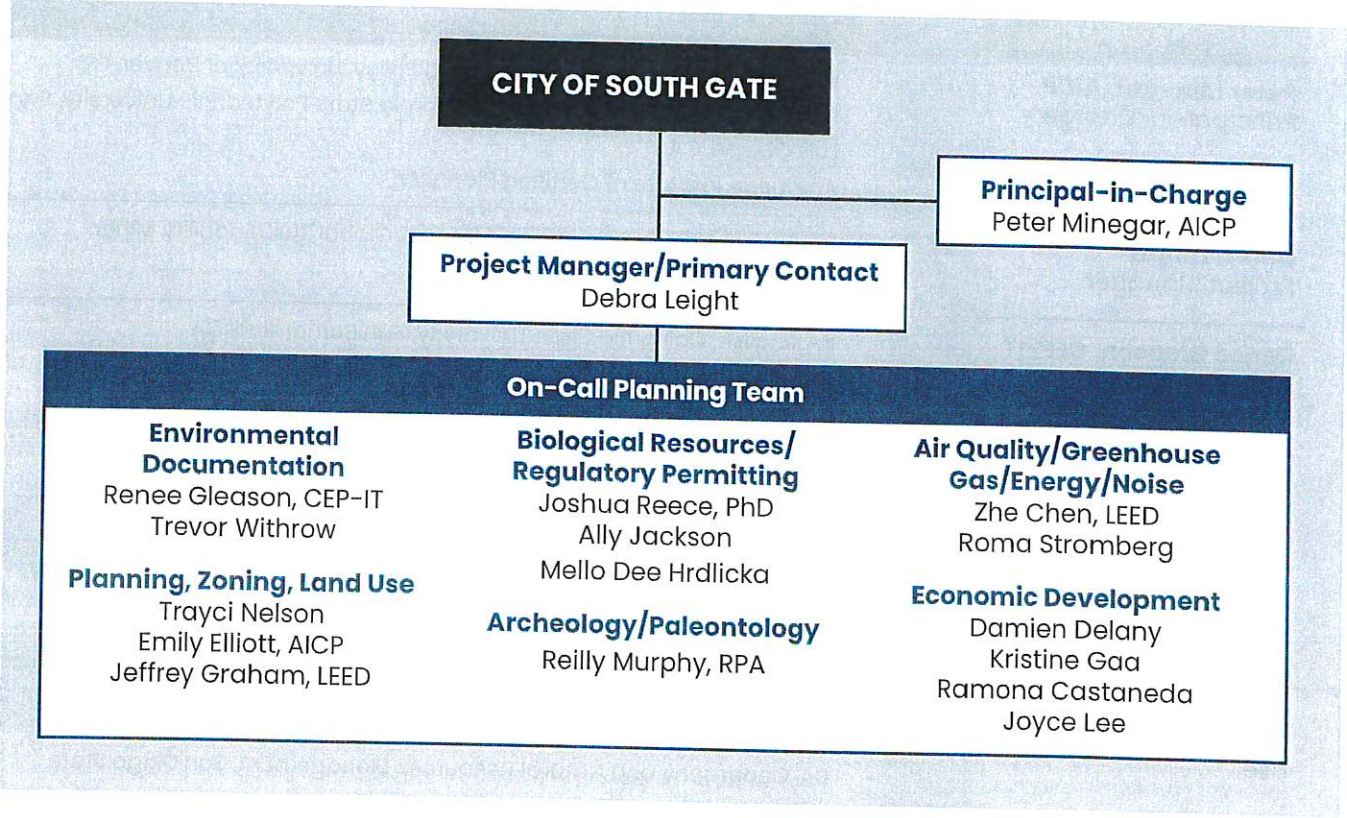
We have also selected supporting Technical Staff to provide the City with additional resources to support multiple task orders simultaneously. This structure will provide the City with responsive resources and the ability to address multiple projects quickly when needed. Our bench of technical staff allows us to address a wide range of projects depending on the City's needs.

When assembling our team for the City of South Gate, we kept these key objectives in mind:

- ✓ **Quality service and experience**
- ✓ **Time and budget efficiency**
- ✓ **Adherence to quality assurance standards**
- ✓ **Effective communication**
- ✓ **Application of local knowledge and technical and practical expertise**

Organizational Chart

The key to a successful project is a highly qualified and well-managed team. MNS has assembled a cohesive, experienced team with a track record of successfully executing projects locally in Southern California.



Team Qualifications Summary

A summary of team qualifications is included below. Resumes for team members are included as Appendix A – Resumes.

Team Member/Role	Yrs Exp.	Credentials
Peter Minegar, AICP Principal-in-Charge	12	• MS, Environmental Management and Policy, University of Denver, CO • BS, City and Regional Planning, California State Polytechnic University, San Luis Obispo, CA • American Institute of Certified Planners
Debra Leight Project Manager	24	• BA, Environmental Analysis and Design, Global Sustainability Minor, University of California, Irvine, CA
Renee Gleason, CEP-IT Environmental Documentation	19	• BA, English, California State University, San Bernardino, CA • Certified Environmental Professional-In Training (CEP-IT), The Academy of Board-Certified Environmental Professionals
Trevor Withrow Environmental Documentation	6	• BA, Environmental Studies, University of California, Santa Barbara, CA • MURP, Certificate in GIS, University of Florida, Gainesville, FL
Trayci Nelson Planning, Zoning, Land Use	31	• BS, Urban and Regional Planning, California State Polytechnic University, Pomona • HUD Certified Housing Quality Standards Inspector (HQS)
Emily Elliott, AICP Planning, Zoning, Land Use	15	• MURP, Master of Urban and Regional Planning, California Polytechnic University, Pomona, CA • BA, Geography and Natural Resources Management, San Diego State University, CA • American Institute of Certified Planners
Jeffrey Graham, LEED Planning, Zoning, Land Use	9	• BS, Community and Regional Development, University of California, Davis, CA • LEED Green Associate, No. 0010925784
Joshua Reece, PhD Biological Resources	21	• PhD, Washington University in Saint Louis, MO • MS, University of Central Florida, University, FL • BS, University of Central Florida, University, FL
Ally Jackson Regulatory Permitting	7	• BS, Environmental Management and Protection, Sustainable Environments Minor, California Polytechnic State University, San Luis Obispo, CA
Mello Dee Hrdlicka Biological Resources	6	• BS, Biology, California Polytechnic University, Pomona, CA • Wetland Delineator Certification • CDFW Scientific Collecting Permit, SC-7043
Reilly Murphy, RPA Archeology/ Paleontology	16	• Registered Professional Archaeologist (RPA), No. 36341384 • MA, California State University, Los Angeles, CA • BA, University of California, Los Angeles, CA

Team Member/Role	Yrs Exp.	Credentials
Zhe Chen, LEED Senior Air Quality/ Noise Analyst	9	• LEED Green Associate, No. 11107135 • ZERMOD Air Dispersion Modeling Technician, Lakes Environmental • MBA, Paul Merage School of Business, University of California, Irvine, CA • MS, Environmental Engineering and Science, Stanford University, CA • BS, Chemistry, Peking University, Beijing, China
Roma Stromberg Senior Noise Analyst	28	• MS, Environmental Management, West Coast University, Anaheim, CA • BA, Geography - Urban Planning and Transportation, San Diego State University, CA
Damien Delany Economic Development Lead	40	• BS, Regional Development and Urban Planning, University of Arizona, Tucson, AZ • Masters Certificate, Applied Program Management, Villanova University, Villanova, PA
Kristine Gaa Economic Development	20	• BS, Urban and Regional Planning, California Polytechnic University, Pomona, CA
Ramona Castaneda Economic Development	32	• MA, Urban Planning, University of California, Los Angeles, CA • BA, Social Welfare, University of California, Berkeley, CA
Joyce Lee Economic Development	6	• BA, Urban Studies and Planning, University of California, San Diego, CA

E. Conflict of Interest

In general, the vast majority of work performed by the MNS planning team, and MNS Engineers, Inc. is for public agencies. There are no potential conflicts of interest anticipated with this contract.

F. References

MNS References
County of Riverside Services: On-Call Planning and Environmental Darren Edgington, Environmental Project Manager 4080 Lemon Street Riverside, CA 92501 951.955.1000 dedgington@rivco.org
City of Cathedral City Services: On-Call Planning and Environmental Peer Review Sandra Molina, Deputy Director of Development Services 68700 Avenida Lalo Guerrero Cathedral City, CA 92234 760.202.2433 SMolina@cathedralcity.gov
City of Palos Verdes Estates Services: On-Call Planning and Environmental Peer Review Sheryl Brady, Community Development Director 340 Palos Verdes Drive Palos Verdes Estates, CA 90274 310.378.0383 sbrady@pvestates.org
City of Fontana Services: On-Call Environmental Services, West Valley Logistics Center Specific Plan EIR Rina Leung, Senior Planner 8353 Sierra Ave Fontana, CA 92335 909.350.7600 rleung@fontanaca.gov

WHAT OUR CLIENTS SAY

"As a public agency, we have had the privilege of collaborating with MNS on several projects. Their professionalism, attention to detail, and dedication to achieving positive outcomes for our community have been commendable. Their ability to balance technical expertise with a deep understanding of community needs is appreciated."

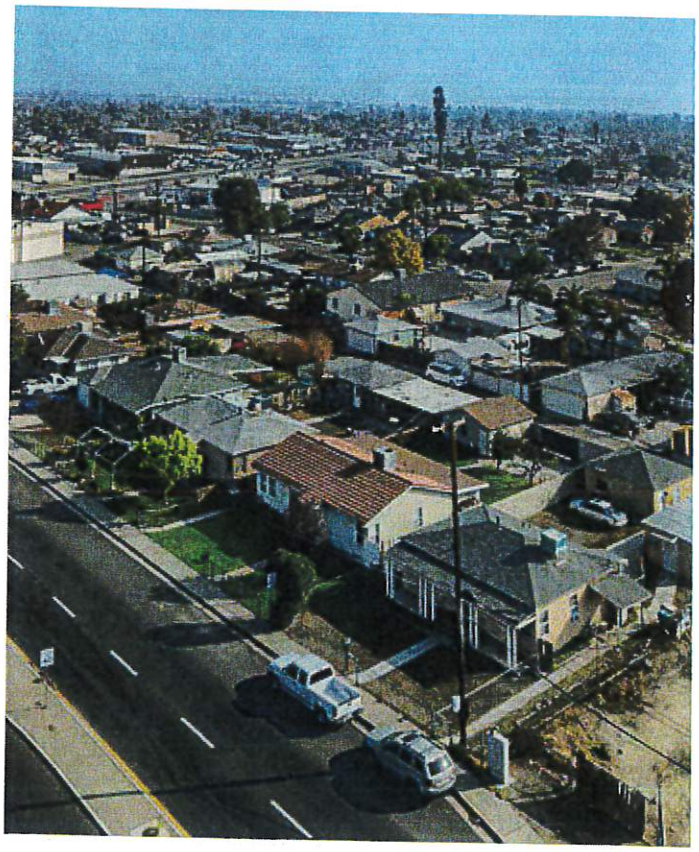
John Hildebrand, Planning Director, County of Riverside

"MNS has consistently demonstrated a high degree of professionalism in the performance of their work."

Sandra Molina, Deputy Director of Development Services, City of Cathedral City

SECTION 3

Fees



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3 Section 3. Fees

Due to the unknown nature of the work that will be performed under this on-call contract, MNS is unable to provide a breakdown of the percentage of fee that will be allocated for each planner assigned or any subconsultant that may be needed during the term of the agreement. MNS will provide a detailed fee proposal for each task order supporting the City that would include a breakdown of MNS staff hours and billing rates, as well as a breakdown of subconsultant costs. Our standard rates for any proposed project through this on-call contract are provided below:

2025 STANDARD SCHEDULE OF FEES

PROJECT/PROGRAM MANAGEMENT

Principal-In-Charge	$375
Senior Project/Program Manager	340
Project/Program Manager	290
Assistant Project/Program Manager	265
Senior Project Coordinator	210
Project Coordinator	175

ENGINEERING

Principal Engineer	$325
Lead Engineer	285
Supervising Engineer	270
Senior Project Engineer	245
Project Engineer	220
Associate Engineer	200
Assistant Engineer	185

SURVEYING

Principal Surveyor	$295
Lead Surveyor	285
Supervising Surveyor	245
Senior Project Surveyor	220
Project Surveyor	195
Associate Project Surveyor	185
Assistant Project Surveyor	170
Party Chief (PW)	200
Chainperson (PW)	170
One-Person Survey Crew (PW)	240

TECHNICAL SUPPORT

CADD Manager	$210
Supervising Technician	185
Senior Technician	175
Engineering Technician	140

CONSTRUCTION MANAGEMENT

Principal Construction Manager	$360
Senior Construction Manager	310
Senior Resident Engineer	285
Resident Engineer	275
Structure Representative	270
Construction Manager	250
Assistant Resident Engineer	220
Sr. Construction Inspector (PW)	200
Construction Inspector (PW)	188
Office Administrator	140

PLANNING

Practice Lead	$300
Senior Technical Specialist	265
Technical Specialist	240
Principal Planner/Scientist	200
Senior Planner/Scientist	185
Associate Planner/Scientist	155
Assistant Planner/Scientist/Monitor	135
Planning Technician/Field Monitor	110
Senior GIS Technician	175
GIS Technician	135
Labor Compliance Officer	160
Labor Compliance Analyst	120
Senior Housing Manager	225
Housing Manager	185
Principal Housing Analyst	165
Senior Housing Analyst	140
Housing Analyst	110

GOVERNMENT SERVICES

City Engineer	$280
Deputy City Engineer	250
Assistant City Engineer	235
Plan Check Engineer	195
Permit Engineer	185
City Inspector	175
Senior City Inspector (PW)	200
City Inspector (PW)	188
Principal Stormwater Specialist	240
Senior Stormwater Specialist	210
Stormwater Specialist	180
Stormwater Technician	160
Building Official	275
Senior Building Inspector	210
Building Inspector	185
Senior Grant Writer	200
Grant Writer	190
Associate Grant Writer	170
Assistant Grant Writer	155

ADMINISTRATIVE SUPPORT

Senior Management Analyst	$210
Management Analyst	180
IT Technician	150
Graphics/Visualization Specialist	160
Administrative Assistant	110

DIRECT EXPENSES

Use of outside consultants as well as copies, blueprints, survey stakes, monuments, computer plots, telephone, travel (out of area) and all similar charges directly connected with the work will be charged at cost plus fifteen percent (15%). Mileage will be charged at the current federal mileage reimbursement rate.

PREVAILING WAGE RATES

Rates shown with Prevailing Wage "(PW)" annotation are used for field work on projects subject to federal or state prevailing wage law and are subject to increases per DIR.

ANNUAL ESCALATION

Standard fee rates provided for each classification are subject to 5% annual escalation or the most recent US Bureau of Labor Statistics Consumer Price Index, whichever is higher.

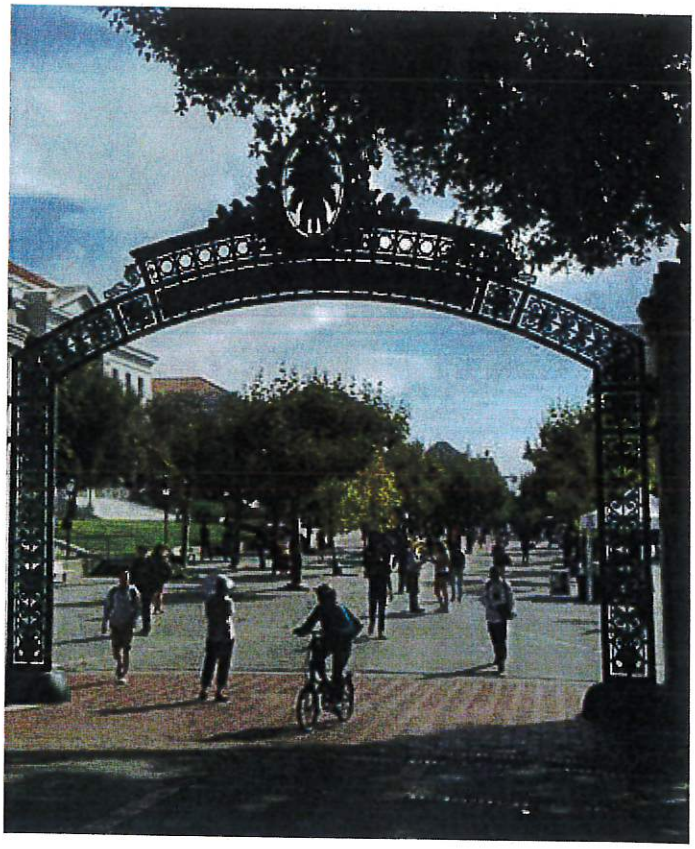
OVERTIME

Overtime for non-exempt employees will be charged at 1.5 x hourly rate; overtime for exempt employees and other classifications will be charged at 1 x hourly rate.

Rev. 6/3/2025

4 SECTION

Resources to be Provided by the City



4 Section 4. Resources to be Provided by the City

Every project is anticipated to include a set of project details, including but not limited to, project applications, site plans, technical reports, and other project-related details. MNS assumes that this detail will be provided at project initiation once the City provides an executed contract and notice-to-proceed to begin project work. MNS will request that the City completes reviews of deliverables provided. Our team may schedule coordination calls with the City or send emails when any direction on project work is being requested.

Resumes

A Appendix A. Resumes

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Peter Minegar, AICP	Principal-in-Charge	A-2
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Peter Minegar, AICP

Principal-in-Charge

Firm
- MNS Engineers, Inc.

Areas of Expertise
- Planning
- Environmental compliance
- Land use consulting
- Public engagement
- Project/program management

Years of Experience
- 12

Certification
- American Institute of Certified Planners, No. 32685

Education
- MS, Environmental Management and Policy, University of Denver, CO
- BS, City and Regional Planning, California State Polytechnic University, San Luis Obispo, CA

Affiliations
- American Planning Association (APA)
- Association of Environmental Professionals (AEP)

Speaking Engagements
- Opening the Golden Door: A Guide for Defensible Mitigation, California Association of Environmental Professionals Annual Conference, Yosemite, California, April 2022
- A Deep Dive into Defensible Mitigation, American Planning Association California State Conference, Anaheim, California, October 2022
- Power to the Program EIR, California Association of Environmental Professionals Annual Conference, Long Beach, California, August 2021

Mr. Minegar oversees and prepares environmental compliance and planning documents for a range of public and private sector clients. He specializes in developing documents in compliance with CEQA and National NEPA. Peter has a broad range of environmental planning experience ranging from project-level analysis of infrastructure improvements to program-level analysis to support large policy projects. He has represented agency staff for a range of highly controversial projects subject to scrutiny by the public, environmental organizations, and public agencies. Peter also serves as an in-house CEQA manager and Principal Planner for several local government agencies throughout California. His experience includes:

On-Call Planning and Environmental Services, County of Riverside, CA. *Contract Manager.* MNS staff is currently providing on-call planning and environmental services to the County of Riverside. Task orders range from preparation of CEQA documents, on-call staffing support, peer review services, and long-range community planning support. The MNS team has prepared a range of CEQA documents including Environmental Impact Reports, Initial Studies, and exemptions. Additionally, MNS has provided CEQA peer review services, as well as CEQA advising services.

Comprehensive Planning Services, City of Eastvale, Eastvale, CA. *Environmental Manager.* This project implemented CEQA Compliance processes for all incoming development projects, as well as city-sponsored projects. Responsible for the development of CEQA documents, peer review of the applicants provided CEQA documents, preparation of staff reports, and public hearing support. Comprehensive planning services were provided for this recently incorporated City in Western Riverside County, including current and advance planning processing, counter staffing, Planning Commission meeting facilitation; plan review; staff report preparation; CEQA compliance and review; SB18 and AB52 coordination; Western Riverside County Regional Conservation Authority (RCA) coordination for their Multiple Species Habitat Conservation Plan (MSHCP); and special project work.

On-Call Adjunct Staffing Services, City of Murrieta, CA. *Project Manager.* Under this contract, a range of services were provided including plan check, project management support, environmental documentation and environmental document peer review. Responsible for

QA/QC review of major project deliverables, project team oversight, and technical support.

CEQA Services for the Iron Horse Hills Project, City of Colton, CA. *Project Director.* This project developed over 180 homes on a 120-acre site in high fire risk areas. Project elements included preparing an Addendum to a Certified EIR for the Iron Horse Hills Residential Development; extensive analysis and coordination on-site access; and off-site improvements. Responsible for project QA/QC of major project deliverables, project team oversight, and technical support.

Potable Water Master Plan Update and Program EIR, City of Corona, CA. *Environmental Project Manager.* The project involved preparing City's Potable Water Master Plan Update Program EIR, oversight of the technical team, oversight of document preparation, and quality control review of project documents. The scope of the Potable Water Master Plan included reviewing and updating the city's 2005 Master Plan to address changes in water infrastructure, increased development in the city, and implementation of Capital Improvement Program projects. This project required the Program EIR to evaluate overall infrastructure improvements throughout the city as well as site-specific environmental clearance of key improvements to streamline future CEQA clearance.

Housing Element Update Technical Assistance Program, San Bernardino Associated Governments, San Bernadino, CA. *Project Director.* Responsible for project QA/QC review of major project deliverables. With a previous firm, Peter provided On-Call Housing Element Technical Assistance to a number of agencies throughout San Bernardino, including the cities of Colton, Grand Terrace, Upland, Redlands, Hesperia, Chino Hills, and Needles. Technical support ranged from preparation assisting with responses to the California Department of Housing and Community Development (HDC) to prepare the General Plan Housing Element.

Pinole General Housing Element and Safety Element Updates, City of Pinole, CA. *Environmental Manager.* The project proposed a comprehensive set of revisions for the city's 6th Cycle General Plan Housing Element and Safety Element, as well as a new Environmental Justice Element. The project involved a comprehensive public engagement plan in four languages and multiple city council and planning commission workshops. Responsible for the preparation of the CEQA compliance document.

Rancho Del Prado Specific Plan Environmental Impact Report, City of Colton, CA. *Project Manager.* The project proposed the development of 350 single-family residences on approximately 210 acres, as well as a large open space area and extensive public facilities. The project site spanned multiple jurisdictions and required processing of the development through the San Bernardino County Local Agency Formation Commission (LAFCO). This project was challenged by physical constraints to the project site including hillside development requirements, fire risk, site access, and circulation constraints. Responsible for serving as the primary point of contact for the city and managing the preparation of a Specific Plan EIR, including the preparation and peer review of technical studies to support the environmental analysis.

Riverside County Sixth Cycle Housing Element, Riverside County, CA. *Project Manager.* This project required extensive public engagement and stakeholder outreach, as well as consistent coordination with the California Department of Housing and Community Development. Responsible for the management of a comprehensive update to the County's General Plan Housing Element, Safety Element, Environmental Justice Policies and preparation of the associated Addendum to the General Plan EIR.

Tentative Tract Map 15297 Initial Study/Mitigated Negative Declaration. Roya/ Investors Group, LLC, Victorville, CA. *Project Director.* The project consisted of the preparation of an IS/MND for a single-family residential development. The project required an analysis of impacts to Western Joshua Tree. Responsible for project QA/QC Review of major project deliverables, project team oversight, and technical support.

El Camino Real Corridor Specific Plan EIR, Sunnyvale, CA. *Project Manager.* Peter served as the primary point of contact lead for the preparation of the Specific Plan EIR. He managed the preparation of the Specific Plan EIR, including technical studies to support the environmental analysis. This project was challenged by changing regulations that resulted in impacts to the Specific Plan late into the EIR preparation process. The Specific Plan spans 350 acres and would allow for the development of up to 8,500 residential units and 3.9 million square feet of commercial uses. The Specific Plan was developed to increase the economic vitality of the area while refocusing land use and circulation patterns along the corridor to support mixed-use development and enhance pedestrian, bicycle, and transit mobility. Key issues included transportation/traffic, aesthetics, population, and housing.

Debra Leight

Project Manager/Primary Contact

Firm
- MNS Engineers, Inc.

Areas of Expertise
- Environmental project management
- Mitigating environmental impacts
- Environmental and planning consulting
- Planning representation

Years of Experience
- 24

Education
- BA, Environmental Analysis and Design, Global Sustainability Minor, University of California, Irvine, CA

Publications
- Legg, Goldfinger, Kamerling, Chaytor, and Debra Einstein (Leight). Morphology, Structure and Evolution of California Continental Borderland Restraining Bends. Geological Society, London, Special Publications, 290: 143-168, December 2007.

Affiliations
- American Planning Association
- Association of Environmental Professionals

Award
- ACEC Commendation Award. Metro Lone Hill to White Double Track Project-Environmental and Preliminary Engineering.

Speaking Engagements
- APA Conference, Rock and Roll Ain't Noise Pollution: Music in Activism, Policy Change and Creating a Music Scene, Riverside, CA. (2024)
- IRWA International Education Conference, Big Projects, Big Data. Geographic Information Systems as a critical collaboration tool for design, planning, and right-of-way analysis of major infrastructure projects, Long Beach, CA (2024)
- CEQA Basics Workshop, Inland Empire, CA. (2008)

Ms. Leight has 24 years of experience in public sector planning and private sector environmental project management. Debra is skilled in all stages of environmental compliance, bringing valuable insights to MNS' Planning Team as an Environmental Practice Lead. She has extensive experience managing and preparing Environmental Impact Reports (EIRs), Initial Studies/Negative Declarations (ISs/NDs), and projects that require California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) documentation and/or compliance. With experience on various projects throughout California, including transportation, water infrastructure, and residential, she has a well-rounded approach to identifying and mitigating environmental impacts with sustainability in mind. Debra has experience providing environmental and zoning consulting, performing CEQA-compliant environmental reviews, and acting as a planning representative in meetings with the public. Her experience includes:

California High-Speed Train, Los Angeles to Anaheim Section EIS/EIR, California High-Speed Rail Authority, CA. *Environmental Manager.* This project involved the development of a high-speed rail line connecting Los Angeles to Anaheim, covering approximately 30 miles. The rail line will start at Los Angeles Union Station and end at Anaheim Regional Transportation Intermodal Center, with additional stations established enroute. Debra's responsibilities involved preparing the EIS/EIR and conducting technical studies for assessing environmental impacts related to the introduction of the rail line in the urban area.

Lone Hill to White Double Tracking Project, Los Angeles County Metropolitan Transportation Authority (LA Metro), CA. *Project Manager.* This project involved the construction of an additional track on the rail line extending from Lone Hill to White Avenue, at-grade crossings, and other infrastructure. Improvements were also made to a station in Pomona. Debra prepared a Categorical Exclusion (CE) and a Statutory Exemption (SE) for CEQA and NEPA compliance and technical studies.

CEQA/NEPA and Environmental Compliance Services (PS77530), Los Angeles County Metropolitan Transportation Authority (LACMTA), CA. *Document Reviewer.* In anticipation of the 2028 Olympics, LACMTA plans to build more transit with improved quality and service such as bus priority and last mile projects. Debra prepared CEQA/NEPA documents

and provided quality reviews for technical documents for various transportation projects.

Bikeways Master Plan EIR, Los Angeles Department of Public Works (LACDPW), CA. *Environmental Deputy Project Manager.* This project involved the EIR of the County of Los Angeles' bicycle master plan. Debra's responsibilities involved writing and preparing sections of the EIR.

CEQA Update Procedures Project, Riverside County Flood Control and Water Conservation District, CA. *Technical Lead.* Debra is responsible for providing guidance to the district's implementation of the CEQA process and providing Initial Study (IS) form updates. She has been strategizing methods to streamline and make the district's implementation of CEQA projects like flood control, basin, and channel projects more consistent.

2020 Los Angeles River Master Plan Program Environmental Impact Report (PEIR), Los Angeles County Public Works, CA. *Environmental Analyst.* This project involved the creation of a plan to reduce flood risk and enhance area resilience over a span of 51 miles of public space alongside the Los Angeles River. The project also focused on supporting healthy ecosystems, addressing impacts on housing affordability and people experiencing homelessness, and creating job opportunities. Additionally, the project supports access to clean and safe water and engaging the community. Debra's responsibilities included drafting responses for comments from the public and other agencies.

Lopez Spreading Grounds Improvement Project Initial Study, Los Angeles County Public Works, CA. *Project Manager.* This project involved the improvement of a water conservation facility in the San Fernando Valley. This facility replenishes groundwater and manages floodwaters in the San Fernando Basin. Debra was responsible for preparing the initial study. She was also tasked with creating an environmental compliance strategy which included reconfigurations and improvements to increase capacity of the grounds.

Carbon Canyon Road Waterline Improvements Project Addendum, Los Angeles County Public Works, CA. *Project Manager.* This project involved the replacement of a worn-down and ill-fit galvanized steel waterline, updating a pump station, and constructing a new water main. Debra's responsibilities included creating an environmental compliance strategy and an addendum for the Los Angeles County Waterworks District No. 29 Priority Capital Deficiencies Improvements Project EIR for the project.

City of Riverside Housing Element, Public Safety Element and Environmental Justice Policies, City of Riverside, CA. *Project Manager.* This project involved updating the Riverside General Plan to include a Public Safety Element, City Environmental Justice Policies, and a program EIR, including a Housing Element for the residents of Riverside. This plan helped to address affordable housing, homelessness, environmental justice, and community safety. Debra led preparation of the public safety element and the city's first environmental justice policies.

On-Call Planning and Environmental Services, County of Riverside, CA. *Technical Specialist.* MNS staff currently provides on-call planning and environmental services to the County of Riverside. Environmental task orders include preparing a range of CEQA documents, such as Environmental Impact Reports (EIRs), Initial Studies (ISs), and exemptions. Additionally, MNS provides CEQA peer review and advising services.

1420 Valley View Drive EIR, City of Glendale, CA. *Project Manager.* This project involved splitting a single-family vacant lot to develop two one-story, single-family residences on the lot. Debra was responsible for preparing the EIR and analysis for the project.

West Valley Logistics Center Specific Plan EIR, City of Fontana, CA. *Environmental Project Manager.* This project involved 3.6M square feet of industrial development on a mostly undeveloped site. This initiative replaced the current Valley Trails Specific Plan and its residential land us designation with a new specific plan. As part of this replacement, all residential units, recreational facilities, and an elementary school were removed from the site. Debra was responsible for preparing the environmental evaluation to be reviewed by the City of Fontana.

Port Procedures for Implementation of CEQA, Port of Long Beach, CA. *Project Manager.* Debra was responsible for the preparation of draft CEQA procedures for the Port. This document incorporated the latest updates to the CEQA Guidelines and Statutes, recent case law, and Port-specific issues. It also included decision-making tools and resources for Port staff to use in their daily decisions related to CEQA compliance and procedures.

Renee Gleason, CEP-IT

Environmental Documentation

Firm
- MNS Engineers, Inc.

Areas of Expertise
- Environmental
- Planning
- Emergency services

Years of Experience
- 19

Certification
- Certified Environmental Professional-In Training (CEP-IT), The Academy of Board-Certified Environmental Professionals

Education
- BA, English, California State University, San Bernardino, CA

Affiliation
- Association of Environmental Professionals (AEP)

Ms. Gleason has an extensive background in the preparation of environmental and planning documents for public and private sector clients, under the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA). Renee's responsibilities include working in a generalist capacity in the preparation and review of CEQA documents including Environmental Impact Reports (EIR), Mitigated Negative Declarations (MND), Negative Declarations (ND), Categorical Exemptions (CE) and Initial Studies, and NEPA documents including preparation, review and coordination of Environmental Assessments (EA) and Categorical Exclusions, as well as coordinating reviews of technical studies for state and federal compliance. Her experience also includes serving as the Environmental Justice (EJ) specialist in compliance with NEPA and Executive Order 12898 with preparation of EJ and community impact assessment documents for a variety of project types; proposal work; task management; and assisting with project management. Additionally, in her role with the Western Riverside Council of Governments, Renee assisted in the administration of the Transportation Uniform Mitigation Fee (TUMF) where she revised and tracked legal and program documents to ensure completion. She also analyzed proposed transportation infrastructure projects to determine eligibility and available revenue for inclusion in transportation improvement plans. Her experience includes:

On-Call Planning Services, City of Moreno Valley, CA. *Senior Environmental Planner.* MNS staff provide full-time and part-time staffing service to the city on a variety of planning task orders ranging from preparation of CEQA documents, on-call staffing support, peer review services, and long-range community planning support. Renee is responsible for preparation and peer review of CEQA documents.

On-Call General Plan Planning and Environmental Support, County of Riverside, CA. *Senior Environmental Planner.* MNS staff provide On-Call Planning and Environmental Services to the County of Riverside. Task orders range from preparation of CEQA documents, on-call staffing support, peer review services, and long-range community planning support. The MNS team has prepared a range of CEQA documents including Environmental Impact Reports, Initial Studies, and exemptions. Additionally, MNS has provided CEQA peer review services, as well as CEQA advising services. Due to the large size of the

unincorporated County, MNS works extensively on infrastructure capacity review and analysis when conducting environmental analysis for County projects.

City of Eastvale On-Call General Plan Planning and Environmental Support, City of Eastvale, CA. *Environmental Planner.* Renee was responsible for environmental documentation, including processing General Plan Amendments, CEQA compliance, and zoning code amendments.

Sand Canyon Avenue Grade Separation at the Metrolink/BNSF Railroad, City of Irvine, CA. *Environmental Planner.* Renee was responsible for environmental documentation for a grade separation.

Wine Country Community Plan, Riverside County Transportation Commission, CA. *Environmental Planner.* Renee authored the Programmatic EIR, creating the document in compliance with CEQA.

Eagle Canyon Dam Project, Cathedral City and Palm Springs, Riverside County Flood Control and Water Conservation District, CA. *Environmental Planner.* Contributing EIR author for the construction, operation, and maintenance of a dam, debris basin, and underground storm drain located in the cities of Cathedral City and Palm Springs, and on Agua Caliente Band of Cahuilla Indians land.

Collier Elementary School Safe Routes to School (SRTS) Project, City of Wildomar, CA. *Environmental Planner and Task Manager.* Preparation of Preliminary Environmental Studies (PES) Form and Categorical Exclusion (CatEx) for review and approval by Caltrans District 8 relative to Safe Routes to School improvements, including a new sidewalk; crosswalk and curb ramp; crosswalk upgrades; and school crossing legends and signs. The Safe Routes to School (SRTS) program is an active transportation approach that promotes walking and bicycling to school through infrastructure improvements, enforcement, tools, safety education, and incentives to encourage walking and bicycling to school.

Comprehensive Planning Services, City of Eastvale, Eastvale, CA. *Environmental Planner.* This project implemented CEQA Compliance processes for all incoming development projects, as well as City-sponsored projects. Renee was responsible for the development of CEQA documents and peer review of the applicant-provided CEQA documents. Comprehensive planning services were provided for this recently incorporated city in Western Riverside County, including current and advance planning processing, counter staffing, Planning Commission meeting facilitation; plan review; staff report preparation; CEQA compliance and review; SB18 and AB52 coordination; Western Riverside County Regional Conservation Authority (RCA) coordination for their Multiple Species Habitat Conservation Plan (MSHCP); and special project work.

Whittier Boulevard Intersection Improvements, Whittier, CA. *Environmental Planner.* Environmental document author for CEQA documentation for multiple intersection improvement projects.

Stonehouse Homes, City of Sierra Madre, CA. *Environmental Planner.* Renee was responsible for CEQA environmental documentation for a new residential development.

Adams Street Bridge Replacement Spanning the Whitewater River, City of La Quinta, CA. *Environmental Planner.* Renee was responsible for environmental documentation for bridge improvements spanning the Whitewater River Channel at Adams Street.

Avenue 50 Extension Project, City of Coachella, CA. *Environmental Planner.* Rennee was the environmental document author. She assisted in the preparation of an Initial Study/Environmental Assessment (IS/EA) in accordance with NEPA and for review and approval by Caltrans District 8. The project will connect existing Avenue 50 at Fillmore Road to the proposed Avenue 50 Interchange on Interstate 10. Once connected to the Interstate 10 interchange, this stretch of Avenue 50 will provide essential access and regional circulation to the City of Coachella from the East. Additionally, the Avenue 50 project will facilitate the necessary infrastructure, including utilities corridors, for the La Entrada Specific Plan. The project includes the design of approximately 7,200 linear feet of six-lane arterial roadway with NEV and bike lanes.

Grand Avenue at State Route 57/State Route 60 Interchange, Diamond Bar, CA. *Environmental Planner.* Responsible for environmental documentation for the State Route 57/State Route 60 confluence at Grand Avenue in Los Angeles County, within the Cities of Industry and Diamond Bar.

Trevor Withrow

Environmental Documentation

Firm
- MNS Engineers, Inc.

Years of Experience
- 6

Certifications
- International Certified Arborist (ISA)
- Tree Risk Assessment Qualified (TRAQ)

Education
- MA, Urban and Regional Planning, University of Florida
- BA, Environmental Studies, University of California Santa Barbara

Affiliations
- American Planning Association
- Association of Environmental Professionals

Mr. Withrow is a skilled environmental planner with experience working on a diverse range of projects for clients such as Caltrans, High Speed Rail, City of San Diego Stormwater, County of Los Angeles Public Works, the Port of Los Angeles, and the County of San Diego Parks Department. Trevor successfully collaborated with multidisciplinary teams to address complex regulatory requirements and support sustainable project outcomes. Examples of documents include environmental assessments, environmental impact reports, addendums, environmental impact statements, and various permits and reports. Additional experience includes performing construction monitoring and conducting tree assessments for clients such as Southern California Edison and the City of San Diego, with a focus on regulatory compliance and environmental stewardship throughout project development and implementation. He gained valuable experience serving as a project coordinator and deputy project manager on smaller projects, overseeing timelines, resource allocation, and team communication to ensure successful project delivery. Trevor has developed skills in managing multiple tasks simultaneously and collaborating across departments to resolve challenges efficiently.an environmental planner with more than six years of experience. He also worked as a consulting utility forester where he trained and managed staff. His production was always above standard, and many removals of trees were acquired due to solid personal skills with clients. This work included vegetation management in the right-of-way under local gas and electric power lines. Consultations with homeowners occurred daily to discuss potential care for vegetation that impacted facilities. His experience includes:

Carbon Canyon Addendum—LA Public Works, Los Angeles, CA. *Environmental Planner.* Supported addendum development by pulling relevant information from a programmatic EIR and added in relevant analysis based on project changes. Changes include additional sections, wordage changes, and removal of unnecessary information. The Carbon Canyon project included updates to underground water pipes, as well as the addition of a new pump to increase water pressure.

California High-Speed Train, Los Angeles to Anaheim Section EIS/EIR—California High-Speed Rail Authority/STV, Los Angeles and Orange Counties, CA. *Environmental Planner.* Trevor supported the joint EIS/EIR and technical studies for introduction of high-speed rail proposed from Los Angeles to Anaheim by

reviewing and responding to Authority comments. This Project Section of the California HSR System would extend approximately 30 miles, starting at Los Angeles Union Station south to the Anaheim Regional Transportation Intermodal Center in Anaheim with stations in between. This corridor runs through a narrow and constrained urban environment, with other rail operators in the area.

I-15 ELPSE EIR/EA—Riverside County, CA. *Environmental Planner.* Trevor supported the joint EIR/EA and technical studies for the expansion of I-15 in Riverside County. This project included drafting of several sections of the impact analysis, QA/QC work of various sections, and comparisons of technical studies to impact determinations to ensure consistency.

Cajalco Road Widening—Riverside County, CA. *Environmental Planner.* Trevor supported the joint EIR/EIS for the Cajalco Road Widening Project in Riverside County, California. This project work included drafting several sections of the impact analysis, QA/QC work of various sections, and comparisons of technical studies to impact determinations to ensure consistency. Work also included addressing public comments by drafting responses and recommendations.

Municipal Waterways Maintenance Plan —City of San Diego, CA. *Environmental Planner.* Transformed SCR checklist to a conformance memo using a template standardized for City of San Diego for the Sefton Field site. Reviewed FMP, EIR, and maintenance plans to complete SCR checklist for Pomerado 1 site. Project aims to maintain various stormwater drainage sites by repairing them and clearing debris.

Alpine Park Project—County of San Diego, Alpine, CA. *Environmental Planner.*Assisted in reviewing, bracketing, and converting public comments to PDFs to be responded to. Reviewed public comments and responded to remaining difficult questions as needed. Alpine Park project is an active park in Alpine, CA that the County of San Diego has proposed. Worked directly with the County to ensure consistency on all documents and responses to public comments. Drafted first version of the project's Environmental Assessment. The project includes baseball fields, hiking trails, a parking lot, and other amenities for the community to use and enjoy.

Port of LA West Harbor Modification—Port of LA, CA. *Environmental Planner.* Assisted in QA/QC for sections of the EIR. Developed templates to be followed by authors on future sections to ensure consistency throughout the document. Developed the admin record to keep track of all resources used during the development of the EIR. Drafted various sections and adjusted other sections based on client comments and needs.

Trayci Nelson

Planning, Zoning, Land Use

Firm
- MNS Engineers, Inc.

Areas of Expertise
- Project/program management
- On-call contract management
- Land use consulting
- Project entitlement
- Inter-agency coordination
- Housing policy
- Public engagement

Years of Experience
- 31

Certificate
- Housing and Urban Development (HUD) Certified Housing Quality Standards Inspector (HQS)

Education
- BS, Urban and Regional Planning, California State Polytechnic University, Pomona, CA

Professional Affiliations
- American Planning Association (APA), California
- International Council of Shopping Centers (ICSC)
- National Association of Housing and Redevelopment Officials (NAHRO)
- Housing and Urban Development (HUD) Housing Quality Standards Certified (HQS) Inspector

Ms. Nelson has more than 31 years of experience in both current planning and environmental analysis. As a highly experienced project/case manager, she has provided current planning services to several cities throughout Los Angeles County, Orange County, Ventura County, and the Inland Empire. One of her current public-sector planning assignments has been with the City of Santa Paula, where she serves and project manager for the East Area 1 Specific Plan project area. Trayci has also served as project manager for multiple high-profile development projects over the past several years with the City of El Segundo Planning and Building Safety Department. In addition to current and advanced planning, her experience includes the management and preparation of various project and program-level environmental documents in compliance with the EQA. Trayci has prepared environmental documents for numerous public agencies, including the Cities of Los Angeles, Santa Barbara, Pasadena, West Hollywood, Fontana, and Irvine, the County of Los Angeles, the County Sanitation Districts of Los Angeles County, the San Bernardino County Solid Waste Management Department, and the Bureau of Land Management. Her experience includes:

On-Call Planning Services, City of Rancho Cucamonga, CA. *Project Manager.* Services included assigning staff for in-house agency staffing support for current and advanced planning projects, community planning support, public engagement, environmental documentation, peer review services, and training services.

On-Call Planning Services, City of Santa Paula, CA. *Project Manager.* Under an On-Call Planning contract, MNS staff manage entitlement services for major development projects in the City of Santa Paula. This includes development review, coordination of interdepartmental review, CEQA peer review, staff report preparation and presentation to City Planning Commission and City Council. Ms. Nelson's initial involvement began with another firm but has continued with MNS. She is currently the project manager for the East Area One Specific Plan Project, which is a 500-acre multi-use project that is now in the design development and construction management phase of development and will take several years to complete. MNS is now managing the design development and construction management phase of the project.

On-Call Planning Services, City of Moreno Valley, CA. *Project Director.* MNS staff provide full-time and part-time staffing service to the city on a variety of planning task orders ranging from preparation of CEQA documents, on-call staffing support, peer review services, and long-range community planning support.

On Call Planning Services, City of Bradbury, CA. *Project Manager.* Under an on-call planning services contract, manages the design development, entitlement processing, and implementation of the Oak View Estates Specific Plan project.

On-Call Planning Services, City of Industry, CA. *Project Manager.* Under an on-call planning services contract, managed the day-to-day staffing in city offices, preparation of ordinances and code amendments, entitlement processing, and implementation of a variety of projects including the Puente Hills Mall expansion.

On-Call Planning Services, City of Lomita, CA. *Project Manager.* On an interim basis under an on-call planning services contract, serving as principal planner and managing the day-to-day planning operation, including entitlement processing and staff management.

City of El Segundo, CA. *Project Manager.* Trayci managed large/complex development projects and day-to-day case management. Assignments included:

- **Grand/Continental Campus Specific Plan (Mattel).** Preparing the Mattel Campus Specific Plan and processing all entitlements for this 12-acre multiuse corporate site.
- **540 East Imperial Avenue Specific Plan.** Processed the entitlements, prepared the Specific Plan, and managed the preparation of the environmental impact report (EIR) for this 5.65-acre project adjacent to Los Angeles International Airport. The project was a surplus school site approved for a 300-unit senior/assisted living housing project.
- **199 North Continental Boulevard Specific Plan.** Processed the entitlements and prepared the Specific Plan for this 2-acre project area located within the 10-acre Northrop Tower site.
- **888 North Sepulveda Boulevard Specific Plan.** Prepared the Specific Plan and processed all entitlements for a 3-acre multiuse project site.
- **Chevron Central Reliability Center and Tool Room/Instrument and Electric Shop.** Managed the preparation of the IS/MND and processed the entitlements for the Chevron El Segundo refinery upgrade project, located on a 10-acre portion of the existing refinery site.
- **Aloft Hotel/Cambria Suites.** Processed the entitlements and managed the preparation and adoption of an IS/MND

City of Laguna Woods, CA. *Project Manager.* Managed and processed entitlements on a variety of projects under an as-needed planning services contract.

City of Rancho Palos Verdes, CA. *Project Manager.* Served as contract manager for the city's View Restoration and Preservation Program and as a case planner for various proposed development projects.

Cities of Avalon, Big Bear Lake, Fountain Valley, Grand Terrace, Lake Forest, Loma Linda, Malibu, Redlands, Santa Monica, and Temecula, and Town of Apple Valley, CA. Served as contract planning staff responsible for processing land use entitlement applications, performing code enforcement, and performing other day-to-day planning department functions. In the environmental services area, Trayci managed and assisted with the preparation of environmental documents for cities throughout Southern California and Arizona, including:

- City of Los Angeles, Granada Hills-Knollwood District Plan Revision EIR; Alameda District Plan EIR; Los Angeles Community Plan Revision Program Master Environmental Assessment (MEA) and EIR
- City of Los Angeles Community Redevelopment Agency, Pico Union Block 6 EIR
- Los Angeles County, Golden Gate Theater EIR
- Bureau of Land Management, Cajon Pipeline EIR/Environmental Impact Statement (EIS)
- City of Whittier, Greenleaf Avenue Uptown Whittier EIR
- City of Santa Barbara, Long-Term Water Supply Project EIR
- City of Pasadena, General Plan EIR
- City of Irvine, General Plan EIR
- County Sanitation Districts of Los Angeles County, Intermodal Facility and Waste-by-Rail Disposal System EIR; Joint Outfall System 2010 Master Facilities Plan EIR
- City of Chino, Grove Avenue EIR; Majestic Spectrum EIR
- California State University, San Bernardino, Environmental Assessments (EA)
- City of Pomona, Pomona Regional Mall EA
- Town of Apple Valley, White Mountain Specific Plan EA
- City of Fontana, Fontana Landing Specific Plan EIR
- San Bernardino County Solid Waste Management Department, Yermo Landfill Closure Plan Initial Study

Emily Elliott, AICP

Planning, Zoning, Land Use

Firm
- MNS Engineers, Inc.

Areas of Expertise
- Land use consulting
- Housing policy and legislative compliance
- Public engagement
- Project/program management

Years of Experience
- 15

Certification
- American Institute of Certified Planners (AICP)

Education
- Master of Urban and Regional Planning, California Polytechnic University, Pomona, CA
- BA, Geography and Natural Resources Management, San Diego State University, CA

Professional Affiliations
- American Planning Association, California Chapter, Inland Empire Section, Director, 2023 - Present
- Association of Environmental Professionals, Inland Empire Chapter, Board Member 2018-2022

Speaking Engagements
- California State Conference of the American Planning Association, Riverside, 2024 - Panelist and Opening Plenary Speaker
- Women in Planning Summit, California Polytechnic University Pomona, March 2024
- Webinar: Know your Codes: An Introduction to the PSA and CEQA, American Planning Association Inland Empire Chapter, Riverside California, October 2023
- National Conference of the American Planning Association, San Diego, 2022
- California State Conference of the American Planning Association, Anaheim, 2022 - Panelist

As Community Planning Practice Lead at MNS Engineers, Emily Elliott, AICP, directs and grows a team of community planning consultants specializing in long-range and policy planning for public and private sector clients statewide. Emily leads the preparation of community planning and housing plans, manages projects to implement agency policies, and oversees diverse contract portfolios. A certified planner and active leader within the American Planning Association, Emily leverages her industry connections to stay at the forefront of emerging trends and best practices. With over 15 years of experience in California, her broad expertise in consulting and municipal service equips her with a nuanced understanding of agency, applicant, and public needs, enabling thoughtful, efficient, and collaborative project delivery. Her experience includes:

On-Call Planning Services, City of Banning, CA. *Project Manager.* Emily provided project management services to the City of Banning and was assigned to the Sunset Crossroads Specific Plan Project. Emily's role primarily involved reviewing draft planning documents and environmental review analysis and providing comment/feedback to the City and applicant.

On-Call Planning Services, City of Needles, CA. *Project Manager.* Emily oversaw a team of planners that provided remote municipal planning services to the City of Needles. The team ran a virtual planning counter, handled Q&A from the public, processed permits, plan checks, and land use entitlement, and performed peer review of environmental documents prepared by applicant consultants.

On-Call Environmental Planning Services, City of Redlands, CA. *Project Manager.* Emily managed the on-call contract with the City of Redlands where her team would prepare CEQA compliance documents for applicant-initiated development projects.

On-Call Planning Services, City of Calimesa, CA. *Project Manager.* Emily oversaw a team of planners that provided remote municipal planning services to the City of Calimesa. The City's need was for entitlement processing support for large industrial and residential projects.

On-Call Planning Services, City of Grand Terrace, CA. *Project Manager.* Emily oversaw a team of planners that provided both in-house and remote municipal planning services to the City of Grand Terrace. The City's need was for in-house planning counter and planning administration activities as well as entitlement processing support for industrial and residential projects.

REAP 2.0 Funded Housing Element Update Technical Assistance Program, San Bernardino County Transportation Authority, CA. *Program Manager.* The San Bernardino Transportation Authority (SBCTA) manages Regional Early Action Planning (REAP 2.0) funding and projects for San Bernardino County. The intent of the funding is to further local agencies efforts to plan for and permit housing. As contract manager, Emily is responsible for the work under the REAP 2.0 program including community planning and housing technical assistance, infrastructure projects and grant administration. Emily manages the contract, coordinates with individual agencies for the type and extent of assistance needed, arranges staff to service each agency, and provided oversight and quality control for the services rendered.

Zoning Ordinance Updates, Loma Linda, CA. *Project Manager.* The City of Loma Linda required updates to its zoning ordinance by adopting a new ordinance to address the requirements of California Senate Bill 684 which allows for the ministerial approval up to 10 single-family dwellings in multi-family zones. Emily researched the requirements of the bill and prepared a draft ordinance and internal agency checklist for use in reviewing applications. MNS prepared the staff report, ordinance, and public hearing presentation, which Emily gave to the Loma Linda Planning Commission and City Council where the ordinance was ultimately adopted.

Local Early Action Program implementation: Objective Design Standards and Application Checklists, City of Moreno Valley, CA. *Project Manager.* MNS supported the City of Moreno Valley with the implementation of its LEAP grant award by preparing Objective Design Standards for residential development. MNS also prepared legislative checklists for use by City staff and applicants for SB 9, SB 330, and FAQs (Frequently Asked Questions) about the permitting of Transitional and Supportive Housing.

General Plan Update: Support, City of Moreno Valley, CA. *Project Manager.* Emily is supporting the City of Moreno Valley with the adoption of its General Plan Update (GPU). The GPU was previously adopted but later challenged and overturned on the finding of fault with the environmental analysis. Emily's role is to directly aid the Planning Manager in reviewing the work of the project consultants responsible for revising the project Environmental Impact Report, and to perform supportive tasks as directed such as reconciling the draft GPU with newly enacted laws for which it must comply.

Winchester Community Plan VMT Fee Nexus Study, County of Riverside, CA. *Project Manager.* (06/2024 – 10/2024) MNS prepared the Nexus Study required by the Mitigation Fee Act in order for the County of Riverside to consider a VMT mitigation fee to be applied to the proposed Winchester Community Plan. The Nexus Study evaluated the proportional cost per square foot of single-family and multi-family development to fund identified VMT reduction projects.

As-Needed Project Management Services, City of Redlands, CA. *Project Manager.* Emily has served the City of Redlands as an as-needed Project Manager since January 2019. In this role, she is responsible for planning and land use activities affiliated with specific development proponents. The objective of these services is to provide efficient and streamlined processing of land use entitlements and facilitation of inter-agency coordination. In addition to managing individual development projects, Emily managed the administration of the contract and was responsible for involving and managing additional staff as necessary. Auxiliary services included historic architectural reviews and technical specialty support.

6th Cycle Housing Element Update, City of Redlands, CA. *Project Manager.* In addition to managing the project, Emily led the community engagement efforts for the City and presented updates to local decision-makers. Having a full and detailed knowledge of the city, Emily contributed extended analysis of the City's historical development patterns, voter measures, and political landscape, and she worked with City staff to craft customized programs to address their unique challenges. Project management responsibilities included overseeing the project schedule, budget, workflow, and staffing, and engaging regularly with the client to maintain open, clear communication. With a previous firm, Emily successfully achieved certification for the 6th Cycle Housing Element Update with technical advisory support from Veronica Tam and Associates (VTA).

Jeffrey Graham, LEED Green Associate

Planning, Zoning, Land Use

Firm
- MNS Engineers, Inc.

Areas of Expertise
- Agency staffing
- Project management/ project management support
- Land use planning
- Public agency entitlement processing
- Community outreach,
- Ordinance development and amendments
- Process improvements
- Coastal zone projects
- Long-range planning

Years of Experience
- 9

Certification
- LEED Green Associate, No. 0010925784

Education
- BS, Community and Regional Development, University of California, Davis, CA

Affiliations
- Vice Director of Administration, American Planning Association, Los Angeles Section

Awards
- Sacramento Valley Section Award, California Planning Foundation

Mr. Graham has a diverse background with over nine years of experience providing planning and staff augmentation services for jurisdictions throughout California and Arizona. Jeffrey's planning expertise includes agency staffing, project management and support, land use planning, public agency entitlement processing, community outreach, ordinance development and amendments, process improvements, coastal zone projects, and long-range planning. His experience includes:

City of San Juan Capistrano, CA. *Senior Planner.* Recently served as Senior Planner with responsibilities including performing plan checks, writing staff reports for discretionary applications (Conditional Use Permits, Architectural Control permits, grading permits, and zone variances), and taking projects to the Planning Commission and/or Zoning Administrator.

City of Palos Verdes Estates, CA. *Senior Planner.* Responsibilities included providing counter service, writing staff reports for discretionary applications (Conditional Use Permits, Neighborhood Compatibility Applications, Grading Permits, Coastal Development Permits, and wireless permits), performing plan checks, preparing and presenting projects to the planning commission and city council, and updating city ordinances.

City of Rolling Hills Estates, CA. *Senior Planner.* Recently served as Senior Planner for the City of Rolling Hills Estates with responsibilities including performing plan checks, writing staff reports, and creating maps and models in ArcGIS for the city's Zoning Code update.

Santa Clarita Town Center Specific Plan, City of Santa Clarita, CA. Provided research and technical assistance.

Entitlement Process Assessment Report, City of Rancho Palos Verdes, CA. *Project Manager.* Provided an assessment of the city's planning entitlement processes and identified opportunities to streamline review periods, improve clarity for property owners and other customers, and enhance internal organizational efficiency and effectiveness. Responsibilities included reviewing the city's planning entitlement processes, discussing possible process improvements with city staff, and producing a memorandum of findings and solutions.

City of Hawthorne, CA. Prepared staff reports, resolutions, and an ordinance for a General Plan Amendment and Zone Change.

Annual Housing Progress Report, City of Santa Fe Springs, CA. Collected and analyzed a year's worth of housing data.

Grant Application, City of Signal Hill, CA. Prepared a $65,000 LEAP (Local Early Action Planning) grant application.

City of Hawthorne, CA. Drafted the City's Accessory Dwelling Unit ordinance.

City of Signal Hill, CA. *Associate Planner.* Provided services for special projects related to SB2 funding.

General Plan Amendment, City of California City, CA. *Project Planner.*

City of Rolling Hills, CA. Assisted with policy research and formulation for the Estates General Plan Update.

City of Sausalito, CA. *Associate Planner and Team Project Manager.* Provided services for this on-call contract managing a variety of complex, large-scale projects, provided overload counter assistance, wrote staff reports, performed plan checks, and managed two Assistant Planners.

City of Santa Ana, CA. *Associate Planner.* Responsibilities included providing counter service, writing staff reports, and performing plan checks.

City of Pasadena, CA. *Associate Planner.* Responsibilities included counter service, performing plan checks, and project reviews to entitlements.

City of Elk Grove, CA. *Assistant Planner.* Responsibilities included processing entitlement applications, including sign permits, zoning clearances, minor design reviews, and tentative map extensions.

City of Monrovia, CA. *Senior Planner.* Responsibilities included counter service, writing staff reports, and performing plan checks.

City of Signal Hill, CA. Gathered and organized data for the General Plan Annual Progress Report.

City of Bradbury, CA. Assisted in updating the design guidelines and specific plan for Oak View Estates.

East Area One Specific Plan, City of Santa Paula, CA. Processed plan checks.

Pinal County, AZ. Reviewed preliminary and final subdivision and landscape plans.

Objective Design Standards, City of Monterey, CA. *Project Manager.* Served as project manager and lead planner for the project. The team developed Objective Design Standards to comply with California Senate Bill 35 (SB 35) which requires ministerial approval for affordable multi-family housing projects. Based on City direction, the team also converted goals and policies within three existing specific plans (Downtown Specific Plan, North Fremont Specific Plan, and Lighthouse Specific Plan) to Objective Design Standards and tailored them to comply with the City's municipal code requirements. The design standards include site planning, parking, landscape, lighting, building design, and architectural style standards.

Objective Design Standards, Riverside County, CA. *Project Planner.* Served as project planner for the project. The team developed Objective Design Standards to comply with California Senate Bill 35 (SB 35) which requires ministerial approval for affordable multi-family housing projects. The design standards will include site planning, parking, landscape, lighting, building design, and architectural style Standards.

Accessory Dwelling Units Program, San Bernardino County (SBCTA), CA. *Project Planner.* Served as a project planner for the project. The team assisted SBCTA with the ADU program that will help the communities in the San Bernardino County area. The project included developing a toolkit of policies and programs for use by various communities to include in their housing elements. MBI also participated in planning commissioners' meetings to provide updates on the projects. The team also developed plan sets for 13 ADUs varying from studio to two-bedroom configurations. Additionally, Michael Baker developed Objective Design Standards that can be customized by the cities based on their needs.

Joshua Reece, PhD

Biological Resources

Firm
- MNS Engineers, Inc.

Areas of Expertise
- Special-status species
- CEQA/NEPA
- Wetland delineation
- Permitting compliance
- Environmental regulations and compliance
- Wildlife agency coordination

Years of Experience
- 21

Education
- PhD, Ecology and Evolutionary Biology, Washington University in Saint Louis, MO
- MS, Biology, University of Central Florida, FL
- BS, Biology, University of Central Florida, FL

Affiliation
- The Wildlife Society

Awards
- 2019 Science Communication Ambassador Award, National Park Service
- 2016 Sam D. Hamilton Award for Transformational Conservation Science, US Fish and Wildlife Service

Dr. Reece is an accomplished natural resource professional with over 21 years of experience in biology and project management. Joshua has published over 20 peer reviewed scientific papers and is well-versed in studying the needs and habitats of special-status species. His experience includes various investigations, surveys, vulnerability assessments, excavations, and analyses related to species such as Yosemite toads, California tiger salamanders, San Joaquin kit foxes, and special-status plants. Additionally, Joshua is knowledgeable on local, state, and federal environmental regulations and specializes in preparing CEQA and NEPA documents, coordinating wetland delineations, and ensuring environmental compliance. To maintain consistent survey and mitigation standards, he effectively collaborates with local and national wildlife agencies. His experience includes:

Various Solar Projects, Fresno, Kings, Kerns, Sacramento, and San Bernardino Counties, CA. *Environmental Compliance Manager.* Joshua was responsible for leading, coordinating and advising on permitting, entitlement, and mitigation pathways and strategies; coordinating and consulting with wildlife agencies; managing the development and execution of environmental, biological renaissance, and special-status species surveys; and maintaining environmental compliance through the construction phases of various solar projects with up to 15,000 acres of solar installation.

Gavilan College and Fairview Corners, San Benito County, CA. *Environmental Compliance Manager.* Joshua was responsible for the coordination of environmental permitting and ensuring compliance during construction phases for two key developments: the Gavilan College San Benito campus and Fairview Corner suburban residential area.

Road Improvement Project in Panoche Hills, Fresno County, CA. *Environmental Compliance Manager.* Prior to and during construction, Joshua was responsible for coordinating biological reconnaissance and special-status species surveys. Species observed and documented included giant kangaroo rats, blunt-nosed leopard lizards, Mohave ground squirrels, and local plants.

Routine Maintenance Activities, Fresno Metropolitan Flood Control District, CA. *Environmental Compliance Manager*. Joshua was responsible for conducting surveys and writing reports in compliance with Lake and Streambed Alteration Agreements.

Commercial and Residential Development Projects, Central Valley, CA. *Environmental Compliance Manager*. Joshua conducted biological surveys for various large- and small-scale projects in the Central Valley. For these projects, he wrote reports in compliance with CEQA/NEPA requirements.

Ally Jackson

Regulatory Permitting

Firm
- MNS Engineers, Inc.

Areas of Expertise
- Regulatory permitting
- Biology

Years of Experience
- 7

Education
- BS, Environmental Management and Protection, Sustainable Environments Minor, California Polytechnic State University, San Luis Obispo

Professional Development
- Basic Wetland Delineation, Wetland Training Institute, Inc. Sacramento, CA

Affiliations
- Association of Environmental Professionals
- American Planning Association

Ms. Jackson has over seven years of experience in environmental regulation. Ally's roles include preparing CEQA and regulatory compliance documents under the Clean Water Act, Sections 404 and 401; the federal Endangered Species Act, Sections 7 and 10; California Coastal Act; California State Porter-Cologne Act; California Endangered Species Act; and California Fish and Game Code Sections 1600–1616. She also has experience conducting nesting bird and rare plant pre-construction surveys, as well as delineating jurisdictional waters. Her experience includes:

CEQA Update Procedures Project, Riverside County Flood Control and Water Conservation District, CA. *Environmental Analyst.* This project develops environmental document templates to help streamline the CEQA process for various district projects. Ally's responsibilities include developing a Master Mitigation Monitoring and Reporting Plan that incorporates standard mitigation measures for each environmental topic set forth in Appendix G of the CEQA Guidelines. In addition, Ally is responsible for the development of a CEQA Standard Operating Procedures Manual. The manual is intended to clearly identify each step in the district CEQA process for use by district staff and consultants, as well as the policies and procedures which must be followed to determine the appropriate CEQA document type.

Ardis Project, Highpointe Communities, Riverside County, CA. *Environmental Permit Coordinator and Analyst.* This project is a residential development proposed on existing undeveloped land in Riverside County. Ally's responsibilities included preparing a jurisdictional delineation report and a Determination of Biologically Equivalent or Superior Preservation report. Ally is also responsible for preparing the permit applications for 404 and 401 of the Clean Water Act and Section 1602 of the Fish and Game Code for construction activities.

Moreno Valley Farm Bureau-Riverside County Farm Bureau, Foremost Pacific Group, Moreno Valley, **CA.** *Environmental Analyst.* This project is a residential development on 9.32 acres of undeveloped land. Ally responsibilities included preparing an administrative draft IS/MND and coordinating with the city to prepare a final report.

Los Alamos and Lincoln Residential California Environmental Quality Act (CEQA), Esoteric Homes, Riverside County, CA. *Environmental Permit Coordinator and Analyst.* This project prepared an IS/MND and supporting technical studies analyzing the development of 35 single-family homes. Fieldwork was conducted early to allow the client to design the site around biological constraints. The MNS team streamlined permitting and entitlement for the project by identifying a habitat area and providing limits, allowing the client to adjust plans accordingly and avoid additional permits and compensatory mitigations. Ally's responsibilities include conducting the jurisdictional delineation of state and federal waters, managing and authoring the biological resources report, and preparing the 404 Nationwide Permit, 401 Water Quality Certification, and 1602 Streambed Alteration Agreement applications.

Deteriorated Pole Replacement Program, Southern California Edison, San Luis Obispo, CA. *Staff Biologist.* Ally was responsible for performing biological and wetland desktop reviews to support vegetation management and construction activities related to utility work; carrying out biological surveys and monitoring before the start of construction; overseeing the wetlands team focused on vegetation management and construction support for a major utility client; training new employees on how to conduct environmental reviews as part of the program; preparing habitat assessments, jurisdictional delineation reports, and draft permits for the California Department of Fish and Wildlife (CDFW); collaborating on scheduling field activities with subcontractors, ensuring that timelines set by the client are met; and employing Excel and ArcGIS software to analyze data and assess potential environmental impacts.

Vegetation Management Project, Southern California Edison, Lake Arrowhead, CA. *Consulting Utility Forester.* Ally was responsible for identifying, inspecting, and evaluating vegetation along utility lines; notifying customers about vegetation management; obtaining work authorization of vegetation management with private, local, state, and federal landowners; submitting inspection results and recommendations for remediation to utility clients; evaluating and providing mitigation efforts to habitat and special status species near utility poles; collecting data using GIS and planning software; and implementing remediation efforts to fire hazards cause by hazardous vegetation.

Various Projects, Los Angeles, CA. *Environmental Consultant.* Ally assisted various clients in the Los Angeles area in the preparation of Phase I environmental assessment reports. These reports were often prepared for gas stations and commercial buildings. Ally was responsible for gaining and applying knowledge on subsurface investigation, subsurface soil, and groundwater remediation; conducting on-site evaluation to identify possible environmental hazards; performing field work, including reviewing agency files, analyzing historical data, and examining relevant databases; evaluating environmental practice to ensure compliance with local laws, codes, and regulations; and acquiring a solid understanding of general plan development, land-use planning, zoning, and building codes.

Mello Dee Hrdlicka

Biological Resources

Firm
- MNS Engineers, Inc.

Areas of Expertise
- Biological surveys
- Special-status species surveys
- Small mammal trapping
- Permitting
- Monitoring

Years of Experience
- 6

Certifications
- CDFW Memorandum of Understanding (MOU) San Bernardino Kangaroo Rat (SBKR), No. S-210670003-21069-001
- USFWS 10(a)1(A) Recovery Permit, No. ES-068799-6.2: San Bernardino kangaroo rat

Education
- BS, Biology, Cal Poly Pomona, CA

Professional Development
- Wetland Delineation, Wetland Training Institute, Inc., Orange County January 2023
- Western Burrowing Owl Workshop, Coastal Training Program Elkhorn Slough National Estuarine Research Reserve, July 2022
- WFVZ Nest and Eggs class, WFVZ Bird Museum and Research Center, March 2022

Ms. Hrdlicka is a senior biologist with over six years of experience in the upper Santa Ana River watershed. Mello's roles have included small mammal trapping targeting the endangered San Bernardino kangaroo rat (SBKR), construction monitoring, nesting bird surveys, rare plant surveys, and other special-status species survey such as burrowing owl, least Bell's vireo, California gnatcatcher, Stephens' kangaroo rat, and desert tortoise. Her areas of expertise include small mammals and birds, and she was formerly permitted by the USFWS and CDFW to conduct protocol surveys for SBKR. She is also familiar through field work and training with burrowing owl ecology and how to identify and delineate jurisdictional waters (including wetlands). Her experience includes:

Santa Ana River Enhanced Recharge 1B Project, San Bernardino Valley Municipal Water District, San Bernardino County, CA. *Senior Biologist.* As a senior biologist, she conducted burrow mapping, trapping, holding and care, relocation, telemetry and construction monitoring for San Bernardino kangaroo rat. During this time directly observed 30 SBKR, including males and females, adults and juveniles, reproductive and nonreproductive individuals. Construction monitoring involved coordination with construction crews, preparing daily monitoring logs, and providing guidance for maintaining compliance with client requirements and any pertinent permits. Conducted pre-construction nesting bird surveys (including eagles/raptors) and special-status species (California gnatcatcher, least Bell's vireo).

Deteriorated Pole Replacement Program, Southern California Edison, San Bernardino, and Los Angeles Counties, CA. *Wildlife Biologist.* As a wildlife biologist, she conducted biological surveys for rare plants, nesting birds (including eagles/raptors), and special-status species (burrowing owl, least Bell's vireo, California gnatcatcher, SBKR, Stephens' kangaroo rat, and desert tortoise), as well as construction monitoring (including specialty monitoring in areas where jurisdictional waters were present). Construction monitoring involved coordination with construction crews, preparing daily monitoring logs, and providing guidance for maintaining compliance with client requirements and any pertinent permits.

Lake Mathews Multi-Species Reserve, Weed Abatement and Fire Management Implementation, Metropolitan Water District of Southern California (MWD), CA. *Field Biologist.* As a field biologist, she

conducted biological monitoring for weed abatement and fire management activities in Stephens' kangaroo rat habitat areas Along with Stephens' kangaroo rat, notable species found in the reserve include the California gnatcatcher, Bell's sparrow, San Diego horned lizard, orange-throated whiptail, Payson's jeweflower and Parry's spineflower.

Bear Creek Golf Club, Slaughterhouse Creek Revegetation Project, Riverside County, CA. *Restoration Ecologist.* As a restoration ecologist, assisted in conducting annual quantitative sampling of the revegetation site and an adjacent reference site using line-intercept transects to assess the progress of the revegetation area relative to the percent survival, percent cover and tree height performance standards specified in the U.S Army Corps of Engineers permit. This two-acre riparian and upland revegetation project served as mitigation for impacts to Slaughterhouse Creek.

County of Los Angeles Department of Parks and Recreation (DPR), Biological Survey of Devils Punchbowl, Los Angeles County, CA. *Field Biologist.* As a field biologist, assisted in gathering biological data to support a Special Use Permit application from the U.S. Forest Service Angeles National Forest (ANF) for the 1,310-acre Devils Punchbowl County Park and the 341-acre Placerita Canyon State Park. Her responsibilities included reviewing and updating existing biological information, including plant community mapping and rare plant habitat assessment. A report was provided to the County DPR that included a plant community map, floral and faunal compendia, results of the habitat assessment for rare plants and animals, and an application for the Special Use Permit.

Caltrans, Native Grass Evaluation Pilot Program, Yuba, Fresno, Monterey, San Luis Obispo, and Riverside Counties, CA. *Field Biologist.* As a field biologist she was responsible for monitoring five grass test sites statewide. Treatments at each test site included hydroseeding, drill seeding, imprinting, planting native grass plugs at varying densities, planting native grass sod, the addition of mycorrhizal inoculant and native grass straw, and varying weed control methods. This statewide test involved assessing the success of native roadside plantings. The purpose of this program was to develop seed mixes and/or plant palettes using native plants to meet Caltrans' goal of reducing herbicide use by 80% by 2012, reducing fire risk, and reducing stormwater runoff.

Federal Highways Administration (FHWA) and Transportation Corridor Agencies (TCA), South Orange County Transportation Infrastructure Program (SOCTIIP) EIS and Subsequent EIR, Orange and San Diego Counties, CA. *Field Biologist.* As a field biologist she was responsible for conducting rare plant surveys, including the federally threatened and state-endangered thread-leaved brodiaea, and general botanical surveys. Proposed transportation improvements include alternatives to widen I-5, arterial road improvements, and a number of new toll road corridors which would include southerly extensions of the existing Foothill Transportation Corridor (FTC).

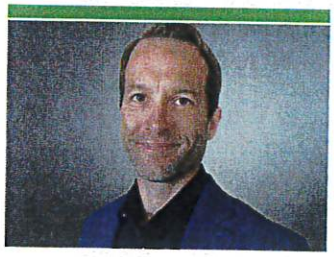
Metropolitan Water District of Southern California (MWD), Inland Feeder Pipeline Streambed Monitoring Project, San Bernardino and Riverside Counties, CA. *Field Biologist.* As a field biologist she was responsible for the Biological Monitoring Program on the tunnel reaches of the Inland Feeder water pipeline project to determine if dewatering was an issue. She implemented standardized methodology for the collection of plant water potential and soil moisture content data. This data provided an opportunity to assess the condition of streamside vegetation dependent on groundwater and springs. More intensive data collection was initiated when groundwater features exhibited a construction-related response

Metropolitan Water District of Southern California (MWD), Inland Feeder Pipeline Project, Riverside and San Bernardino Counties, CA. *Field Biologist.* As a field biologist she was responsible for providing biological construction monitoring services to ensure compliance with mitigation measures and requirements of the U.S. Fish and Wildlife Service Biological Opinion and the CDFW/USACE permit. Construction monitoring involved coordination with construction crews, preparing daily monitoring logs, and providing guidance for maintaining compliance.

San Bernardino County Flood Control District, San Bernardino Kangaroo Rat Monitoring Program, San Bernardino County, CA. *Field Biologist.* As a field biologist she was responsible for conducting small mammal trapping at a number of permanent grids established within alluvial fan sage scrub of the Santa Ana River, Mill Creek, Lytle Creek, and Cajon Wash. All rodent species captured, including SBKR, were identified to species, sexed, weighed, measured (body, tail, ear, hind foot), and ear tagged. In addition to SBKR, special-status species capture included Los Angeles pocket mouse, desert woodrat, and San Diego pocket mouse.

Reilly Murphy, RPA

Archeology/Paleontology



Firm
- MNS Engineers, Inc.

Areas of Expertise
- Cultural Resource Management
- Archaeology
- Anthropology
- Shell and stone bead analysis
- Fire altered rock analysis

Years of Experience
- 16

Certification(s)
- Registered Professional Archaeologist (RPA), No. 36341384

Education
- MA, California State University, Los Angeles, CA
- BA, University of California, Los Angeles, CA

Affiliations
- Society for California Archaeology (SCA), Member
- Society for American Archaeology (SAA), Member
- San Luis Obispo County Archaeological Society (SLOCAS), Board Member

Mr. Murphy has over 16 years of experience in archaeological surveys and excavations. He has experience working in diverse landscapes, including California's coast, mountains, and deserts; the Great Basin; and the American Southwest. He is proficient in managing Phase I through Phase III investigations and providing cultural resource monitoring for various infrastructure and utility projects. His experience includes leading fieldwork, writing comprehensive reports, conducting research, and performing surveys and subsurface testing. Skilled in analyzing various materials such as lithics, shell, pottery, bone, and basketry, he also studied precolonial ceramic vessels at the University of California, Los Angeles Fowler Museum for a year and has contributed to professional symposiums on archaeological topics. He is also familiar with Section 106 of the National Historic Preservation Act, having previously served as a federally contracted archaeologist at Fort Hunter-Liggett. His experience includes:

Cultural Resources Monitoring for the Scenic Road Pipeline Replacement Project, Carmel Area Wastewater District, CA. *Principal Investigator.* This project aims to enhance the reliability of the wastewater system through the repair and replacement of sewer mains. This project required California Environmental Quality Act (CEQA) compliance, given the project site includes five archaeological areas and the district adopted an Initial Study/Mitigated Negative Declaration (IS/MND). Reilly's team's evaluated previous research and existing mitigation strategies. They are currently providing cultural resource awareness training and monitoring services and working closely with tribal groups interested in adopting the Native American Monitoring Schedule detailed in the mitigation plans. Reilly's responsibilities included managing the Cultural Resources Monitoring Program.

Cultural Resource Services for 478 Hinds Avenue, City of Pismo Beach, CA. *Principal Investigator.* This project involved the investigation of a residential development parcel within a known archaeological site. This project proposed to demolish a single-family unit and construct three residential units. Reilly's team provided a Phase II cultural resource evaluation and archaeological monitoring of the site. The 2020 investigation involved archival research and subsurface testing, revealing sparse and heavily disturbed cultural deposits with no intact archaeological features. Additionally, modern trash was found during excavation. The investigation concluded that the site is

not an intact archaeological deposit in this area. In 2023, the team provided cultural resource monitoring services during construction to comply with California Environmental Quality Act (CEQA) and city guidelines, following a detailed monitoring plan that required halting work if resources were found during construction. The plan also detailed procedures for managing cultural resources, including guidelines for excavation, sampling, and treatment. After completion, the team submitted a report confirming all CEQA requirements were fulfilled. Reilly's responsibilities included managing the Phase II Cultural Resources Evaluation and Monitoring Program.

Phase I, Extended Phase I, Phase II, and Cultural Resource Monitoring for Various Projects, Santa Cruz, San Luis Obispo, Monterey, Santa Barbara, and Kern Counties, CA. *Field Director/Principal Investigator.* Reilly has led various complex cultural resource studies and projects as a Field Director and/or Principal Investigator. These studies involved examining precolonial, historic-era, and multicomponent sites and were carried out to meet regulatory requirements under California Environmental Quality Act (CEQA), National Environmental Policy Act (NEPA), and Sections 106 and 110 of the National Historic Preservation Act (NHPA). Reilly prepared the cultural resource reports and regularly performed specialized laboratory analyses for these projects.

Cultural Resource Inventory of the Temblor Range in the Special Recreation Management Area, Bakersfield Field Office, Bureau of Land Management, Kern and San Louis Obispo Counties, CA. *Crew Chief.* This Class III cultural resources survey and inventory project covered 2,480 acres of the Special Recreation Management Area (SRMA) in the Temblor Mountain Range. The study sought to identify archaeological sites, historic structures, and other cultural resources potentially vulnerable to impacts from livestock grazing, oil development, and recreational use. The work involved a thorough review of existing cultural resource data, a comprehensive archaeological survey of the entire project area, and detailed documentation of sites, isolated artifacts, and historic features. Managerial recommendations were also developed to help ensure the long-term protection of these resources. Conducted in accordance with the National Environmental Policy Act (NEPA) and Sections 106 and 110 of the National Historic Preservation Act (NHPA), the findings provided the Bakersfield Field Office of the Bureau of Land Management (BLM) with critical insights to support informed decision-making on cultural resource management within the SRMA.

Cultural Resource Extended Phase I and Phase II Investigations at the County Services Area No. 23-Atascadero Mutual Water Company Intertie Project, County of San Luis Obispo, CA. *Crew Chief.* The Extended Phase I and Phase II field investigations were conducted to support the county in managing cultural resources and evaluating potential impacts associated with the proposed intertie project. The Extended Phase I survey concentrated on identifying and documenting potentially significant cultural resources within the project area. Building on those results, the Phase II investigation assessed the significance of identified cultural resources and their potential to be affected by project activities. Both investigations informed the environmental reviews which were written in compliance with National Environmental Policy Act (NEPA) and Section 106 of the National Historic Preservation Act (NHPA). Together, these efforts offered the San Luis Obispo County Planning and Building Department critical insight into both archaeological constraints and opportunities tied to the Intertie Project.

AT&T Communication Line Installation Projects, Apex TITAN, Inc., San Luis Obispo County, CA. *Crew Chief.* Multiple fiber optic cable installation projects required Phases I through III cultural resource assessments and an environmental review. Reilly's responsibilities included agency coordination, tribal consultation, background research, field survey, and excavation. He collaborated with local governments and Native American stakeholders to ensure cultural concerns were addressed from the outset. Fieldwork involved pedestrian surveys across project areas, preparation and updates of cultural resource site records, and targeted test excavations to identify the significance of resources and measure potential impacts. Since the project areas occurred within the Caltrans right-of-way (R/W), Caltrans reviewed and approved each stage of fieldwork, environmental reporting, and documentation. Reilly drew upon his familiarity with Caltrans' cultural resource protocols for these projects, including cultural resource identification and evaluation, historical context development, tribal engagement, survey execution, and reporting standards outlined in the *Standard Environmental Reference, Volume 2: Cultural Resources*.

Zhe Chen, LEED Green Associate

Senior Air Quality/Noise Analyst

Firm
- MNS Engineers, Inc.

Areas of Expertise
- CEQA guidelines
- Climate action planning
- GHG reduction measures
- Noise mitigation
- Emissions and air dispersion modeling
- Sustainability strategies
- Technical reports

Years of Experience
- 9

Certifications
- LEED Green Associate, No. 11107135
- ZERMOD Air Dispersion Modeling Technician, Lakes Environmental
- Certified Associate in Project Management (CAPM), Project Management Institute (PMI)
- Competent Communicator, Toastmasters International,
- Applied Data Science with Python Specialization, Coursera
- Data Science Methodology in Action using Dataiku, Udemy

Education
- MBA, Paul Merage School of Business, University of California, Irvine, CA
- MS, Environmental Engineering and Science, Stanford University, CA
- BS, Chemistry, Peking University, Beijing, China

Ms. Chen is a seasoned environmental project manager with over nine years of experience leading impactful consulting projects focused on air quality, climate change, and noise mitigation. She excels in managing cross-functional teams across multiple offices, directing complex environmental impact analyses, and driving sustainability initiatives that help California jurisdictions meet greenhouse gas (GHG) reduction targets. Known for her strong critical thinking, communication, and leadership skills, Zhe fosters collaborative team environments through creative problem-solving and continuous feedback. Her expertise spans regulatory research, emissions modeling, climate action planning, and developing efficient data management tools to optimize project delivery. Her experience includes:

Well and Water Treatment Plant Project IS/MND, California Water Service Company (Cal Water), Long Beach, CA. *Senior Air Quality and Noise Specialist.* This project outlines plans to establish a new on-site water well and treatment facility, complemented by upgrades to utility infrastructure located within the rights-of-way (R/W) of nearby roads. Together, these enhancements are designed to strengthen and ensure a more dependable water supply for the northern sector of Cal Water's Dominguez District service area. Zhe assisted in the preparation of an IS/MND and a series of specialized technical analyses.

Peck Water Conservation Basin Outlet Modification Project Technical Memorandums, Los Angeles County, CA. *Project Manager.* Situated within an unincorporated area of Los Angeles County and adjacent to Arcadia and El Monte, the project focuses on modernizing existing water infrastructure. Specifically, it calls for the removal of the current Spreading Basin outlet structure and the installation of a new configuration designed to lower the intake elevation. This project required CEQA technical studies to guide environmental review and ensure full regulatory compliance.

Tumbleweed Energy Storage Project Technical Studies, Kern County, CA. *Project Manager and Senior Air Quality and Noise Specialist.* The project proposed the development of a large-scale renewable energy and storage facility designed to enhance regional grid reliability. Key components include the installation of a 125-megawatt (MW) battery energy storage system (BESS) and a 2 MW photovoltaic (PV) solar generation facility. Additionally, a new one-mile overhead generation tie (gen-tie) line would be constructed to connect the

project site to the Desert Flower Substation. Once operational, the system will provide energy storage services by receiving and storing electricity during periods of low demand and subsequently transmitting the stored energy back to the grid through the existing Southern California Edison (SCE) Whirlwind Substation. Zhe assisted in the preparation of various technical studies for the project.

Southern California Logistics Airport (SCLA) Specific Plan Amendment Subsequent Environmental Impact Report (EIR), City of Victorville, CA. *Senior Air Quality and Noise Specialist.* The project aligns with the city's established Priority Development Area, a designated growth area exceeding 2,000 acres identified to accommodate planned urban expansion within five phases over 25 years. Zhe assisted in preparing the EIR for this project.

Providence Pointe Specific Plan EIR Addendum, City of Fontana, California. *Senior Air Quality and Noise Specialist.* This project reassessed Planning Area 1 of the Specific Plan which initially identified this area for commercial and retail development through an EIR Addendum. The addendum analyzed a revised land use scenario involving the development of a 96-unit single-family residential community on Planning Area 1. Zhe assisted in preparing the EIR Addendum for this project.

Pico Rivera Warehouse Project IS/MND, City of Pico Rivera, CA. *Senior Air Quality and Noise Specialist.* This project plans the development of a modern industrial and commercial complex on a 19.06-acre site. The goal of this project is to stimulate economic activity, generate local employment, and contribute to municipal revenue, aligning with the city's General Plan vision for the area. Central to the plan is the construction of a 357,903-square-foot building designed to accommodate warehousing, distribution, and office functions. This facility would be supported by 393 surface parking spaces to serve employees and visitors. In addition, the project includes a 2,500-square-foot print shop, complemented by 29 dedicated parking spaces. Site improvements also feature 22 bicycle parking spaces and approximately 85,710 square feet of landscaped areas to enhance the overall aesthetic and environmental quality of the development.

Roma Stromberg

Senior Noise Analyst

Firm
- MNS Engineers, Inc.

Areas of Expertise
- CEQA/NEPA documentation
- Environmental analysis

Years of Experience
- 31

Education
- BA, Geography – Urban Planning and Transportation, San Diego State University, CA
- MS, Environmental Management, West Coast University, CA

Affiliations
- Association of Environmental Professionals (EAP)
- American Planning Association (APA)
- Institute of Noise Control Engineering (INCE)

Ms. Stromberg has over 31 years of experience working as an Environmental Planner and a noise and air quality analyst. Roma's expertise is in preparation of technical noise and air quality studies as well as CEQA and NEPA documentation. Roma has prepared and managed numerous documents including environmental impact reports, environmental impact statements, mitigated negative declarations, environmental assessments, and technical noise and air quality studies. She has also conducted field monitoring for wetland, wildlife, and noise mitigation compliance. Having a broad range of experience, Roma excels at the more technical aspects of environmental analysis and quickly adapts to new lead agency, responsible agency, and state environmental policy act requirements.

A skilled project manager, Roma provides consistent, accurate, and reliable environmental planning and technical study results for complex projects and situations. She develops work plans; negotiates budgets; provides daily team management, subcontractor oversight, cost/schedule control, finds solutions; leads the identification and development of technically and economically feasible mitigation measures; and maintains effective client liaison to lead the generation of project reports and recommendations that are clear, scientifically defensible, and able to withstand scrutiny by citizen oversight boards and regulatory agencies. Roma is adept at presenting environmental project status reports and recommendations at client and public meetings. Roma's skills also include noise monitoring, data compilation, SoundPLAN, TNM, FHWA, FTA, RCNM, CREATE sound modeling, and CalEEMod air quality modeling. Her experience includes:

Shasta Lake General Plan Update, City of Shasta, CA. *Environmental Justice Lead.* The Shasta Lake General Plan Update project aims to assess and address the noise impacts associated with the build-out of the General Plan in the City of Shasta Lake. Roma Environmental, LLC collaborated with City staff and consultants to conduct field noise measurements and gather relevant data for incorporation into a comprehensive report. Using advanced modeling techniques such as SoundPLAN, FHWA Worksheets, and stationary noise sources analysis, the team evaluated existing and future noise levels, including traffic-related noise. Based on their findings, Roma Environmental provided programmatic mitigation measures and recommendations regarding land use compatibility to ensure a harmonious environment for

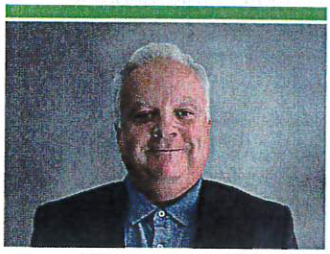
residents. Additionally, Roma worked closely with staff in developing Goals and Policies for the Noise Element of the General Plan.

Isleton General Plan Update, City of Isleton, CA. *Environmental Justice Lead*. The Isleton General Plan Update project involved conducting a comprehensive noise study for the City of Isleton. As part of this project, Roma Environmental collaborated with City staff and consultants to determine the desired scope of work and level of detail. Field noise measurements were conducted, and the data collected was incorporated into the report. Representative construction noise modeling scenarios were analyzed to identify potential impacts and provide programmatic mitigation measures. Additionally, future noise levels associated with the build-out of the General Plan were modeled using the SoundPLAN noise model. Existing and projected traffic noise levels were assessed using FHWA Worksheets. Recommendations regarding future traffic noise and land use compatibility were provided, along with modeling stationary noise sources and offering corresponding recommendations as necessary. Throughout the project, coordination with staff in developing Goals and Policies for the Noise Element was a necessity.

Grand Terrace Plan Update, City of Grand Terrace, CA. *Environmental Justice Lead*. The Grand Terrace General Plan Update is a comprehensive project undertaken by Roma Environmental, LLC to assess and address noise-related issues in the City of Grand Terrace. This project aims to provide an updated Noise Element for the city's General Plan, ensuring that future development and land use decisions are compatible with noise regulations and standards. The team at Roma Environmental collaborated closely with City staff and consultants to conduct field noise measurements, analyze existing noise levels, model future noise scenarios using the SoundPLAN software, and identify potential impacts associated with the build-out of the General Plan. Additionally, they recommended programmatic mitigation measures to minimize adverse effects on residents' quality of life. Throughout the project, Roma Environmental will work towards developing Goals and Policies for the Noise Element in coordination with city officials. By leveraging their expertise in environmental planning and technical analysis, Roma Environmental aims to deliver scientifically defensible recommendations that can withstand scrutiny from regulatory agencies and citizen oversight boards.

Damien Delany

Economic Development Lead



Firm
- MNS Engineers, Inc.

Areas of Expertise
- Project management
- Community development
- Community Development Block Grants (CDBG)
- Planning
- HUD regulations
- Integrated Disbursement and Information Systems (IDIS) reporting
- Department of Real Estate approval process

Years of Experience
- 40

Education
- BS, Regional Development and Urban Planning, University of Arizona, Tucson, AZ
- Master's Certificate, Applied Program Management, Villanova University, Villanova, PA

Professional Development
- Basically CDBG Program
- Building HOME Partnership Training

Affiliations
- National Association of Housing and Redevelopment Officials

Mr. Delany has over 40 years of experience in the planning field. Damien has worked for a nonprofit housing corporation and major private residential and commercial developers and as a planning and community development consultant. In addition, he has worked on numerous community development projects in Southern California and has coordinated the work of technical staff and subconsultants and administered Community Development Block Grant (CDBG), Home Investment Partnerships (HOME), Affordable Housing Programs, Economic Development Programs, CARES Act programs, and other state/federal grant-funded projects and programs.

Multiple Projects, Pacific Municipal Consultants, Long Beach, CA. *Housing Development Manager.* Damien coordinated the work of technical staff and subconsultants, ensuring smooth collaboration and efficient project execution. He successfully administered various grant-funded projects and programs, including the CDBG, HOME, Affordable Housing Programs, Economic Development Programs, CARES Act programs, and other state/federal initiatives. Overseeing contract values exceeding $10M annually, he ensured that projects were executed within budgetary constraints while maintaining high-quality standards.

CDBG Grant Administration and Annual Action Plans, City of Bethlehem. *Project Manager.* Responsible for the city's grant administration of CDBG and HOME programs, CAPER, annual reporting, implementation of programs funded through the CARES Act and HOME-ARP, development of the Affordable Housing program, and IDIS reconciliation.

CDBG/HOME Grant Administration Services, City of Norwalk, CA. *Project Manager.* Responsible for administering the city's CDBG and HOME programs with funding received from HUD such as the First Time Home Buyer program, Residential Rehabilitation Program, update of Policies and Procedures and general grants administration. Damien is responsible for the creation, administration, and implementation of the City of Norwalk's Economic Recovery Stimulus Program and COVID-19 Rental Assistance Program funded through the CARES Act and HOME-ARP programs.

CDBG Grant Administration, City of Redondo Beach, CA. *Project Manager.* Responsible for administering the City's annual CDBG grant received from HUD, performing labor standards compliance, monitoring subrecipients and managing CDBG-funded mobility access and home repair grant programs.

CDBG and CARES Act Program Administration, City of Union City, CA. *Project Manager.* Responsible for the administration and implementation of the city's CDBG programs, CARES Act programs, grant administration, and labor compliance monitoring. Damien also oversees the Below Market Rate (BMR) home ownership program.

Multiple Projects, Charles Company, West Hollywood, CA. *Project Manager.* Damien managed the opening of commercial establishments, including the development and launch of the Outlet Mall in Calexico. In addition to his work on the Outlet Mall, Damien collaborated with McDonald's Corporation to facilitate the opening of a new store in Fairfield, CA.

Multiple Projects, Shea Homes, Corona, CA. *Community Development Manager.* Damien simultaneously managed two $100M complex projects each worth $100 million, ensuring that they were completed within budget and on schedule. In addition to project management, Damien also played a crucial role in coordinating with both internal and external legal counsel during contract negotiations. Furthermore, Damien took charge of managing the Department of Real Estate approval process. This involved navigating through regulatory requirements and securing necessary approvals for the projects under his supervision.

Multiple Projects, City of Anaheim, Anaheim, CA. *Senior Project Manager.* Damien coordinated, developed, and managed annual federal budgets totaling $13M. He effectively oversaw new residential communities for sale or rental purposes. Damien's expertise also includes successfully negotiating Disposition and Development Agreements as well as Exclusive Negotiation Agreements. Furthermore, Damien played a key role in negotiating the acquisition of a multi-million-dollar insurance policy specifically tailored for development sites.

Multiple Projects, Willdan Associates, Industry, CA. *Principal Community Development Planner.* Damien administered the day-to-day operations of federal programs, including the preparation of the reporting requirements, annual funding requests, and preparing any necessary clearances for projects. In addition to his role in federal program administration, Damien also provided valuable assistance to cities in project management for programs funded by the Redevelopment Agency. His expertise in this area allowed him to effectively support cities in implementing and executing their projects. Furthermore, Damien played a crucial role in collaborating with HUD on the rollout of the IDIS across communities nationwide.

Kristine Gaa

Economic Development

Firm
- MNS Engineers, Inc.

Areas of Expertise
- Economic development
- Project management
- Marketing and media
- Market analysis
- HUD regulations
- Grant administration
- Community outreach/engagement
- Planning

Education
- BS, Urban and Regional Planning, California State Polytechnic University, Pomona, CA

Affiliations
- American Planning Association
- National Association of Housing and Redevelopment Officials
- The International Council of Shopping Centers

Ms. Gaa has 20 years of project management and economic analysis experience. Her projects span housing and community development, public outreach, and economic analysis. Her key strength is the ability to execute analysis to support community development projects and effective community outreach. Her experience includes:

Various Economic Development Projects, City of Long Beach, CA. *Economic Development Analyst.* Kristine works with the City of Long Beach's Economic Development Department on various projects. She worked on Amazon's HQ2 proposal, she was the project manager for the Limitless Campaign and worked with the IT department to update and maintain the Economic Development website. Kristine also conducted a city-wide analysis of vacant storefronts, city-owned real estate disposition and land lease management, as well as determining the highest and best uses for target properties.

Various Economic Development Projects, City of Anaheim, CA. *Economic Development Analyst.* Kristine has taken lead with marketing programs for the City of Anaheim including the Anaheim Canyon pitch deck for investors, the layout for the Orange County Business Journal, and the marketing for the Storefront Improvement Project. She has also worked with the IT department to redesign and create a new website layout for the Economic Development Department, and all associated sub-pages.

2021-2025 Consolidated Plan/Community Outreach, City of San Bernardino, CA. *Outreach and Planning Lead.* Conducted online and paper surveys to inform the Analysis of Impediments and the 2020-2025 Consolidated Plan for the City of San Bernardino. Also conducted a Housing Summit which involved 7 key speakers, over 45 stakeholders, community leaders, and City staff. Composition of the City's 2021-2022 Annual Action Plan. Conducted online surveys in English and Spanish, as well as a Virtual Community Workshop and stakeholder interviews.

AI/Con Plan. City of Menifee, CA. *Outreach and Planning Lead.* Kristine's responsibilities included:

- Administration and execution of Community Development Block Grant (CDBG)-CV funding for the rental and mortgage assistance grant program
- Community outreach including survey creation

- Community outreach meetings for the city's 2022-2027 Consolidated Plan process
- Stakeholder interviews and focus groups
- Composition of the City's Analysis of Impediments and 2022-2027 Consolidated Plan

2020-2025 Consolidated Plan and Community Outreach, County of Santa Clara, CA. *Outreach Lead.* Responsible for the Consolidated Plan update for the county and eight participating jurisdictions along with community outreach and stakeholder interviews.

Housing Stock and Windshield Survey, City of South Lake Tahoe, CA. Kristine completed a three-week Windshield Survey for the city where approximately 4,000 housing units were surveyed. The data collected assisted in projecting trends including the impact of vacation rentals upon residential neighborhoods, which helped inform existing policies on housing development. The data gathered was also used to update city's Housing Element.

Windshield Survey, City of Visalia, CA. Kristine surveyed a total of 2,301 housing units and 16 public amenities. When considering all the housing units within the City of Visalia, including areas not identified by city staff, this report covered 5% of total housing units. She also conducted two community outreach meetings. At the end of the survey period, Kristine provided the city with a full report analyzing the results of the data and provided guidance on areas that may need city funding (i.e., improvement to public right-of-way, potential lead abatement needed, potential overcrowding indicated, etc.).

Ramona Castaneda

Economic Development

Firm
- MNS Engineers, Inc.

Areas of Expertise
- Urban planning
- Economic development
- Project management
- Property acquisition
- Community redevelopment

Years of Experience
- 32

Education
- BA, Social Welfare, University of California, Berkeley, CA
- MA, Urban Planning, University of California, Los Angeles, CA

Ms. Castaneda brings over 32 years of extensive experience in both the private and public sectors, specifically in the fields of economic development, finance, redevelopment, and successor agency dissolution. Throughout her career, she has successfully collaborated with various stakeholders, including the public, businesses, developers, and community members. In economic development, Ramona has played a pivotal role in driving growth and prosperity by implementing strategic initiatives that attract investments and foster business expansion.

Her expertise lies in identifying opportunities for job creation, promoting entrepreneurship, and cultivating partnerships between local government entities and private enterprises. With a strong background in finance, Ramona possesses a deep understanding of financial management principles and practices. Furthermore, Ramona's proficiency in redevelopment has been instrumental in transforming blighted areas into vibrant communities. Her experience includes:

Various Projects, City of Long Beach, CA. *Property Development and Lease Manager.* Ramona provides staff augmentation services to the City of Long Beach Economic Development Departments, specifically within the Real Estate Bureau. Her expertise lies in handling real property leases, as well as acquisition and disposition of city-owned properties.

Various Projects, City of Anaheim, Anaheim, CA. *Property Development Manager*. Ramona was responsible for identifying development opportunities, working with development teams, managing the city's property portfolio, and negotiating development agreements on behalf of the city. She implemented and administered complex agreements that may have significant economic impacts to the city, including development agreements, professional service agreements, leases, parking rights, and easement agreements.

Multiple Projects, City of Fullerton, Fullerton, CA. *Revenue Manager*. Ramona oversaw, managed, planned, organized, and directed a wide variety of revenue, treasury, and utility services functions. With her exceptional expertise, she efficiently tracked cash flows and forecasted future cash flow needs while closely monitoring city and successor agency revenue and investments. In addition to her financial acumen, Ramona excelled in administering policies, procedures,

and technical duties involved in the cashiering function. She adeptly managed utility franchise agreements, contracts, investment advisory services, and other crucial agreements that contributed to the smooth operation of the organization.

Joyce Lee

Economic Development

Firm
- MNS Engineers, Inc.

Areas of Expertise
- Project management
- Economic development
- CDBG and HOME grants

Years of Experience
- 6

Education
- BA, Urban Studies and Planning, University of California, San Diego, CA

Affiliation
- CALED

Awards
- 2019 Academic Award, APA, California Chapter
- 2019 Academic Award, APA - San Diego Chapter
- Provost Honors, UC San Diego

Ms. Lee worked in local government and for the higher education industry for three years before transitioning into a housing and community development consultant. She has worked on various projects, including mixed-use redevelopment, green placemaking, and community engagement activities. In her capacity as a Project Manager, Joyce has developed and administered various funded programs using both CDBG and HOME grants. Her experience includes:

City of Redondo Beach, CA. *Project Manager.* Joyce is responsible for the administration of CDBG funds. She developed the COVID-19 Business Assistance Program for small businesses affected by COVID-19. She also prepares CAPERs, AAPs, Consolidated Plan, and Analysis of Impediments to Fair Housing Choice; prepares staff reports, presentation materials, and public notices; and presents at City Council hearings for approval of HUD-related reports. Joyce conducts monitoring of all CDBG subrecipients and presents results to city staff and acts as a liaison between city residents and contractors for their Mobility Access and Emergency Repair Program. She also prepares work write-ups, bids, and invoices; assists homeowners with any questions regarding the program; and prepares CDBG Policies and Procedures to guide future program funding.

City of Norwalk, CA. *Project Manager.* Joyce is responsible for the administration of CDBG and CARES Act funds. She is assisting the city with their Economic Recovery Stimulus Program, which provides zero-interest loans and possible grants to small businesses affected by COVID-19. She provides consultation on CDBG process for Economic Development and Housing; prepares presentation material, public notices, and staff reports for City Council meetings; and conducts monitoring of CDBG and HOME funded activities to ensure subrecipient organizations are meeting all HUD regulations and provide recommendations to city staff. Additionally, Joyce prepares CAPERs and AAPs for CDBG and HOME funds, and she is responsible for the development of the Consolidated Plan and Analysis of Impediments to Fair Housing Choice.

City of Anaheim, CA. *Project Manager.* Joyce assists the City's Economic Development Department to review and track Surplus Land Act (SLA) legislation. She is responsible for determining if city-owned land is subject to SLA or can be declared exempt surplus; determining processes for disposition or land retained for city-use; preparing staff reports, presentations, and administrative reports for City Council; and providing business assistance connecting business owners, realtors, brokers to internal and external partners. Additionally, Joyce provides site selection/opportunity site, business concierge service, streamlined permit assistance, and business license assistance, and she reviews leases for current obligations for amendments or upcoming contracts.

City of Santa Fe Springs, CA. *Assistant Planner.* Joyce assisted the city in developing two COVID-19 business assistance programs. She determined the eligibility of applicants and provided weekly updates to city staff. She was responsible for ensuring all program documentation was submitted prior to receival of grant.

City of Pasadena, CA. *Assistant Planner.* Joyce conducted land use surveys for the City of Pasadena. She reviewed zoning codes to determine if current business application use was allowed. Surveys were specific to Cannabis-related businesses.

City of Huntington Park, CA. *Associate Planner.* Joyce assisted the city in HUD audits, reviewed all documentation for GDX submittal, and worked with city staff to prepare and identify correct documentation. Additionally, she assisted the city in responding to HUD notifications and submittal for audits.

City of Norco, CA. *Associate Planner.* Joyce assisted the city with administering their Residential Rehabilitation Program. She reviewed applications for eligibility and scheduled contractor walkthroughs. Additionally, Joyce assisted homeowners and determined eligibility for their Utility Assistance Program, which provides discounts to seniors or persons with disabilities.

City of Lomita. *Assistant Planner.* Joyce was responsible for assisting with the management of the Lomita Manor Senior Housing Project, a conventional public housing project, and ensuring compliance with all HUD-related reporting requirements. She assisted the city with administering their Residential Rehabilitation Program, which included communication between the homeowners and contractors, processing of contractor invoices, answering program-related questions from residents, and preparing bids for homeowner review.

City of South Gate

Statement of Qualifications to Provide On-Call Planning Consulting Services

October 9, 2025

Submitted by:

CIVIC SOLUTIONS

111 Corporate Drive, Suite 120 ■ Ladera Ranch, CA 92694
Management Contact: George Buell, Sr. Vice President

949.489.1442 ■ fax 949.240.8068
www.civicsolutions.com

CIVIC SOLUTIONS

1. Cover Letter

The cover letter shall identify the Proposer and state other general information which the Proposer desires to include regarding the Proposer's business organization. Please include the point of contact and contact information (including email address and phone number) on the cover letter. The cover letter shall not exceed 1 page.

October 9, 2025

City of South Gate
City Clerk's Office
Attn: John F. Signo, AICP, Planning Manager
8650 California Avenue
South Gate, CA 90280

Subject: Response to Request for Qualifications to Provide On-Call Planning Consulting Services

Dear Mr. Signo:

Civic Solutions, Inc. is pleased to submit this statement of qualifications to provide On-Call Planning Consulting Services for the City of South Gate.

Founded in 1991, Civic Solutions has provided planning services for nearly 100 public agencies across California. We bring to the City of South Gate our unwavering commitment to public service, which are reflected in the following:

- **Extensive Public Sector Expertise**: Every member of our team brings deep experience working in and for public agencies, with a shared mission to improve communities.
- **Organizational Depth and Resilience:** We are equipped to fully support the City's advance planning needs as identified in the RFQ.
- **Solution-Oriented Service**: We align our work with the vision and goals of the City Council, always seeking practical, forward-thinking outcomes.
- **Scalable Support**: Our flexible service model allows us to scale up or down responsively, always mindful of cost-effectiveness and the City's evolving needs.
- **No Conflicts of Interest**: We currently serve only public agencies and do not accept contracts from private-sector development interests in any jurisdiction.

Thomas G. Merrell is the President and founder of Civic Solutions, and is authorized to contractually bind the firm for all services. George Buell, Senior Vice President, will serve as the Management Contact and will handle contractual matters. Mr. Buell can be reached at buell@civicsolutions.com and 949-489-1442. This proposal is valid for a period of 120 calendar days.

Civic Solutions sincerely appreciates the opportunity to submit this statement for On-Call Consulting Services for the City of South Gate. We are confident that you will find that our firm's capabilities, technical expertise, and key personnel match the City's selection criteria.

Respectfully,

CIVIC SOLUTIONS, INC.

Thomas G. Merrell
President

George Buell
Senior Vice President

111 Corporate Dr., Ste. 120
Ladera Ranch, CA 92694
949/489-1442 ▪ 949/489-2408 FAX
www.civicsolutions.com

CIVIC SOLUTIONS

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2. Work Plan

2. Work Plan

Civic Solutions is pleased to present the following work plan to provide professional planning services to the City of South Gate. With over three decades of experience serving public agencies across Southern California, our firm is uniquely positioned to support advance and current planning initiatives with a high level of responsiveness, flexibility, and accountability. While this Statement of Qualifications responds to a general solicitation for on-call services and no specific project schedule has been identified, our team is available and prepared to mobilize quickly and efficiently as needs arise. Our approach is rooted in a deep understanding of municipal operations, a commitment to quality and public service, and a proven ability to deliver timely, cost-effective, and community-focused planning solutions. We view our role as an extension of City staff and are dedicated to upholding the City's standards while fostering inclusive engagement – especially with Spanish-speaking residents – to ensure that all planning efforts reflect the values and priorities of the South Gate community.

a. Methodology

Provide the Methodology/Approach proposed for the work as defined in the Scope of Work.

As noted above, we are prepared to assist the City of South Gate on a wide range of planning initiatives, with particular focus on advance planning needs, though we are equally capable of providing current planning project management services as well. Our methodology emphasizes responsiveness, flexibility, and accountability, ensuring that services are aligned with the City's priorities and delivered at the highest professional standard.

- **Task Initiation and Assignment.** Upon notification from the City's Project Manager, Civic Solutions will be available to discuss short-term and long-term assignments. We are amenable to the use of written task orders, approved in advance by the City, to establish clear expectations for budgeting, scheduling, and deliverables. Where needed, amendments to task orders may be mutually approved to accommodate unforeseen circumstances.
- **Standards and Performance Expectations, Including Spanish Translation.** All assigned responsibilities will conform to the City's standards for turnaround times, schedules, and communication protocols, including timely responses to email and voicemail. Civic Solutions' staff recognize that our role is an extension of City staff, and we will consistently represent the City with professionalism and a commitment to the public interest.

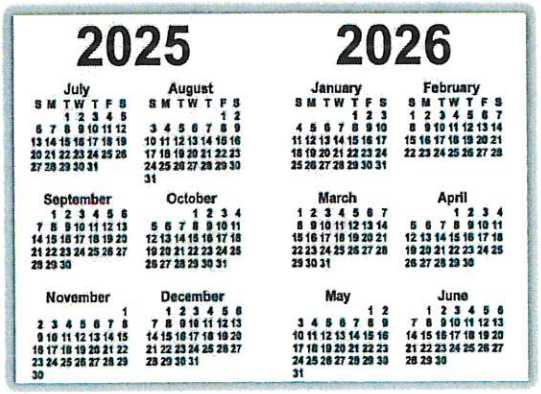
  We are aware that many South Gate residents and other stakeholders are likely more comfortable communicating in Spanish. Accordingly, we employ fluent Spanish speakers, who will be utilized as needed.

- **Budget and Schedule Management.** Maintaining services that are timely and cost-effective is a central priority. Civic Solutions tracks budget and schedule performance through our invoicing system, providing invoices within 15 days of the close of each month. These invoices serve as a key tool for the City and Civic Solutions to monitor time and cost metrics. For project-specific assignments, task order budgets and schedules will be prepared in advance to establish clear expectations.
- **Quality Control.** To ensure the delivery of work that meets the highest professional standards, all products prepared for advance planning assignments will undergo internal review prior to submittal to the City. The same can hold true for our current planning work, but due to local nuances, most of our clients prefer this to take place in-house.
- **Communication and Coordination.** Clear communication is critical to the success of this engagement. Unless otherwise arranged, operational direction will be coordinated directly between the City's Project Manager and our Project Manager on a weekly or bi-weekly basis. For larger or more complex projects, periodic written progress reports may also be provided. Budget status will be addressed through monthly invoicing.
- **Staffing and Continuity.** If staffing changes are required, the City will be notified as soon as possible. The City will receive resumes for proposed new staff members and will have the opportunity to meet and approve each candidate prior to the commencement of work.
- **Commitment to Service.** Our overarching objective is to provide professional planning services that meet or exceed the expectations of the City and the greater South Gate community. We recognize our role will be as a trusted partner and extension of City staff, and we are fully committed to supporting the City's mission in the public interest.

b. Project Schedule

Propose a timeline for completion for the work including start date, milestones, and target date of completion. Any assumptions regarding turnaround time for staff review and City Council should be clearly noted.

Because this is a general solicitation for on-call services and no project has yet been identified, there is no schedule at this time. However, as described above, after a project is assigned, we will work collaboratively with staff to create a project schedule with milestones that include start date, process with key milestones, and a target completion date.



c. Qualifications and Prior Experience

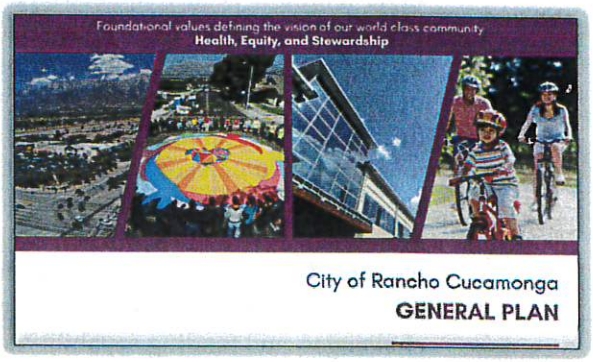
The capabilities of the consultant's organization should be discussed. Minimum requirements for submittal of a proposal in response to this RFQ include the following:

i. Demonstrated experience, competence, and qualifications of the consultant and the participating staff successfully providing similar services to municipalities; and,
ii. Ability to perform the work in a timely manner, availability of staff and contingency plans.

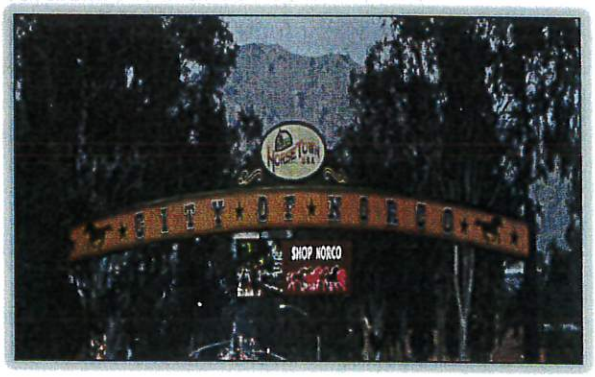
With a proven track record of successful performance throughout Southern California, Civic Solutions is exceptionally well qualified to support advance planning initiatives, including but not limited to work on the general plan, the zoning ordinance, specific plans, community/area plans, other land use policies, and analysis of proposed and existing legislation.

The following are examples of some of our advance planning work.

General Plans, General Plan Elements, and Area Plans



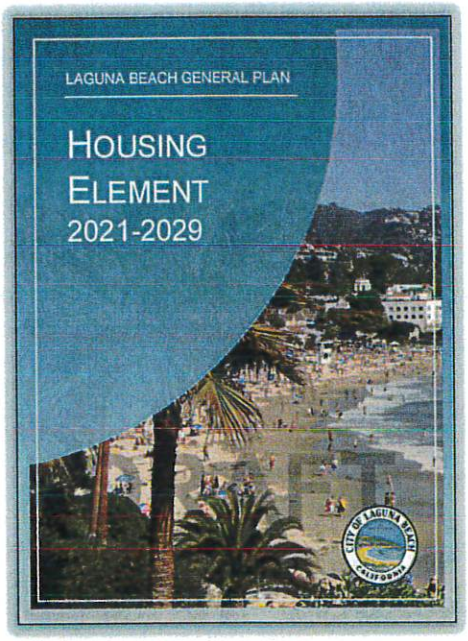
- **City of Rancho Cucamonga General Plan Update**: The City and the Civic Solutions Team worked closely to develop a General Plan that focused on organizing growth within Centers, Corridors, and Districts, aiming to transform auto-dependent suburban arterial corridors and commercial strips into walkable, mixed-use places, while protecting the character of existing neighborhoods. As part of this update, the Civic Solutions team prepared detailed vision plans for eight Focus Areas. The City Council enthusiastically and unanimously adopted the General Plan in December 2021. It has since been recognized with SCAG's 2022 Sustainability Award for Efficient and Sustainable Land Use, as well as the National APA Sustainable Communities Division award for a Citywide Plan.



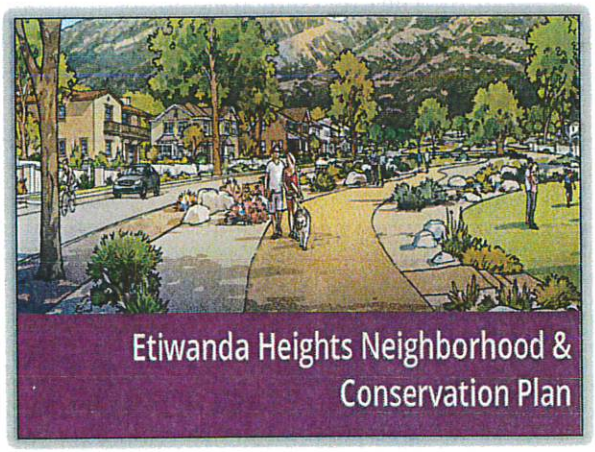
- **City of Norco General Plan Update**: Through an expansive year-long public engagement process, the consultant/City team clarified the community's vision and core values for a unique, semi-rural small town with a powerful focus on preserving and supporting its equestrian and agrarian lifestyle. The General Plan is not aimed at changing anything fundamental to Norco; rather, the overarching intent is to protect and enhance the City's agricultural and equestrian lifestyle and to maintain fiscal sustainability to pay for the lifestyle that residents enjoy, including trails and open space amenities. The primary opportunities for economic development are along the City's commercial corridors, and the key areas of discussion focused on

enhancement opportunities that are consistent with Norco's small town, semi-rural character and how to make best use of Norco's commercial corridors to help generate revenue for the City while preserving and enhancing the character and values of Norco. While there are many clear points of consensus among community members, there remained some areas of competing interests, and the focus of community discussion was on how best to balance the competing interests, economic realities, and values of the community. Civic Solutions has drafted the General Plan, and adoption is expected in late 2025.

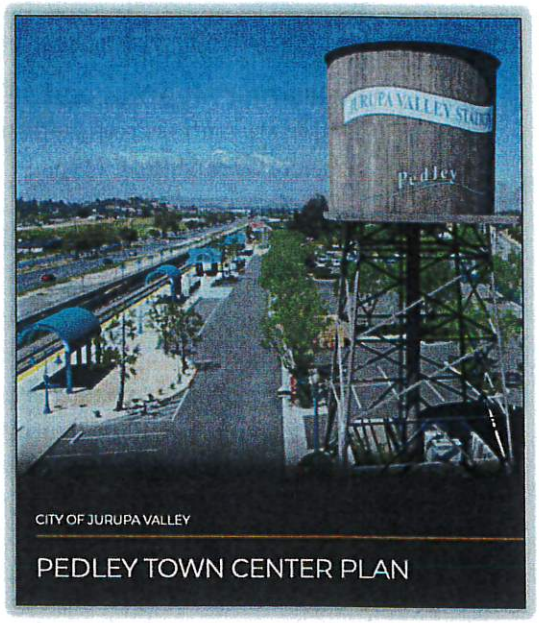
- **City of Laguna Beach Housing Element:** Civic Solutions, in partnership with Veronica Tam and Associates, created the City of Laguna Beach Housing Element and received California Department of Housing and Community Development certification with very few modifications. The Civic Solutions Team managed all aspects of the Housing Element including an extensive housing assessment and needs analysis, the identification of adequate sites and constraints, and all public outreach. Importantly, housing goals, policies and quantified objectives were developed regarding the production, conservation, maintenance, preservation, and improvement of housing. The update reflected current and projected market conditions, the City's specific challenges, and funding capability to ensure the housing objectives are realistic.



- **City of Rancho Cucamonga Etiwanda Heights Neighborhood and Conservation Plan:** The Etiwanda Heights Neighborhood & Conservation Plan was adopted in 2019 and involved annexation of over 4,000 acres in the northern portion of the City. This community-based Plan was prepared to guide land use and shape new development within the Etiwanda Heights Neighborhood & Conservation Plan Area, and represents a unique opportunity to permanently preserve unspoiled views of the San Gabriel foothills and mountains, permanently conserve rural open space and habitat resources, and secure recreational access to the foothills, while providing unique new neighborhoods that reflect Rancho Cucamonga's heritage. Civic Solutions managed all components of the project, as well as coordinating the multi-disciplinary consultant team, which was made up of ten firms.



- **City of Jurupa Valley Pedley Town Center Plan and Citywide Corridors Plan**: Civic Solutions is currently directing a Citywide Corridors Plan and recently completed the Pedley Town Center Plan for Jurupa Valley to guide the transformation of suburban development built under Riverside County standards to the "semi-rural small town" that residents envision. Much of the city's area is made up of semi-rural equestrian properties or conventional suburban development; however, specific areas like Pedley, due to their history and location, began as small, traditional centers of commerce and activity. The Pedley Town Center Plan is designed to be a tool for clearly articulating an implementation-focused, community-based vision to guide future development, and to preserve and enhance its many unique characteristics and attributes, including the equestrian character and trail connections and the Metrolink station, which provides regional access. It is anticipated that the Pedley Town Center Plan will be adopted this year, the first of three "town center plans" in the City. The Citywide Corridors Plan presents an opportunity to address the functional and aesthetic characteristics of the City's major corridors, rather than viewing the streets solely as transportation infrastructure that moves cars around. Preparing a long-range plan for the City's major corridors will provide customized Jurupa Valley Street Standards that can accommodate the necessary vehicular traffic while also supporting pedestrian, transit, bicycle, and equestrian modes, and reflecting the community's semi-rural character.



Municipal Code Chapters and Amendments

Civic Solutions has extensive experience with developing zoning code ordinances and managing code amendments. The following list represents some of the municipal code chapters recently completed:

- **Wireless Communication Facilities**: Complete replacement of existing ordinance to address design, aesthetics, enforcement, preferred locations, and updated federal mandates.
- **Multi-family Objective Development Standards**: Developed comprehensive development standards for proposed multi-family dwellings.
- **Senate Bill 9 Housing Development Standards**: Provided new municipal code sections to address future SB 9 housing construction and urban lot subdivisions.
- **Accessory and Junior Accessory Dwelling Units**: Created new code chapters that included objective development standards to address newly enacted legislation.
- **Traditional Neighborhood Design Standards**: Tailored objective development standards to address the community's goal of retaining meaningful community characteristics in proposed residential developments.

- **Density Bonus Ordinance**: Developed municipal code regulations in compliance with State mandates to ensure maximum incentives for affordable housing development.
- **Inclusionary Housing and Affordable Housing In-Lieu Provisions**: Authored code sections to address requirements of State law and ensure maximum incentivization for new affordable housing.

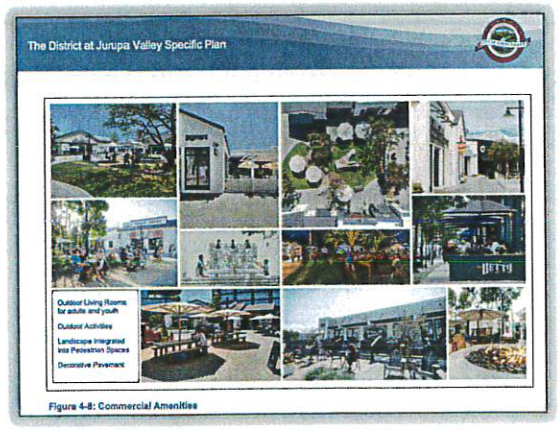
General Plan Land Use Amendments/Zone Changes

When the City of Jurupa Valley adopted its General Plan in 2017, it changed the General Plan Land Use Map in 21 geographic areas, resulting in the necessity to amend the Zoning Map. The multi-year amendment program involved over 80 individual parcels. Civic Solutions provided program management and planning expertise, including extensive public outreach efforts, noticing and presentations at numerous public hearings. In addition, we processed the rezoning of 16 acres of residentially zoned land to higher density residential zoning in order to obtain State Housing Element certification.

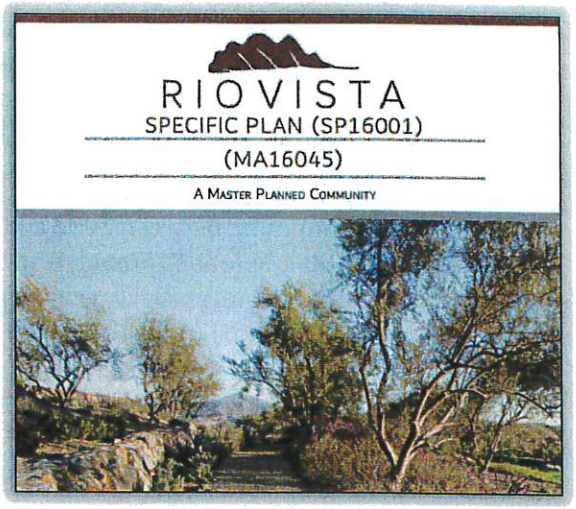
Specific Plans

Civic Solutions has facilitated the adoption of multiple, large-scale, mixed-use commercial, residential, and industrial specific plans including the following.

- **City of Jurupa Valley, The District at Jurupa Valley Specific Plan:** Civic Solutions managed all aspects of the entitlement process for The District at Jurupa Valley Specific Plan, a plan that prescribes land use regulations for a mixed-use development project on 248-acres. The project includes 1,192 residential units, 3 million square feet of commercial and industrial space (including warehousing), a hotel, and 11 acres of public parks, trails, and open space. Importantly, the project is intended to create local employment opportunities, build community bonds, strengthen economic vitality by establishing the site as a destination district, and substantially increase the City's housing opportunities. The approval process included substantial public participation and extensive review of highly technical environmental reports. Civic Solutions coordinated all environmental consultants, City departments, and the review by outside governmental agencies.



- **City of Jurupa Valley, The Rio Vista Specific Plan**: Civic Solutions managed all aspects of the entitlement process for the Rio Vista Specific Plan, a large-scale, mixed-use plan that includes the following major land use components on 917.3 acres; 1) 1,697 dwelling units on 204.4 acres, 2) 1,269,774 square feet of light industrial building space on 58.3 acres, 3) 1,428,768 square feet of business park building space on 82.0 acres, and 4) 510.8 acres for natural open space with 14.3 acres of recreational amenities. The Specific Plan also includes 13.4 acres of land for a public elementary school. Major entitlements included a General Plan Amendment to make the Specific Plan and General Plan land uses consistent with one another, and a Development Agreement between the applicant and the City to establish the scope and timing of community benefits. Several Tentative Tract Maps were required. One Tentative Tract Map created parcels for the school site, park area, drainage basin, water tank area, open space, and areas reserved for future development. A second Tentative Tract Map created individual residential lots. The new Specific Plan consists of new land planning areas, objective design and development standards and development plans.

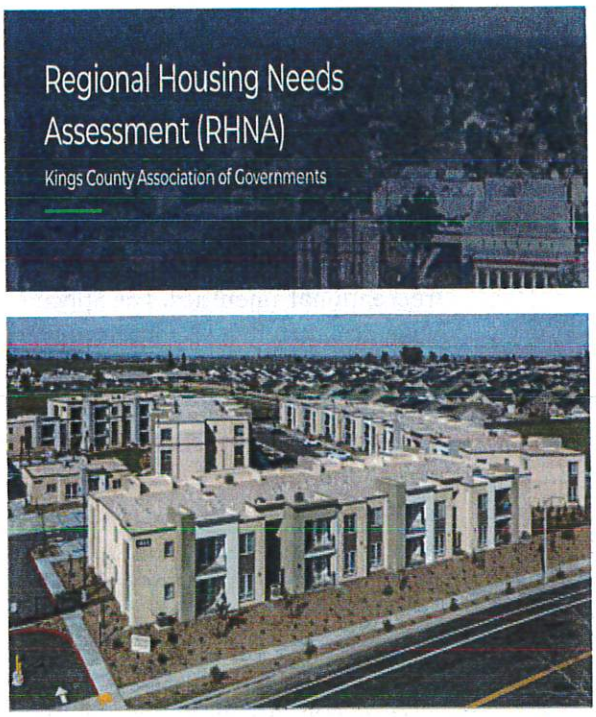


- **City of Jurupa Valley, The Shops at Jurupa Specific Plan:** Civic Solutions managed all the steps for approval of The Shops at Jurupa Specific Plan, a 32-acre shopping, dining, and commercial development on the corner of Pyrite Street and Mission Boulevard, known as The Shops at Jurupa Valley includes 17 new buildings with approximately 320,000 square feet of retail/ commercial space. Approved uses include retail shopping, a grocery store, sit-down and drive-through restaurants, a car wash, a gas station, retail fitness, and a department store. The project is nicely appointed with ample landscaping, walkways, parking, and outdoor dining.

Regional Planning Collaborations

Civic Solutions has led regional planning efforts for the Kings County Association of Governments, the Southern California Association of Governments, and the San Diego County Association of Governments. Specific projects included the following.

- **Kings County Association of Governments:** Between 2022 and 2024, Civic Solutions provided all advance planning program management for the Countywide Regional Housing Needs Assessment Plan and administered Kings County REAP 2.0 funds. Following a thorough, collaborative process, the RHNA Plan was approved and the California State Department of Housing and Community Development provided written compliments for a job well done.



Aerial view of Berkshire Crossing apartments in Hanford

- **San Diego Association of Governments (SANDAG) and Southern California Association of Governments (SCAG).** Along with a team of other firms and as a subconsulting team partner, SANDAG and SCAG selected our team to provide a variety of consulting services as part of its Housing Acceleration Program (HAP) funded by REAP 2.0 (Regional Early Action Plan, Program 2.0). The HAP has several projects and programs, one of which provides local jurisdictions with technical assistance to implement their 6th Cycle housing elements, prepare for new housing legislation, and streamline permitting processes for local housing development. Civic Solutions staff ensured funds were used to prepare educational materials (e.g., ADU handbook). Civic Solutions also conducted housing policy research, provided summaries of legislative bills, conducted workshops, and provided on-demand technical assistance services to member jurisdictions ensuring quality expectations on time and on budget.

State of California Housing and Community Development Department (HCD) Grant Applications and Administration

To assist with the funding of proactive housing-related activities, Civic Solutions secured and administered over $800,000 in competitive grants on behalf of the City of Jurupa Valley to offset general fund expenditures. Specifically, funds were used as follows.

- **SB2 Planning Grant.** SB2 Planning Grants provided funding and technical assistance to local and county governments in California to help prepare, adopt, and implement plans and process improvements that accelerate housing production. Primary objectives of the grant funding were to: 1) accelerate housing production, 2) streamline the approval of housing development affordable to owner and renter households at all income levels, 3) facilitate housing affordability (particularly for lower- and moderate-income households), 4) promote development consistent with the State Planning priorities, and (5) ensure geographic equity in the distribution and expenditure of funds. Civic Solutions applied for SB2 grant funds for the City of Jurupa Valley and successfully secured an award of $310,000 to undertake the following projects.
    - *Objective Residential Design Standards.* The State of California adopted numerous legislative actions to reduce the ability of local governments to review and process applications for new housing, particularly higher density housing. One of these is Senate Bill 35 (SB 35), which requires that cities allow multifamily residential projects to be processed ministerially if they meet certain criteria. Civic Solutions prepared multi-family residential design standards for implementation through a ministerial process. The funds were used to offset costs to prepare the standards, conduct outreach with the public, and process adoption through the Planning Commission and City Council.

    - *Rezoning of 16 acres to comply with the 6th Cycle Regional Housing Needs Assessment (RHNA) (Housing Element Update).* Civic Solutions prepared an Adequate Sites Inventory and identified appropriate sites for rezoning to match the highest residential density in the City's Land Use Plan. Tasks include site analyses, workshops with the Planning Commission, outreach to property owners and community members, preparation of CEQA documents, and presentation before Planning Commission and City Council during public hearings.
    - *Pedley Town Center Area Plan.* Civic Solutions developed a conceptual Area Plan for the Pedley Town Center area that included provisions for high-density, mixed residential and commercial development in a highly walkable central hub. Funds were used to prepare a conceptual land use plan, public outreach, report preparation, and public

workshops. Combined, the efforts resulted in a mixed-use Area Plan that encourages mixed-use infill development, including affordable housing.

- **Local Early Action Planning (LEAP) Grant.** LEAP Grants were provided to help cities with technical assistance for the preparation and adoption of planning documents and process improvements that: 1) accelerated housing production, and 2) facilitated compliance to implement the 6th Cycle Regional Housing Needs Assessment. The City of Jurupa Valley was awarded $500,000 in LEAP Funds for the following projects.

  - *General Plan Consistency.* Adoption of the 2017 General Plan included 21 amendments to the General Plan Land Use Map that addressed land use issues including providing additional commercial and residential uses and buffering residential development from industrial uses. By law, the City's zoning must be consistent with the General Plan. Many of the Land Use Map changes resulted in inconsistencies with existing zoning. Importantly, 6 of the 21 General Plan Land Use Amendments (LUAs) resulted in changes from industrial land use designations to residential land use designations while the underlying zoning remains as manufacturing or some other industrial zoning. If a housing developer proposes a residential project, the developer would be required to process a Zone Change, thereby lengthening the entitlement process and adding costs associated with permits and financing. Project tasks included the following: 1) conducting study sessions, 2) public outreach such as contacting each property owner 3) notification of all property owners within a 1,000-foot radius, 4) preparation of California Environmental Quality Act documentation, 5) preparation of staff reports, 6) conducting public hearings with both the Planning Commission and City Council, and 7) GIS costs associated with updating the Zoning Map to reflect the final residential zoning. The effort helped the City improve its ability to meet its Regional Housing Needs Allocation (RHNA).

Jurupa Valley General Plan bilingual outreach workshop

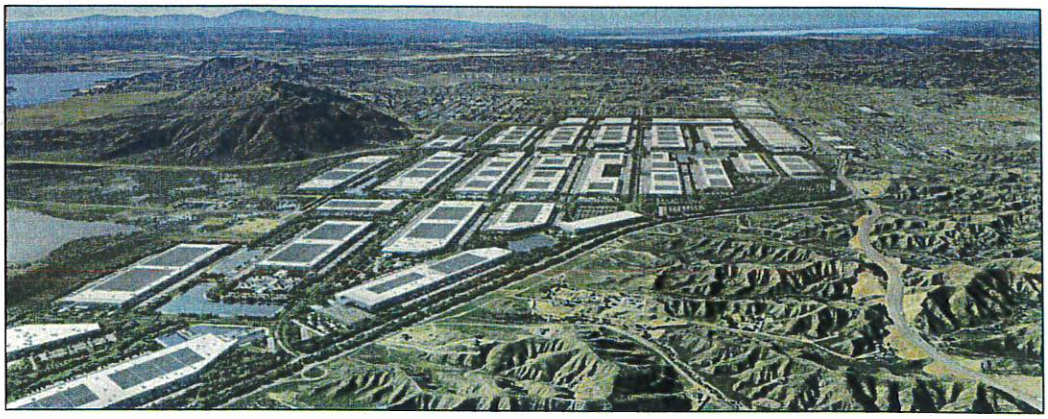
  - *Accessory Dwelling Units (ADUs).* Additional changes to ADU laws necessitated City adoption of code amendments. Civic Solutions prepared the ADU Ordinance update, the creation of "off-the-shelf" construction and architectural plans of ADUs, and public outreach campaigns, study sessions, preparation of CEQA documents, and to conduct public hearings. The construction and architectural plan prototypes were developed based on differing lot sizes, unit sizes, and architectural styles. The plans are currently available at the Community Development Counter and on the City's website.

- *6th Cycle Housing Element (HE).* Civic Solutions revisited the City's goals to increase all types of housing production, re-assessment of vacant and underutilized lands for affordable housing, an optional implementation of a Climate Action Plan that includes provisions for housing production, and the identification and reduction of barriers as identified by the Housing Element to the development of housing units within the City. An updated Housing Element will provide a policy-level foundation to expand housing production with specific quantified objectives and programs as required by state law. This effort was accompanied by CEQA documentation that was adopted by the City Council before the statutory deadline of the Housing Element adoption.

Current Planning Experience

Civic Solutions has extensive experience managing current planning entitlements, including the following.

- **City of Moreno Valley, World Logistics Center:** Civics Solutions has provided entitlement project management services to the City of Moreno Valley for the World Logistics Center, a planned 2,600-acre, 40-million-square-foot industrial and commercial development in Moreno Valley, California. The complex is designed to be one of the largest logistics hubs in the world. The project aims to support next-generation logistics, advanced manufacturing, and e-commerce, featuring sustainable design, advanced technologies, and infrastructure for autonomous vehicles.



- **City of Rancho Cucamonga, Foothill and Grove Mixed Use Development**: The mixed-use project, known as Foothill and Grove, proposed 308 units and 14,704 square feet of commercial space on a 9-acre site. The project utilized State Density Bonus Law as well. Civic Solutions managed the project entitlement process including architectural and design review; environmental review and management; interagency coordination; and preparation of staff reports, resolutions, and conditions of approval.

- **City of Laguna Hills, Oakbrook Plaza High Density Senior Housing Development:** The senior housing project, known as Oakbrook Plaza, proposed 250 age-restricted units within one 4-story building on a 6-acre site. The project utilized State Density Bonus Law by proposing senior housing units only. Civic Solutions managed the entitlement and environmental review process. The project included numerous waivers pursuant to State Density Bonus law.

- **City of Jurupa Valley, Rock Rose and Bayberry Place (Appaloosa Springs):** Civic Solutions provided project management staff for the City of Jurupa Valley's Rock Rose and Bayberry Place residential community. The project subdivided 68 acres into 254 single-family lots and includes various community benefits such as parks, open space, and a multi-purpose trail connecting to the Santa Ana River. The project redevelops a vacant, blighted property, increases the City's housing stock, and increases the number of new residents to support the City's existing and future commercial businesses. The project broke ground in Spring 2023 and is nearing completion.

- **City of Jurupa Valley, Space Center Mira Loma:** Civic Solutions provided project management for the BRE Industrial Logistics Project. The project consisted of two industrial buildings on 105 acres totaling 1.9 million square feet of building area. Building 1 included a 1,379,287-square-foot logistics building, with 20,000 square feet of office use. Building 2 included a 560,025-square-foot logistics building with 20,000-square-foot office use. The uses include a variety of uses permitted in the M-M Zone.

- **City of Anaheim, Mira Flores High Density Multi-Family Residential Project**: The 100% affordable project known as Mira Flores, developed by National Core consisted of 86 attached dwelling units (apartments) in a 4-story building on a 2.25-acre site, utilized State Density Bonus law including waivers, incentives, and reduced parking. Civic Solutions managed the project entitlement process from application submittal to building plan check and final certificate of occupancy.

- **City of Beverly Hills, High Density Mixed Use AB 1413 and SB 1893 "Builders Remedy" Development Projects**: Civic Solutions is currently project managing six highly controversial mixed-use projects ranging in size from 30 to 135 units with 20% affordable units and ground floor retail and restaurant uses. Projects are all inconsistent with existing General Plan and Zoning designations and development standards, and are requesting numerous concessions, waivers, and incentives pursuant to State Density Bonus law.

d. Personnel

This section must delineate the experience and profession of appropriate licenses and certifications of personnel.

The Civic Solutions team brings together highly experienced planners with extensive expertise in advance/long-range planning, including policy development, general plan and zoning updates, specific plan preparation, and housing element implementation. In addition to these long-range planning capabilities, the team excels in current planning, entitlement processing, CEQA process management, urban design evaluation, and community engagement. Collectively, the team has decades of public-sector and contract planning experience, managing complex development projects, municipal code updates, grant-funded initiatives, and public outreach programs. Each member contributes specialized skills – from technical studies and policy writing to project management and customer service – ensuring municipalities receive comprehensive, responsive, and high-quality planning support. This combination of leadership, technical proficiency, and hands-on municipal experience allows Civic Solutions to function as an extension of City staff, delivering professional planning services that are both efficient and effective. Finally, it is important to note that each of our team members has capacity to timely perform work for the City of South Gate, and should staff substitution be required we will follow our protocol as described in the Methodology section, above, or any other method mutually agreed-upon by the City and Civic Solutions.

Tamara Campbell, Community Planning Services Manager/Principal Planner

Ms. Campbell is Civic Solutions Contract Planning Services Manager. She has over 30 years of public-sector planning experience. During her first 5 years as a contract planner for Jurupa Valley, she collaborated closely with the Planning Director (Tom Merrell, President of Civic Solutions) and managed daily operations of numerous current and long-range planning activities. Acting as Assistant Planning Director, Ms. Campbell supervised a team of four contract planners during a period of significant rapid growth for the community and was responsible for ensuring excellent customer service and the efficient processing of all land use entitlement applications. Not only did she coordinate all Planning Commission agendas, staff reports, noticing and staff training, she created the City's first "Development Review Committee" significantly streamlining the land use entitlement process.

Her list of accomplishments for Jurupa Valley includes approval of the Paradise Knolls Specific Plan, a Mega-Travel Center for Pilot Flying J, the General Drive Industrial Park, the Jurupa Valley Medical Plaza, the Pedley Crossing Shopping Center, and a comprehensive technical update of the General Plan. She has also processed over 30 zone changes to ensure consistency with the City's General Plan and successfully obtained and administered over $800,000 in State Grants (SB2 and LEAP). The funds were critical to achieving state certification of the Housing Element and preparation of "off the shelf" ADU plans. In addition, Ms. Campbell has developed Multiple Municipal Code sections including the

objective Multi-family Development Standards, Senate Bill 9 regulations, Alcoholic Beverage Sales requirements, and the City's CEQA Guidelines. Pending code work will address the state-mandated requirements for Low Barrier Navigation Centers.

Ms. Campbell's extensive knowledge of City government, and in-depth experience as a public sector planner makes her uniquely qualified to serve in a lead capacity with the City of South Gate.

Thomas Gorham, Civic Planning Services Manager/Principal Planner

Mr. Gorham brings over 30 years of public sector planning experience with a strong background and expertise in advance planning, current planning and entitlement project management. He has developed and managed multiple General Plan and Zoning Code Amendments as well as Specific Plans. Mr. Gorham is currently managing complex development applications, including a 250-acre mixed use specific plan project, as well as various industrial, commercial, and residential projects. Mr. Gorham's other skills include; architectural and urban design review; Coastal processing; environmental review and management; interagency review and coordination; staff reports, resolutions, and conditions of approval preparation; public presentations; and community outreach. In addition, he is an excellent problem solver, communicator, and mentor, and is exceptionally knowledgeable in municipal land use regulations, current planning practices and legislation, environmental review, and development processes.

Teresa Batson, Senior Planner

Ms. Batson has been a professional planner for over 15 years with substantial experience in advance planning, discretionary permit processing, field surveys, environmental review, and public outreach. After joining Civic Solutions in 2023, Ms. Batson has been providing current and long-range planning services to multiple jurisdictions throughout the region with projects that include processing site plan review permits and assisting with zoning code updates and Housing Element implementation programs. Ms. Batson is a detail-oriented planner who excels at customer service, technical writing, and providing comprehensive planning services to cities throughout Southern California.

Matthew Ozyilmaz, Planning Analyst

Mr. Ozyilmaz is a top-tier planner with 9 years of experience in housing policy, current and long-range planning, urban design, and administrative operations. Since 2022, he has worked closely with the City of Jurupa Valley, contributing to the implementation of its inclusionary housing ordinance, preparing Annual Progress Reports, creating public-facing informational documents, and supporting municipal code updates through the preparation of staff reports and Council presentations. In 2023, he helped secure over $400,000 through SCAG's CEEEJ program to support the Rubidoux Town Center Plan, and he continues to aid in the implementation of the 6th Cycle Housing Element. Mr. Ozyilmaz brings a broad technical skill set and a strategic, collaborative approach to problem solving, grounded in nearly a decade of hands-on experience in community development departments.

Catherine Powers

Ms. Powers is an Associate Planner with more than 11 years of experience, specializing in current planning with extensive expertise in development review, entitlement processing, plan checks, permit review, and the preparation of staff reports, conditions of approval, and presentations for planning

commissions and other public bodies. Ms. Powers has provided professional planning services with Civic Solutions, Inc. and previously served in multiple planning roles with the City of Irvine, where she worked on the Great Park Entitlement team and contributed to both policy planning and project implementation. Known for her strong technical skills, attention to detail, and commitment to customer service, she effectively coordinates with agency staff, applicants, and the public to deliver high-quality planning outcomes.

Esteban Cisneros, Planning Assistant

Mr. Cisneros is an emerging planning professional with experience in zoning plan check review, permit processing, customer service, and applied research. At Civic Solutions, he provides front counter support and assists with the review and processing of zoning and ministerial permits, preparation of staff reports, and development of presentations. He collaborates with applicants, consultants, and city staff to interpret municipal requirements, analyze project compliance, and develop practical, solutions-oriented recommendations.

Before joining Civic Solutions, Mr. Cisneros served as a Permit Technician with the City of Encinitas, where he reviewed and issued building permits, processed billing reports, coordinated across departments, and delivered responsive customer service. His previous roles include GIS Researcher at Cal Poly Pomona, where he performed land use and climate data analysis using ArcGIS Pro, and Customer Support Specialist at Hay House, Inc., where he strengthened client relations and resolved technical issues. Mr. Cisneros holds a B.A. in Urban Studies from San Diego State University and an A.A. in Geography from San Diego City College. He is fluent in Spanish and proficient in ArcGIS Pro, Python, and Adobe Photoshop.

e. Conflict of Interest

Provide a brief summary on potential conflict of interest issues which are to be addressed by consultant.

Civic Solutions has no known conflicts of interest for this engagement.

f. References

List at least three municipal clients for whom comparable services have been performed within the last five years. Include the name, job title, email address and telephone number of each client's principal representative. This section shall not exceed seven (7) pages.

City of Norwalk
12700 Norwalk Boulevard
Norwalk, CA 90650
Sandra Duran, Senior Management Analyst
(562) 929-5795; slopez@norwalkca.gov

Project Description: In response to severe understaffing in early 2023, Civic Solutions met the City of Norwalk's urgent request for service at the Assistant Planner level. Services rendered included the provision of public information electronically, via phone, and at the public counter; zoning plan check; technical assistance with the City's permitting system; lower-level ministerial and discretionary project management; and assistance to senior staff on more complex projects.

City of Anaheim
200 South Anaheim Boulevard
Anaheim, CA 92805
Scott Koehm, Principal Planner
(714) 765-5395; skoehm@anaheim.net

Project Description: Civic Solutions has been providing planning services to the City of Anaheim since July 2017. Our current contract has been awarded for on-call ministerial and discretionary application project management services through June 2027. Services include ministerial project review, preparation of project staff reports, review of environmental documents, and management of a wide variety of discretionary development projects.

City of Jurupa Valley
8930 Limonite Avenue
Jurupa Valley, CA 92509
Joe Perez, Community Development Director
(951) 332-6464, ext. 207; jperez@jurupavalley.org

Project Description: Civic Solutions has provided current, advance, and environmental planning services to the City of Jurupa Valley since 2011, completely operating in and managing various positions within the Planning Department (the contract is ongoing). Services include, but are not limited to, public counter assistance, plan checks, discretionary case processing, environmental review and documentation, project management, implementation of the City's 6th Cycle Housing Element, and housing administration.

City of Rancho Cucamonga
10500 Civic Center Drive
Rancho Cucamonga, CA 91730
Jennifer Nakamura, Deputy Planning Director
(909) 774-4324; jennifer.nakamura@cityofrc.us

Project Description: Civic Solutions has provided project management, current, and advance planning services to the City of Rancho Cucamonga since 2018, including management of the City's General Plan and Development Code Updates, and numerous other long range planning efforts (the contract is ongoing). Services include, but are not limited to, project management of advance planning projects, preparation of text amendments to the City's development code, and discretionary case processing of major mixed projects under the City's new form-based development standards.

3. Fees

3. Fees

The Proposer shall provide a bid for all professional services and ongoing services and support being proposed which identifies:

a) An itemized cost breakdown, including hourly rates and number of hours for each major component of service, with a cross-reference to each component of service.
b) A total proposed "Not to Exceed" cost for the performance of all services.
c) A proposed payment schedule for all services to be performed and products to be delivered.

Civic Solutions will perform all requested work on a time-and-materials basis, and all work will be billed according to the rates displayed below. As stated above, budgets for specific project assignments may be subject to separate task orders, in order to identify anticipated costs and schedules.

Position	Hourly Rate
Principal-in-Charge	$230
Project Manager	$190
Principal Planner/Principal Project Manager	$175
Senior Planner	$160
Associate Planner/Planning Analyst	$145
Assistant Planner	$130
Planning Assistant	$120
GIS Senior Analyst*	$165
GIS Analyst*	$145
Graphic Designer	$95
Administrative Assistant	$90

*GIS services, if needed, will be provided through a subcontract with Eckersall GIS.

The above hourly rates apply only to authorized services provided under the scope and contract, and do not apply to contract administration activities such as invoicing and contract performance discussions. Work performed on a time and material basis will be billed monthly and will be due in accordance with the terms of the contract.

Reimbursable Expenses

- Reproduction of plans
- Large duplication or document publishing projects
- Specialized graphic projects
- Specialized data and survey/stakeholder engagement expenses
- Meeting/workshop supplies
  Messenger and overnight deliveries

The rates shown above shall be in effect through June 30, 2026, and are subject to annual rate adjustments on July 1 each year thereafter. Rate increases shall be commensurate with the Los Angeles-Long Beach-Santa Ana Consumer Price Index (CPI).

4. Resources to be Provided by the City

4. Resources to be Provided by the City

The Proposer must list any resources, City assistance, or other items expected to be provided by the City. This section shall not exceed one (1) page.

Due to familiarity with key staff, access to in-house technology, and knowledge of meeting locations and internal policies and procedures, our clientele typically provide administrative professional support for public meeting logistics, and we request the same for this engagement. However, if additional administrative support is needed, Civic Solutions can provide this service at the billing rate shown above.

Appropriately formatted data and documents necessary to perform advance planning project assignments, including but not limited to GIS data and aerial imagery, may be requested.

CIVIC SOLUTIONS

Appendix – Resumes

Tamara J. Campbell

Community Planning Services Manager

Tamara Campbell brings over 30 years of experience in municipal urban planning to the Civic Solutions team. She has been responsible for the entitlement of large-scale residential, commercial, and industrial projects. In addition, she has managed and supervised planning divisions and directed comprehensive General Plan updates, adoption of Specific Plans, and preparation of Development Agreements. She has also completed numerous zoning code amendments including those pertaining to Senate Bill 9, multiple-family dwelling development standards, and alcoholic beverage sales. Part of her project management skills include the successful funding and complex administration of federal and state housing grants. She is the recipient of several awards for outstanding planning and public relations efforts.

Highlights of Ms. Campbell's experience include:

Civic Solutions, Inc., Community Planning Services Manager, Principal Planner and Contract Planning Services Manager, 2014-Present

Ms. Campbell has been responsible for multiple achievements in her assignment at the City of Jurupa Valley. Much of her time has been dedicated to project management for large-scale, master-planned communities, zoning code updates, general plan amendments, rezones, complex site plan reviews, and advance planning projects. Ms. Campbell is also responsible for administering over $800,000 of the City's HCD Planning and Affordable Housing grants.

City of El Monte, Contract Planner, 2013

Managed all aspects of planning division activities and supervised three professional planning staff members. Processed large-scale current and long-range planning projects and programs. Evaluated proposed developments for consistency with Design Guidelines. Prepared, reviewed, and coordinated staff reports and agendas for Planning Commission public hearings. Provided written and verbal presentations regarding complex projects, including zoning code and General Plan amendments to the Planning Commission. Program Manager for Housing Element Update, including coordination of two consultants and public participation. Monitored program, project, and department budgets. Analyzed new legislation for impacts to City projects and programs.

City of Irvine, Senior Planner, 2005-2012

Managed and administered $14 million dollar Community Development Block Grant program for large-scale affordable housing development and nonprofit agencies. Developed annual program budget and monitored expenditures.

Highlights

- Project Management
- Land Use Entitlements
- General Plan Updates
- Planning Department Management and Supervision
- Specific Plans
- Master Planned Communities
- Public Participation
- Long-Range Planning
- Current Planning
- Historic Preservation
- CEQA
- Federal and State Housing Grant Programs

Education

Master of Arts, Urban Geography, California State University, Fullerton

Bachelor of Arts, Geography, University of California, Riverside

Professional Management and Supervision Certificate, California State University, Fullerton, Extension

Affiliations

American Institute of Certified Planners

American Planning Association

Tamara J. Campbell
continued

Managed and supervised entry-level staff and three consultants. Processed and evaluated applications for grant funding. Wrote complex staff reports for public presentation to elected officials. Developed Annual Action Plans and Performance Evaluation Reports. Ensured compliance with CEQA and NEPA. Provided training workshops for sub-recipients and monitored records and reports in compliance with state and federal regulations for affordability and eligibility. Assisted in the development and implementation of goals, policies, and priorities for affordable housing, monitored all records and reports in compliance with state and federal regulations for affordability and eligibility. Assisted in the development and the Implementation of goals, policies, and priorities for affordable housing development. Coordinated application review by various City departments, county, state, and federal agencies. Responded to public inquiries in a timely and knowledgeable manner.

City of Newport Beach, Senior Planner, 2001-2005

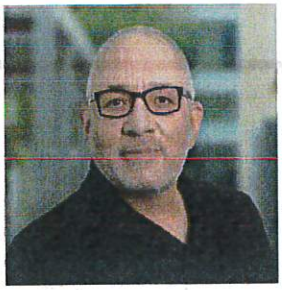
Program Manager for comprehensive, award winning, General Plan update. Supervised and managed three entry-level planners/interns and five consultants. Achieved successful state certification of Housing Element. Processed current planning applications, and provided developers, residents, and business owners with complex zoning information. Served as in-lieu housing fee study coordinator. Updated municipal zoning code provisions as directed by the California Coastal Commission for Local Coastal Plan certification. Assisted with development of Design Guidelines. Orchestrated award-winning General Plan "Visioning Process," an extensive public outreach effort including development of newsletters, surveys, and community workshops. Provided CEQA training to all City departments.

City of Costa Mesa, Senior Planner, 1996-2001

Program Manager for comprehensive update of the City's General Plan. Supervised and mentored more than 15 interns. Updated Housing Element and obtained state certification. Administered and monitored the City's affordable housing density bonus program. Orchestrated development of the Westside Specific Plan, including public outreach. Assisted with development and administration of the Historic Preservation Ordinance. Developed schedule, public outreach, and implementation phasing plan for annexation of 10 unincorporated areas. Evaluated environmental documents for compliance with CEQA. Inter-governmental liaison to state HCD, LAFCO, ALUC, SCAG, OCCOG, Orange County Fairgrounds, and FEMA.

City of Monterey, Associate Planner, 1994-1995

Processed current land use entitlement applications. Staff liaison to the California Coastal Commission. Authored a historic preservation ordinance for Cannery Row. Project Manager of multiple projects with strong public interest and concern.



Highlights

- Leadership
- Project Management
- Planning and Community Development
- Current Planning
- Entitlement Processing
- Architectural Design
- Environmental Review
- CEQA Document Preparation
- Zoning Code Updates
- Staff Training

Education

Bachelor of Arts, Urban Studies and Geography, California State University, Northridge

Affiliations

American Planning Association
Urban Land Institute

Thomas Gorham

Civic Planning Services Manager

Thomas Gorham is a professional urban planner with extensive leadership and management experience in planning and community development in the public and private sectors. His skills include project management and entitlement processing for complex development projects; architectural and urban design review; environmental review and CEQA document preparation; preparation of general plan and zoning ordinance amendments; and community outreach. Mr. Gorham has outstanding oral and written presentation skills. Additionally, he is an excellent problem solver, communicator, collaborator, facilitator, and mentor. Mr. Gorham is experienced and knowledgeable in municipal land use regulations and development processes and environmental and planning law.

Highlights of Mr. Gorham's experience include:

Civic Solutions, Inc., Civic Planning Services Manager, 2023-Present

In addition to providing principal level urban planning services described below, manages and mentors a staff team who serve municipal clients in various locations throughout Southern California. As a key member of the firm's management team, assists in marketing and business development.

Civic Solutions, Inc., Principal Planner, 2021-2023

Provides principal level urban planning services to our public agency clients. Duties include long-range planning, current planning, specific plans, general plan amendments, urban design, architectural and landscape design review, CEQA review, and preparation of environmental documents. Mr. Gorham commands a strong public presentation presence, brings proven oral and written presentation skills, and is a seasoned team leader.

City of Culver City, Contract Senior Planner 2004-2005 & Deputy Community Development Director/Planning Manager, 2005-2017

Project Manager for comprehensive update of the City's Zoning Code and subsequent code updates including mixed use and TOD development standards; R1 neighborhood design guidelines; nonconforming uses; managed and automated parking standards; signage; outdoor dining standards; and development review processes. Project manager for complex discretionary development projects including Westfield Fox Hills mall expansion and renovation; expansion and redevelopment of the Sony Studios Lot; comprehensive plan for the redevelopment and re-imagination of the Culver Studios Lot for Amazon Studios; re-use of industrial buildings for creative office uses including Apple and HBO; and comprehensive plans for major mixed use residential, creative office, and hotel projects in the Metro Expo Light Rail Line TOD District.

Thomas Gorham
continued

Worked collaboratively with the Community Development Director and the other division managers (Building, Economic Development, Code Enforcement, and Housing) to ensure the success of the Department's work programs and implementation of the City's planning goals and visions. Hands-on leader and mentor working in a collaborative environment with professional planning staff, outside consultants, developers, and design professionals. Worked as an advocate and collaborator for elected and appointed City official's policies, goals and programs.

Civic Solutions, Inc., Municipal Services Manager and Senior/Principal Planner, 2002-2005

Provided project management services for municipal planning agencies. Duties and responsibilities included project management and entitlement processing for complex development projects; planning, organizing, supervising, evaluating, and directing the work of subordinate staff; providing and coordinating staff training; served as regional manager for the firm; responsible for acquisition of new business and maintaining client relations and managing contracts.

Recipient of 2003 Annual Achievement Award for Professional Excellence; 2003 Outstanding Service Award for service to the City of Malibu; and 2004 Annual Achievement Award for Outstanding Leadership.

Independent Consultant, Zoning Project Manager, San Francisco, Portland, Columbus, and Los Angeles, 1996-2002

Project Manager for the wireless telecommunications industry providing zoning and entitlement services to telecommunication clients including Sprint PCS, AT&T Wireless, and Nextel. Conducted zoning and land use research, analysis, and feasibility studies. Coordinated and obtained all federal, state, and local regulatory land use approvals. Interfaced with local planning staff, neighborhood organizations, and civic leaders to meet local requirements and create positive relationships with the community. Made numerous presentations before city commissions, councils, and neighborhood organizations.

Prior Experience: Provided case management for numerous residential and commercial development projects. Conducted various planning assignments in current and advance planning. Prepared CEQA documents, staff reports, resolutions and conditions of approval and presented projects to the Design Review Board, Zoning Administrator, Planning Commission, and City Council. As a consultant, conducted research and analysis for large scale residential and commercial development projects in the City of Los Angeles and prepared zoning applications and secured entitlements.

- City of San Ramon, Assistant Planner/Associate Planner, 1991-1996
- Psomas and Associates, Assistant Planner, 1990-1991
- City of Victorville, Assistant Planner, 1989-1990
- City of Simi Valley, Planning Intern, 1987-1988

Teresa L. Batson
Senior Planner

Teresa Batson is an experienced, results-driven professional with a background in local land use planning, objective design standards, CEQA review, community engagement, California housing law, and ministerial and discretionary project review. Ms. Batson has exceptional organizational skills, adapts to various work environments easily, and has the ability to learn new tasks quickly. She is a detail-oriented planner who excels at stakeholder relations, teamwork, leadership, writing, and data analysis.

Highlights of Ms. Batson's experience include:

Civic Solutions, Inc., Senior Planner, 2023-Present

Works with our municipal clients performing a variety of duties in support of planning. Work includes research and analysis, policy development, plan checks, and ministerial and discretionary project review. Monitors budgets and prepares invoices for deposit-based discretionary cases. She also helps applicants and consultants understand municipal requirements, analyze issues and recommends solutions and strategies. Ms. Batson performs a wide range of duties including collaborating with decision-makers and staff from other departments within the municipalities and staff from state and local agencies.

City of Los Angeles, Planning Department, Community Planning Division, City Planner, 2018-2022

Managed the Harbor Gateway Community Plan Update Program. Duties included supervising a team of staff members in performing background research, conducting field surveys, analyzing demographic data, evaluating environmental impacts, map and zoning updates, and drafting environmental review documents. Edited policy documents and prepared the draft Community Plan Update. Planned and hosted public outreach/engagement events in collaboration with colleagues, council office staff, neighborhood council members, and other community stakeholders. Responsibilities included overseeing the adoption process of general plan amendments, and zone changes associated with the South-Harbor Community Plan Areas. Collaborated with other agencies and jurisdictions to ensure projects that were in compliance with state and local legislation, facilitated training for Planning Department staff, and served on interview panels for positions within the department.

Highlights

- Long-Range Planning
- Discretionary Permit Processing
- Environmental Review
- Zoning Investigation
- Zoning Code Updates
- Training and Mentoring
- Objective Design Standards
- Field Surveys
- General Plan Amendments
- Community Engagement
- Policy Development
- Research & Analysis

Education

Master of Arts in Urban & Regional Planning with an Emphasis in Community Development, California State Polytechnic University, Pomona

Bachelor of Science in Applied Mathematics with a Specialization in Computing, University of California, Los Angeles

Technical Skills

Microsoft 365
Training and Facilitation
Permit Tracking Software
Google Workspace

Teresa L. Batson
continued

City of Los Angeles, Planning Department, Condition Compliance Unit and Expedited Processing Section, Planning Assistant, 2016-2018

Processed conditional use permits for alcohol sales. Duties included reviewing pre-application submittals, performing background research, preparing Initial Studies in conformance with the City, environmental guidelines, and CEQA. Collaborated with other City departments and state agencies, preparing hearing notices, writing and technical editing of staff reports, and performing condition clearances.

City of Los Angeles, Planning Department, Zoning Administration Division and Community Planning Bureau, Planning Assistant, 2006-2011

Conducted background and zoning investigations of nuisance commercial uses in the City. Analyzed land use impacts to impose land use conditions to mitigate and eliminate nuisance activities on the properties, and prepared presentations and staff reports for Zoning Administrator hearings. Reviewed land use development projects ranging from historic preservation projects to large-scale commercial projects. Managed the entitlement process for each project including conducting design and site plan review, analyzing neighborhood compatibility, conducting initial studies, preparing CEQA documentation, and writing letters of determination. Presented proposed land use projects and general plan amendments to the City Planning Commission and other decision-making bodies.

Catherine Powers
Associate Planner

Ms. Powers is a highly motivated professional with 11 years of experience in processing and reviewing residential and non-residential development projects for General Plan, zoning, and design conformance. She has conducted technical studies, research, and review of development plans and provides excellent customer service.

Highlights of Ms. Powers' experience include:

Highlights
- Land Use Planning
- Entitlement Processing
- Research and Analysis
- Public Counter Support
- Zoning Review
- Project Design Review
- Public Presentations

Education
Bachelor of Arts, Environmental Science & Policy, California State University, Long Beach
Certification in Sustainable Development, University of California, Riverside

Technical Skills
Electronic Plan Review

Civic Solutions, Inc., Associate Planner, 2023-Present
Provides associate-level urban planning services to our public agency clients. Duties include; ministerial and discretionary permit processing, plan checks, and public counter support. Coordinates with staff, stakeholders/applicants, design professionals, and the public on projects and issues. Prepares staff reports, resolutions, and conditions of approval, and makes presentations to planning commissions and other public bodies.

City of Irvine, Great Park Entitlement, Associate Planner, 2017-2023
Responsibilities included plan check, project entitlement, and park planning. Provided review of development plans, documents, technical studies, and reports for compliance with the General Plan, regional plans, codes, ordinances, and state law. Prepared and presented recommendations to city officials, commissions, and department personnel regarding development proposals. Reviewed applications for accuracy and compliance with codes. Established and maintained communication with the public, consultants, developers, City staff, and other agencies. Prepared requests for proposals and participated in consultant selection.

City of Irvine, Great Park Entitlement, Assistant Planner, 2015-2017
Responsible for park planning and plan check. Provided information to the public regarding planning standards, codes, and permit requirements. Researched and applied General Plan policies and zoning ordinances. Reviewed development plans, documents, technical studies, and reports for compliance with the General Plan, codes, ordinances, and state law. Prepared and presented recommendations to elected and appointed officials.

City of Irvine, Permit Specialist I/II, 2014-2015
Processed and calculated plan check and permit fees for minor and major projects in the Inform Gold Eden program. Provided excellent customer service and worked with colleagues to keep the work environment organized and efficient. Interacted with Community Development Department staff and examined computer records to monitor and coordinate the movement of plans throughout the permit process. Trained newly hired associates on daily permit processing functions.

VCA Code Group, Permit Specialist; City of Irvine, Planning Intern, 2012-2014
Performed permit specialist functions to the City as a contract employee. Under direct supervision, reviewed development plans, documents, technical studies, and reports for compliance with the General Plan, codes, ordinances, and state law.

Matthew Ozyilmaz
Planning Analyst

Matthew Ozyilmaz is a motivated planning professional specializing in housing policy, land use strategy, and regulatory reform. His experience spans housing element implementation, zoning code and development standards amendments, objective design standards, and entitlement process improvements. Drawing on a broad understanding of innovative planning approaches, he excels at developing strategic frameworks that integrate best practices with local context and community identity. Mr. Ozyilmaz is recognized for his open communication style, systems thinking, and ability to translate policy goals into actionable, implementable plans through collaboration and forward-looking strategy.

Highlights of Mr. Ozyilmaz's experience includes:

Civic Solutions, Inc., Associate Planner, 2022-Present

Works with municipal clients on a range of long-range planning and policy initiatives. Key efforts include Housing Opportunity Sites mapping; entitlement process review and amendments in response to evolving state law (e.g., SB 9, SB 35, SB 330); Housing Element implementation and ongoing RHNA tracking; process improvement studies and implementation plans; grant writing and funding strategy development; inclusionary housing ordinance and in-lieu fee program development; and specific plan and zoning code amendments. Mr. Ozyilmaz also represents clients at public meetings and hearings and is recognized as a skilled communicator and mediator.

City of Santa Barbara, Planning Technician II, 2016-2020

Co-authored local ordinances implementing California's SB 35 housing mandates, including the preparation of objective design standards for multifamily residential development, and facilitated meetings between decisionmakers and private stakeholders. Developed and implemented guidelines for small cell wireless facilities in response to evolving federal regulations. Reviewed project plans and technical reports for compliance with federal, state, and local standards, and negotiated environmental mitigation measures for complex development applications. Standardized permit processing procedures to ensure timely, coordinated interdepartmental review. Designed and delivered annual training sessions for local decision-makers on changes to state and federal law. Staffed the Architectural Board of Review (ABR) and represented the City at weekly televised public meetings. Prepared and presented staff reports, notices, and resolutions before the ABR and City Council.

Highlights

- Housing Opportunity Sites Mapping and Analysis
- Housing Element Implementation and Monitoring
- Zoning Code and Development Standards Reform
- Objective Design Standards Development
- Specific Plan Amendments and Updates
- Entitlement Process Improvements and Organizational Development
- RHNA / No Net Loss Tracking and Compliance
- Inclusionary Housing Ordinance Implementation
- Local Housing Trust Fund Administration
- Grant Writing and Funding Strategy

Education

Master of Science, City Planning and Regeneration, University of Glasgow, Scotland, UK

Bachelor of Arts, Environmental Studies with a Minor in Earth Sciences, University of California, Santa Barbara

Technical Skills

ArcGIS Pro & Online
Adobe Illustrator
Adobe InDesign
AutoCAD/Rhino
SketchUp
HTML, CSS, JavaScript

Affiliations

American Planning Association (APA)

Highlights

- Customer Service
- Plan Review - Zoning
- Research and Analysis
- Presentation Skills
- Solution Orientation
- Statistical Analysis
- Organization Skills
- Fluent in Spanish

Education

Bachelor of Arts, Urban Studies: Planning, Management and Design, San Diego State University, San Diego

Associate in Arts, Geography San Diego City College, San Diego

Technical Skills

ArcGIS Pro
Python
Adobe Photoshop
Google Suite
MS Office Suite

Esteban Cisneros
Planning Assistant

An emerging professional, Esteban Cisneros has experience in plan review, customer service, research and analysis. He excels in communication, organization, and training skills. As a team player, Esteban is flexible, attentive to detail, and adaptable, and has strong problem-solving skills.

Highlights of Mr. Cisneros' experience include:

Civic Solutions, Inc., Planning Assistant, 2025
Duties include public counter support, entry-level project management for zoning plan review, ministerial permit processing, and assisting with the preparation of planning reports with data to support recommendations. Provides assistance to applicants and consultants in understanding municipal requirements, analyzes issues, and recommends solutions and strategies. Attends meetings and provides presentations.

City of Encinitas, Permit Technician, 2024
Processed, reviewed, and issued city building permits. Provided exceptional counter service and responded to building permit inquiries efficiently. Processed weekly and monthly billing reports for contract invoicing. Reviewed and assessed building plans to ensure proper fee invoicing and departmental coordination.

Hay House Inc., Carlsbad, Customer Support III, Audio App Specialist, 2021-2023
Specialized in spearheading exemplary customer relations by delivering prompt and expert services, and cultivating a positive client experience. Streamlined access management and configured accounts for peak operational efficiency. Applied advanced troubleshooting skills to address challenges encountered by technical and non-technical personnel. Facilitated seamless conflict resolution through effective collaboration between internal teams and field personnel.

Cal Poly Pomona, Pomona, California, GIS Researcher, 2022-2023
Data collection on California Agricultural Land Use. Reviewed literature on prior and contemporary research into climate impacts on specialty crops. Performed Raster Analysis utilizing ArcGIS Pro. Analyzed data output and prepared a research report on Almonds utilizing General Circulation Models (DCM) for climate and potential land use changes with Species Distribution Models (SDM). Designed maps for the exhibition and dissemination of research results.

San Diego Trolley Inc., San Diego, Qualified Train Operator, 2020-2021
Executed precision operations, expertly navigating trains through MTS rail facilities and adeptly connecting/detaching trainsets. Generated comprehensive report detailing unusual events for timely submission to supervisors. Operated light rail vehicle (LRV) trains with commitment to safety in revenue and non-revenue service operations, strictly adhering to MTS railroad rules. Showcased expertise in precise manual operation of track switches, ensuring uninterrupted flow of rail traffic. Pioneered proactive approach to continuous improvement, consistently maintaining awareness of service revision, regulations, and standard operating procedures.

raimi+ associates

PROPOSAL SUBMISSION FOR THE

City of South Gate

On-Call Consulting Services

Planning, Zoning, and Land Use Services

October 9, 2025

Submitted by

raimi+ associates

Proposal submittal to the City of South Gate for On-Call Consulting Services

Planning, Zoning, and Land Use Services

October 9, 2025

Submitted by Raimi + Associates

raimi+ associates

Contact

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Los Angeles CA, 91003
213.599.7670

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1. Cover Letter

John F. Signo, AICP
Planning Manager
Attention: City of South Gate, Community Development Department
8650 California Avenue
South Gate, CA 90280

Subject: Cover Letter for On-Call Consulting Services

Raimi + Associates (R+A) is excited to submit our proposal to the City of South Gate regarding its request for On-Call Consulting Services. We request consideration for the planning, zoning, and land use services category.

Established in Berkeley, CA in 2006, R+A is an award-winning multidisciplinary firm that brings to all projects a unique specialty in community planning emphasizing health, equity, sustainability, authentic engagement, and high-quality urban design. R+A has worked extensively across California and the Greater Los Angeles area. Our recent and ongoing experience includes general plans for Culver City, Ventura, Palmdale, and Beaumont, area plans, notably the Thousand Oaks Downtown Master Plan, zoning codes for the cities of Culver City, Palmdale, and Indio, and housing overlays and objective design standards for the cities of Santa Maria, and Ventura, design review for the cities of East Palo Alto and Sunnyvale, and multiple community engagement efforts.

R+A has a talented team with expertise in comprehensive and community planning, urban design, land use policy and analysis, GIS mapping, community engagement, public health, sustainability, and graphic design to support the City on a variety of project needs. We are confident that our strengths and core competencies in planning, zoning, urban design, and community engagement will align well with the needs of the City of South Gate.

We have reviewed the City of South Gate Professional Services Agreement, and we can comply with the requirements except as noted in the *Professional Services Agreement Proposed Modifications* section of this proposal. This proposal is valid for 120 days from the date of submittal. If you need any additional information, please do not hesitate to ask. Thank you for the opportunity to submit our qualifications.

Sincerely,

Matt Raimi
Founder + Principal
matt@raimiassociates.com
(510) 200-0520 x1001

Simran Malhotra, AICP, Assoc. AIA
Principal/Vice-President
simran@raimiassociates.com
(213) 599-7671 x1020

2. Work Plan

a. Methodology

Planning Approach

"Place-Based" Approach

We bring impeccable professional credentials to the project. R+A is an established leader in comprehensive planning, and our team includes experts in land use and community design. R+A structures comprehensive plan processes and content based on the specifics of place, recognizing that each area of the town is unique and serves a specific role in the community. We will consider South Gate's components – its neighborhoods, corridors, and centers – and work with the community to identify where future change should and should not occur. This "place-based" structure will form the basis for any land use analysis and then area-specific goals, policies, and programs.

Housing Element Implementation

R+A has experience preparing and implementing housing element programs and policies. This work has focused on providing updates to zoning, ADU, and subdivision ordinances; streamlining permits and procedures; addressing AFFH requirements; and map changes and corresponding general plan land use element changes related to housing element implementation. Our approach includes:

- Establishing clear project goals and a collective understanding of the issues to be addressed.
- Identifying recommendations and options for how to address each of the issues.
- Preparing draft documents to bring forward for adoption.

Implementable Templates and Toolkits

R+A has extensive experience in supporting jurisdictions on a range of projects, including writing land use and urban design best practices for housing production, and guidebooks for Objective Design Standards. R+A is skilled at preparing ordinances, templates and toolkits that are user-oriented, reflective of local conditions, and graphically compelling. We are skilled at developing templates and tools to guide staff in their implementation of housing element programs. The tools include best practices and resources to support public sector staff with informing and collaborating with stakeholders, including decision makers, on housing program implementation. Our approach includes receiving stakeholder input, identifying key issues and providing relevant guidance that meets the need of the city.

Objective Design Standards

R+A takes a holistic and comprehensive approach to writing design standards and guidelines. This approach understands that to encourage high-quality, human-scaled, and context-sensitive design, objective design standards need to consider development at multiple scales, from large scale strategies to fine-grained architectural strategies. Our approach includes focusing on housing types that are market supported and financially feasible in the local context.

Design Review

Raimi + Associates has assisted a variety of cities, developers, and non-profit developers with urban design and sustainable design review. Our long-range planning experience in the cities where we have provided design review services has equipped us to evaluate development proposals with a lens that ensures the proposals are in line with the community's vision, as articulated in the plan for that area. Our understanding of South Gate's context, challenges, community needs, and General Plan vision makes us well suited to support the City with the services in this category.

Authentic Engagement

Our approach is "meet people where they are" by engaging a wide variety of residents and groups – not just those that are typically involved in planning – using methods that are convenient for them. We develop systematic community engagement strategies that outline a transparent process, identify key populations throughout the city to strengthen existing bridges between residents and decision-makers, and ensures that the community feels ownership of the Plan moving into the future. Key is to use easy-to understand materials and to offer a wide array of ways to participate in the process – social media, online surveys, large and small group meetings, strategies for "going to the people."

Implementation-focused

We craft plans with the primary users in mind – lay community members, City staff and decision-makers, and property owners and development professionals. We prepare plans that articulate a compelling vision, provide precise policy direction, and prioritize key implementation actions.

Anticipated Workflow

R+A has crafted a typical following approach/workflow based on our experience conducting similar work. If selected, we will refine the workflow with the City to ensure a mutual understanding of expectations for each phase of work.

Project Management Approach

At R+A, we specialize in managing large, complex projects. We regularly serve as the prime consultant for projects of all scales, and we are very comfortable leading projects with tight timeframes and those with multi-year schedules. Our approach includes the following key elements:

Commitment

Raimi + Associates is a mission-driven group of professionals. We are selective about the type of work we choose to pursue, and we care deeply about the success, quality, and impact of every project we agree to complete. When you hire R+A, you get a dedicated partner, and your projects are our top priority. We consider a contract to be an ethically binding agreement to provide the services we promised and are known for going out of our way to do so, even when it requires extra effort, flexibility, or coordination on our part. We have built our national reputation on delivering the highest quality work products and deliverables.

Senior-Level Experience

The project will be led by senior leadership who combine managerial expertise with advanced technical knowledge spanning a range of topics. We understand how to produce the highest quality deliverables, efficiently facilitate the workflow, and meaningfully engage stakeholders along the way. The principals we have put forth in this proposal will be the ones actually creating and coordinating the work you need. You will get personalized service and commitment, not a rotating cast of unfamiliar project managers.

Work as an Extension of Staff

We know from experience that management success turns on effective communication and a close working relationship between the consultant team and the client. Therefore, our goal is to form a seamless team with the client's staff, who have invaluable knowledge about the community, its stakeholders, and their vision. This approach works because our style is collaborative, personalized, flexible, and easy to work with. As a result, we have developed strong long-term relationships with clients throughout the state and across the country.

R+A will incorporate the City's Project Manager into project team working meetings to share ideas and create solutions to complex planning challenges. We commit to weekly or bi-weekly check-ins and a series of staff and team working meetings at critical junctions in the process.

Leverage the Value of Teamwork

Complex projects require extensive hands-on management and coordination of staff working across a wide breadth of topics through each phase of the project. Our principals leading the project know how to elicit efficient, thorough, and thoughtful work from our team and staff by creating and maintaining a collaborative work environment. Team members will be assigned to working groups responsible for technical topics, community engagement, and project management and administration. There will be some standing working groups, while others will be ad hoc or temporary, but all will have a designated leader who will both coordinate the group and liaise with other groups and leads. This approach works because of our well-established relationships within the team.

Clear Roles and Project Organization

We also focus on clear roles and responsibilities. So that staff understand where they fit into the larger picture during each phase of the project, we identify primary responsibilities for technical analysis, product development, coordination, key interfaces, and decisions. A clear picture of accountabilities and relationships helps the project team work efficiently, reducing the time a project manager must spend revisiting and clarifying basic responsibilities.

R+A will use several tools to ensure that roles and responsibilities during each phase of the project are apparent to all team members. A team roster will describe each person's position, responsibilities, and working group assignments. To complement the roster, a project organization chart will show the positions within each working group and how they fit within the project structure. Finally, the project work plan will identify the specific work products that individuals and working groups are responsible for during each phase of the project.

Workflow Control

Our internal management processes ensure that resources are being activated and focused per the project scope to ensure maximum value and efficient delivery. These processes include a work breakdown structure, a work plan, a project schedule, specific task orders, and project status reports. The work breakdown structure is a visual diagram of the workflow between the interim work products needed to produce final project deliverables. To develop the work breakdown structure, we reverse engineer. This starts with an outline of the final project deliverables and how they will be used to advance implementation. Working backwards from there, the work breakdown structure divides the final deliverables into smaller, more manageable work products, shows dependencies among work products, and identifies the decisions and decision-makers associated with each work product and step.

The project schedule transposes the work breakdown structure onto the project timeline. It specifies timeframes for project work product development, client review, community engagement, and meetings. The project schedule is updated, as needed, throughout the duration of the project. Day-to-day operations are guided by the project work plan. The work plan translates the work breakdown structure and project schedule into a table showing specific tasks, work products, task leads, due dates, and task status. The work plan will be a living document, updated throughout the project process.

For each task in the work plan, the Project Manager drafts a task order with a detailed scope, staffing allocation, budget, and interim and final due dates. Monthly reports summarize the project status by work product.

Quality Control

Quality control and quality assurance (QA/QC) procedures are ingrained in our production of technical materials as well as in our review and refinement of any sub-consultant work. The protocols conclude with the systematic, independent review of deliverables by qualified professionals not directly involved in production.

b. Project Schedule

Project Schedule

The tasks that may arise from this RFQ are likely to have varied scopes and levels of necessary community engagement impacting the project schedule. R+A has extensive experience managing both short and multi-year projects.

Anticipated Timelines

We estimate the following timelines for projects: **shorter-term projects** (e.g., design review, fact sheets) - 2-4 months, **medium-term projects** (e.g., ADU toolkits and ordinances, minor zoning code amendments) - 4-6 months and **longer-term projects** (e.g., AFFH analysis, general plan amendments, zoning map amendments, ODS - 1 to 2 years).

Anticipated City Review Timeframes

City review time for fact sheets, workshop materials and meeting materials will be approximately **two weeks**. City staff will review major products within **four weeks**, depending on the product and their other duties. All comments will be provided as a single set of non-conflicting and actionable comments.

c. Qualifications and Prior Experience

Firm Description

raimi+ associates

Raimi + Associates, an S-Corporation established in 2006, is an award-winning multidisciplinary urban design, planning, policy, and research firm with offices in Berkeley and Los Angeles. Over the years, we have served dozens of communities in California and across the nation as trusted advisors, skilled practitioners, imaginative problem solvers, and effective communicators. We help communities achieve their long-term visions by listening to and learning from ordinary people, partnering closely with our clients, and relying on our keen eye for place.

Our firm's planning and urban design expertise is complemented and informed by our focus on public health, equity, sustainability, and program evaluation. To address the complexity of communities, Raimi + Associates integrates a host of interrelated subjects — land use and design, sustainability and green building, public health and social equity, and public engagement and visioning — into planning and social research efforts at a variety of scales. Our work focuses on six practice areas:

- **COMPREHENSIVE PLANNING**, including citywide general and comprehensive plans, community plans, TOD plans, and vision plans.
- **URBAN DESIGN + AREA PLANNING,** including specific plans, neighborhood plans, vision plans, urban design studies, form-based codes, design guidelines, zoning codes and corridor plans.
- **PUBLIC HEALTH + EQUITY,** including health and environmental justice elements and policy, community wellness surveys, Health Impact Assessments (HIAs), Health in All Policies Initiatives (HiAP), mapping and analysis, and healthy development checklists.
- **SUSTAINABILITY + CLIMATE CHANGE**, including climate action plans, GHG emissions inventories, LEED-H, LEED-ND, and LEED-CC certification, and sustainability policy and analysis.
- **EVALUATION, ASSESSMENT + STRATEGIC PLANNING**, including community assessments, impact and developmental evaluation, and organizational strategic planning.
- **ENGAGEMENT, COMMUNICATION, + TECHNICAL ASSISTANCE,** including community engagement programs, meeting facilitation, policy/program strategy, skills training, branding, graphic design, and website design.

Whether it's updating a city's comprehensive plan, developing health and sustainability objectives, creating a targeted neighborhood retrofit plan, guiding a project through the green building process, or generating a vision for a multi-jurisdictional corridor, we think holistically and examine the physical, environmental, health, and socioeconomic challenges of planning and design. This approach allows us to successfully develop, assess, and implement community plans, implementation programs, community outreach strategies, and policy framework for the cities and communities we work in.

Project Experience

Long-range planning is the cornerstone of R+A's community planning work, and we have led an impressive roster of general and area plans throughout the state over the past decade. Our firm has a proven ability to develop creative planning solutions that balance the preservation of existing quality of life with the need to accommodate new development, with an emphasis on health, equity, and sustainability. The following lists a selection of our project experience, followed by descriptions of select projects. More information is available in Appendix B: Supporting Documents.

General Plans

- Palmdale General Plan Update
- Culver City General Plan Update*
- Beaumont General Plan Update*
- Ventura General Plan Update
- Coachella General Plan Update
- Petaluma General Plan Update
- Marina General Plan Update
- Thousand Oaks General Plan Update
- South San Francisco General Plan Update*

Specific/Area Plans

- Downtown Watsonville Specific Plan*
- South San Francisco Lindenville Specific Plan
- Walnut Creek North Downtown Specific Plan
- Sunnyvale Moffett Park Specific Plan*
- Mountain View East Whisman Precise Plan*
- San Jose Diridon Station Area Plan
- Santa Clara El Camino Real Specific Plan
- Mountain View El Camino Real Precise Plan*
- Thousand Oaks Downtown Core Master Plan
- n Criteria and Objective Design Standards
- Palo Alto Zoning Analysis

Zoning Codes

- Culver City Zoning Code Update
- Indio Comprehensive Zoning Code Update
- Palmdale Comprehensive Zoning Code Update
- Coachella Targeted Zoning Code Update
- Fremont City Center Community Plan and Form-Based Zoning Code
- Beaverton, OR Downtown Design District Development Code
- Vancouver, WA Design Guidelines

Other Planning Documents

- Ventura Housing Zoning Overlay
- Walnut Creek Design Standards + Guidelines
- Santa Maria Objective Design Standards
- North Berkeley and Ashby BART Objective Design Standards and TOD Planning
- Milpitas Objective Design Standards
- Marina Objective Design Standards
- Palo Alto Contextual Desig

**Denotes APA award-winning plan*

General Plans

Palmdale General Plan Update

Raimi + Associates led an interdisciplinary team of consultants in updating the City of Palmdale's General Plan and Zoning Code and preparing the associated Environmental Impact Report.

Palmdale is the gateway to Antelope Valley in Northern Los Angeles County and spans 106.3 square miles (city limits, only). Much of the city's land is currently vacant, though major transformative infrastructure and transportation projects anticipated to occur over the next two decades may draw expansive regional growth to the community.

The goal of Palmdale 2045 is to provide decision-makers, City staff, and the community with a General Plan that aligns with community values and is responsive to market opportunities. The Plan focuses on key priorities including a unified and welcoming community, active and vibrant places, diverse and high-quality jobs, a resilient local economy, safe and healthy places to live and work, high-quality medical and mental healthcare, housing options, high-quality education, preserving the beautiful natural setting, and being at the forefront of transportation innovations.

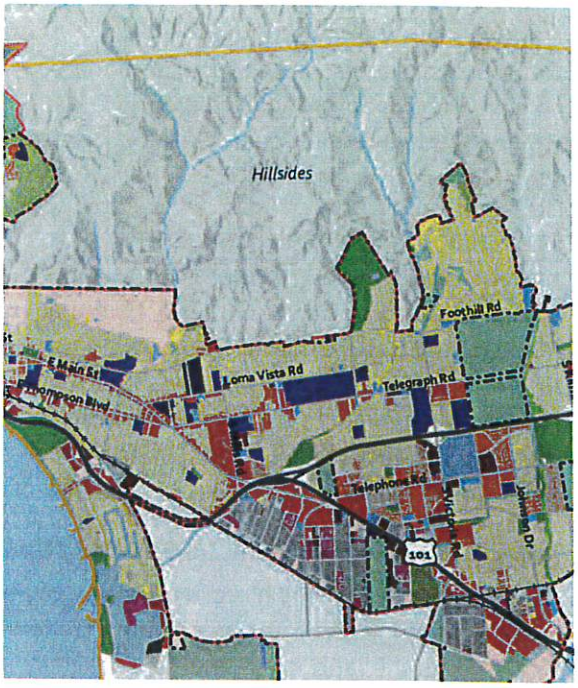
Culver City General Plan Update

Nestled in the heart of the Los Angeles Metropolitan Area, Culver City has established itself as a vibrant community with a high quality of life, easy access to transit, and healthy neighborhoods. Culver City's commitment to transit oriented development and sustainability have also been heralded across the region. While the city's ongoing economic revitalization has contributed to a strong job market, it has also exerted significant pressure on the housing market and put a strain on local transportation infrastructure.

For these reasons, Raimi + Associates helped the City prepare a comprehensive update of Culver City's General Plan and associated Environmental Impact Report. In addition to the nine topics mandated by the State, the General Plan Update touches on additional themes such as Economic Development, Health and Equity, Arts and Culture, and Sustainability and Climate Change. Throughout the process, Raimi + Associates supported City staff and residents in identifying and articulating the right path forward.

Ventura General Plan Update

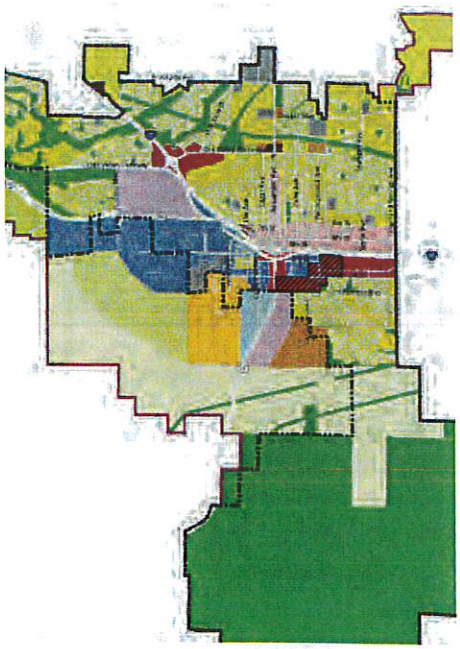
Raimi + Associates is leading a team of consultants to comprehensively update the City of San Buenaventura's General Plan, Climate Action Plan, and Local Coastal Program. As the administrative center of Ventura County, the City San Buenaventura ("Ventura") is home to quaint single-family neighborhoods, regional employment and educational hubs, and historic landmarks like the San Buenaventura Mission.



In recent years, the coastal community has been beset by many issues impacting its quality of life, such as housing affordability, homelessness, traffic congestion, wildfire risk, and sea level rise. Because its current General Plan was last updated in 2005, the City is interested in reinventing it as a forward-looking document that tackles these issues head-on with the support of residents not traditionally involved in community planning processes.

Beaumont General Plan Update

Raimi + Associates led a team in preparing a comprehensive update to the City of Beaumont's General Plan and associated environmental review.

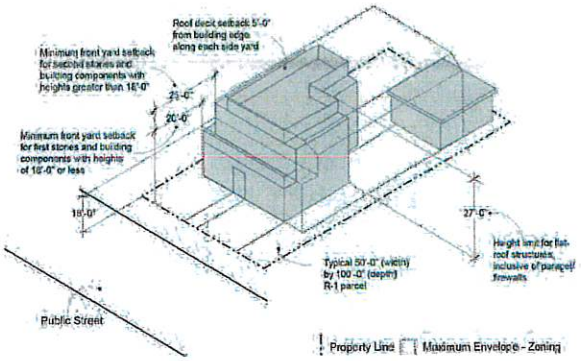


Beaumont is on a journey to develop a long-range plan that charts the City's future, while integrating sustainability, economic growth, fiscal transparency, and accounting for the impacts of projected population growth. The City is located at the intersection of Interstate 10 and State Route 60 in the westernmost portion of Riverside County. The General Plan embraces the community's small town feel and rural mountain setting, while positioning the City to enhance and revitalize existing commercial corridors and residential neighborhoods. The Plan also sets a framework for enhancing connectivity to the Potrero Reserve and management of habitat conservation areas within the planning area.

Zoning Codes

Culver City Zoning Code Update

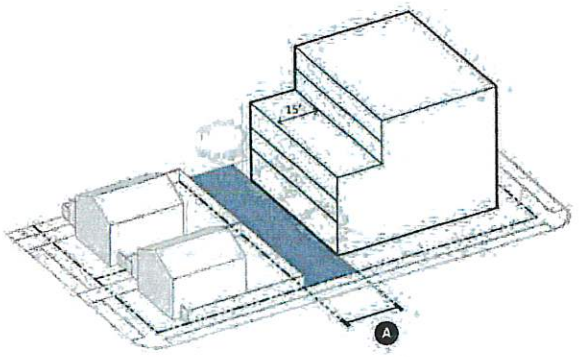
Raimi + Associates was hired by the City of Culver City to comprehensively update the Zoning Code in conjunction with their General Plan Update process.



The updated code implements the land use patterns and the development framework established in the Culver City 2045 General Plan Update and 6th Cycle Housing Element. In particular, the code creates a range of new mixed-use districts to allow housing across the city, from low-scale corridor mixed-use to higher intensity mixed-use industrial. The team worked closely with Staff and the development community to make sure the new Code is easy to navigate, user-friendly, and highly illustrative.

Palmdale Comprehensive Zoning Code Update

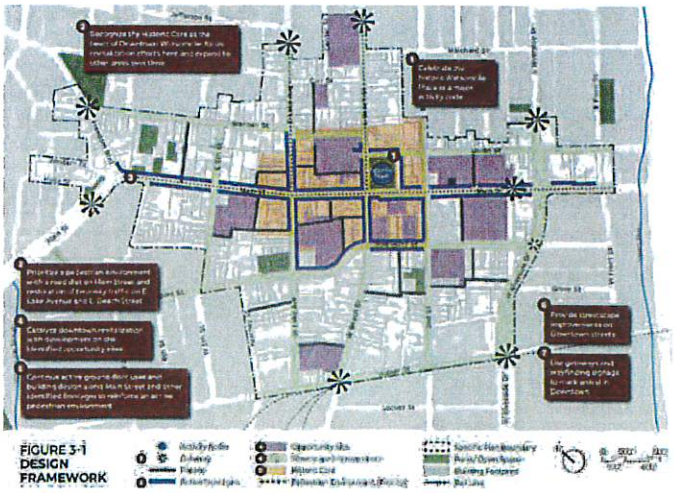
Raimi + Associates was hired by the City of Palmdale to comprehensively update the Zoning Code in conjunction with the ongoing General Plan Update process. The updated code implements the land use patterns, especially mixed-use designations, and the development framework established in the Palmdale 2045 General Plan Update. The code also incorporates and builds upon recently completed Specific Plans and multifamily design regulations. The team worked closely with Staff and the development community to make sure the new Code is easy to navigate, user-friendly, and highly illustrative.

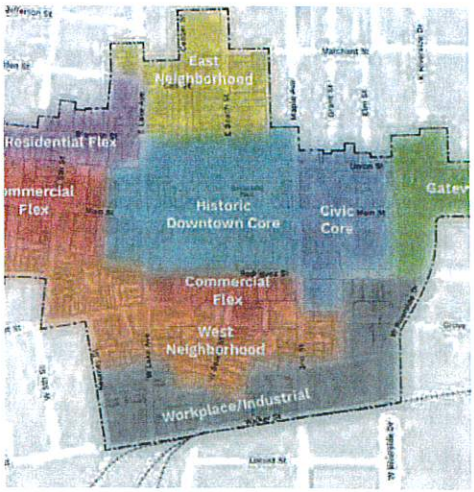


Specific/Area Plans

Downtown Watsonville Specific Plan and 6th Cycle Housing Element Implementation

R+A worked with the City of Watsonville and a multi-disciplinary team to create a vision for Downtown Watsonville. The proposed downtown core is stitched together by Main Street which also acts as a major regional corridor (152) that is partially owned by Caltrans. This area includes the city's main plaza in addition to City Hall, the city-owned parking structure, and the police station. The plan creates a vision and identity for the area, design strategies for the public realm, mobility strategies, and implementation strategies and actions for decision makers to undertake to make Downtown Watsonville a reality. R+A is currently working with the City of Watsonville to implement the changes to their zoning code to implement the programs in the 6th Cycle Housing Element including changes to the ADU ordinance, Density Bonus chapter and addressing a multitude of recent housing laws.





Moffett Park Specific Plan Update

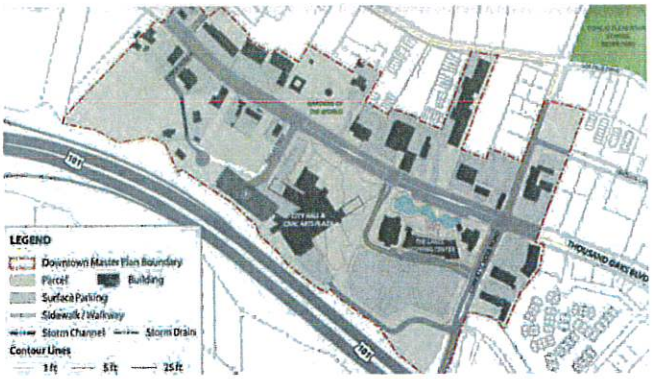
Moffett Park represents a vital part of the City of Sunnyvale's economic and social identity, having for decades served as a pivotal business center for the region's high-tech demographic, while also providing recreational access to the San Francisco Bay and crucial conservation areas along the city's northern-most border.

The Plan covers approximately 1,300 acres, including 20 million square feet of office and industrial space that is part of the lively mixed-use district. R+A, along with SE, DJP&A, BKF, and I&R, a team of diverse and creative thinkers, approached the area with a critical lens that balanced the preservation and continuity of existing infrastructure. The vision of creating an eco-innovation district is integrated into the Plan to steward the natural environment, enhance climate resilience, and support biodiverse native ecosystems and local community health. By collaborating with stakeholders, community members, and City Council members over the course of six interactive City Council study sessions, the Plan centers community

voices, establishes community benefits, and identifies infrastructure needs for redevelopment to maximize utilization and long-term growth.

Thousand Oaks Downtown Core Master Plan

Raimi + Associates worked with the City of Thousand Oaks and a multi-disciplinary team of subconsultants to create a vision for Downtown Thousand Oaks. Located approximately 35 miles northwest of Downtown Los Angeles, Thousand Oaks is a traditional auto-oriented suburban community and as such, lacks an area that residents can call their town's center.



The proposed Downtown Core is a half-mile section of Thousand Oaks Boulevard, one of the main arteries in the City. This area includes the City's Civic Arts Plaza which houses City Hall and a large regional performing arts theatre with adjoining parking structure as well as a shopping center. The area also contains a three-acre parcel owned by the City that is ripe for redevelopment. These assets are key building blocks for the creation of Downtown which will be a robust, walkable, entertainment and experience-oriented center of activity in the Conejo Valley. The plan creates a vision and identity for the area, design strategies for the public realm, and implementation strategies and actions for decision makers to undertake to make Downtown Thousand Oaks a reality.

Design Standards and Guidelines

Walnut Creek Design Review Standards and Guidelines

R+A assisted the City of Walnut Creek with a comprehensive update of their Citywide Design Review Standards and Guidelines. The update addressed recent California State legislation, including SB330, requiring objective design standards for administrative approval of residential projects, as well as an optional discretionary pathway with design guidelines. Beginning with an extensive assessment of the existing design standards and guidelines, R+A took a critical look at how to transform existing subjective design guidelines into a comprehensive set of objective standards that both encourages sound design practices and balances the need for standardization with local context-based conditions. The project included targeted educational outreach to the development community as well as usability testing of the draft standards and guidelines.

Concord Affirmatively Furthering Fair Housing Rezoning Project

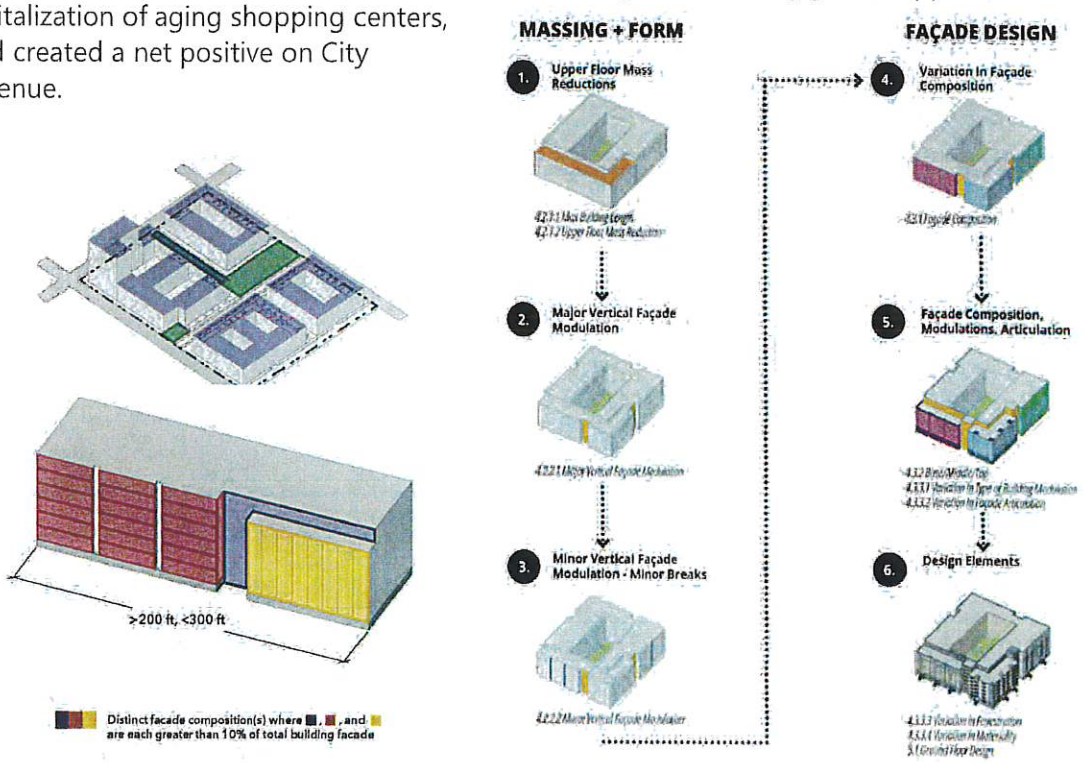
Raimi + Associates was retained by the City of Concord to work on the Concord Affirmatively Furthering Fair Housing Rezoning Project (Project) which implements Program 8.6 of the 2023-2031 Housing Element. Program 8.6 aims to rezone a minimum of 20 acres of land in moderate- and high-resource areas of the City to accommodate at least 1,000 additional multi-family housing units accessible to lower-income households. The project includes identifying sites, preparing rezoning alternatives, developing General Plan and Zoning Amendments for the preferred rezoning alternative, conducting an environmental impact report, facilitating community engagement, and offering additional services to implement the rezoning.

North Berkeley and Ashby BART Objective Design Standards and TOD Planning

Raimi + Associates is contracted with BART to support site analysis, develop a circulation framework, analyze development proposals, and write objective design standards for TOD Development at both North Berkeley and Ashby BART Stations. The North Berkeley project involved supporting the City of Berkeley in writing the Objective Design Standards in consultation with BART staff, the NBHP developer team, and architecture design teams. The Ashby Station work is underway and has involved in-depth design work and coordination on infrastructure and station emergency access. R+A has worked closely with BART Fire & Life Safety, Mechanical & Engineering, and Real Estate Development to work toward creative design solutions to complex problems to ensure quality design that meets community needs and expectations.

Milpitas Housing Element, Objective Design Standards, and Housing Opportunity Districts

The City of Milpitas retained R+A to develop the city's first Objective Design Standards for residential and mixed-use projects. Following the preparation of the City's 6th Cycle Housing Element, R+A completed the Housing Opportunity Districts project. The project included updating the zoning for the Town Center (TC) and Neighborhood Commercial Mixed-use (NCMU) land use designations of the General Plan to foster the development of mixed-use neighborhoods. The project implemented General Plan goals and policies, incentivized affordable housing, helped meet current and future regional housing goals, supported revitalization of aging shopping centers, and created a net positive on City revenue.



Design Review

Ravenswood Business District Proposed Development Projects Plan Review

R+A led the design review of four major proposed development projects (2020 Bay Road, The Landing by Harvest, Four Corners by Sand Hill, and EPA Waterfront by Emerson) in the Ravenswood Business District of East Palo Alto. Our team conducted a thorough design and planning review of each project including land use, urban design, and architectural character (building massing, relationship to street, setbacks, height, etc.) aspects. The conformance of each project with the City's zoning and related regulatory documents was also evaluated. Key deliverables of this plan review included draft and final memorandum summarizing the design review recommendations for each project, as well as assistance with Planning Commission hearings.

Sunnyvale Site Master Plan Review

R+A led the development of the Moffet Park Specific Plan for the City of Sunnyvale. Building off of this work, R+A is under contract with the City to assist City staff with Site Master Plan review of proposed development projects within the Moffet Park Specific Plan Area for conformance with City zoning and related regulatory documents. Our team's understanding of Sunnyvale, property owners, and the Specific Plan aligns well with the needs of the City staff.

LEED Certification for Affordable Housing and Sustainable Design Review

The R+A team works with a variety of non-profit affordable housing developers throughout the state to certify affordable housing projects under the LEED system. Our process includes working with the owners, architects, mechanical and plumbing engineers, civil engineers, and landscape architects in the design development phase to ensure LEED required elements are designed and included in the building's plans. As the project moves into construction documentation and plan check, we continue to work with the team to ensure they include LEED and sustainable design elements to meet the respective jurisdiction's sustainability and building requirements.

d. Personnel

The section below provides an overview of key personnel proposed for the South Gate On-Call Planning list. Our team includes experts in the areas of land use planning, urban design, zoning and development regulations, community engagement, health and environmental justice, climate change and sustainability, graphic design, and research and evaluation. Specific staffing would be determined based on the scope of work released for future projects.

Staffing

SIMRAN MALHOTRA, AICP, Associate AIA | Principal | *Land Use Planning, Urban Design, and Zoning*

Simran has a background in planning, urban design and architecture and brings a distinct design perspective to all her projects, leading to the creation of vibrant, attractive, and thriving places. She has authored plans for many types of urban environments, in particular, TOD/mixed-use districts, downtowns, historic and residential neighborhoods, commercial corridors, industrial areas, and educational campuses. These efforts have resulted in community-based planning and urban design innovations that have achieved notable implementation.

MATT RAIMI | CEO and Principal | *Land Use Planning*

Matt, the founder of Raimi + Associates, has over twenty-five years of experience in planning across the country. He has directed numerous comprehensive plans, specific plans, corridor plans, vision plans, healthy community plans, and other complex planning projects. Examples include the East Palo Alto Ravenswood Specific Plan, North Bayshore Precise Plan, Mountain View Downtown Plan, and Ventura General Plan, among others. He is an expert in creating inclusive and authentic public planning processes and creating more equitable, resilient, and sustainable cities.

ERIC YURKOVICH | Principal | *Land Use Planning, Climate Change, Sustainability*

Eric has over twenty years of experience as a community planner focused on issues of land use, housing, climate change, environmental justice, and equitable development. He led the development of the Culver City Update, area plans for Moffett Park, North Bayshore, East Whisman, Downtown Castro Valley, Redwood Life, Mountain View Terra Bella, and South San Francisco Lindenville, in addition to the Milpitas Housing Element and Concord's Affirmatively Furthering Fair Housing Project. He brings a strong technical background to support policy and plan development.

ROXANNE BORZO BERTRAND | Associate | *Land Use Planning, Zoning, Community Engagement*
Roxanne is a planner and designer with experience working on comprehensive and specific plans, housing elements, zoning codes and objective design standards. Her passion lies at the intersection of land use policy and the built environment. With a comprehensive perspective, Roxanne approaches challenges and constraints strategically by critically evaluating common assumptions and developing plans and designs informed by robust data and thorough analysis.

MICHELLE HERNANDEZ, LEED Green Associate | Intermediate Planner II | *Land Use Planning, Community Engagement*
Michelle is a planner and designer with experience working on comprehensive and specific plans, community engagement strategies, climate change planning, and LEED green building certifications. She has a passion for interdisciplinary approaches that incorporate sustainability into all areas of planning and placemaking. She believes that equitable collaboration is necessary in designing adaptive and resilient communities. Michelle is also fluent in Spanish.

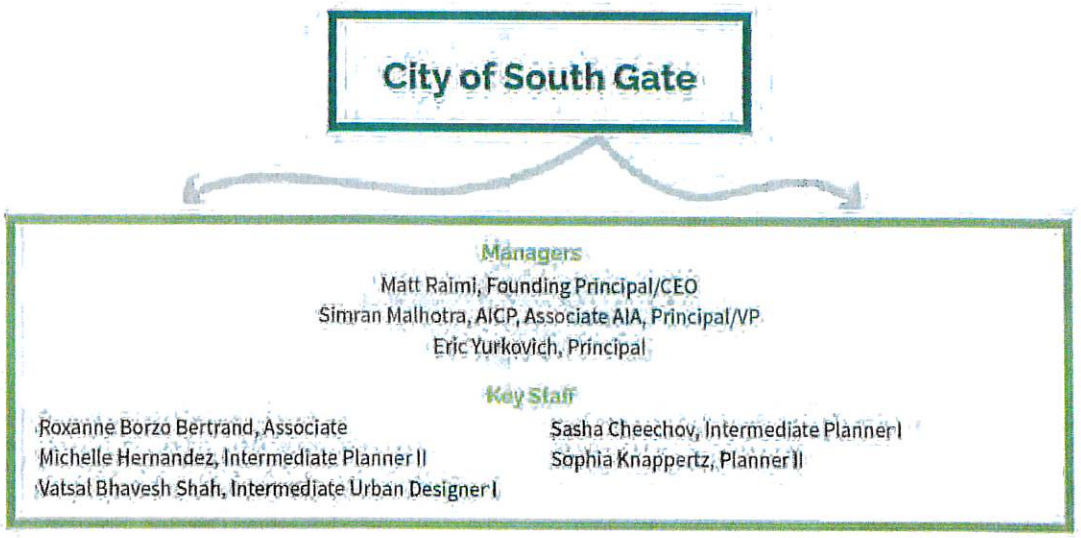
VATSAL BHAVESH SHAH | Intermediate Urban Designer I | *Land Use Planning, Urban Design*
Vatsal Shah is an urban designer and an architect with key interests in policy-based design explorations and collaborative community-driven approaches that enhance the urban built environment. Through his professional and research experience he has developed key insights into devising inventive solutions by integrating sustainable planning practices and fostering community engagement. He holds a degree in Master of Science in Urban Design from The University of Texas at Austin. He is a licensed architect in India and received his Bachelor of Architecture from Vidyanidhi Institute for Architecture and Environmental Studies, Mumbai.

SASHA CHEECHOV | Intermediate Planner I | *GIS Mapping*
Sasha is a planner who specializes in mapping, data analysis, and community engagement. She leverages GIS and technology to conduct environmental analysis, visualize demographics and socioeconomic data, create detailed land use and zoning maps, and provide interactive products to connect our clients and the public to data in innovative ways. Sasha is passionate about sustainability for the benefit of both people and planet, and values an authentic and equitable approach to community outreach and engagement. She believes in the positive impact of communities designed with intention and innovation.

SOPHIA KNAPPERTZ | Planner II

Sophia is a research-driven urban planner who believes in the power of equitable, community-centered planning to create healthier, more inclusive cities. She is enthusiastic about using spatial analysis, policy research, and community engagement to bridge the gap between technical data and real-world impact. Sophia's work has included GIS mapping of environmental hazards, policy research, and community engagement support. As a planner, Sophia aims to advocate for vibrant and resilient cities.

Team Organization Chart



e. Conflict of Interest

Raimi + Associates has conducted a thorough review of potential conflict of interest considerations in connection with this RFQ. Based on this review, R+A affirms that no actual, apparent, or potential conflicts of interest exist that would in any way compromise or impair our ability to perform the required services in an objective, impartial, and independent manner.

f. Reference

Project Name	Project Description	Reference Name and Contact
Category: General Consulting Services		
Palmdale General Plan Update and Zoning code Update (2018-2022) *Palmdale, CA*	R+A worked with the City of Palmdale to prepare a General Plan Update and Comprehensive Zoning Code.	Megan Taggart Community Development Director City of Palmdale 38250 Sierra Highway Palmdale, CA 93550 (661) 267-5213 mtaggart@cityofpalmdaleca.gov
Marina General Plan and Objective Design Standards (2022- present) *Marina, CA*	R+A is preparing a General Plan update for the City of Marina. This project includes a vision, community values, goals and programs for all General Plan topics. R+A also completed ODS for Multifamily and Mixed Use Development.	Guido F. Persicone, AICP Community Development Director City of Marina 211 Hillcrest Avenue, Marina, CA 93933 (831) 884-1289 gpersicone@cityofmarina.org
Milpitas Objective Design Standards and Housing Opportunity Districts (2021- 2025) *Milpitas, CA*	R+A worked with the City of Milpitas to develop Objective Design Standards for residential and mixed-use projects. The document was the first citywide design document. R+A's work included providing a technical memo, framework plan for design standards, site tests of example products, and a comprehensive set of objective design standards. R+A is currently working on the Housing Opportunity Districts project with the City of Milpitas.	Jay Lee, AICP Planning Director, City of Milpitas 455 E Calaveras Boulevard, Milpitas, CA 95035 (408) 586-3077 jlee2@ci.milpitas.ca.gov

Category: Design Review		
Moffett Park Specific Plan Update and Site Master Plan Review (2019 – present) *Sunnyvale, CA*	R+A led the development of the Moffet Park Specific Plan for the City of Sunnyvale. Building off of this work, R+A is under contract with the City to assist City staff with Site Master Plan review of proposed development projects within the Moffet Park Specific Plan Area for conformance with City zoning and related regulatory documents. Our team's understanding of Sunnyvale, property owners, and the Specific Plan aligns well with the needs of the City staff.	Trudi Ryan, AICP Director, Community Development Department City of Sunnyvale 456 W. Olive Avenue, Sunnyvale, CA 94086 (408) 730-7435 tryan@sunnyvale.ca.gov
Ravenswood Business District Proposed Development Projects Plan Review (2020) *East Palo Alto, CA*	R+A led the design review of four major proposed development projects (2020 Bay Road, The Landing by Harvest, Four Corners by Sand Hill, and EPA Waterfront by Emerson) in the Ravenswood Business District of East Palo Alto. Our team conducted a thorough design and planning review of each project including land use, urban design, and architectural character (building massing, relationship to street, setbacks, height, etc.) aspects. The conformance of each project with the City's zoning and related regulatory documents was also evaluated.	Amy Chen Community & Economic Development Director, City of East Palo Alto (650) 384-7669 achen@cityofepa.org
LEED Certification for Affordable Housing and Sustainable Design Review (2018 – present) *Los Angeles, CA*	The R+A team works with a variety of non-profit affordable housing developers throughout the state to certify affordable housing projects under the LEED system. Our process includes working with the owners, architects, mechanical and plumbing engineers, civil engineers, and landscape architects in the design development phase to ensure LEED required elements are designed and included in the building's plans.	Mario Washington Project Manager, Community Corporation of Santa Monica 1410 2nd Street, Suite 200 Santa Monica, CA 90401 T. 310.394.8487 x136 MWashington@communitycorp.org

3. Fees

R+A's hourly billing rates by position and costs of reimbursable expenses are provided on the following page.

Anticipated Budget Ranges

We estimate the following budget ranges for a range of project types. These are broad estimates only. We will provide detailed scopes and budgets for specific tasks as requested:

Development Project Design Review:	$5,000-$10,000
Fact Sheets:	$4,000 -$6,000
ADU Toolkits and Ordinances:	$5,000-$15,000
Minor Zoning Code and Map Amendments:	$5,000-$40,000
General Plan and Map Amendments:	$15,000-$60,000
Objective Design Standards:	$100,000-$150,000

2026 Billing Rates

The following is the Rate Schedule for Raimi + Associates through December 31, 2026.

Labor

Senior Principal/Principal	$300/hour
Associate Principal	$265/hour
Senior Associate	$235/hour
Intermediate Associate	$225/hour
Associate	$210/hour
Senior Planner/Designer/Researcher II	$195/hour
Senior Planner/Designer/Researcher I	$185/hour
Intermediate Planner/Designer II	$175/hour
Intermediate Planner/Designer I	$165/hour
Planner/Designer/Researcher II	$145/hour
Planner/Designer/Researcher I	$130/hour
Finance Director	$175/hour
Account Manager	$125/hour
Intern	$75/hour

Reimbursable Expenses

General Office Expenses	Billed at 3% of labor
Sub-consultant Management	7%
Travel mileage	Current IRS rate
Travel (Airfare, Hotel, Meals)	At cost / Per contract
Outside Vendor Expenses	At cost / Per contract
Printing (in-house for large print jobs only)	11x17 Color - $1.00/ea. 8.5x11 Color - $0.50/ea. 11x17 B/W - $0.20/ea. 8.5x11 B/W - $0.10/ea.
Binding	$2.50 per document (8.5x11) or at cost from vendor
Large Format Printing/Plotting	At cost from vendor
Large volume print jobs (e.g., final reports)	At cost from vendor

4. Resources

Resources to be Provided by the City

We believe that the best plans are developed as a partnership between City staff and Raimi + Associates. While R+A staff will do the bulk of the work on the project, we expect that City staff will serve as partners in each project every step of the way. The following is a preliminary list of the primary responsibilities of City staff.

- City staff will provide accurate data and information in a timely manner to R+A.
- All data and information provided by the City will be assumed to be correct and up-to-date. R+A is not responsible for out-of-date or inaccurate information.
- All studies that the team will prepare are identified in the scope of work. Any studies, tasks, deliverables or reports not specifically identified are assumed to be not included.
- City review time for workshop materials and meeting materials will be approximately two weeks. City review of major products will take four weeks, depending on the product and other responsibilities of City staff. All comments will be provided as a single set of non-conflicting and actionable comments.
- Planning Staff will coordinate with staff in other departments throughout the project, including setting up internal meetings.
- City staff will be responsible for logistics for all meetings (including communication, refreshments if desired, etc.) and other engagement activities such as public workshops.
- City staff will assist with facilitation of small group activities for meetings and workshops.
- City staff will post to City-run social media outlets such as Facebook, Instagram, X, etc.
- City staff will lead additional engagement efforts not identified in the scope of work, including more informal communication with residents and other stakeholders.
- City staff will write all staff reports and resolutions for the City Council, Planning Commission, and other board and commission meetings.
- City staff will collaborate with R+A to provide ongoing maintenance and updates for the project website.
- City staff will lead the effort to track and respond to public comments on draft documents.
- City staff will cover all printing and mailing costs associated with the project, unless specifically identified in the scope of work and budget.

5. Appendices

Appendix A: PSA Proposed Modifications

Raimi + Associates has reviewed the City of South Gate Agreement for Professional Services included with the RFP. We can comply with the requirements except as noted below. If selected, Raimi + Associates would like to work together to execute a mutually acceptable contract. We would like to further discuss the following sections:

Section 6.1 Termination for Convenience.
We request that the termination for convenience clause be available to the Consultant as well.

Section 6.2 Termination for Cause.
We also request that the following sentence be added to Subsection 6.2.3:

"The Consultant is not responsible, and liability is waived by the City against the Consultant for use by the City or any other person of any modified data, reports, plans, or drawings without the Consultant's written consent. Additionally, draft products by their very nature are incomplete, and the Consultant shall not be responsible for the completeness and accuracy of draft products."

Section 6.6 Indemnification.
We request that the duty to defend is proportional to the Consultant's proportionate percentage of fault and the Consultant should only be held responsible for the Consultant's errors, omissions or negligent acts. As such, we request the following language be added in this section:

"Notwithstanding the above, in the event the Indemnitees, individually or collectively, are made party to any action, lawsuit, or other adversarial proceeding arising from the performance of the services encompassed by this Agreement, the duty to indemnify does not include the duty to provide an upfront immediate defense against unproven claims or allegations. Consultant will reimburse Indemnitees its reasonable defense costs caused by Consultant's negligence not to exceed its proportionate percentage of fault and as awarded by a court or arbitrator of competent jurisdiction. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for Consultant or its agents under workers' compensation acts, disability benefits acts, or other employee benefit acts."

Section 6.7 Compliance with Applicable Law.
We are requesting the following replacement language be used to reflect customary standard of care in this section:

"To the extent applicable, Consultant and City shall endeavor to comply with all federal, state and local laws (including, without limitation, non-conflicting City ordinances, rules and regulations)."

Section 6.9.2 Consultant's Personnel.
We are requesting the following replacement language be used to reflect customary standard of care in Subsection 6.9.2:

"Consultant represents to City that the Services will be performed consistent with but limited to, that degree of skill and care ordinarily used by other reputable members of Consultant's profession, practicing in the same or similar locality and under similar circumstances. Nothing in this Agreement shall be interpreted to require Consultant to meet any higher standard of care, and this paragraph shall control over any such contrary provision. Consultant makes no warranties, guarantees, express or implied, under this Agreement or otherwise in connection with Consultant's services."

Appendix B: Resumes

SIMRAN MALHOTRA, AICP, ASSOCIATE AIA

VICE PRESIDENT | PRINCIPAL

Simran Malhotra, with a background in planning, urban design and architecture, brings a distinctive design perspective to all her projects leading to the creation of vibrant, attractive, and thriving places. She has authored plans for many types of urban environments, in particular, TOD/mixed-use districts, downtowns, historic and residential neighborhoods, commercial corridors, industrial areas, and educational campuses. These efforts have resulted in community-based planning and urban design innovations that have achieved notable implementation. For over twenty years, Ms. Malhotra's academic and professional interests have coalesced into an effective design and planning process, one that balances community concerns and objectives with market and financial feasibility. Her hands-on involvement in each project, with particular emphasis on generating and developing high-quality design, policy and regulatory documents, ensures that each assignment is completed to the highest level of client satisfaction.

EDUCATION

Harvard Graduate School of Design
Master of Architecture in
Urban Design
Cambridge, MA

School of Planning and Architecture
Bachelor of Architecture
New Delhi, India

EXPERIENCE

Raimi + Associates, Los Angeles, CA
Vice-President, 2019 - Current
Principal, 2017 - Current

The Arroyo Group, Pasadena, CA
Principal, 2005-2017
Senior Associate, 2000-2005
Associate, 1995-2000

AFFILIATIONS & CERTIFICATIONS

American Institute of Certified Planners

American Institute of Architects, Associate Member

Licensed Architect, India

California Planning Roundtable, Member & Past Vice-President, Operations and Past VIce-President, Programs

American Planning Association, Member

APA Urban Design and Preservation Division, Member

APA Women in Planning Division, Member

KEY PROJECTS

- **Palmdale General Plan Update (Palmdale, CA)**
  Simran was the Principal-in-charge and project manager for the Palmdale General Plan Update project, which was recently adopted after extensive community engagement over 3 years. The City of Palmdale is positioned to draw new residents, employees, and visitors with planned employment growth and infrastructure investments. The Plan includes economic development strategies and a "place-based" approach to urban design and placemaking.

- **Palmdale Zoning Code (Palmdale, CA)**
  Simran was the project manager for the Palmdale Zoning Code project which updates the City's development regulations to meet current best practices and in compliance with the newly adopted General Plan.

- **Objective Design Standards (Various)**
  Simran has been the Principal-in-charge for the preparation of Objective Design Standards for several cities including:
  - *City of Milpitas, CA*
  - *City of Marina, CA*
  - *City of Santa Maria, CA*
  - *City of Beaverton, OR*

- **Culver City Zoning Code Update (Culver City, CA)**
  Simran led the update of the City's development code to implement the recommendations of the City's ongoing General Plan and the recently adopted Housing Element.

- **Ventura Overlay Zones (Ventura, CA)**
  Simran prepared new overlay zoning districts to implement the recommendations of the City's Housing Element. The project included working with the City's Design Review Board, local stakeholders, housing developers and advocates.

- **SCAG Palmdale East Avenue Q Complete Streets Project (Palmdale, CA)**
  Simran was the lead urban designer on a team to develop concepts for complete streets improvements along Avenue Q in Palmdale.

- **Watsonville Downtown Specific Plan (Watsonville, CA)**
  Working with City staff, an Advisory Committee, and a team of consultants, Simran led the preparation of Specific Plan for Downtown Watsonville. The Downtown Watsonville Specific Plan articulates a community vision for an active, 24/7 mixed use environment, and provides the regulatory framework for guiding development over the next 20-30 years.

- **Ventura General Plan Update (Ventura, CA)**
  Simran is working on the update of the Ventura General Plan and the preparation of new zoning districts to implement the proposed land use designations. Project includes extensive community engagement, including a diverse General Plan Advisory Committee, pop-up workshops, focus groups, stakeholder interviews, and public workshops.

- **Coachella Zoning Consistency Update (Coachella, CA)**
  Simran led the preparation of a focused update to the City's zoning code. This effort incorporated the General Plan and recently adopted Pueblo Viejo Implementation Strategy Plan into streamlined zoning districts. Simran led the effort to prepare updated Zoning Code sections, Zoning map, General Plan map, and a General Plan Amendment.

- **Nason Street Corridor Phase II (Moreno Valley, CA)**
  Simran led the SCAG-funded effort to develop a comprehensive design strategy for a town center on a 60-acre parcel of City-owned property in Moreno Valley. The project included extensive community engagement and visioning that led to two distinct design alternatives. The City has since selected a developer to implement the Plan.

- **Indio Unified Development Code (Indio, CA)**
  Simran led the effort for updating the City of Indio's zoning code to achieve consistency with the recently adopted General Plan. The project included creation of new zoning districts and updated review processes, as well as a single user-friendly Unified Development Code document.

- **Santa Fe Depot TOD Specific Plan (Orange, CA)***
  Simran led a multi-disciplinary design team in preparing an update of the Santa Fe Depot Specific Plan to transform the Depot into a vibrant transit-oriented district while strengthening its connections to adjacent residential neighborhoods, Chapman University, and the Old Towne Historic District.

- **South Lake Avenue Concept Plan and Design Project, (Pasadena, CA)***
  Retained by the South Lake Business Association, Simran led a design team to continue the ongoing revitalization efforts for South Lake Avenue. Several of the Plan's recommendations for improvements in various elements of the public realm have been implemented. These include street furniture, planter boxes, tree grates and median planting. Other long-term improvements have been initialized with the formation of a property-based business improvement district and implementation of an aggressive retail recruitment strategy.

- **Tweedy Boulevard and Hollydale Village (TOD) Specific Plans (South Gate, CA)***
  Simran was the project lead on two Specific Plans funded by a Strategic Growth Council grant. Under her direction, the Specific Plans presented an innovative hybrid approach to form based codes, recommendations for Complete Street improvements, unique urban design and streetscapes designs and implementation strategies. Expanding regional connections with the Los Angeles River and Bikeway is an important element of both plans. The Hollydale Plan is centered on the arrival of the future Eco-Rapid Transit line that is expected to extend 40 miles across the region, from Burbank to Artesia. The plans were prepared with extensive bilingual community outreach including community workshops, stakeholder interviews, study sessions and hands-on input from steering committee members.

TEACHING AND SPEAKING ENGAGEMENTS

- Facilitator, California Planning Roundtable Leadership Acacdemy
- Panelist, Riverside APA California Conference Session, *Objective Design Standards*
- Panelist, California Natural Resources Agency Earth Day Forum, *Fostering Nature-Based Solutions*
- Panelist, Santa Barbara California APA Conference Session, *Housing By Right, Right*
- Instructor, Visalia California APA Conference, Pre-Conference Workshop: *Urban Design for Planners*
- Speaker, Rancho Mirage California APA Conference, *Advanced Planning as an Economic Development Tool*
- Speaker, California Planning Roundtable, *Santa Fe Depot Specific Plan: Integrating TOD into a Historic District, Orange*
- Speaker, AIA Pasadena/Foothill Chapter *Pasadena Playhouse Streetscapes and Alley Walkways Plan: A Work in Progress*
- Guest Lecturer, Tufts University, Boston, MA and Guest Instructor, Harvard GSD Career Discovery Program, Cambridge, MA

**Denotes projects completed while serving as key staff at other organizations.*

MATT RAIMI

PRINCIPAL

Matt Raimi, the founder of Raimi + Associates, has over 20 years of experience in planning across the country. He has directed numerous comprehensive plans, specific plans, corridor plans, vision plans, healthy community plans, and other complex planning projects throughout the country. Matt is an expert in creating inclusive and authentic public planning processes and creating more equitable, resilient, and sustainable cities. He has spoken and written extensively on applying the principles of new urbanism to comprehensive plans, incorporating public health concerns into the planning process, and promoting sustainable development.

EDUCATION

University of North Carolina,
Chapel Hill
Master of Regional Planning, 1997

University of Rochester, Rochester, NY
Bachelor of Arts, English, 1992

AFFILIATIONS & CERTIFICATIONS

Member. Congress for the New Urbanism, American Planning Association

Senior Fellow. Environmental Leadership Program

EXPERIENCE

Raimi+Associates
Berkeley, CA
Principal, 2006-present

Design, Community, & Environment
Berkeley, CA
Senior Associate, 2002-2006

SMWM
San Francisco, CA
Senior Associate, 1999-2002

Natural Resources Defense Council, Associate, Washington, DC, 1997-1999

Surface Transportation Policy Project, Intern/Independent Consultant, Washington, DC, 1998-1999

ICF Incorporated, Associate, Fairfax, VA, 1992-1995

GENERAL PLANS

- **East Palo Alto General Plan and Westside Area Plan (East Palo Alto, CA)**
  Project Manager and Principal-in-Charge. Lead a multi-disciplinary team to develop a General Plan that includes policies and regulations for infill development, economic development, health, sustainability and social equity. Developed an Area Plan for a 160-area section of the City with detailed policies on anti-displacement, tenant rights and affordable housing. Lead an extensive public outreach effort that included two advisory committees, citywide workshops, neighborhood meetings and social media activities.

- **Mountain View General Plan (Mountain View, CA)**
  Served as Project Manager and Principal-in-Charge (in coordination with MIG). Duties included generating land use and urban design content, helping structure General Plan, and served as strategic advisor to the City.

- **Ventura General Plan Update (Ventura, CA)**
  Serving as Principal-in-Charge for Ventura's comprehensive Plan Update. The Plan will address critical topics affecting Ventura including housing, sea level rise, health and equity, mobility, and wildfire risk. Project includes extensive community engagement, including a diverse General Plan Advisory Committee, pop-up workshops, focus groups, stakeholder interviews, and public workshops.

- **Thousand Oaks General Plan (Thousand Oaks, CA)**
  Served as Principal-in-Charge for first comprehensive update to the city's General Plan. The plan incorporates new state laws and recent local planning efforts, and land use and mobility alternatives analysis. Project included complex planning and growth discussions and extensive community engagement program such as General Plan Advisory Committee, focus groups, stakeholder interviews, pop-ups, office hours, and virtual and in-person workshops.

- **Hermosa Beach General Plan (Hermosa Beach, CA)**
  Served as Principal-in-Charge. Worked with stakeholders, advisory committee, and community members to comprehensively update the General Plan and integrated Local Coastal Plan with the goal of reaching carbon neutrality.

- **Coachella General Plan Update (Coachella, CA)**
  Principal-in-Charge. Led a multidisciplinary team of consultants for the Coachella General Plan Update and Climate Action Plan. The implementation-focused Plan included a "place-based" approach to urban design and placemaking and a standalone community health and wellness element.

- **West Hollywood General Plan (West Hollywood, CA)**
  Principal-in-Charge and Project Manager. Completed a comprehensive General Plan update focusing on corridor revitalization and improved quality of life. The project focused on infill development along the major transportation corridors, advancing social services and equity, and achieving significant reductions in GHG emissions.

- **South Gate General Plan (South Gate, CA)**
  Principal-in-Charge and Project Manager. Developed one of the first "form-based" General Plans and stand-alone public health elements in the country and a strong focus on urban design, economic development, social equity and environmental sustainability. Process included extensive community engagement, a design charrette, and managing a multi-disciplinary technical team.

- **Land Use and Circulation Element (Santa Monica, CA)**
  Project Manager and extension of staff. Prepared draft element content, developed the land use map and policies, and created a chapter on health and sustainability.

SPECIFIC PLANS AND PRECISE PLANS

- **Eastside Community Plan (West Hollywood, CA)**
  Project Manager and Principal-in-Charge. Worked with a community advisory committee to develop an implementation-focused community plan for the Eastside of West Hollywood. Topics included urban design, transportation, community identity, public safety, and economic development. The project included a community event that drew hundreds of Eastside residents to celebrate the identity of the neighborhood and provide input on the plan.

- **Orange Line BRT Sustainable Corridor Plan (City of Los Angeles, CA)**
  Project Manager and Principal-in Charge. Developed implementation-focused plan that included detailed station-specific and corridor-wide strategies for 13 stations along this active BRT corridor. Led to funding for multiple specific plans for stations along the corridor.

- **Thousand Oaks Downtown Core Master Plan (Thousand Oaks, CA)**
  Principal-in-Charge. Completed a Master Plan for a 60-acre area in and around the Thousand Oaks City Hall and Civic Arts Plaza to create a pedestrian-focused vibrant downtown in a traditional, auto-oriented suburban city. Led a team of real estate economists, architects and transportation experts in creating a design framework with four primary actions for success, all which are implementable by the City.

- **North Bayshore Precise Plan (Mountain View, CA)**
  Principal-in-Charge and Co-Project Manager. Responsibilities included managing a multi-disciplinary team, creating form based development standards and regulations that convert a suburban office park into a 21st century mixed use district with office, residential and retail. Created standards for green buildings and to preserve natural habitat and endangered species. Included an innovative community benefits program that tied the allocation of office development to the construction of residential units and significant advances in green buildings.

- **Fresno Central Southeast Area Specific Plan (Fresno, CA)**
  Project Manager and Principal in Charge. Leading a team of consultants on a specific plan for the Central Southeast neighborhood of Fresno, a 2,220 acre area southeast of Downtown. The Specific Plan addresses a wide range of topics that impact the quality of life in the community including affordable housing, jobs and economic development, transportation, parks and open space, and a healthy environment.

- **El Camino Real Precise Plan (Mountain View, CA)**
  Principal-in-Charge. Developed form-based standards and regulations for infill development along this iconic corridor. Plan identifies building heights, build-to lines, setbacks and stepbacks and other regulations to enhance walkability and improve connections with adjacent residential areas.

- **Fremont City Center Precise Plan (Fremont, CA)**
  Served as Principal-in-Charge. Led a multi-disciplinary team to transform a suburban commercial area into a downtown. Plan includes identification of sub-areas, topic-specific policies, street standards, and a form-based code.

HEALTH, EQUITY AND ENVIRONMENTAL JUSTICE

- **Plan for a Healthy Los Angeles: General Plan Health Element and Implementation Ordinances (Los Angeles, CA)**
  Project Manager and Principal-in-Charge. Responsibilities included project coordination, writing sections of the health element, creating interactive web site on existing health conditions and developing implementation programs and ordinances.

- **Riverside County Health Element (Riverside, CA)**
  Project Manager and Principal-in-Charge. Responsibilities included developing topic-specific fact sheets; working with a technical advisory committee and writing the health element, one of the first county-level health elements in the State.

- **Santa Clara County Health Element (Santa Clara County, CA)**
  Principal-in-Charge. Responsibilities included project management, developing detailed existing conditions report, coordinating a community advisory committee and a department/agency advisory committee; and writing portions of the Health Element.

- **El Monte Health and Wellness Element (El Monte, CA)**
  Project Manager and Principal-in-Charge. Led a health element for the General Plan, one of the first in the State. Process included bi-lingual engagement, detailed existing conditions contrasting health conditions in different sub-areas of the City and detailed policies and implementation programs.

ERIC YURKOVICH

PRINCIPAL

Eric Yurkovich has over twenty years of experience as a community planner focused on issues of land use, housing, climate change, environmental justice, and equitable development. He has led the Gary Comprehensive Plan; General Plans, Housing and Environmental Justice Elements for Culver City, South San Francisco, Seaside, Milpitas, Loma Linda, and Indio; health and equity-focused climate action plans for Alameda, Inglewood, Richmond, Ventura, and Santa Monica; Specific Plans for Moffett Park, North Bayshore, East Whisman, Downtown Castro Valley, and South San Francisco Lindenville; and regional efforts such as the San Bernardino County SB 1000 Equity Toolkit, Restoring Housing Justice project in the Lake Tahoe region, LA County Sustainability Plan, and Gateway Cities Climate Adaptation Toolkit. He co-authored the Guide to Equitable, Community Driven Climate Preparedness and led trainings with the City of Berkeley / BayCAN, and at the National APA Conference and California Adaptation Forum.

EDUCATION

University of California, Los Angeles
Master of Arts in Urban Planning, 2010

Macalester College, St. Paul, MN
Bachelor of Arts, Geography, 2000

AFFILIATIONS

Member. American Planning Association

EXPERIENCE

Raimi+Associates
Berkeley, CA
Principal, 2012-present

National Oceanic and Atmospheric Administration/Pew Center on Climate Change
Oakland, CA
Climate Change Researcher, 2010-2012

Calthorpe Associates
Berkeley, CA
Senior Planner, 2002-2008

GENERAL PLANS

- **South San Francisco General Plan Update (South San Francisco, CA)**
  Served as Project Manager for a comprehensive update to the General Plan. Led land use policy, climate adaptation, environmental justice, and public engagement.
- **Culver City General Plan Update (Culver City, CA)**
  Serving as Project Manager. Leading land use policy and public engagement for the General Plan Update. Managing work plan, documentation, and oversight of CEQA process.
- **Seaside General Plan (Seaside, CA)**
  Serving as Project Manager. Assisting with land use policy, environmental assessment, and public engagement for the General Plan Update. Managing work plan, documentation and oversight of CEQA process.
- **Indio General Plan Update & Climate Action Plan (Indio, CA)**
  Led the City's second effort to Update their General Plan and Climate Action Plan. Managed multiple subconsultants in sifting through technical analysis and updating where necessary. Wrote Climate Action Plan including GHG forecasts and evaluated GHG reduction measures.
- **Milpitas Housing Element and Environmental Justice Element Update (Milpitas, CA)**
  Served as Project Manager. Lead a team of consultants throughout the Housing Element Update process. Managed work plan, community outreach, development, and documentation.

EQUITY & ENVIRONMENTAL JUSTICE

- **San Bernardino County Transportation Authority Senate Bill 1000 Equity Toolkit (San Bernardino, CA)**
  Served as Project Manager. Developed an online toolkit to support local jurisdictions with implementation of Senate Bill 1000 (environmental justice elements), including data analysis tools to support with the disadvantaged communities screening analysis.
- **Loma Linda Environmental Justice Element (Loma Linda, CA)**
  Serving as Project Manager. Leading an update to the Environmental Justice Element of the City of Loma Linda. Development of environmental justice analysis, policies, and community engagement strategies.

- **Santa Clara County Heath Element (Santa Clara, CA)**
  Worked on the development of a Health Element for the Santa Clara County General Plan. The element addresses neighborhood- and regional-scale community health and wellness topics.

- **Plan for Healthy Los Angeles (Los Angeles, CA)**
  Led the development of a Health Atlas and interactive mapping tool to explore neighborhood health conditions and disparities. Wrote sections of the health element.

SPECIFIC PLANS

- **Moffett Park Specific Plan Update (Sunnyvale, CA)**
  Served as Project Manager. Led urban design, land use policy, climate adaption strategies, and public engagement for the Specific Plan Update.

- **East Whisman Precise Plan (Mountain View, CA)**
  Served as Project manager of a small area plan for a transit oriented development district around a light rain station. Wrote detailed design standards, guidelines, and implementation guide for the city.

- **North Bayshore Precise Plan (Mountain View, CA)**
  Worked as Deputy Project Manager on a plan and development code to transition a suburban employment district into a model of sustainable development. Wrote portions of the plan, including an incentive-based framework to encourage project- and district-level sustainability and incorporation of housing into the precise plan.

- **Lindenville Specific Plan (Sotuh San Francisco, CA)**
  Served as Project Manager. Led a team of consultants to develop a specific plan that implements the adopted General Plan and introduces mixed-uses in a historically industrial area of South San Francisco.

- **Castro Valley Business District Specific Plan (Castro Valley, CA)**
  Leading urban design analysis, land use vision development, and public engagement for the Specific Plan.

PUBLICATION AND PRESENTATIONS

- Open Space Superstar! The Role of General, Specific, and Master Plans in Improving Urban Ecology. Presentation for the 2024 CalAPA Conference.
- Innovating for Change: New Tools to Embed Equity in General Plans. Presentation for the 2024 CalAPA Conference.
- From Industry to Innovation: Pioneering Pathways for Transforming Suburban Employment Districts. Presentation for the 2024 CalAPA Conference.
- "Walking the Walk: Implementing Adaptation and Resilience Equity Strategies." Presentation for the 2018 California Adaptation Forum.
- "Equitable, Community-Driven Climate Resilience Planning." Training at the 2018 National American Planning Association Conference.
- *Guide to Equitable, Community-Driven Climate Preparedness Planning*, Urban Sustainability Director's Network, 2017.
- "Whose Climate Plan is This? Planning for an Equitable Climate Future through Authentic Community Partnerships." Presentation for the 2017 California Climate Action Planning Conference.
- Climate Justice for All! Connecting Climate Protection, Community Resilience, Local Economy, and Health Equity." Presentation for the 2017 California Chapter of the American Planning Association.
- "Health Indicator in The Plan for a Healthy LA and Quimby Reform" Presentation for the 2015 California Chapter of the American Planning Association.
- "Something Old, Something New, Something Borrowed, Something Blue: Climate Adaptation in the 21st Century." Presentation and conference paper for the 2013 National Association of Environmental Professionals.
- "Health Atlas for the City of Los Angeles's Health and Wellness Chapter." Blog post for the U.S. Department of Health and Human Service's National Partnership for Action to End Health Disparities, 2013.
- "Adaptation Planning and U.S. Federal Agencies" Federal Interagency Forum on Climate Change Impacts and Adaptations, 2012.
- *Adaptation Planning, What U.S. Federal Agencies Are Doing.* Co-authored for the Pew Center on Global Climate Change, Arlington, VA, 2012.
- *Adapting to Climate Change: A Planning Guide for State Coastal Managers–a Great Lakes Supplement.* Co-authored for the NOAA Office of Ocean and Coastal Resource Management, Silver Spring, MD, 2011.
- *Advancing statewide climate change adaptation strategies: Lessons from state and local governments addressing the impacts of climate change.* Center for Climate Action, 2010.

ROXANNE BORZO BERTRAND

ASSOCIATE

Roxanne is a planner and designer with experience working on comprehensive and specific plans, housing elements, zoning codes and objective design standards. Her passion lies at the intersection of land use policy and the built environment. With a comprehensive perspective, Roxanne approaches challenges and constraints strategically by critically evaluating common assumptions and developing plans and designs informed by robust data and thorough analysis.

EDUCATION

University of Colorado Denver,
Denver, CO
Master of Arts,
Urban Design

University of Colorado Denver,
Denver, CO
Master of Arts,
Urban and Regional Planning

Saint Louis University,
St. Louis, MO
Bachelor of Arts,
Environmental Sciences

AFFILIATIONS & CERTIFICATIONS

American Planning Association

EXPERIENCE

Raimi + Associates
Los Angeles, CA
Associate, 2025-Present

MIG, Inc.
Pasadena, CA
Senior Associate, 2023–2025
Associate, 2019–2023

KEY PROJECTS

- **Pioneertown Zoning Overlay (San Bernardino County, CA)**
  Serving as the Deputy Project Manager on preparing a zoning overlay for the Pioneertown area in San Bernardino County. Leading the design and execution of all engagement activities including focus groups, community workshops, and digital engagement.
- **El Segundo Land Use Element Update (El Segundo, CA)***
  Served as the Deputy Project Manager on the update to the City of El Segundo Land Use Element. Led the design and execution of all engagement activities including focus groups, community workshops, and digital engagement.
- **Atascadero General Plan Update (Atascadero, CA)***
  Served as the Deputy Project Manager on the comprehensive update to the City of Atascadero General Plan. Facilitated a collaborative alternatives process, completed technical analysis, and devised a strategic approach to engage City decision-makers.
- **La Habra Boulevard Specific Plan Update (La Habra, CA)***
  Served as the Deputy Project Manager on the update to the La Habra Boulevard Specific Plan. Prepared templates, direction, and support for subconsultants. Led the land use alternatives process and the plan's updated development standards.
- **Smoky Hollow Specific Plan Update (El Segundo, CA)***
  Served as the Deputy Project Manager on the update to the City of El Segundo Smoky Hollow Specific Plan. Worked with City staff to refine the original plan's vision, expand and clarify permitted uses, and streamline the implementation of the community benefits program.
- **Objective Design Standards (Various)***
  Served as key staff for the preparation of Objective Design Standards for several cities including:
  - *City of Atascadero, CA*
  - *City of Paso Robles, CA*
  - *City of Grover Beach, CA*
- **Housing Elements (Various)***
  Served as key staff for the preparation of Housing Elements for several cities including:
  - *Norwalk, CA*
  - *Santa Clara, CA*
  - *Garden Grove, CA*
  - *Lake Elsinore, CA*

**Denotes work completed while serving as key staff at other organizations.*

MICHELLE HERNANDEZ

INTERMEDIATE PLANNER II

Michelle is a planner and designer with experience working on comprehensive and specific plans, creating and leading community engagement strategies, climate change planning, and LEED green building certifications. She has a passion for interdisciplinary approaches that incorporate sustainability into all areas of planning and placemaking. She believes that equitable collaboration is necessary in designing adaptive and resilient communities.

EDUCATION

University of California, Berkeley
Berkeley, CA
Bachelor of Arts,
Sustainable Environmental Design
Minor in City & Regional Planning

AFFILIATIONS & CERTIFICATIONS

LEED Green Associate

American Planning Association
Member

EXPERIENCE

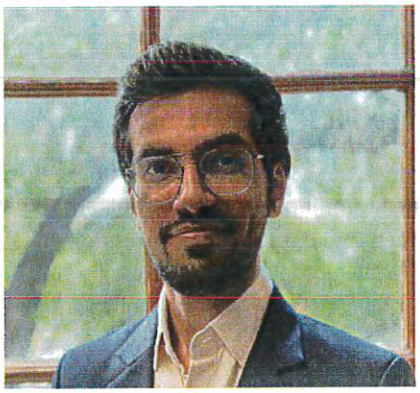
Raimi + Associates
Berkeley, CA
Intermediate Planner II,
2021 - Present

Urban Displacement Project
UC Berkeley
Berkeley, CA
Research Assistant

Student Environmental
Resource Center
Berkeley, CA
E-Waste Operations Associate

KEY PROJECTS

- **East Palo Alto City Council Strategic Priorities and Work Plan (East Palo Alto, CA)**
  Serving as key staff for the development of East Palo Alto's City Council Strategic Priorities and Work Plan that will guide priority project implementation in East Palo Alto for the next four years. Leading background research and outreach materials preparation. Facilitating community discussions on the city's strengths, issues, and priorities.
- **Petaluma General Plan Update (Petaluma, CA)**
  Serving as key staff for Petaluma's comprehensive General Plan update. Leading the development of community engagement strategies and materials related to land use, environmental justice, and more. Facilitates discussions in both English and Spanish, including advisory committee meetings, pop-ups, and community workshops. Supports project management and task coordination internally and with a team of subconsultants.
- **Concord Affirmatively Furthering Fair Housing Rezone (Concord, CA)**
  Serving as key staff, supporting the identification of sites to be rezoned for higher density multifamily housing in moderate- and high-resource areas of Concord. Preparing outreach materials and facilitating community engagement activities, including English and Spanish-language stakeholder meetings and community workshops.
- **Selma Downtown Strategic Plan (Selma, CA)**
  Served as key staff, supported project coordination and strategy and priority project development for the Strategic Plan. Developed community engagement material, coordinated outreach events, and facilitated community discussions.
- **Lindenville Specific Plan (South San Francisco, CA)**
  Served as key staff, supporting the development of the Lindenville Specific Plan and related community engagement activities. Led the development of maps and graphics, developed and translated community engagement materials, and coordinated outreach events.
- **South San Francisco General Plan + Climate Action Plan Update (South San Francisco, CA)**
  Served as key staff, prepared maps, graphics, and analysis for the General Plan and the Climate Action Plan, in addition to authoring the Our Plan section of the General Plan. Supported the development and implementation of community engagement activities. Aided in the design of the Digital General Plan and maintained the website.
- **Alameda Climate Action and Resiliency Plan Update (Alameda, CA)**
  Supported the mid-cycle update of the Climate Action and Resiliency Plan. Reviewed existing strategies for consistency with State law and industry practices, coordinated and facilitated staff working group meetings and community discussions, and supported the development of new and revised climate action strategies.



VATSAL BHAVESH SHAH

INTERMEDIATE URBAN DESIGNER I

Vatsal Shah is an urban designer and an architect with key interests in policy-based design explorations and collaborative community-driven approaches that enhance the urban built environment. Through his professional and research experience he has developed key insights into devising inventive solutions by integrating sustainable planning practices and fostering community engagement. He holds a degree in Master of Science in Urban Design from The University of Texas at Austin. He is a licensed architect in India and received his Bachelor of Architecture from Kamla Raheja Vidyanidhi Institute for Architecture and Environmental Studies, Mumbai.

EDUCATION

The University of Texas at Austin,
Austin, TX
Master of Science in Urban Design

Kamla Raheja Vidyanidhi Institute of Architecture, Mumbai, India
Bachelor of Architecture

AFFILIATIONS

Council of Architecture (India)

EXPERIENCE

Raimi+Associates
Berkeley, CA
Intermediate Urban Designer I
2024-Present

Lake|Flato Architects
Austin, TX
Urban Design Intern
2023-2024

The University of Texas at Austin,
Austin, TX
Teaching Assistant

The University of Texas at Austin,
Austin, TX
Graduate Research Assistant

S+PS Architects
Mumbai,India
Architectural Designer

Kamla Raheja Vidyanidhi Institute of Architecture, Mumbai, India
Teaching Assistant

Vo Trong Nghia Architects
Ho Chi Minh City, Vietnam
Intern

KEY PROJECTS

- **Vancouver Downtown Design Guidelines (Vancouver, WA)**
  Worked on the development of the Vancouver Downtown Design Guidelines Manual (VDDG), a comprehensive update to the 1995 guidelines. Contributed to establishing clear, user-friendly guidelines to support cohesive, sustainable urban development in the Downtown Plan Area, in alignment with zoning ordinances and comprehensive planning goals.

- **Lerdo Residential Project (Shafter, CA)**
  Worked on the Lerdo Residential Project, focusing on innovative placemaking strategies to enhance community living. Emphasized the creation of adequate open spaces and improved last-mile connectivity within the neighborhood to foster accessibility and social interaction. Designed solutions that promote vibrant, sustainable, and well-connected residential environments.

- **Fort Duncan Economic Development Plan (Eagle Pass, TX) ***
  Designed and drafted economic development plan for adaptive reuse of vacant buildings in Fort Duncan area in Eagle Pass, Texas as part of studio project. The project was in consultation with planning and economic development staff from the City of Eagle Pass. The proposal was presented to the Eagle Pass City Council.

- **City of El Paso 2044 Vision Plan (El Paso, TX) ***
  Conducted research and analysis for preparing a community inventory report and prepared future land use planning scenarios for neighborhoods in El Paso,Texas. Developed a vision plan for 2044 with vision statement, goals, objectives and policies that would govern the future land use plan.

- **Milbrae Station Transit Oriented Development (Milbrae, CA) ***
  Designed a proposal to redevelop Milbrae station and the surrounding neighborhood as a transit oriented development. Proposed a new district with increased density, mixed-use typology and accessible green public spaces.

- **Northwest Industrial District Revitalization (Portland, OR) ***
  Worked on a design proposal for Northwest Industrial District in Portland,Oregon as part of urban design studio. Developed revitalization strategies and land remediation toolkit to preserve light industrial economy and integrate mixed-use typologies.

- **City Center Urban Renewal Plan (Chandigarh, India) ***
  Proposed amendment to existing heritage laws in India to accomdate for flexible policy framework for sustainble future of modern architecture in India. Demonstrated polices through implementation of urban design strategies as part of urban renewal plan for the city center of Chandigarh, that is protected under current heritage laws.

(Denotes projects completed while working at other organizations)*

SASHA CHEECHOV

INTERMEDIATE PLANNER

Sasha is a planner who specializes in mapping, data analysis, and community engagement. She leverages GIS and technology to conduct environmental analysis, visualize demographics and socioeconomic data, create detailed land use and zoning maps, and provide interactive products to connect our clients and the public to data in innovative ways. Sasha is passionate about sustainability for the benefit of both people and planet, and values an authentic and equitable approach to community outreach and engagement. She believes in the positive impact of communities designed with intention and innovation.

EDUCATION

University of California, Los Angeles,
Los Angeles, CA
Bachelor of Arts,
Geography & Environmental Studies
Geospatial Information Systems and Technologies Minor

EXPERIENCE

Raimi + Associates
Los Angeles, CA
Intermediate Planner,
2023-Present

Arellano Associates
Chino Hills, CA
Technology Coordinator

City of Yorba Linda
Yorba LInda, CA
GIS Administrative Internr

Irvine Ranch Conservancy
Irvine, CA
Environmental Research Intern

KEY PROJECTS

- **City of Ventura General Plan Update (Ventura, CA)**
  Supports growth projections and development of land use map. Creates engagement materials and tools to facilitate public feedback on General Plan decisions. Developed Parks and Open Space element for General Plan Update to address the improvement and management of parks and open spaces within the city. Authored Process chapter of General Plan.
- **Concord Affirmatively Furthering Fair Housing (AFFH) Rezoning Project (Concord, CA)**
  Leads GIS and mapping efforts for the project. Creates collateral materials for community engagement and workshops. Facilitates stakeholder meetings and small group discussions. Worked on development of site selection criteria, analysis of parcel data to determine sites for rezoning, and creation of alternatives.
- **TRPA Tahoe Living: Cultivating Community, Conserving the Basin (Lake Tahoe Basin, CA)**
  Develops collateral materials and outreach tools for community engagement. Conducts review and research of existing data and literature to inform project decisions. Supports engagement activities for stakeholders and the general public.
- **Thousand Oaks General Plan Update (Thousand Oaks, CA)**
  Assisted with development and completion of land use map. Led land use mapping, managed and maintained parcel database, and created maps for general plan.
- **Culver City General Plan Update & Zoning Code Update (Culver City, CA)**
  Managed GIS analysis of zoning code update. Created maps and interactive products to educate public on GPLU and zoning changes. Supported community engagement efforts to gather feedback on General Plan Update.
- **Beaumont Climate Action Plan (Beaumont, CA)**
  Developed maps and graphics for vulnerability assessment and supported research and analysis pertaining to climate hazards and social vulnerability..
- **City of Marina General Plan Update & Climate Vulnerability Assessment (Marina, CA)**
  Assisted with mapping for the General Plan. Developed maps and graphics and supported research and analysis regarding climate hazards and social vulnerability.
- **Loma Linda Environmental Justice Element (Loma Linda, CA)**
  Conducted environmental justice mapping to inform community needs and locate disadvantaged communities within the city. Assisted with developing project collateral.
- **SANDAG Social Equity Analysis Methodology Development (San Diego County, CA)**
  Analyzed social equity methodology in Regional Transportation Improvement Plans and developed best practices for SANDAG. Leveraged GIS to create process and methodology analyzing distribution of project funds across the county.

SOPHIA KNAPPERTZ

PLANNER II

Sophia is a research-driven urban planner who believes in the power of equitable, community-centered planning to create healthier, more inclusive cities. She is enthusiastic about using spatial analysis, policy research, and community engagement to bridge the gap between technical data and real-world impact. Sophia's work has included GIS mapping of environmental hazards, policy research, and community engagement support. As a planner, Sophia aims to advocate for vibrant and resilient cities.

EDUCATION

USC Sol Price School of Public Policy
Los Angeles, CA
Master of Urban & Regional Planning

University of Vermont, Burlington, VT
Bachelor of Arts in Global Studies

AFFILIATIONS

American Planning Association (APA)

Phi Beta Kappa Society

EXPERIENCE

Raimi + Associates
Los Angeles, CA
Planner II
2025-present

LA City Planning Department
Los Angeles, CA
Student Professional Worker
2024-2025

San Diego Unified School District
San Diego, CA
AmeriCorps Service Member
2022-2023

Department of Global Studies, UVM
Burlington, VT
Research Assistant
2019-2022

KEY PROJECTS

- **West Hollywood Open Space Element (West Hollwood, CA)**
  Serving as key staff on the creation of the West Hollywood Open Space Element. Working alongside City staff to draft policy frameworks to improve existing park facilities and programs in accordance with SB 1425. Supporting with public engagement activities.
- **Ventura County Priority Climate Action Plan (Ventura, CA)**
  Supporting the evaluation GHG reduction measures through a quantitative co-benefits analysis in equity priority communities.
- **'Ewa Development Plan (Oahu, HI)**
  Serving as key staff on the 'Ewa Development Plan. Working alongside City staff to update economic development, land use, and disaster preparedness and resiliency policies for the community of 'Ewa.
- **San Bernandino County Transportation Authority Subregional Partnership Program (San Bernandino, CA)**
  Supporting seven cities within the San Bernandino Council of Governments update their housing elements. Working alongside county and City staff to update zoning codes to support local and state wide housing goals, including drafting memos on ADU bonuses, density bonuses, and other key policy areas.
- **Napa County Baseline Data Report (Napa, CA)**
  Supporting the data collection, analysis, and mapping of the environment justice element for Napa County's BDR, focusing on pollution burdens in historically underserved communities. Supporting in virtual community workshops.
- **Oil Property Remediation Analysis (Los Angeles, CA)***
  Reviewed policy and conducted data analysis of oil land use remediation efforts across LA City. Created and maintained spatial anaylsis database and produced maps to illustrate priority areas for remediation efforts. Engaged with key stakeholders, including the Mayor's Office of Sustainability, on public health and land use priorities in equity focused communities.
- **Pico Rivera Economic Development Plan (Pico Rivera, CA)****
  Capstone project that researched and developed land use, housing, and economic development policy regarding sustainable freight. Worked alongside City staff and USC colleagues to understand key concerns voiced by the public to increase road safety, job opportunities, and livability in the Towne Center.

** Experience outside of Raimi + Associates*
*** Academic experience*

420

Appendix C: Supporting Documents

Project Sheets

PALMDALE GENERAL PLAN UPDATE AND EIR

PALMDALE, CA

DESCRIPTION Raimi + Associates led an interdisciplinary team of consultants in updating the City of Palmdale's General Plan and Zoning Code and preparing the associated Environmental Impact Report. As part of this effort, R+A authored the Equitable and Healthy Communities Element with a strong focus on environmental justice outcomes aligned with SB 1000.

Grounded in robust community engagement, R+A wrote the Equitable and Healthy Communities Element, which outlines goals and policies to address SB 1000 topics such as improving air quality, increasing access to nutritious food, enhancing emergency services, and expanding healthcare availability. The plan also responds to concerns raised by Palmdale residents, including increasing economic opportunity, reducing respiratory illness, and improving community safety.

HIGHLIGHTS

- An extensive, transparent, and inclusive community engagement program
- A "place-based" approach to urban design and placemaking
- A stand-alone Military Readiness Element prioritizing coordination with the U.S. Air Force Plant 42 located in Palmdale
- Approach that capitalizes on and diversifies the local economy and creates a fiscally resilient economy
- CEQA approach that focuses on outcomes
- Implementation and evaluation-focused approach

CLIENT

City of Palmdale

SERVICES

General Plans, Health and Environmental Community Engagement, Facilitation, Data Visualization and Infographics

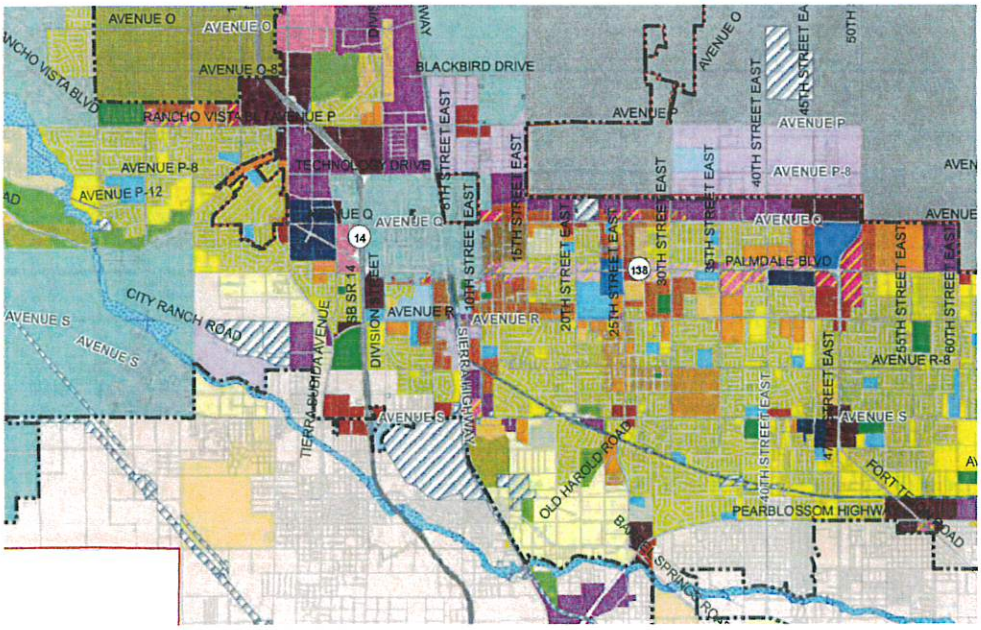
TIMELINE

2018 - 2023

CONTACT

Megan Taggart
Deputy Director, Economic and Community Development Department
City of Palmdale
(661) 267-5213
mtaggart@cityofpalmdale.org

Link to the Final E-Plan



VENTURA GENERAL PLAN UPDATE

VENTURA, CA

CLIENT
City of San Buenaventura

SERVICES
Comprehensive Planning, Sustainability, Health + Equity

TIMELINE
2020-Present

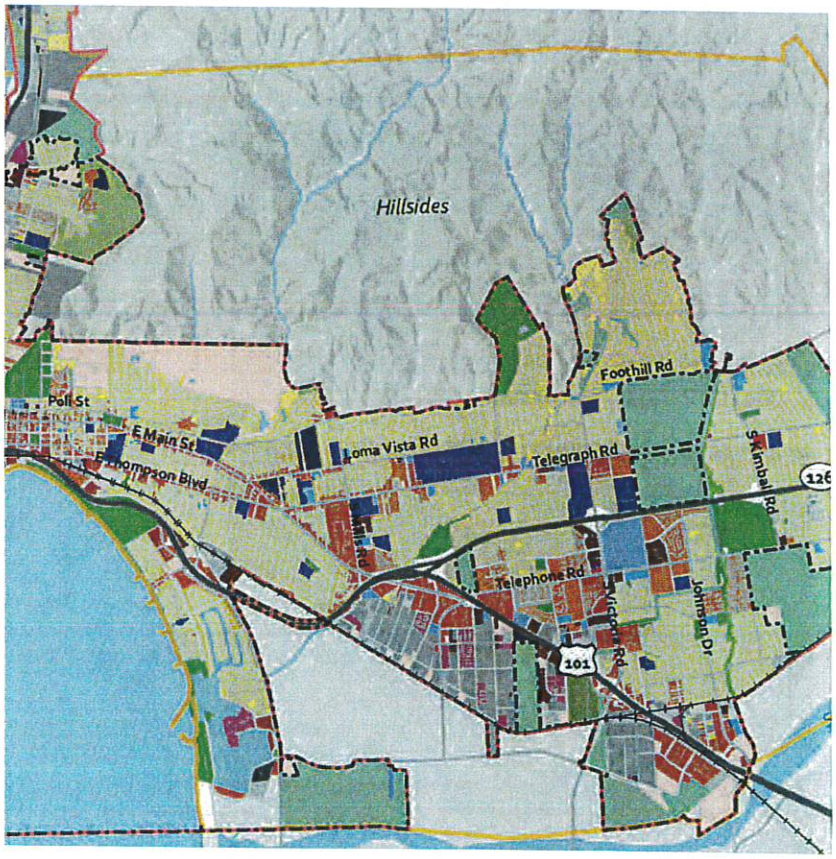
CONTACT
Rachel Dimond
Community Development Director
City of San Buenaventura
805.677.3964
rdimond@cityofventura.ca.gov

DESCRIPTION

Raimi + Associates is leading a team of consultants to comprehensively update the City of San Buenaventura's General Plan, Climate Action Plan, and Local Coastal Program. As the administrative center of Ventura County, the City San Buenaventura ("Ventura") is home to quaint single-family neighborhoods, regional employment and educational hubs, and historic landmarks like the San Buenaventura Mission. In recent years, the the coastal community has been beset by many issues impacting its quality of life, such as housing affordability, homelessness, traffic congestion, wildfire risk, and sea level rise. Because its current General Plan was last updated in 2005, the City is interested in reinventing it as a forward-looking document that tackles these issues head-on with the support of residents not traditionally involved in community planning processes.

HIGHLIGHTS

- Preserve and enhance quality of life
- Guide economic growth for long-term fiscal sustainability
- Promote positive changes in the areas of public health and environmental sustainability
- Conduct an extensive and flexible community outreach program that integrates virtual engagement methods



BEAUMONT GENERAL PLAN UPDATE

BEAUMONT, CA

2021 APA CALIFORNIA: COMPREHENSIVE PLAN AWARD - SMALL JURISDICTION

DESCRIPTION Raimi + Associates led a team in preparing a comprehensive update to the City of Beaumont's General Plan and associated environmental review.

Beaumont is on a journey to develop a long-range plan that charts the City's future, while integrating sustainability, economic growth, fiscal transparency, and accounting for the impacts of projected population growth. The City is located at the intersection of Interstate 10 and State Route 60 in the westernmost portion of Riverside County. The General Plan embraces the community's small town feel and rural mountain setting, while positioning the City to enhance and revitalize existing commercial corridors and residential neighborhoods. The Plan also sets a framework for enhancing connectivity to the Potrero Reserve and management of habitat conservation areas within the planning area.

HIGHLIGHTS

- Identify opportunity areas for economic development and rebranding of Downtown
- Prioritize key strategies, areas and improvements to support Complete Streets and walkable, mixed-use development accessible to all users
- Develop a standalone Health and Equity Element that addresses environmental justice, health, and climate change.
- Build community trust and engagement in planning process with online outreach and engagement strategies.

CLIENT

City of Beaumont

SERVICES

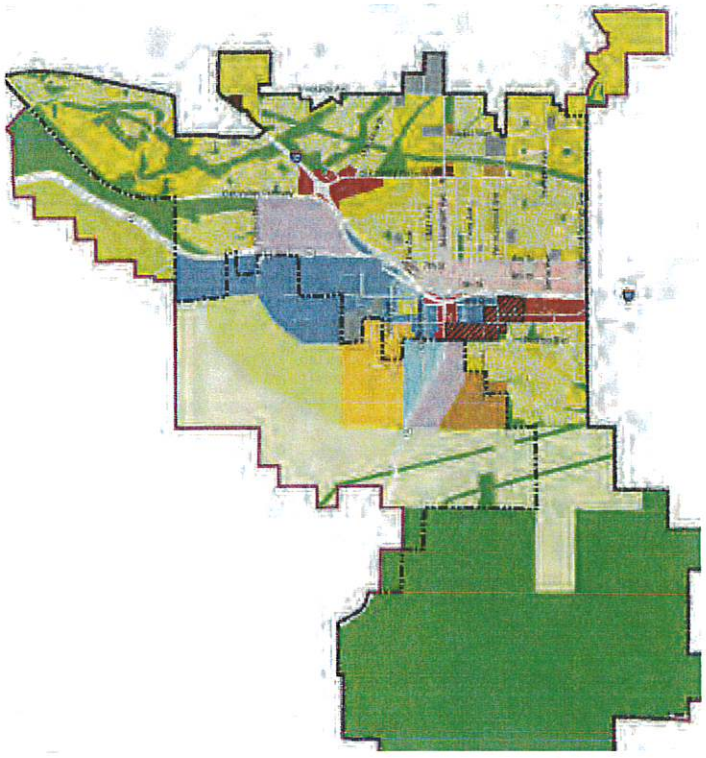
General Plans and Comprehensive Plans, Health and Environmental Justice Elements, Specific Plans, Community Engagement

TIMELINE

2017 - 2020

CONTACT

Christina Taylor, Community Development Director
City of Beaumont
951-572-3212
ctaylor@beaumont-ca.gov



raimi+ associates

www.raimiassociates.com

CULVER CITY GENERAL PLAN UPDATE

CULVER CITY, CA

DESCRIPTION Nestled in the heart of the Los Angeles Metropolitan Area, Culver City has established itself as a vibrant community with a high quality of life, easy access to transit, and healthy neighborhoods. Culver City's commitment to transit oriented development and sustainability have also been heralded across the region. While the city's ongoing economic revitalization has contributed to a strong job market, it has also exerted significant pressure on the housing market and put a strain on local transportation infrastructure.

For these reasons, Raimi + Associates helped the City prepare a comprehensive update of Culver City's General Plan and associated Environmental Impact Report. In addition to the nine topics mandated by the State, the General Plan Update touches on additional themes such as Economic Development, Health and Equity, Arts and Culture, and Sustainability and Climate Change. Throughout the process, Raimi + Associates supported City staff and residents in identifying and articulating the right path forward.

HIGHLIGHTS

- Preserve and enhance quality of life
- Guide economic growth for long-term fiscal sustainability
- Provide direction for housing decision
- Establish clear and objective standards for (re)development
- Clarify the decision-making processes of the City
- Promote positive changes in the areas of public health and environmental sustainability

CLIENT

City of Culver City

SERVICES

General Plans and Comprehensive Plans, Health and Environmental Community Engagement

TIMELINE

2019 - 2024

CONTACT

Troy Evangelho
Advance Planning Manager
(310) 253-5744
troy.evangelho@culvercity.org

CULVER CITY ZONING CODE UPDATE

CULVER CITY, CA

CLIENT
City of Culver City

SERVICES
Zoning Codes and Ordinances;
Land Use and Zoning Analysis

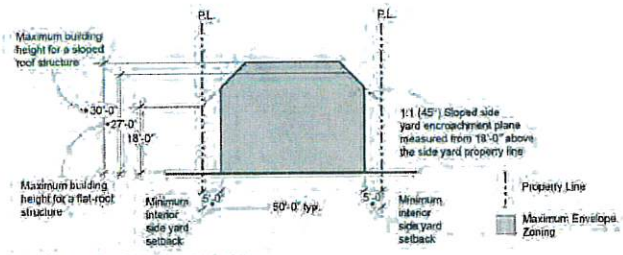
TIMELINE
2023 - 2024

CONTACT
Troy Evangelho
Advance Planning Manager
(310) 253-5744
troy.evangelho@culvercity.org

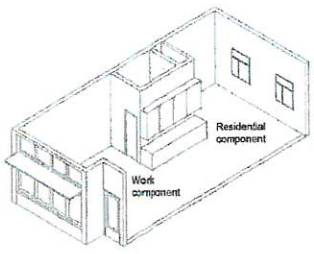
KEY STAFF
Simran Malhotra, Principal
Alessandra Lundin, Project Manager
Antara Tandon, Key Staff
George Karam, Key Staff

DESCRIPTION
Raimi + Associates was hired by the City of Culver City to comprehensively update the Zoning Code in conjunction with the their General Plan Update process. The updated code implements the land use patterns and the development framework established in the Culver City 2045 General Plan Update and 6th Cycle Housing Element. In particular, the code creates a range of new mixed-use districts to allow housing across the City, from low-scale corridor mixed-use to higher intensity mixed-use industrial. The team worked closely with Staff and the development community to make sure the new Code is easy to navigate, user-friendly, and highly-illustrative.

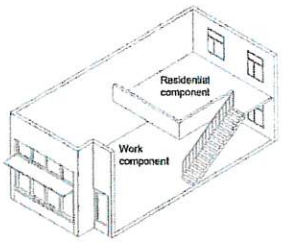
HIGHLIGHTS
- Implement the Culver City 2045 General Plan Update and Housing Element
- Streamlined permitting and procedures consistent with recent State legislation
- Updated special use regulations (e.g., transitional and supportive housing) in conformance with State housing laws
- Clear and illustrative supporting graphics and images



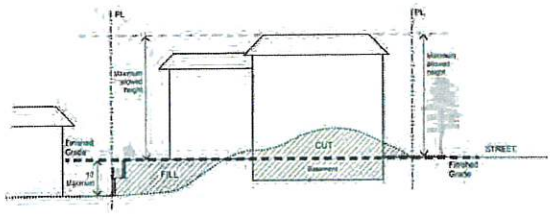
SECTION A-A': Maximum Envelope - Zoning
* The 1:1 (45) upward- and inward-inclining plane constraining placement of roof-mounted and upper-story mechanical equipment and structures housing mechanical equipment is not illustrated in this Figure. Refer to Figure 2-C (1:1 Allowable Placement for Roof-Mounted and upper-Story Mechanical Equipment)

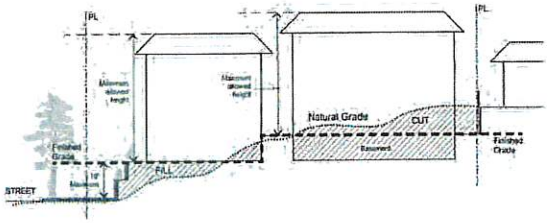


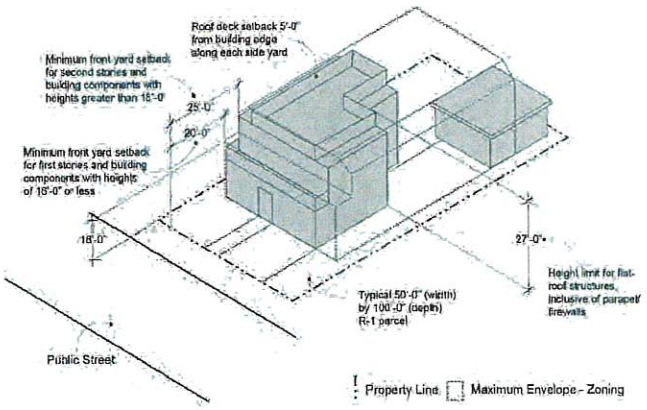
Typical Live/Work Layout 1



Typical Live/Work Layout 2







434

PALMDALE ZONING CODE UPDATE

PALMDALE, CA

DESCRIPTION

Raimi + Associates was hired by the City of Palmdale to comprehensively update the Zoning Code in conjunction with the ongoing General Plan Update process. The updated code implements the land use patterns, especially mixed use designations, and the development framework established in the Palmdale 2045 General Plan Update. The code also incorporates and builds upon recently completed Specific Plans and multifamily design regulations. The team worked closely with Staff and the development community to make sure the new Code is easy to navigate, user-friendly, and highly-illustrative.

HIGHLIGHTS

- Implement Palmdale 2045 General Plan Update
- Incorporate and build upon recent Specific Plans and design regulations
- Streamlined permitting and procedures consistent with recent State legislation
- Updated processes and procedures to be consistent with and conforming to minimum State requirements
- Clear and illustrative supporting graphics and images

CLIENT

City of Palmdale

SERVICES

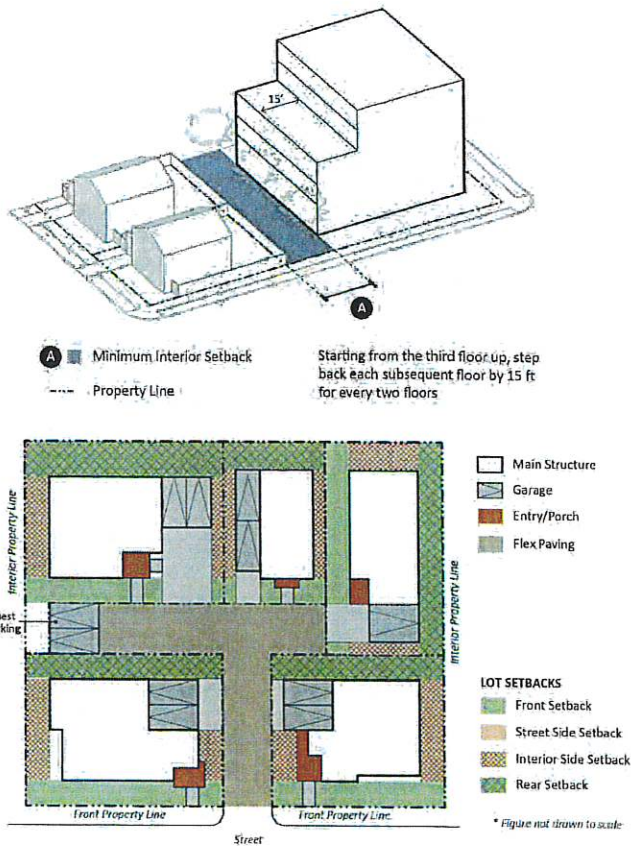
Zoning Codes and Ordinances
Visualizations

TIMELINE

2021-2023

CONTACT

Megan Taggart
Deputy Director, Economic and Community Development Department
City of Palmdale
(661) 267-5213
mtaggart@cityofpalmdale.org



DOWNTOWN WATSONVILLE SPECIFIC PLAN

WATSONVILLE, CA

CLIENT
City of Watsonville

SERVICES
Specific and Corridor Planning, Visioning, Community Engagement, Urban Design

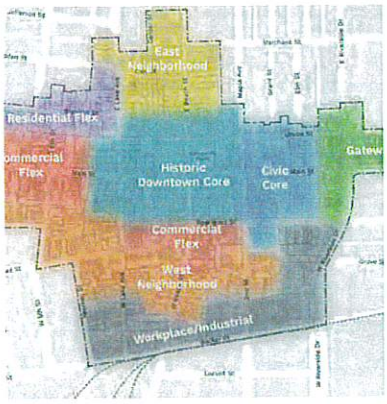
TIMELINE
2019-2023

CONTACT
Justin Meek, ACIP
Assistant Community Development Director
City of Watsonville
831-768-3077
justin.meek@cityofwatsonville.gov

DESCRIPTION
Raimi + Associates worked with the City of Watsonville and a multi-disciplinary team of subconsultants to create a vision for Downtown Watsonville. The City of Watsonville is in the Pajaro Valley of Santa Cruz County and is approximately six square miles in size. Watsonville is a productive agricultural area with a rich history that presents a unique opportunity to leverage its existing charm to create a vibrant downtown experience.

The proposed Downtown Core is stitched together by Main Street which also acts as a major regional corridor (152) that is partially owned by Caltrans. This area includes the City's main Plaza in addition to City Hall, the city owned parking structure and the police station. The area also contains various opportunity sites that are ripe for redevelopment. These assets are key building blocks for the creation of Downtown which will be a charming, walkable, historic, vibrant, safe, and activity-oriented center in the Pajaro Valley. The plan creates a vision and identity for the area, design strategies for the public realm, mobility strategies, and implementation strategies and actions for decision makers to undertake to make Downtown Watsonville a reality.

HIGHLIGHTS
- Design framework with character area designations
- Historic Core as the heart of Downtown Watsonville
- Identify vacant and underutilized sites
- Integrate street network improvements to reduce travel lanes on Main Street
- Utilize online engagement techniques



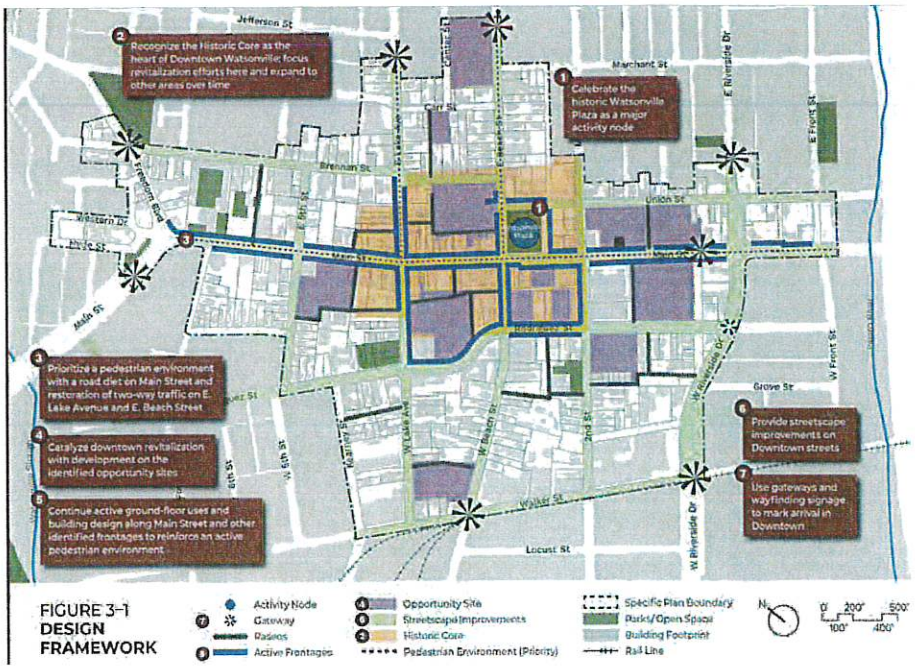


FIGURE 3-1
DESIGN FRAMEWORK

MOFFETT PARK SPECIFIC PLAN UPDATE

SUNNYVALE, CA

DESCRIPTION

Moffett Park represents a vital part of the City of Sunnyvale's economic and social identity, having for decades served as a pivotal business center for the region's hightech demographic, while also providing recreational access to the San Francisco Bay and crucial conservation areas along the city's northern-most border. The Plan covers approximately 1,300 acres, including 20 million square feet of office and industrial space that is part of the lively mixed-use district. Raimi + Associates, along with a team of diverse and creative thinkers, approached the area with a critical lens that balanced the preservation and continuity of existing infrastructure. The vision of creating an eco-innovation district is integrated into the Plan to steward the natural environment, enhance climate resilience, and supporting biodiverse native ecosystems and local community health. By collaborating with stakeholders, community members, and City Council members over the course of six interactive City Council study sessions, the Plan centers community voices, establishes community benefits, and identifies infrastructure needs for redevelopment to maximize utilization and long-term growth.

HIGHLIGHTS

- Extensive civic engagement and community visioning
- Close collaboration with local property owners to integrate individual development proposals with plan-wide goals for open space, community access, and housing
- Comprehensive strategy balancing commercial activity and facilities with housing, multi-modal transportation options, and ecological interventions
- Allocation of 20,000 housing units, 10 million net new square feet of office space, and 500,000 square feet of neighborhood serving commercial
- Focus on urban ecology, over 200 acres of new open spaces
- Development requirement of creation/innovation spaces

CLIENT

City of Sunnyvale

SERVICES

Community Planning and Design, Urban Design, Community Engagement

TIMELINE

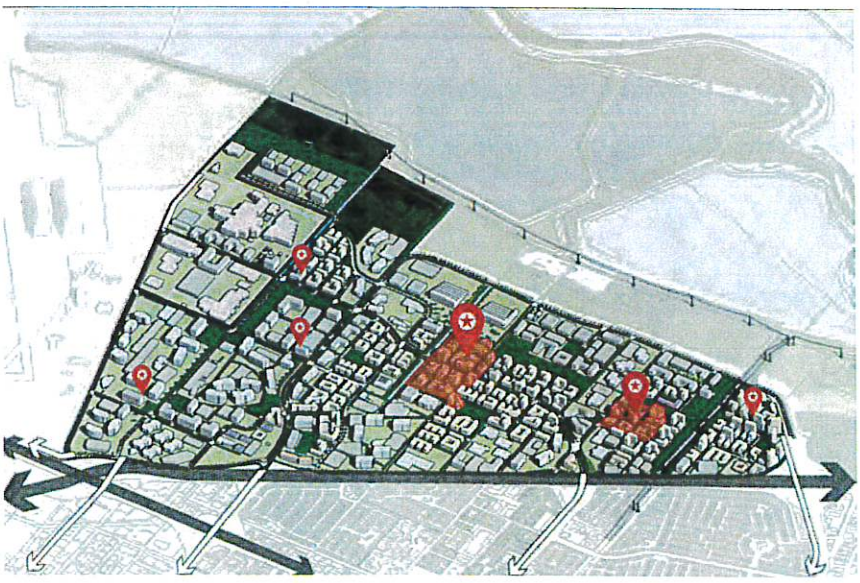
2019-2023

CONTACT

Trudi Ryan, AICP
Director
Community Development Department
(408) 730-7435
tryan@sunnyvale.ca.gov
https://sunnyvale.ca.gov

BUDGET

$4,000,000



raimi+ associates

www.raimiassociates.com

4.1

THOUSAND OAKS DOWNTOWN CORE MASTER PLAN

THOUSAND OAKS, CA

DESCRIPTION Raimi + Associates worked with the City of Thousand Oaks and a multi-disciplinary team of subconsultants to create a vision for Downtown Thousand Oaks. Located approximately 35 miles northwest of Downtown Los Angeles, Thousand Oaks is a traditional auto-oriented suburban community and as such, lacks an area that residents can call their town's center.

The proposed Downtown Core is a half-mile section of Thousand Oaks Boulevard, one of the main arteries in the City. This area includes the City's Civic Arts Plaza which houses City Hall and a large regional performing arts theatre with adjoining parking structure as well as a shopping center. The area also contains a three-acre parcel owned by the City that is ripe for redevelopment. These assets are key building blocks for the creation of Downtown which will be a robust, walkable, entertainment and experience-oriented center of activity in the Conejo Valley. The plan creates a vision and identity for the area, design strategies for the public realm, and implementation strategies and actions for decision makers to undertake to make Downtown Thousand Oaks a reality.

HIGHLIGHTS

- Design framework with four primary actions for success, all which are implementable by the City
- Focused efforts and resources on actions that will create a vibrant downtown environment
- Leverage existing public spaces to best utilize assets and available space, to create an active, pedestrian oriented environment.
- Target focus groups to reach individuals not typically involved in the planning process
- Utilize online engagement techniques and pop-up workshops

CLIENT

City of Thousand Oaks

SERVICES

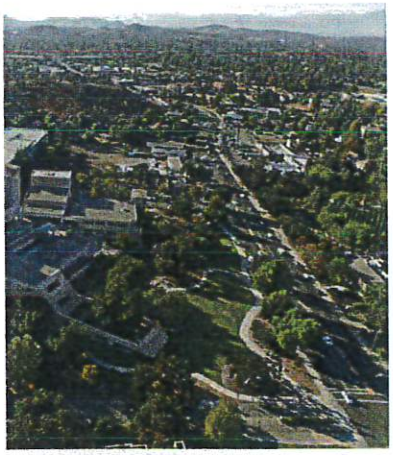
Visioning, Community engagement, Urban design, Corridor planning

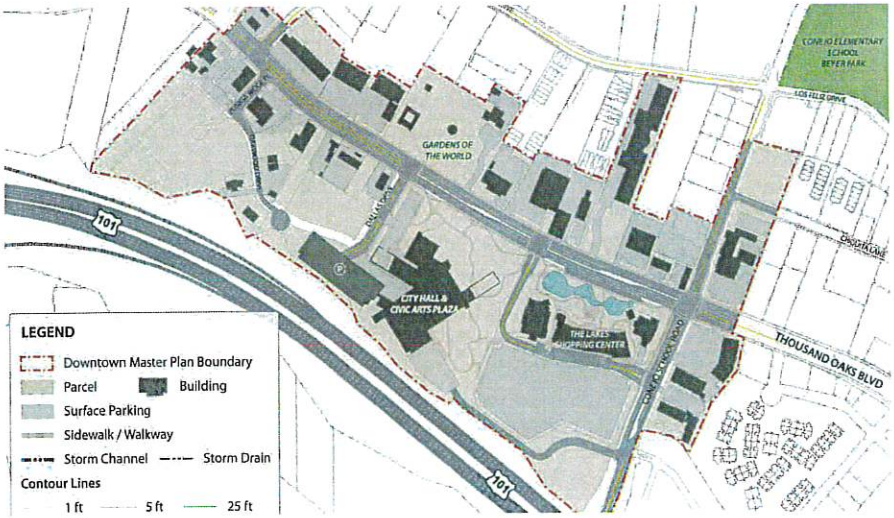
TIMELINE

2017 - 2018

CONTACT

Peter Gilli, *(Former Thousand Oaks Deputy CD Director)*
Community Development Director
City of San Bruno
567 El Camino Real
San Bruno, CA 94066
650-616-7039
PGilli@sanbruno.ca.gov





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WALNUT CREEK DESIGN REVIEW STANDARDS + GUIDELINES

WALNUT CREEK, CA

DESCRIPTION

R+A assisted the City of Walnut Creek with a comprehensive update of their Citywide Design Review Standards and Guidelines. The update addressed recent California State legislation, including SB330, requiring objective design standards for administrative approval of residential projects, as well as an optional discretionary pathway with design guidelines. Beginning with an extensive assessment of the existing design standards and guidelines, R+A took a critical look at how to transform existing subjective design guidelines into a comprehensive set of objective standards that both encourages sound design practices and balances the need for standardization with local context-based conditions. Standards and guidelines, as well as accompanying diagrams and graphics were developed for both residential and non-residential development projects, broken into two separate booklets. Each book covers a wide range of topics including site design and circulation, massing and articulation, frontage design, neighborhood compatibility, open space, landscaping, and parking, among others. The project included targeted educational outreach to the development community as well as usability testing of the draft standards and guidelines.

CLIENT

City of Walnut Creek

SERVICES

Zoning Codes and Ordinances, Visualizations

TIMELINE

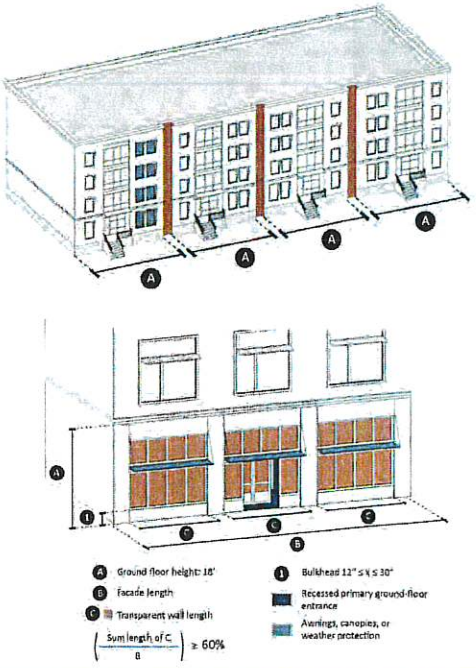
2019-present

CONTACT

Erika Vandenbrande
Community Development Director
City of Walnut Creek
(925) 943-5836
vandenbrande@walnut-creek.org

HIGHLIGHTS

- Targeted educational outreach and usability testing of the draft standards and guidelines including working group meetings, developer focus groups, stakeholder meetings, and collaboration with the Walnut Creek Design Review Committee
- Extensive revisions to existing design standards and guidelines towards clear and objective standards
- Development of clear and illustrative supporting graphics



CONCORD AFFIRMATIVELY FURTHERING FAIR HOUSING REZONING PROJECT

CONCORD, CA

DESCRIPTION

Raimi + Associates was retained by the City of Concord to work on the Concord Affirmatively Furthering Fair Housing Rezoning Project (Project) which implements Program 8.6 of the 2023-2031 Housing Element. Program 8.6 aims to rezone a minimum of 20 acres of land in moderate- and high-resource areas of the City to accommodate at least 1,000 additional multi-family housing units accessible to lower-income households.

The project includes identifying sites, preparing rezoning alternatives, developing General Plan and Zoning Amendments for the preferred rezoning alternative, conducting an environmental impact report, facilitating community engagement, and offering additional services to implement the rezoning.

HIGHLIGHTS

- Implement Program 8.6 of the Housing Element through updated zoning
- Develop General Plan and Zoning amendments for the preferred rezoning alternative
- Conduct feasibility analysis of development standards through site tests

CLIENT

City of Concord

SERVICES

Zoning
Engagement
Site Tests

TIMELINE

2024 - present

CONTACT

Justin Ezell
Assistant City Manager
City of Concord
(925) 671-3155
Justin.ezell@cityofconcord.org

City of Concord

Affirmatively Furthering Fair Housing Rezoning Project

Frequently Asked Questions

What is this project?

Concord's Affirmatively Furthering Fair Housing Rezoning Project is an inclusive public planning process that involves rezoning select properties in higher-resource neighborhoods to allow multi-family development. While the project is being considered under mandates from the State of California, the overarching goal is to partner with the community to address housing inequities and improve quality of life in Concord.

What is AFFH?

AFFH stands for Affirmatively Furthering Fair Housing. It is a provision of the Fair Housing Act, Title VIII of the Civil Rights Act of 1968, and a piece of federal legislation that prohibits discrimination in the sale, rental, and financing of housing and ensures equal opportunity in housing for all. While federal law prohibited overt forms of housing discrimination, residential segregation has remained and persists in California today.

California Assembly Bill 686 created new requirements for cities to affirmatively further fair housing as a part of a jurisdiction's planning process, and to take meaningful actions that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity.

What are higher-resource neighborhoods?

The California Tax Credit Allocation Committee (TCAC) identifies neighborhoods of the state that have been shown to have positive educational, economic, and health outcomes for low-income families. These neighborhoods are characterized by quality schools, safety, plentiful community amenities, and economic opportunity.

Why is this project happening now?

The City's recently adopted Housing Element is a State-mandated plan to meet the housing needs of everyone in the community. It maps out how the City of Concord facilitates a variety of housing types for all income groups, assists in the development of lower and moderate-income housing, removes constraints to housing, improves existing housing, and promotes fair housing. California law requires that each county and city in the state develop and adopt a revised Housing Element every eight years and report progress on program accomplishment each year.

The California Department of Housing and Community Development (HCD) certified the City's 2023-2031 Housing Element Update in October 2023. The housing element contains many programs, including Program 8.6 Fair Housing, which aims to increase housing supply, choices, and affordability in higher-resource neighborhoods of the city.

ASHBY & NORTH BERKELEY BART OBJECTIVE DESIGN STANDARDS

BERKELEY, CA

CLIENT
BART

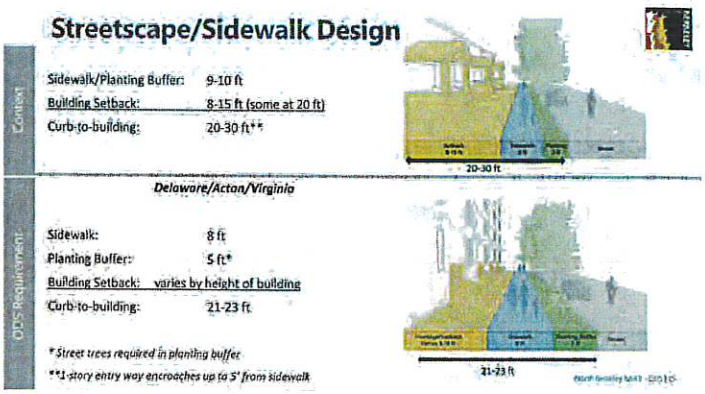
SERVICES
Development Analysis of Station Functionality and Infrastructure Requirements, Objective Design Standards, Circulation Framework, Staff and Stakeholder Outreach

TIMELINE
2021 - Present

CONTACT
Deb Castles
Principal Property Development Officer
BART Real Estate and Property Development
(510) 464-6268
deb.castles@bart.gov

DESCRIPTION
Raimi + Associates is contracted with BART to support site analysis, develop a circulation framework, analyze development proposals, and write objective design standards for TOD Development at both North Berkeley and Ashby BART Stations. The North Berkeley project involved supporting the City of Berkeley in writing the Objective Design Standards in consultation with BART staff, the NBHP developer team, and architecture design teams. The Ashby Station work is underway and has involved in-depth design work and coordination on infrastructure and station emergency access. R+A has worked closely with BART Fire & Life Safety, Mechanical & Engineering, and Real Estate Development to work toward creative design solutions to complex problems to ensure quality design that meets community needs and expectations.

HIGHLIGHTS
- Extensive revisions to existing design guidelines towards clear and objective standards
- Targeted outreach and usability testing of the draft standards
- Development of clear and succinct supporting graphics



MILPITAS HOUSING ELEMENT UPDATE

MILPITAS, CA

DESCRIPTION

Raimi + Associates led a team of consultants to prepare the 6th Cycle Housing Element for the City of Milpitas that will shape and guide housing development from 2023 through 2031. The Housing Element Update includes analyzing governmental and non-governmental constraints to housing development through a thorough review of the City's Plans and Zoning Ordinance, evaluating the City's resources, and reviewing past housing accomplishments. The Housing Element also includes an assessment of the City's capacity to accommodate the Regional Housing Need Allocation (RHNA) goals while affirmatively furthering fair housing.

Throughout the project, the team conducted targeted outreach and coordination with the community, stakeholders, property owners, and city staff through workshops, pop-ups, and focus group meetings. The final Housing Plan includes housing goals, policies, and actions to meet the diverse housing needs of the community.

HIGHLIGHTS

- Identify vacant and underutilized sites to accommodate the Regional Housing Needs Allocation (RHNA) goals
- Develop housing goals, policies, and programs to ensure compliance with latest State laws
- Engage community members through workshops, stakeholder interviews, pop-ups, and online surveys, among others

CLIENT

City of Milpitas

SERVICES

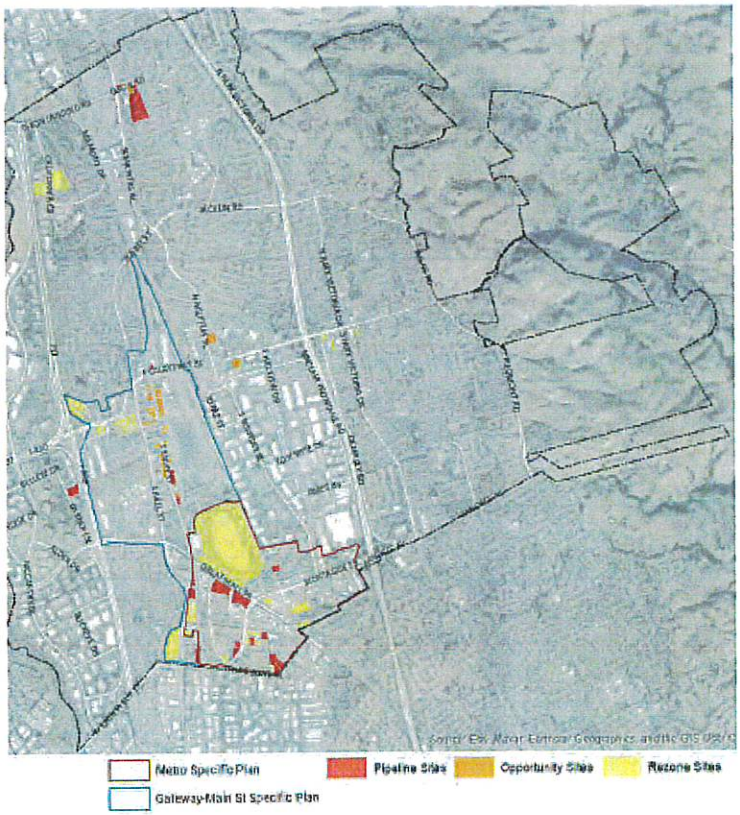
Housing

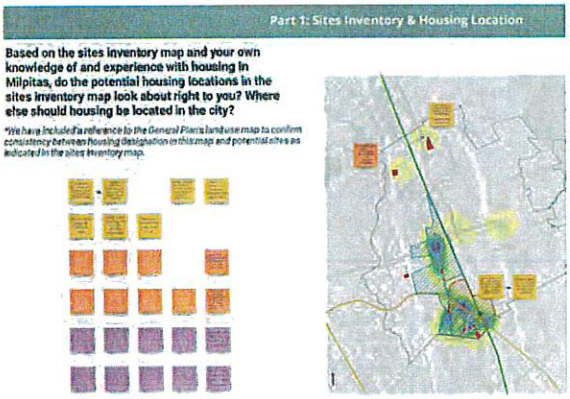
TIMELINE

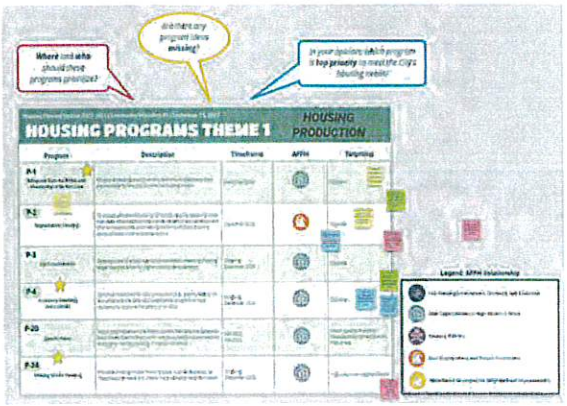
2021 - 2023

CONTACT

Hanson Hom
Senior Special Projects Associate,
hhom@milpitas.gov







LEED CERTIFICATION FOR AFFORDABLE HOUSING

CALIFORNIA

CLIENT

Multiple
(National CORE, Community Corporation of Santa Monica, BRIDGE Housing)

SERVICES

Sustainability, Building, Energy

TIMELINE

2018 - Present

CONTACT

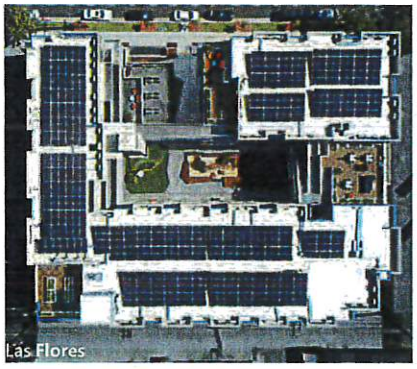
Tim Kohut
Director of Sustainable Design
National CORE
tkohut@nationalcore.org

DESCRIPTION

Raimi + Associates works with non-profit affordable housing developers to integrate green building practices and earn LEED for Homes certification. We organize and lead integrated design charrettes, outline the LEED process, coordinate review of energy and ventilation models, review architectural and mechanical plans for compliance with LEED requirements, conduct field inspections, and prepare all certification documentation. Common design strategies include all-electric design, efficient hot water and HVAC systems, low-VOC materials, on-site PV systems, stormwater management, and EV charging. Since 2018, R+A has completed LEED Gold and Platinum certification for several green affordable housing projects statewide. Many of these projects are part of larger revitalization plans that also received LEED for Neighborhood Development certification. To date, R+A has certified nearly 1,000 units of green affordable housing.

RECENT CERTIFICATIONS

- 2019 Potrero Block X, San Francisco, CA (Platinum - 72 units)
- 2021 PATH Metro Villas II, Los Angeles, CA (Platinum - 122 units)
- 2021 Jordan Downs Phase 1A and (2023) 2, Los Angeles, CA (Gold - 80+ units)
- 2022 Greenway Meadows, Santa Monica, CA (Gold - 39 units)
- 2022 SP7, Los Angeles, CA (Platinum - 81 units)
- 2022 PATH South Gate, South Gate, CA (Gold - 60 units)
- 2023 Legacy Square, Santa Ana, CA (Platinum - 93 units)
- 2023 Pacific Landing, Santa Monica, CA (Platinum - 37 units)
- 2023 Vista Ballona, Los Angeles, CA (Platinum - 50 units)
- 2023 Firmin Court, Los Angeles, CA (Gold - 64 units)
- 2023 Las Flores, Santa Monica, CA (Platinum - 73 units - AIA CA award Design for Energy)
- 2024 San Pedro Lofts, Los Angeles, CA (Gold - 91 units)
- 2024 Las Dahlias, East Los Angeles, CA (Platinum - 78 units)


Las Flores

Firmin Court

Path Metro Villas II

Potrero Block X

Legacy Square

raimi+ associates

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October 9, 2025

REQUEST FOR PROPOSALS

On-Call Consulting Services – Landscape Plan Review for Compliance with the Water Efficient Landscape Ordinance

Prepared for:

City of South Gate
City Clerk's Office
Attn: John F. Signo, AICP, Planning Manager
8650 California Avenue
South Gate, CA 90280

By:

Ladayu Consulting Group
316 Tejon Place
Palos Verdes Estates, CA 90274
www.ladayucg.com
(310) 968-7263

October 9, 2025

City of South Gate
Community Development Department
John F. Signo, AICP, Planning Manager
8650 California Avenue
South Gate, CA 90280

RE: RFQ – On-Call Consulting Services - Landscape Plan Review for WELO Compliance

Dear Mr. Signo,

Ladayu Consulting Group (LCG) is pleased to present our proposal to provide the City of South Gate for On-Call Consulting Services - Landscape Plan Review for Compliance with the Water Efficient Landscape Ordinance (WELO).

We are proud of our reputation for providing thoughtful solutions that build thriving communities throughout California. Experienced in a wide range of municipal engineering services, our team of caring professionals serves our municipal clients through a tailored approach based upon client values and needs. We define ourselves by the strength of our relationships with the people that we work with and the people that we work for. Earning client trust and appreciation by exceeding expectations is our ultimate measure of success.

LCG has specialized in providing On-Call Consulting Services to California cities. The leadership and management team at LCG are individuals with the passion and personal desire to provide professional municipal engineering services. We only serve public agency clients, typically in a staff augmentation and project management role. We believe that our exclusive commitment to public agency clients is important since it allows us to avoid any real or perceived issues regarding conflicts of interests.

I will act as Principal-In-Charge for this engagement. As President of LCG, I am authorized to bind the firm to all commitments made in our proposal. LCG is a sole proprietorship and has been in business since 2015 and currently has 16 employees. I have authorized Daniel Garcia to be the Main Point of Contact/Project Manager for the City of South Gate. Patrick J. Reynolds, PLA will be the LCG's proposed Licensed Landscape Architect for this assignment. Both he and Daniel are among LCG's key personnel. Daniel's contact information follows:

Daniel Garcia, PE, REA, CPP
Ladayu Consulting Group
316 Tejon Place
Palos Verdes Estates, CA 90274 (only company address)
dgarcia@ladayucg.com | C: 310.968.7263

We appreciate the opportunity to present our qualifications, experience and desire to provide these municipal services for your review and consideration. This SOQ will be valid for 120 calendars days from the date of submittal. LCG ACKNOWLEDGES RECEIPT OF ANY ADDENDUMS, IF ISSUED, FOR THIS RFP.

Sincerely,

Ladayu Phaphan
Founder and President

City of South Gate

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Exhibits

Section 1: Work Plan

a. Methodology

LCG understands that the City of South Gate is seeking qualified consultant firms to perform on-call consulting services for future development projects and economic development efforts including, but not limited to, general plan amendments, code amendments, rezoning, tentative subdivision maps, conditional use permits, design reviews, plan reviews, specific plans, environmental services, and economic development. For this proposal to the City of South Gate, Ladayu Consulting Group (LCG) is only proposing for *On-Call Landscape Consulting Servicers – Landscape Plan Review for Compliance with the Water Efficient Landscape Ordinance*.

According to this RFP for on-call landscape consulting services, we understand that the City is seeking guidance from landscape consultants on adopting a local WELO or continuing implementing the standards in the State MWELO. Furthermore, the City is seeking consultants to review plans for MWELO compliance, which includes but is not limited to reviewing landscape and irrigation plans, providing recommendations on improving water efficiency measures, conducting compliance inspections, and finalizing permits. LCG's approach to implementing the City of South Gate's On-Call Landscape Consulting Services – Landscape Plan Review for Compliance with the Water Efficient Landscape Ordinance is to provide the best Licensed Landscape Architect that is qualified and experienced in the elements outlined in this RFP and have him execute all the items.

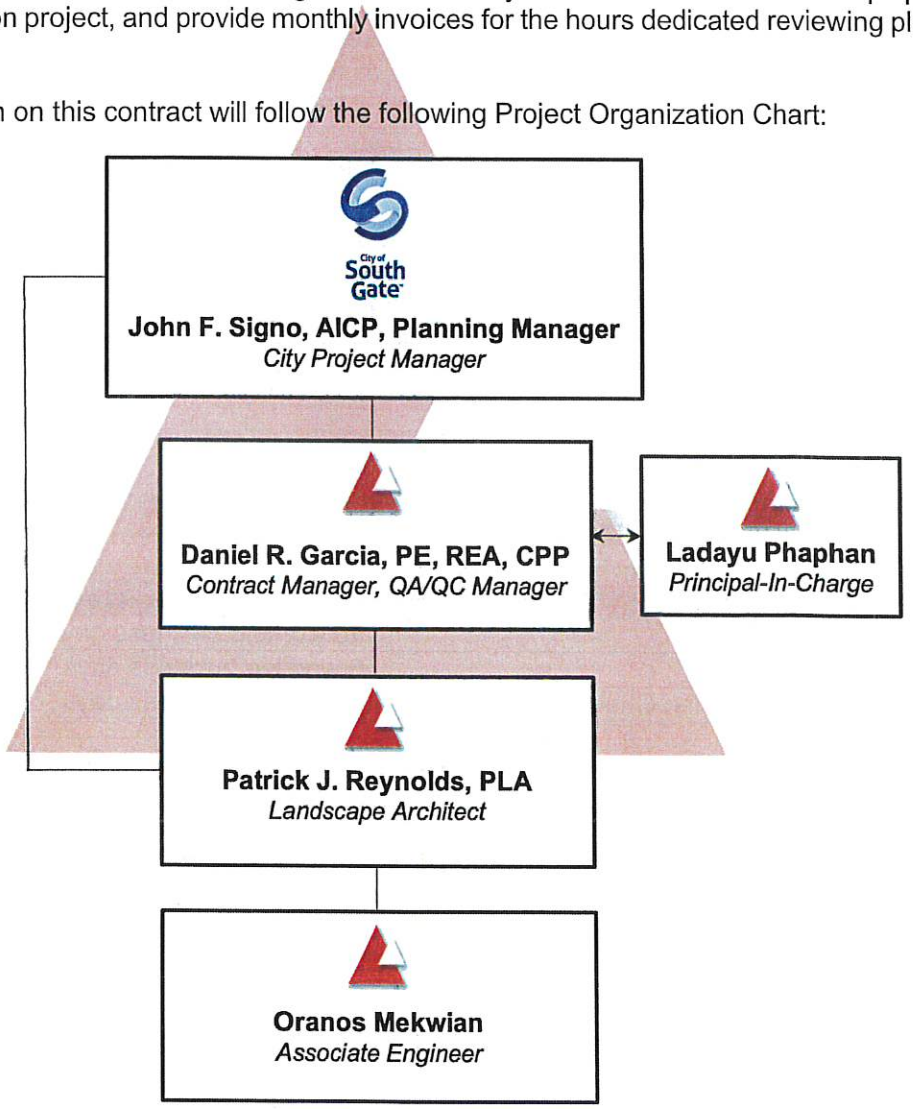
LCG's work plan and methodology to implementing the City of South Gate's *On-Call Landscape Consulting Servicers – Landscape Plan Review for Compliance with the Water Efficient Landscape Ordinance* is to have **Patrick J. Reynolds, PLA** to serve as Landscape Architect providing guidance on adopting a local WELO or continuing implementing the standards in the State MWELO and provide landscape & irrigation plan review for MWELO compliance including provide recommendations on improving water efficiency measures, conducting compliance inspections, and finalizing permits as required in this RFP's Scope of Services. He will communicate, cooperate, and interact with other consultants and City staff regarding the State MWELO implementation and landscape plan review and inspection projects. He will report directly to the City of South Gate's Project Manager assumed to be John F. Signa, AICP, Planning Manager Community Development Department.

Patrick is a Licensed Landscape Architect. He has had decades of experience in implementing the elements in this RFP's Scope of Work for other jurisdictions such as the Cities of Alhambra, Culver City and the County of Los Angeles. He will provide the City of South Gate with excellent landscape services in completing the On-Call Landscape Consulting Services – Landscape Plan Review for Compliance with the Water Efficient Landscape Ordinance tasks in a timely and cost-efficient manner.

Daniel R. Garcia, PE, REA, CPP will serve as Contract Manager in charge of implementing this contract and provide any additional resources when requested or resolve any issues with the contract implementation. He will be the primary point of contact and report directly to the City of South Gate's Project Manager or his/her authorized representative. In addition, Daniel will also serve as QA/QC Manager providing the QA/QC protocol in this contract.

Oranos Mekwian will serve as Associate Engineer. She will provide staff support, keep track and log all correspondence and transmittals, log all the necessary information for each landscape plan review & inspection project, and provide monthly invoices for the hours dedicated reviewing plans for the City.

All communication on this contract will follow the following Project Organization Chart:



South Gate Project Organization Chart

As show in the South Gate Project Organization Chart, Patrick Reynold, PLA, LCG's Landscape Architect, will also work directly for the City of South Gate's Project Manager. This direct contact will allow efficient and effective staff augmentation so that Patrick can not only take direction from the City of South Gate but can also represent the City as well.

b. Project Schedule

MWELO: Assuming a first and second reading going before the Planning Commission and City Council and working with City Staff, it takes approximately 6 months to establish the City of South Gate's MWELO Ordinance.

Per appropriate Department reviews and processes, one month should suffice to review current City MWELO policies, determine the direction forward required, update if the City's goals exceed the current standards and revise accordingly, meet with various department heads to review and get buy-in and approvals, set new city standards to implement compliance and provide guidance to applicants.

Capital Improvement Projects: We develop Microsoft Project spread sheets to track a project from the Conceptual Phase, Preliminary Budget Phase, secure Funding Phase, through the various Design Phases (Concept, DD's, CD's, Bid Docs), Final Budget is determined, City Agencies and Council Approval, Bid Phase, Permit Phase, through Construction. Most projects take a year or more to go through the Soft Design milestones, and another year, or two, depending on the scope of the project, for the Hard Phase of Construction, again depending on the scope of the project, the exact timeline is to be determined during the design phase.

Planning Projects: Similar to above.

Plan Checking Projects: Typical LCG's turnaround times for Landscape & Irrigation Plan Review and Inspection will be as follows:

Plan Check No.	Turnaround times
1st Plan Check	10 working business days
2nd Plan Check	5 working business days
Any Subsequent Plan Check	2 working business days

LCG Process for Obtaining and Returning Landscape Plans (Transmittal of Plans)

LCG is able to conduct landscape plan check services for the City, whether through paper submissions or electronic plan review (PDF, Bluebeam, Tyler, Accela, etc.). We understand that each set of plans submitted for approval will undergo multiple plan checks until approved by the City. LCG will provide complete, legible and detailed comments that will allow the applicant to achieve approval with minimal reviews. LCG electronic plan check operations will be conducted as follows:

First Submittal: Once the City assigned the electronic landscape plan checking projects to LCG through the City's online file sharing/digital transfer(s) or email, LCG's Landscape Architect/Landscape Plan Checker will review the plans and related documents and submit a redlined copy of the plans, a completed plan check checklist and a summary letter of the corrections to the plans/project to the City through the City's online file sharing/digital transfer(s) or email.

Second and Subsequent Submittals: Once LCG received the notification from the City that the second electronic landscape plan checking project has submitted from the applicant, LCG's Landscape Architect/Landscape Plan Checker will start the second plan review and submit a

redlined copy of the plans, a completed plan check checklist and a summary letter of the corrections to the plans/project to the City through the City's online file sharing/digital transfer(s) or email.

LCG's Landscape Architect/Landscape Plan Checker shall continue landscape plan checking until approvable plans are generated and a plan approval letter is submitted to the City by LCG's Landscape Architect/Landscape Plan Checker.

For the paper submission, LCG will use General Logistics Systems (GLS) for shipment. If landscape inspection is required by the City, Landscape Architect/Landscape Plan Checker will coordinate with the City staff and developer to meet and perform field inspection and provide a field inspection review letter to the City.

Quality Assurance/Quality Control Approach (QA/QC)

LCG controls cost and project quality by implementing a Quality Assurance and Quality Control (QA/QC) program. LCG understands the need for On-Call Consulting Services – Landscape Plan Review for Compliance with the Water Efficient Landscape Ordinance Project during the term of the agreement to ensure Quality and to provide control procedures to reduce the risk of errors and omissions in the delivery of projects to the City. For the City of South Gate, LCG has assigned **Daniel R. Garcia, PE, REA, CPP** as the QA/QC Manager as well as the Contract Manager. Daniel will be responsible for ensuring high quality work, control costs and to provide accurate and timely invoices for this contract.

The QA/QC Plan will incorporate procedures to ensure reviews by the City of all landscape project documents, including both print and electronic, are addressed. These sections will define requirements and procedures for checking, reviewing, distributing, tracking, and controlling documents for QA/QC. The Project Work Plan Chart will be included in the Plan with all those indicated that who would perform QA/QC reviews. Deliverables will have a statement that all the information contained in the submittal has been QA/QC checked and in accordance with the Plan.

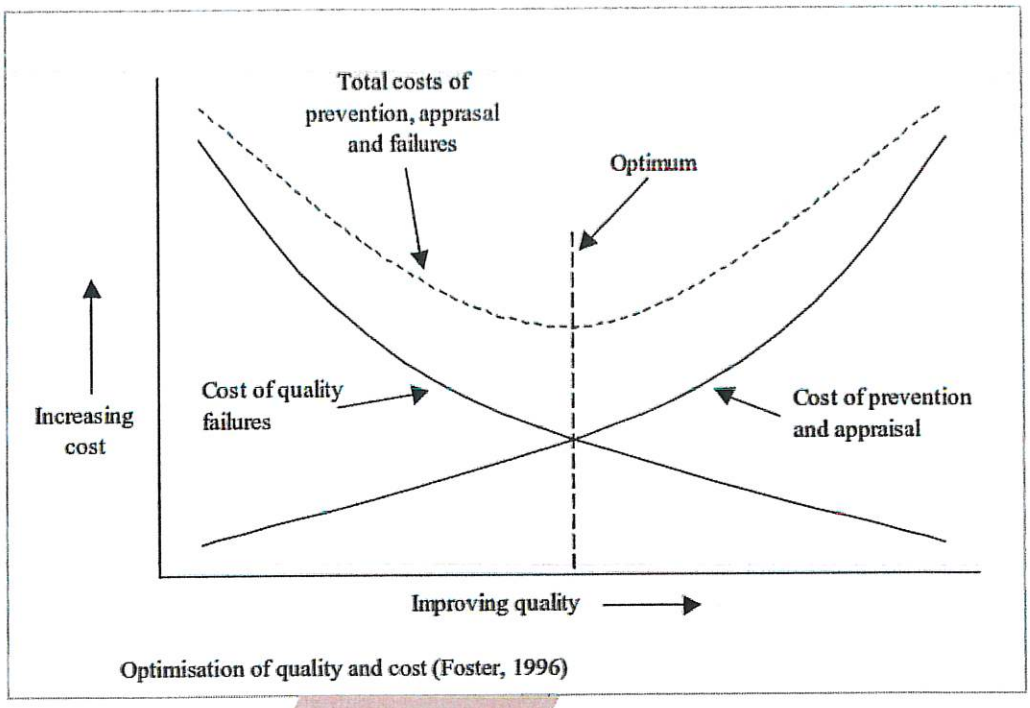
LCG's QA/QC will assure consistent quality for the City of South Gate. The quality should be consistent with the City of South Gate's policies and procedures as well as according to engineering standards of practice with respect to city, state and federal laws and guidelines. LCG will employ the following:

Engineering Reviews:

- Overall Quality matching the project documentation
- Completeness - All the items are accounted for and included in the payment requests.
- Adherence to City of South Gate's policies and procedures.

Technical Quality:

- Design basis
- Does the product produce the original scope?
- Checking - Is there a proper comment resolution process?
- Does the product comply with local, state and federal laws and guidelines?



Cost vs Quality Diagram

With the independent tasks that assure quality, LCG is aware that this may come with increased cost. Yet with the experienced and knowledgeable Landscape Architect that LCG has assigned to the City of South Gate for this proposal, this itself should minimize the cost of QA/QC. Patrick Reynolds, LCG's proposed Landscape Architect is conscientious, responsible and knowledgeable regarding the Model Water Efficient Landscape Ordinance (MWELO). With the City of South Gate's assigned QA/QC Manager, Daniel Garcia, to evaluate the projects based on the above bullet points and reviews. Daniel is a qualified QA/QC Manager with his experience in managing and overseeing engineering and landscape plan checking oversight for many cities. His knowledge and management skills will assure technical as well as overall QA/QC and provide the optimum cost-effective quality. LCG's approach is to deliver high quality work with respect to project budgets. LCG believes that the City of South Gate should receive the optimum cost benefit with the maximum quality delivery.

LCG's Landscape Plan Review Tracking Method

In addition to the above general QA/QC procedures, to avoid the unforeseen high workloads effect the quality and turnaround time of On-Call Consulting Services – Landscape Plan Review for Compliance with the Water Efficient Landscape Ordinance Project, LCG will also develop a plan check log/plan control log to track all the plan checking project status. We will maintain all files for a period of up to three (3) years. Copies of the requested files will be furnished to the City upon request. The plan check log/plan control log shall include, at a minimum, the following information:

1. Receipt Date
2. Transmittal Dates
3. Who is Receiving the Information
4. Plan Checker's Name
5. Status of Plan Check
6. Plan Check Description and City Plan Check Number
7. Plan Check Fees

c. Qualifications and Experience

The seamless integration of municipal service professionals in support of public agencies has been our purpose since **Ladayu Consulting Group (LCG)** was formed in 2015. LCG was founded by individuals with a passion for serving municipalities. Our employees span a multitude of disciplines within public works and engineering departments throughout California.

Ladayu Consulting Group provides a host of services to cities including:

- Landscape Architect
- Landscape and Irrigation Plan Review & Inspection Services
- Civil/Private Development Plan Check Services (includes grading, streets, storm drains, sewers, erosion control, etc.)
- Land Development/Subdivision Map Act (includes tracts, parcel maps, vesting, etc.)
- Construction Management/Inspection
- Project and Program Management
- City Engineering and Public Works Management
- Park Management
- Traffic Engineering

LCG's staff has held senior and executive management positions within numerous California cities including titles of Landscape Architect, Landscape Plan Review & Inspector, and other well-seasoned management personnel. This depth of experience brings a high level of expertise and sensitivity towards community and special interest group issues. We value the importance of a focus that represents the interests of our public agency clients and reflects positively on the citizens they serve.

LCG is uniquely qualified to provide the City of South Gate with exceptional On-Call Consulting Services – Landscape Plan Review for Compliance with the Water Efficient Landscape Ordinance, as evidenced by our proven track record of successfully providing similar services to municipalities throughout California. Most of LCG's staffs are from the municipal public sector. We are small enough to ensure that we can maintain focus and are responsive to the needs of the City of South Gate yet big enough to serve all the City of South Gate's On-Call Consulting Services – Landscape Plan Review for Compliance with the Water Efficient Landscape Ordinance Project needs.

LCG was formed and founded in 2015 and established our Engineering office in Palos Verdes Estates. We are a sole proprietorship. Our legal name is Ladayu Consulting Group. LCG's Federal Employer Identification Number is 36-4967928. Our official business address and primary point of contact follows:

Daniel Garcia, PE, REA, CPP – Contract Manager
Ladayu Consulting Group
316 Tejon Place
Palos Verdes Estates, CA 90274
dgarcia@ladayucg.com | C: 310.968.7263 | www.ladayucg.com

There are no sub-contractors firms or other contractors anticipated on this proposal.

d. Personnel

LCG have a diverse team of qualified professionals dedicated to providing *On-Call Consulting Services – Landscape Plan Review for Compliance with the Water Efficient Landscape Ordinance* to the City of South Gate. Below we have provided brief biographies of key staff that will be available for this contract. Detailed resumes will follow.

Patrick J. Reynolds, PLA | Landscape Architect

Patrick holds Landscape Architect License No. 4440 and is also a C-27 Landscape Specialty Contractor. He is a Certified Irrigation Auditor and is certified in NEPA and CEQA. Patrick has 45 years of experience in all aspects of design, project management, construction of new and existing public, private, residential, commercial, urban, park and open space developments. He has expertise in landscape and irrigation plan checking and inspection, park master planning, land acquisitions, trail design and construction, preparing environmental documents and reports, environmental preservation and restoration, historical preservation, etc. Patrick has worked on a variety of landscape and irrigation plan checking projects in several jurisdictions throughout California including the Cities of Culver City, Alhambra, and Bell. His impressive and detailed resume that follows demonstrates a proven record of accomplishment that can serve the requirements of this contract and contribute to the needs of the City. Patrick has recently completed the Urban Forestry Management Plan for the City of Bell. He is currently serving the City of Alhambra as a City Landscape Architect providing on-call MWELO, landscape and Irrigation plan review and inspection services similar to the services required in this RFP. Patrick has the ability to review, sign, stamp and approve all MWELO, landscape, and irrigation plans and related documents on behalf of the City of South Gate.

Daniel R. Garcia, PE, REA, CPP | Contract Manager, QA/QC Manager

Daniel has over 30 years of experience in the civil engineering profession. He is a Registered Civil Engineer, Registered Environmental Assessor and Certified Permitting Professional. Daniel has served as Contract Manager and QA/QC in many public agencies throughout California. He is a Registered Civil Engineer, Registered Environmental Assessor and Certified Permitting Professional. Having worked in several jurisdictions throughout California including most recently the Cities of Chino Hills, Compton, Rancho Palos Verdes, Wildomar, Maywood, Costa Mesa, Bell, Vernon, Huntington Park, and Norwalk. Daniel has a history of accomplishment. His experience is far and wide from Civil Plan Check Engineer, Land Development/Subdivision Map Act, Capital Improvement Programs (CIP), Project Management, Resident Engineer, and Construction Manager. His varied expertise will be a wealth of tools for the City of South Gate.

Oranos Mekwian | Associate Engineer

Oranos is an experienced Associate Engineer. She has over 8 years of experience in the civil engineering profession including civil plan check expertise. She has assisted in private development and civil plan review such as grading, street, sewer, storm drain, etc. in the Cities of Chino Hills, Compton, Huntington Parks, Gardena, Rancho Palos Verdes, Vernon, and Maywood.

LCG has adequate capacity to perform the work within the project deadlines for the City of South Gate once a Notice to Proceed (NTP) is issued. Each team member is available to respond to the needs of the City under an "on-call" arrangement and will spend all the time necessary to complete the project as required.

Ladayu Consulting Group

www.ladayucg.com
dgarcia@ladayucg.com

EXPERTISE
Project Management
Land Development/Subdivisions
Subdivision Map Act Review
Civil/Private Developent Plan Review
City Engineering
Construction Management
Sewer/Storm Drain Compliance

EDUCATION
Bachelor of Science in Civil Engineering, CSULB

Masters in Public Administration, CSULB

REGISTRATIONS
CA Registered Professional Civil Engineer | 45710

Registered Environmental Assessor | 5640 Cal-EPA

Certified Permitting Professional D11308 SCAQMD

Daniel R. Garcia, PE, REA, CPP

Contract Manager | QA/QC Manager

Daniel has over 30 years of experience in the civil engineering profession. He is a licensed civil engineer with extensive City Engineering and Public Works experience including Public Improvement Plan Checking and Subdivision Map Act expertise. Daniel has served in senior executive management engineering and public works positions from the Cities of Chino Hills, Compton, Wildomar, Bell, Maywood, Rancho Palos Verdes, Costa Mesa, Norwalk, Culver City, Solvang, Novato to the City of Los Angeles. Daniel brings to every city his expertise in the areas of Private Development/Civil Plan Review and Subdivision Map Act, including tracts, parcel maps, lot line adjustments, grading, infrastructure review such as streets, storm drain and sewers plan checks that would include Water Quality Management Plan (WQMP's), Low Impact Developments (LIDs) and any relevant Subdivision Map Act services.

RECENT RELAVANT EXPERIENCE

Development Review Services Engineer | City of Chino Hills

Daniel provided review of Private Development/ Subdivision Map Act tasks for the City. He reviewed tract and parcel maps, grading/drainage plans, infrastructure plans including water, sewer, storm drain and streets, SWPPP, WQMP, hydrology and soils reports to assure the City that the projects were in compliance with the Subdivision Map Act.

City Engineer Advisor/Plan Check Engineer | City of Compton

Daniel was responsible for assisting the City with reviewing/approving several private developments such as street vacations, grading plan checks, civil review of private and CIP streets, storm drain and sewer plans and signed both subdivision plans as well as infrastructure plans for the City of Compton.

City Engineer Advisor/Plan Check Engineer | City of Rancho Palos Verdes

Daniel signed as City Engineer for subdivisions for the Community Development Department and was responsible for assisting the City with reviewing/ approving several private developments such as vesting tentative maps, tracts, parcel maps, lot line adjustments, certificate of compliances, and lot mergers.

Ladayu
Consulting Group

www.ladayucg.com
preynolds@ladayucg.com

EXPERTISE
Landscape Architect
Landscape C-27 Contractor
Parks Division Manager
Park Planning Division
Landscape Supervisor
Project Manager
Instructor

EDUCATION
Masters in Professional Designation
Landscape Architecture Certificate,
UCLA

Bachelor in English Literature,
CSUDH

Construction Management
Certificate Program, CSUDH

AutoCAD Release 14 Operator
Certification. CSULB

REGISTRATION/LICENSE
CA Registered Professional
Landscape Architect | 4440
Landscape Contractor License
(C-27) | 418109

Patrick J. Reynolds, PLA

Licensed Landscape Architect

Patrick is a Professional Landscape Architect, Landscape C-27 Specialty Contractor, Project Manager, Certified Irrigation Auditor, CEQA and NEPA Certification. Patrick is a Specialist with forty-five years of experience in all aspects of landscape and irrigation plan checking review, the design, project management, construction of new and existing public, private, residential, commercial, urban, park and open space developments; park master planning; land acquisitions; trails design and construction; preparing Environmental Documents and Reports, environmental preservation and restoration; historical preservation projects, and an expert witness. He is an Instructor in the UCLA Extension Landscape Architecture Program since 2000. His Landscape Architect License is 4440 and C-27 license is 418109.

RECENT RELAVANT EXPERIENCE

City Landscape Architect | City of Alhambra

As the City's current licensed Landscape Architect, Patrick is responsible plan checking landscape and irrigation plans (MWELO compliance), for providing field inspection, plan reviews and approvals for all city development and CIP projects.

City Landscape Architect | Park Planning Division | City of Culver City

As the City's licensed Landscape Architect, Patrick was responsible plan checking landscape and irrigation plans, for providing in-house design-build construction services on all park capital improvement projects, deferred maintenance and unmet needs projects in the Culver City. Hire and manage outside consultants to provide design services, where appropriate. The second phase being the Implementation Plan through a joint collaboration partnerships. Implemented a Playground Safety Program that, to date, has inspected, audited, scoped, and prioritized all the city's playgrounds for replacement, refurbishment and/or retrofitting. Constructed 10 new inclusive playgrounds in twelve years. Instituted the first Playground Safety Program in the City.

As the sole licensed landscape architect in the City, Patrick was a vital member of the team of the Parks and Recreation Dept., Public Works Agency, Planning Division and Redevelopment Agency, providing expertise in analyzing proposed projects for

compliance with the General and Strategic Plan requirements for land use and development, proposed new and revisions to existing landscape and irrigation designs, aesthetics, zoning, AB-1881 water conservation requirements, review Environmental documents for potential impacts, plan checking landscape and irrigation plans. Advise departments and approve proposed plans for each city agency. Member of the Sustainable Design Committee, which sets sustainable guidelines for the City. Updating the City's Urban Tree Master Plan, the Strategic and General Plans, The Parkway Landscape Ordinance Plan, and have taken the lead in implementing AB-1881, the State Water Model Efficiency Landscape Ordinance for water conservation. Received a 2011 national water conservation award from Toro Corp. for same.

Parks Division Manager | City of Culver City

As Park Division Manager, Patrick was in charge of all aspects of parks planning, construction, operations and maintenance, including plan checking landscape and irrigation plans, all administrative duties for the 10 City parks and open space in the city. Oversee and manage staff of 20, including Park Planning staff, design consultants, parks grounds maintenance in-house staff and outside contracted services that maintain all other city owned properties under the purview of the Parks Division.

Projects

- Sony Pictures-expansion project
- Culver Studios-digital sound stages, preservation of historic cottages
- Ivy Station-mixed use development project at Metro Expo Line Station site
- Beats-office and HQ
- Apple- office and HQ
- Microsoft- office and HQ
- Amazon- office and HQ
- The Steps Project- office and HQ
- Habitat for Humanity-low-income housing project of 8 homes
- Platform Project- mixed use development

Ladayu Consulting Group

www.ladayucg.com
omekwian@ladayucg.com

EXPERTISE

Civil Plan Review
Private Development Plan Review
Land Development/Subdivisions
Construction Management Support
Sewer/Storm Drain Compliance
CIP/Project Management

EDUCATION

Masters in Industrial Chemistry, King Mongkut's University of Technology, Thonburi, Thailand

Bachelor of Science in Biotechnology, Khon Kean University, Thailand

Oranos Mekwian

Associate Engineer

Oranos has over 8 years of extensive experience in private development and civil plan review. She has plan reviewed projects in the Cities of Chino Hills, Compton, Maywood, Vernon, Inglewood, Wildomar, Marin County and many others. Oranos brings private development and civil plan checking experience in the areas of Residential, Commercial, and Industrial Developments.

RECENT RELAVANT EXPERIENCE

Associate Plan Check Engineer | City of Chino Hills

As a Associate Plan Check Engineer, Oranos is responsible for assisting the City with public and private development plan review projects including plan check of grading, street, sewer, storm drain, water, erosion control plan, hydrology report, and WQMP.

Associate Engineer | City of Compton

As a Associate Engineer, Oranos is responsible for assisting the City with numerous public and private development plan review projects including plan check of drainage and grading plans, demolition plans, and both on-site and off-site civil engineering plans, to include street, storm drain, sewer & water improvements, as well as NPDES, Low Impact Development (LID), and hydrology reviews for the City of Compton.

Associate Plan Check Engineer | City of Vernon

As a Associate Plan Check Engineer, Oranos plan checked several improvement plans in the City of Vernon including grading, street, sewer, storm drain, water, erosion control plan, SWPPP, and LID.

Associate Engineer | City of Maywood

Oranos assisted the City Engineer assembled a Capital Improvement Progeram for the City that included a $1.2 million sewer replacement project, assisted in sewer compliance services including establishing a Sewer Service Charge, implementing a Fats, Oils and Grease (FOG) Program, completing a Sanitary Sewer Management Plan (SSMP), Sewer Master Plan, providing the Los Angeles Regional Water Quality Control Board (LARWQCB) sufficient information on Hot Spots to allow the City to satisfy a consent decree.

e. Conflict of Interest

Ladayu Consulting Group has no potential conflict of interest issues with respect to working with the City of South Gate.

f. Reference

In this section, we have included descriptions of example projects for public agency that LCG and assigned personnel have performed in the last 5 years with regard to landscape plan review and inspection services. Each of these examples of completed projects will attest to our ability of our proposed staff to provide services in a professional manner.

- **City of Alhambra**
  Maia McCurley, Principal Planner
  111 S. First St., Alhambra, CA 91801
  626.570.5042 | mmccurley@cityofalhambra.org

  Services Provided: City Landscape Architect in charge of reviewing all private consultant and City Project Landscape, MWELO, and Irrigation Plans for residential and commercial projects including Tree Replacement & Arborist Report Review.

  Length of Time Services: 2023-present

  LCG Team Members: Patrick Reynold, Oranos Mekwian

- **City of Compton**
  John Strickland, Public Works Director
  205 South Willowbrook Avenue, Compton, CA 90220
  310.761.1422 | jstrickland@comptoncity.org

  Services Provided: Landscape and irrigation (MWELO) plan review, inspections, Grading Plan Review including Street, Storm Drain, Sewer, LID, and Erosion Control Plans, etc.

  Length of Time Services: 2020-2022

  LCG Team Members: Patrick Reynold, Daniel Garcia, Oranos Mekwian

- **City of Culver City**
  Charles Herbertson | Public Works Director/City Engineer (retired)
  9770 Culver Blvd., Culver City, CA 90232
  310.721.2956 | cherbertson@gmail.com

  Services Provided: City Licensed Landscape Architect in charge of reviewing all private consultant and City Project Landscape and Irrigation Plans in compliance with AB-1881 water conservation requirements and the City's General Plan and Strategic Plan with regard to aesthetics zoning and in compliance with the Parkway Landscape Ordinance Plan in the public Right-of-Way. Among the public projects were all the City's playgrounds, trails design and construction and all City parks. Private landscape and irrigation project plan reviews consisted of all residential and commercial private projects.

  Length of Time Services: 2008-2021

  LCG Team Members: Patrick Reynold

Fees

The rates displayed in the fee proposal below reflect LCG's current fees and will be in effect during the term of the agreement, which include mileage, travel time, shipping, supply, and printing/material costs (no separate charges for these items). Key Personnel are noted in the hourly rates below. LCG fee for providing landscape plan review and inspection services will include fees for preliminary plan checks, recheck, revisions, inspections, re-inspections, pick-up and delivery of plans. Hourly rates will remain firm for the duration of the contract. No adjustments will be made if the contract is extended additional years.

LCG FEE PROPOSAL

Position	Job Title	Hourly Rate
1	Licensed Landscape Architect	$200.00
2	Associate Engineer	$110.00

Number of Hours for each Major Component of Service

Major Service	Service Details	No. of Hours
MWELO	Review current City MWELO policies, determine the direction forward required, update if the City's goals exceed the current standards and revise accordingly, meet with various department heads to review and get buy-in and approvals, set new city standards to implement compliance and provide guidance to applicants.	16 hours
Capital Improvement Project	Develop Microsoft Project spread sheets to track a project from the Conceptual Phase, Preliminary Budget Phase, secure Funding Phase, through the various Design Phases (Concept, DD's, CD's, Bid Docs), Final Budget is determined, City Agencies and Council Approval, Bid Phase, Permit Phase, through Construction.	16 hours
Planning Project	Develop Microsoft Project spread sheets to track a project from the Conceptual Phase, Preliminary Budget Phase, secure Funding Phase, through the various Design Phases (Concept, DD's, CD's, Bid Docs), Final Budget is determined, City Agencies and Council Approval, Bid Phase, Permit Phase, through Construction.	16 hours
Plan Check Project	Develop a check list for internal plan check reviews and for submitting applicants, Issue correction notices and redlined plans noting any deficiencies in the original plan submittal. Forward to Dept. Head to forward to Applicant, Respond to Applicant RFI's, questions, and staff questions, Review and Approve resubmittals once corrections have been made, Field Inspect installations for compliance with approved plans.	16 hours

Proposed ("Not to Exceed") Payment Schedule for all Services to be Performed and Products to be delivered

Major Service	Landscape Architect $200	Associate Engineer $110	Total Cost
MWELO	$3,200.00 (16 hrs.)	-	$3,200.00
Capital Improvement Project	$3,200.00 (16 hrs.)	-	$3,200.00
Planning Project	$3,200.00 (16 hrs.)	-	$3,200.00
Plan Check Project	$3,200.00 (16 hrs.)	$165.00 (1.5 hrs.)	$3,365.00
TOTAL	$12,800.00	165.00	**$12,965.00**

Resources to be Provided by the City

None.

Exhibits

- Sample of MWELO and Landscape Plan Review Comments Letter/Checklists
- Sample of MWELO and Landscape Redlined Plans
- Sample of MWELO and Landscape Plan Control Logs

[redacted]

CITY OF [redacted] - FIRST REVIEW
Permit Application No. [redacted]
LCG Job No. GAR-[redacted]

[redacted]
314 E. Broadway, Suite D
Glandale, CA 91205

Plan Review: **Landscape Efficiency Plan**
Address: **15817 S. Dalton Avenue**

Ladayu Consulting Group has completed a **FIRST** code compliance review of the following documents on behalf of the **City of Gardena**:

1. Drawings:
   a. L through L-3 dated 10/07/20 by [redacted]
2. Miscellaneous Documents:
   a. None

Please submit an itemized response letter with complete and revised documents directly to Ladayu Consulting Group.

Please do not hesitate to contact us with any questions.

Sincerely,

LADAYU CONSULTING GROUP

Dan Garcia, PE, REA, CPP
Sr. Civil Engineer

GENERAL COMMENTS:

G1. Please respond in writing to each plan review comment by marking this comment list or creating a response letter. Indicate which detail, specification, or calculation shows the requested information. At minimum, the following should be included with each plan review response:

- Page / sheet number(s), detail / specification number(s), etc., and include all applicable code section(s).
- Briefly explain in writing how the design is intended to comply with the applicable code sections.
- Please provide a narrative of revisions made outside the plan review comments.

Complete and clear responses will expedite the re-check of this project.

G2. Please be sure to include on the re-submittal the engineer's stamp, signature, date of signature, and registration number on all sheets of plans.

PLAN REVIEW COMMENTS:

CIVIL: Dan Garcia, PE, REA, CPP; dgarcia@ladayucg.com; 310.968.7263

C1. At Sheet L of L-3 "Title Sheet", please respond to the following items:

A. Add the title name in the sheet title block as "Title Sheet" per Sheet Index.

B. Delineate Owner's name and Architect company's name address in this sheet.

C. Delineate project property information (i.e. legal description).

D. For Sheet Index, replace "L-3 Notes & Details" to "L-3 Landscape Detail & Specification Plan" per Sheet L-3.

C2. At Sheet L-1 of L-3 "Planting Plan", please respond to the following items:

A. Label Dalton Avenue at the east of the project property.

B. Identify the property owners on the north, south and west of the project property (APN's are sufficient).

C. For Plant List table at the bottom left of this plan, the handwriting texts are difficult to read. Please provide a readable text for this table.

D. Add "Planting Plan" to the sheet title block.

C3. At Sheet L-2 of L-3 "Irrigation Plan", please respond to the following items:

A. Label Dalton Avenue at the east of the project property.

B. Identify the property owners on the north, south and west of the project property (APN's are sufficient).

C. Provide a Bearing for the property lines shown.

E. For "Reference Evapotranspiration" table and Drip Emiiets" table, fix texts that aren't displaying properly and make them readable.

F. Add "Irrigation Plan" to the sheet title block.

C4. At Sheet L-3 of L-3 "Irrigation Plan", please respond to the following items:

A. Fix texts that aren't display properly and make them readable.

Please contact the listed reviewers between 9:00 A.M. and 4:00 P.M., M-F, with any questions.

[END]

LANDSCAPE AND IRRIGATION MAINTENCE SCHEDULE

1. MAINTENANCE PERIOD: THE MAINTENANCE PERIOD SHALL BE FOR 90 CALENDAR DAYS BEGINNING ON THE DAY OF THE CHECK INSPECTION AFTER ALL THE WORK HAS BEEN INSTALLED AND APPROVED BY THE LANDSCAPE ARCHITECT. THE MAINTENANCE PERIOD MAY BE EXTENDED TO INCLUDE ANY ADDITIONAL TIME THAT MAY BE REQUIRED TO MEET THE REQUIREMENTS OF THE WORK SPECIFIED.
2. GENERAL: THE GENERAL CARE AND MAINTENANCE OF ALL AREAS SHALL CONSIST OF PROPER WATERING, FERTILIZATION, WEEDING, RODENT CONTROL, CLEANUP, ETC.
3. SAFETY: ALL PLANT MATERIALS SHALL BE CHECKED AND MAINTAINED AS REQUIRED IN AN ONGOING PROGRAM TO ASSURE A SAFE ENVIRONMENT
4. WATERING: WATER ALL PLANTINGS TO ASSURE COMPLETE GERMINATION OF ALL SEEDED AREAS AND CONTINUED GROWTH OF THE PLANTS. AREAS THAT DO NOT HAVE ADEQUATE IRRIGATION COVERAGE OR WHICH MAY REQUIRE ADDITIONAL DEEP WATERING SHALL BE WATERED BY HAND AS REQUIRED.
5. IRRIGATION COVERAGE: ADJUST ALL IRRIGATION HEADS IN EACH AREA AND ZONE OF EXPOSURE SO THAT THE OPTIMUM AMOUNT OF WATER IS APPLIED AT THE PROPER TIMES WITHOUT OVERTHROW ONTO WALLS, WALKS, ETC.
6. CULTIVATING AND WEEDING: CULTIVATE AND WEED ALL PLANTED AREAS AT REGULAR INTERVALS NOT TO EXCEED 15 DAYS. EXERCISE CARE WHEN CULTIVATING TO AVID DAMAGE OT ROOTS OF GROWING PLANTS.
7. CHEMICAL HERBICIDES: A CERTIFIED TECHNICIAN SHALL APPLY CHEMICAL HERBICIDES TO CONTROL WEEDS AT THE OPTION OF THE CONTRACTOR AND UPON APPROVAL BY THE LANDSCAPE ARCHITECT.
8. PEST AND DISEASE CONTROL: A CERTIFIED TECHNICIAN SHALL SPRAY AS NECESSARY TO CONTROL ALL INFESTATIONS.
9. RODENT CONTROL: THE CONTRACTOR SHALL TAKE THE NECESSARY STEPS TO ELIMINATE ANY RODENTS ENCOUNTERED ON SITE.
10. PRUNING: ALL PRUNING SHALL BE IN ACCORDANCE WITH ISA STANDARDS. DAMAGED, DEAD OR DRYING BRANCHES SHALL BE REMOVED BACK TO THE POINT OF GROWTH.
11. PLANT REPLACEMENTS: DURING THE MAINTENANCE PERIOD, SHOULD ANY PLANT SHOW WEAKNESS AND PROBABILITY OF DYING IT SHALL BE REPLACED BY THE CONTRACTOR WITHIN 5 DAYS OF NOTIFICATION TO DO SO.
12. OPERATING INSTRUCTIONS: AFTER THE SYSTEM HAS BEEN COMPLETED, THE CONTRACTOR SHALL INSTRUCT THE OWNER'S AUTHORIZED REPRESENTATIVE IN THE OPERATION AND MAINTENANCE OF THE SYSTEM AND SHALL FURNISH A COMPLETE SET OF OPERATING INSTRUCTIONS.
13. SITE MAINTENANCE: CONTRACTOR SHALL KEEP THE PROJECT SITE CLEAN AND FREE FROM RUBBISH AND DEBRIS. ALL DEBRIS SHALL BE REMOVED FROM SITE PER LOCAL CODE AND ORDINANCES.
14. GUARANTEE: THE ENTIRE IRRIGATION SYSTEM, INCLUDING ALL WORK DONE UNDER THIS CONTRACT, SHALL BE GUARANTEED AGAINST ALL DEFECTS AND FAUL OF MATERIAL AND WORKMANSHIP, AND SHALL BE MAINTAINED IN PERFECT WORKING ORDER FOR ONE YEAR FROM DATE OF COMPLETION BY THE CONTRACTOR WITHOUT EXPENSE TO THE OWNER. ALL MATERIALS USE SHALL CARRY A MANUFACTURERS GUARANTEED OF MINIMUM ONE YEAR. ANY SETTLING OF BACKFILLED TRANCHES WHICH MAY OCCUR DURING THE ONE YEAR PERIOD SHALL BE REPAIRED TO THE OWNER'S SATISFACTION BY THE CONTRACTOR WITHOUT EXPENSE TO THE OWNER INCLUDING THE COMPLETE RESTORATION OF ALL DAMAGED PLANTING, PAVING OR OTHER IMPROVEMENTS OF ANY KIND.

WATER AUDIT NOTE

THE CONTRACTOR WILL CONDUCT AN IRRIGATION AUDIT USING A CERTIFIED IRRIGATION AUDITOR, AFTER THE FINAL FIELD OBSERVATION HAS BEEN COMPLETED AND ALL IRRIGATION COMPONENTS ARE INSTALLED IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS AND THE IRRIGATION SYSTEM IS ACCEPTED BY THE PROJECT ARCHITECT FOR MAINTENANCE.

THE IRRIGATION AUDIT WILL BE CONDUCTED IN ACCORDANCE WITH THE FOLLOWING SCHEDULE:

1. PLACE FLAGS AT EACH HEAD IN THE ZONE.
2. MEASURE SPACING AND MARK MID-POINTS BETWEEN HEADS
3. PLACE WATER MEASURING RECEPTACLES.
4. TAKE READINGS OF WATER LEVEL IN RECEPTACLES AND RECORD RESULTS
5. MEASURE HEAD PRESSURE IN EACH ZONE AND RECORD RESULTS
6. AFTER COMPLETING ZONE ADVANCE TO NEXT ZONE AND REPEAT PROCEDURE
7. SUBMIT THE RESULTS OF THE AUDIT TO THE PROJECT ARCHITECT

THE IRRIGATION MAINTENANCE SCHEDULE TASKS LISTED BELOW ARE INTENDED AS MINIMUM STANDARDS AND MORE FREQUENT ATTENTION MAY BE REQUIRED DEPENDING ON THE PARTICULAR SITE CONDITIONS

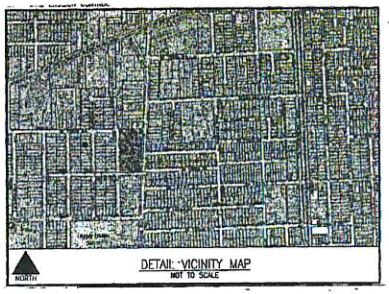
MAINTENANCE TASK	FREQUENCY
1. CONTROLLER CABINET – OPEN CABINET AND CLEAN OUT DEBRIS AND REPLACE BATTERY AS NECESSARY . CHECK WIRING AND REPAIR AS NEEDED AND CHECK CLOCK AND RESET , IF NECESSARY.	QUARTERLY
2. IRRIGATION SYSTEM - ADJUST SCHEDULE FOR SEASONAL VARIATIONS AND OTHER CONDITIONS WHICH MAY AFFECT THE AMOUNT OF WATER NEEDED TO MAINTAIN PLANT HEALTH.ADJUST AS NECESSARY.	MONTHLY
3. POC- VISUALLY INSPECT COMPONENTS FOR LEAKS, PRESSURE SETTINGS, SETTLEMENT OR OTHER DAMAGE AFFECTING THE OPERATION OF A COMPONENT REPAIR AS NEEDED.	QUARTERLY
4. REMOTE CONTROL VALVES, ISOLATION VALVES AND QUICK COUPLER VALVES. VISUALLY INSPECT FOR LEAKS, SETTLEMENT, WIRE CONNECTIONS AND PRESSURE SETTINGS. REPAIR OR ADJUST AS NEEDED.	QUARTERLY
5. MAINLINE AND LATERALS VISUALLY INSPECT FOR LEAKS OR SETTLEMENT OR TRENCH.	QUARTERLY
6. SPRINKLERS VISUALLY CHECK FOR ANY BROKEN, MISSIGNED OR CLOGGED HEADS. HEADS WITH INCORRECT ARC, INADEQUATE COVERAGE OR SPRAY AND LOW HEAD DRAINAGE REPAIR AS NEEDED.	WEEKLY
7. FILTERS AND STRAINERS VISUALLY CHECK FOR LEAKS, BROKEN FITTING CLEAN AND FLUSH SCREENS.	MONTHLY

AUDIT SHALL BE IN ACCORDANCE WITH THE LATEST STATE OF CALIFORNIA LANDSCAPE WATER MANAGEMENT PROGRAM AS DESCRIBED IN THE LATEST LANDSCAPE IRRIGATION AUDITOR HANDBOOK. THE LANDSCAPE IRRIGATION AUDITS TO BE CONDUCTED BY A QUALIFIED INDIVIDUAL AND THE AUDIT SCHEDULE SHALL BE CONDUCTED AT LEAST ONCE EVERY FIVE YEARS IN ACCORDANCE WITH THE REQUIREMENTS OF TITLE 20, DIVISION 1 OF THE LOS ANGELES COUNTY CODE.

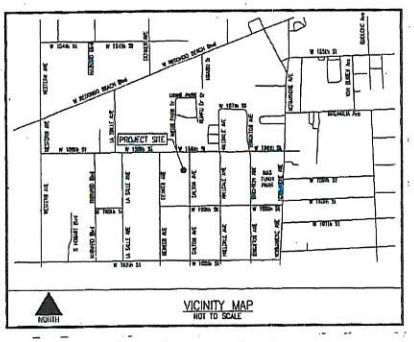
Underground Service Alert
Call: TOLL FREE
811

DALTON RESIDENCE
15817 S. DALTON AVENUE
GARDENA, CALIFORNIA.

LANDSCAPE EFFICIENCY PLAN



DETAIL: VICINITY MAP
NOT TO SCALE



VICINITY MAP
NOT TO SCALE

CONTRACTOR TO PROTECT AND PRESERVE IN PLACE ALL EXISTING SURVEY MONUMENT AND MONUMENTS DISTURBED SHALL BE RESET BY A LICENSED SURVEYOR AND APPROPRIATE CORNER RECORD MUST BE FILED WITH THE COUNTY OF LOS ANGELES.

LOS ANGELES COUNTY GREEN BUILDING REQUIREMENTS

1. SEE PLAN L-2 FOR INSTALLING SMART IRRIGATION CONTROLLER
2. SEE PLAN L-1 FOR PLANTING OF 1-15 GAL. DROUGHT-TOLERANT TREE PER 5,000 S.F OF DEVELOPED AREA.

DEVELOPED AREA 5.F/5,000= = 2 TREES TREES PROVIDED

9,500 S.F. / 5000 = 1.5 / 2 TREES

LOS ANGELES COUNTY DROUGHT-TOLERANT LANDSCAPING REQUIREMENTS

SEE PLAN N.A. FOR GRASSTURF
A MAXIMUM 25% OF ALL LANDSCAPING
GRASSTURF AREA: (0)
TOTAL LANDSCAPE AREA: (0) X 25%=

LOS ANGELES COUNTY LOW IMPACT DEVELOPEMENT (LID) REQUIREMENTS

1. PROVIDE POROUS PAVEMENT TO BREAK THE WATER FLOW
2. PROVIDE SMART IRRIGATION CONTROLLER
3. TREES PLANTING NEXT TO IMERVIOUS SURFACES
4. PROVIDE MULCH COVER FOR ALL PLANTING AREAS.

TOTAL SQUARE FOOTAGE OF LANDSCPAE AREA: 11,094 SQ.FT.

TREE CANOPIES ARE SHOWN IN FULL MATURITY

THE TYPE OF SOIL IS SUITABLE FOR ALL THE PROPOSED PLANTS IN THIS LANDSCAPE

THIS APPROVAL IS FOR LANDSCAPE/IRRIGATION PLANS AND ALL COMMON AREAS MAINTAINED BY H.O.A TO COMPLY WITH WATER-EFFICIANT LANDSCAPIGN (AB 1881) ONLY. ALL HARDSCAPES, RETAINING WALLS, SWIMMING POOLS, AND/OR BLOCK WALL FENCES MUST BE REVIEWED AND/OR APPROVED UNDER A SEPARATE PERMIT.

ALL HARDSCAPES, RETAINING WALLS, SWIMMING POOLS AND/OR BLOCK WALLS MUST BE REVIEWED AND APPROVED UNDER A SEPARATE PERMIT.

STREET TREE:

STREET TREES WITHIN THE PUBLIC RIGHT OF WAY ARE TO BE PLANTED PER APPROVED STREET IMPROVEMENT PLANS.

NO RECYCLED WATER FEATURE WITHIN THIS PROJECT.

SHREDDED WOOD CHIPS 1"-3" LENGTH 3/4"-3/8" DIAMETER- 3 INCHES THICK MIN. DISPENSED EVENLY THROUGHOUT ALL PLANTING AREAS EXCEPT TURF AREA.

WATER PURVEYOR NAME:

GOLDEN STATE WATER COMPANY- SOUTH ARCADIA SYSTEM
ADDRESS: 110 E LIVE OAK AVE., ARCADIA, CA. 91006
TEL: (800) 999-1099, (909) 394-2212
CONTACT PERSON NAME: BENJAMIN LEWIS

PROJECT SITE NOT IN FIRE DISTRICT 4. NO FUEL MODIFICATION REQUIRED PER MR. KEITH CONDON, DEPUTY FORESTER, FUEL MODIFICATION UNIT, FIRE STATION NO. 32 TEL: (626) 564-5205
605 NORTH ANGELENO AVE. AZUSA, CA 91702-2404

NOTES:

1. TOTAL SQUARE FOOTAGE OF LANDSCAPED AREA:
2. PERCENTAGE OF TOTAL LANDSCAPED AREA THAT WILL BE COMPRISED OF DROUGHT-TOLERANT LANDSCAPING: 100%
3. PERCENTAGE OF TOTAL LANSCAPED AREA THAT WILL BE COMPRISED OF PLANTS NTO INCLUDED ON THE DROUGHT -TOLERANT PLANT LIST: 100%
4. PERCENTAGE OF TOTAL LANDSCAPED AREA THAT WILL BE COMPRISED OF TURF: (0)
5. TREE CANOPIES ARE SHOWN IN FULL MATURITY
6. THE TYPE OF SOIL IS SUITABLE FOR ALL THE PROPOSED PLANTS IN THIS LANDSCAPE.
7. NO WATER FEATURE WITHIN THIS PROJECT
8. WATER PURVEYOR NAME: GOLDEN STATE WATER CO.
   3725 SOUTH BROOM TUSTIN ST. SUITE 100
   ORANGE, CA 92840
9. MAINTENANCE RESPONSIBILITY ALL LANDSCAPE AREAS TO BE CONTINUOUSLY PRIVATELY MAINTAINED BY PROPERTY OWNER ON SITE AND OFF SITE.

MAINTENANCE: NAME OF PERSON OR ENTITY RESPONSIBLE FOR LANDSCAPE

PROPERTY OWNER DATE

10. SIGHT DISTANCE AREA TO BE MAINTAINED FREE OF VISUAL OBSTRUCTIONS FOR VEHICULAR AND PEDESTRIAN TRAFFIC.
11. NO EXISTING TREE ON SITE
12. NO HIGHWAY DEDICATED TO THIS SITE.
13. ALL PLANTING AND IRRIGATION WITHIN THE STREET RIGHT OF WAY PER STREET IMPROVEMENT PLAN AND SHALL BE APPROVED BY COUNTY OF LOS ANGELES.
14. SHREDDED WOOD CHIPS 1"-3" LENGTH , 3/4"-3/8" DIAMETER- 3 INCHES THICK MIN. DISPENSED EVENLY THROUGHOUT ALL PLANTING AREAS.
15. ALL HARDSCAPES, RETAINING WALLS, SWIMMING POOLS, AND/OR BLOCK WALLS MUST BE REVIEWED AND APPROVED UNDER A SEPERATE PERMIT.
16. PROJECT SITE NOT IN FIRE DISTRICT 4. NO FUEL MODIFICATION REQUIRED PER MR. KEITH CONDON, DEPUTY FORESTER, FUEL MODIFICATION UNIT, FIRE STATION NO. 32 TEL: (626) 564-5205
    605 NORTH ANGELENO AVE. AZUSA, CA 91702-2404

Delineate Owner's name and Architect company's name address in this sheet.

Delineate project property information (i.e. legal description).

SHEET INDEX:

- TITLE SHEET
- L-1 - PLANTING PLAN
- L-2 - IRRIGATION PLAN
- L-3 - NOTES & DETAILS

Add the title name in the sheet title block as "Title Sheet" per Sheet Index.

Replace "L-3 Notes & Details" to "L-3 Landscape Detail & Specification Plan" per Sheet L-3.

MWELO COMPLIANCE

"I AGREE TO COMPLY WITH THE REQUIREMENTS OF THE WATER EFFICIANT LANDSCAPE ORDIANCE AND SUBMIT A COMPLETE LANDSCAPE DOCUMENTATION PACKAGE"

REVISIONS

DATE	NO
11/6/14	1

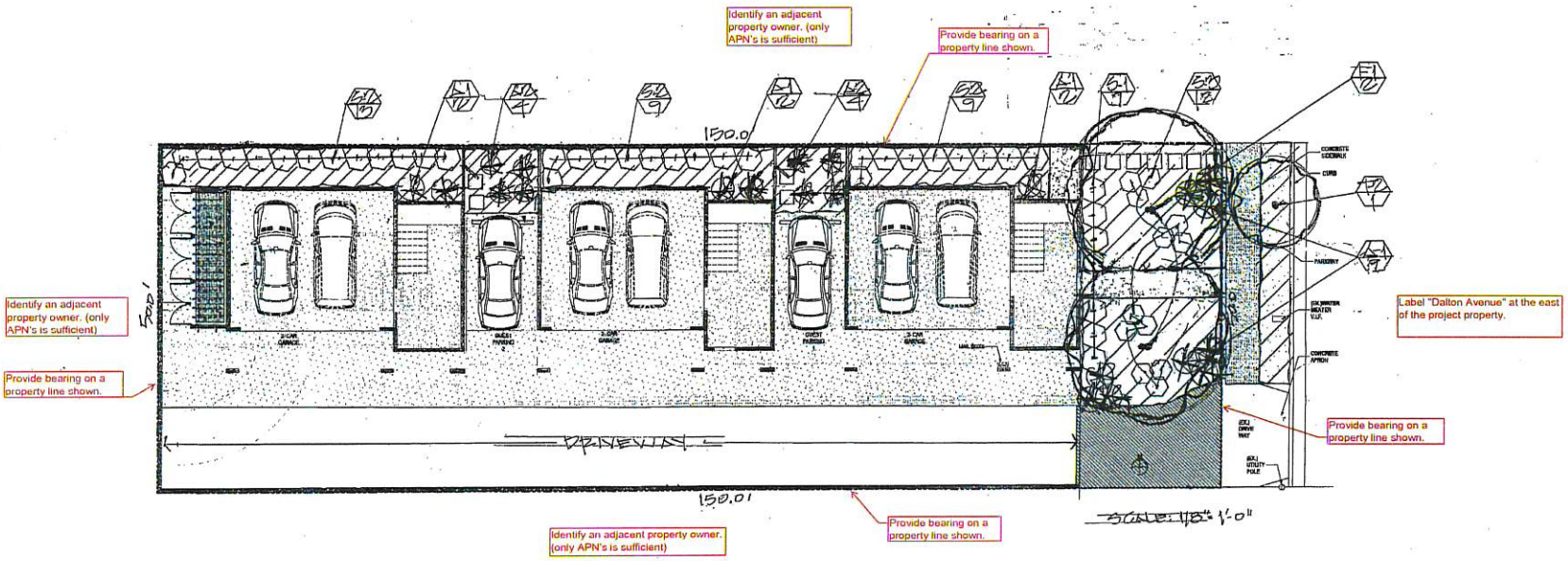
Prepared by:
LARRY G. TISON & ASSOCIATES
LARRY G. TISON, A.S.L.A.
LANDSCAPE ARCHITECTURE
314 E. BROADWAY, SUITED, GLENDALE, CALIFORNIA 91205
818-241-1619

LICENSED LANDSCAPE ARCHITECT
LARRY G. TISON
No. 1944
10-9-14
STATE OF CALIFORNIA

#1944

Sheet Title
Date 10-9-14
Drawn LGT
Job -
Sheet L

506



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WATER USEAGE (WUCOLS) — PLANT LIST

*	SYMBOL	BOTANICAL NAME	COMMON NAME	SIZE	QTY.	SPACING
LW	T-1	PARKINSON 'DESERT MUSEUM'	PALO VERDE/MULTI.	48"BX	2	-
* LW	T-2	LAGERSTROEMIA INDICA	CRAPEMYRTLE-RED	24"BX	1	-
LW	S-1	ALOYGYNE HUEGELII	BLUE HIBISCUS	5GAL	7	4' O.C.
LW	S-2	CISTUS X 'PURPUREUS'	ORCHID ROCKROSE	5GAL	31	4' O.C.
LW	S-3	AGAVE 'BLUE FLAME'	BLUE FLAME AGAVE	5GAL	12	3' O.C.
LW	A-1	DIETES BICOLOR	FORTNIGHT LILY	5GAL	13	RANDOM
LW	A-2	FESTUCA CALIFORNICA	CALIFORNIA FESCUE	5GAL	8	" "
LW	GROUNDCOVER (ALL P.A.S.)	SENECIO SERPENS	BLUE SENECIO	FLATS	AS NEEDED	12" O.C.

* = STREET TREE / INSTALL AS PER CITY SPECIFICATION

LW = LOW WATER USEAGE / P.F. = .3

LANDSCAPE AREA = 1,694 SQ.FT.

LEGEND

- PROPOSED TREE
- PROPOSED SHRUB
- PROPOSED ACCENT
- PROPOSED GROUNDCOVER
- PLANT SYMBOL / QUANTITY

A MINIMUM 3 INCH LAYER OF MULCH SHALL BE APPLIED ON ALL EXPOSED SOIL SURFACES OF PLANTING AREAS; EXCEPT FOR TURF AREAS, CREEPING OR ROOTING GROUNDCOVERS, OR DIRECT SEEDING. APPLICATIONS WHERE MULCH IS CONTRADICTED.
FOR SOILS LESS THAT 6% ORGANIC MATTER IN THE TOP 6" OF SOIL, COMPOST AT RATE OF A MINIMUM OF 4 CUBIC YARDS SOIL PER 1,000 SQUARE FEET OF PERMEABLE AREA SHALL BE INCORPORATED TO A DEPTH OF 6" INTO THE SOIL.

Add "Planting Plan" per Sheet Index.

PLANTING PLAN

SWELLO COMPLIANCE

I HAVE COMPLIED WITH THE CRITERIA OF THE CALIFORNIA MODEL WATER EFFICIENT LANDSCAPE ORDINANCE AND APPLIED THEM FOR THE EFFICIENT USE OF WATER IN THE LANDSCAPE DESIGN PLAN.

#1844

LARRY G. TISON & ASSOCIATES
LARRY G. TISON, A.S.L.A.
LANDSCAPE ARCHITECTURE
314 E. BROADWAY, SUITE D, GLENDALE, CALIFORNIA 91205
818-241-9169

arpa
design + build
m: 1146 N. Central Ave., #538
Glendale, CA 91202
e: armenh@arpadesign.com
t: 818.937.3510

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FURTHERMORE, THESE DOCUMENTS, THE INSTRUMENTS OF SERVICE OF THE DESIGNER.

DALTON RESIDENCE

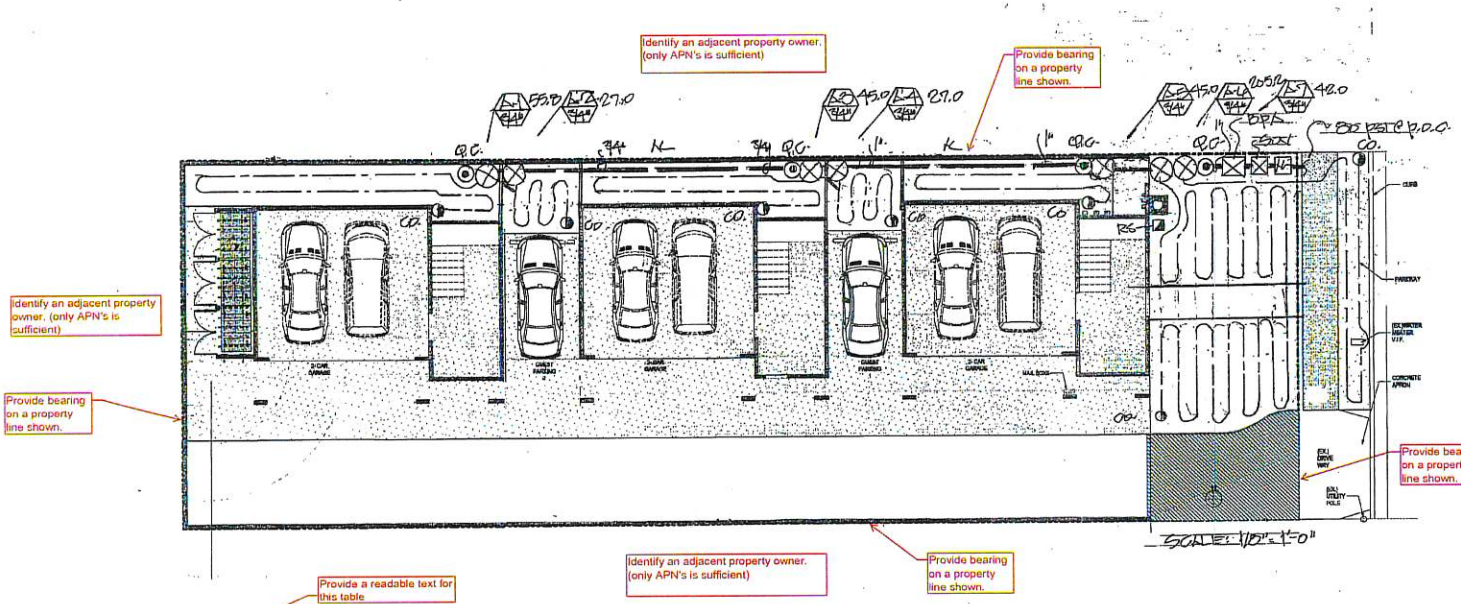
15917 S. DALTON AVE.
GARDENA, CA 90247

REVISION NUMBER DATE
#1 - MSC/LGT 4-2

PROJECT NO: #Pn
APPROVED: BL
DRAWN BY: XXX/LGT
SCALE: 1/8" = 1'-0"
DATE: 10-7-20

SHEET TITLE

L-1



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Reference Evapotranspiration (ETo) 50.1

Hydrozone # / Planting Description	Plant Factor (PF)	Irrigation Method	Irrigation Efficiency (IE)	PF/IE (PF/IE)	Landscape Area (sq. ft.)	ETAF x Area	Estimated Total Water Use (ETWU)
Regular Landscape Areas							
A-1/LW1	.3	DRIP	.81	.37	2180	814	21,607
A-2/LW1	.3	DRIP	.81	.37	100	37	1,160
A-3/LW1	.3	DRIP	.81	.37	570	1070	12,107
A-4/LW1	.3	DRIP	.81	.37	180	67	1,150
A-5/LW1	.3	DRIP	.81	.37	1870	1810	21,107
A-6/LW1	.3	DRIP	.81	.37	2180	2212	31,715
A-7/LW1	.3	DRIP	.81	.37	140	51.8	1,660
					Totals	4994 (A)	4927 (B)	19,281
Special Landscape Areas							(ETAF)
				1			
				1			
				1			
				1			
				Totals	(C)	(D)	
						ETWU Total	19,481
						Maximum Allowed Water Allowance (MAWA)	28,941

(50.1)(0.62)[0.55(4,994 ft²) + 0.45(0)]

MAWA = 28,941 GPY

ETWU = 19,481 GPY

Provide a readable text for this table.

SYMBOL	DESCRIPTION	MODEL	GPH	PSI
	RAINBIRD DRIPLINE	XFS-06-12-CV	100	30
	SPRINKLERS			
	@ 1800.			

LEGEND

- WEATHER BASED CONTROLLER (RAINBIRD ESP-LXME 8 STATION)
- RS — RAIN SENSOR (RAINBIRD-RSD BEE)
- BFP — BACKFLOW PREVENTER (FEBCO 825-Y-1")
- QC — QUICK COUPLER (RAINBIRD 44LC)
- VALVE (RAINBIRD XCZ-075 PRF)
- L-12 — VALVE NO. / GPM
- 1" — VALVE SIZE
- MAINLINE / SCHD. 40 PVC.
- LATERAL LINE / SCHD. 40 PVC
- SOV — SHUT-OFF VALVE
- IRRIGATION METER
- CO — CLEANOUT

CHECK VALVES OR ANTI-DRAIN VALVES ARE REQUIRED ON ALL SPRINKLER HEADS WHERE LOW POINT DRAINAGE CAN OCCUR.
MANUAL SHUT-OFF VALVES SHALL BE REQUIRED, AS CLOSE AS POSSIBLE TO THE POINT OF CONNECTION TO THE WATER SUPPLY, TO MINIMIZE WATER LOSS IN CASE OF EMERGENCY OR REPAIRING REPAIRS.
PRESSURE REGULATING DEVICES ARE REQUIRED IF WATER PRESSURE IS BELOW OR EXCEEDS THE RECOMMENDED PRESSURE OF THE SPECIFIED IRRIGATION DEVICES.
A DIAGRAM OF THE IRRIGATION PLAN, SHOWING HYDROZONES SHALL BE KEPT WITH THE IRRIGATION CONTROLLER FOR SUBSEQUENT MANAGEMENT PURPOSES.
A CERTIFICATION OF COMPLETION SHALL BE FILLED OUT AND CERTIFIED BY EITHER DESIGNER OF THE LANDSCAPE PLANS, IRRIGATION PLANS OR THE LICENSED LANDSCAPE CONTRACTOR FOR THE PROJECT.
AN IRRIGATION AUDIT REPORT SHALL BE COMPLETED AT THE TIME OF INSPECTION.
AT THE TIME OF THE FINAL INSPECTION, THE PERMIT APPLICANT MUST PROVIDE THE OWNER OF THE PROPERTY WITH A CERTIFICATE OF CONVERSION, CERTIFICATION OF INSTALLATION, IRRIGATION SCHEDULE OF LANDSCAPE AND IRRIGATION MAINTENANCE.
RECIRCULATING WATER SYSTEMS SHALL BE USED FOR WATER FEATURES.

Add "Irrigation Plan" per Sheet Index.

IRRIGATION PLAN

LARRY G. TISON & ASSOCIATES
LARRY G. TISON, A.S.L.A.
LANDSCAPE ARCHITECTURE
314 E. BROADWAY, SUITE D, GLENDALE, CALIFORNIA 91205
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INC. VISUAL CONTACT WITH THESE DRAWINGS OR PRINTS SHALL CONSTITUTE EVIDENCE OF THESE RESTRICTIONS.
FURTHERMORE, THESE DOCUMENTS, THE INFRINGEMENT OF ISSUANCE OF THE DESIGNER

DALTON RESIDENCE

15917 S. DALTON AVE.
GARDENA, CA 90247

REVISION NUMBER	DATE
#1-MISC LGT	4-22

PROJECT NO: #PR
APPROVED: RL
DRAWN BY: JOG/LGT
SCALE: 1/8"= 1'-0"
DATE: 10-7-20

SHEET TITLE

L-2

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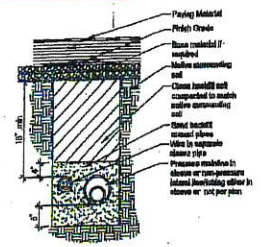
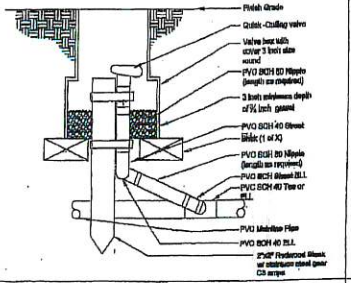
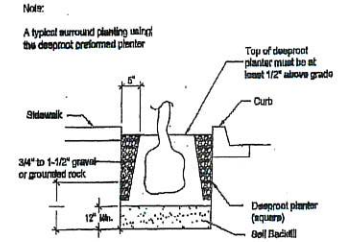


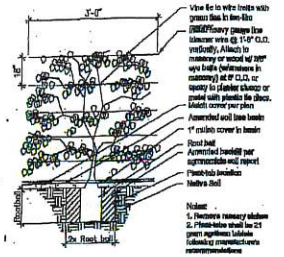
Pipe & wire trenching



Quick coupling valve



Tree Root barriers



Vine Planting detail

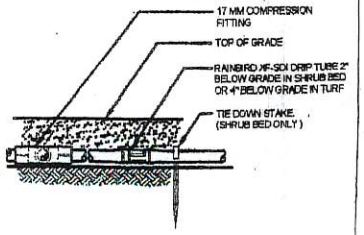
1. Contractor shall verify plant count for bidding purposes.
2. Ground cover indicated by shall be continuous under shrub.
3. Planting areas which have no cover indicated shall receive 3" min. fine redwood bark as a ground cover.
4. Contractor shall guarantee plant material for 90 days after installation and replace any diseased or damaged materials during that one year period.
5. The following amendments shall be uniformally broadcast and thoroughly incorporate to a depth of 12" min. by rotorilter equal amount per. 1,000 sq.ft.
6. Cu. yd. (2") nitrogen stabilized organic amendment from redwood sawdust, fir dust, or finely ground bark 5 lbs. ammonium sulfate.

Note: This formula is a Std. mix and will change if there are any unusual soil conditions at the site. Compacted backfill shall be 100% on site soil.

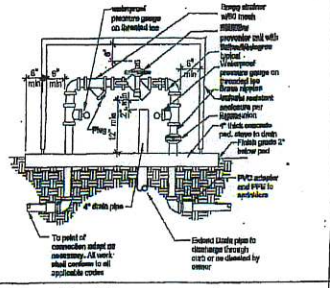
Landscape Notes

Soil Texture	Gravel	Sand	Gravel	Sand	Gravel	Sand	Gravel	Sand
Coarse Sandy Soil	2.50	2.00	2.00	1.60	1.50	1.60	1.00	0.80
Coarse sandy soil over compact base	1.75	1.40	1.65	1.75	1.00	0.75	0.75	0.40
Light Sandy	1.75	1.40	1.65	0.85	1.00	0.80	0.75	0.40
Light Sandy compacted subsoil	1.65	0.75	1.00	0.85	0.75	0.40	0.80	0.30
Uniform Silt	1.60	0.50	0.80	0.40	0.50	0.30	0.40	0.20
Light over compact soil	0.75	0.50	0.80	0.30	0.40	0.15	0.30	0.10
Light clay over	0.30	0.15	0.15	0.10	0.10	0.05	0.10	0.05

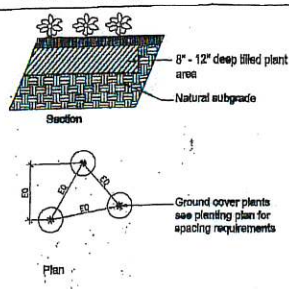
Soil characteristics



DRIP TUBE



Backflow preventer



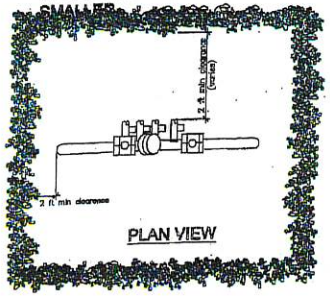
Ground Cover planting detail

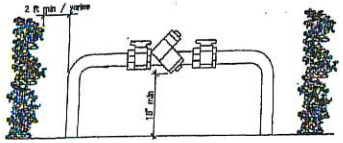
1. All irrigation lines under drives to be installed in pvc sleeve @ 18" depth min.
2. Locate all RCV's and HB's in planting areas. (typ.)
3. Jet all lines and trenches under paving 90% min.
4. Install remote control valve in amerlex 12" box or equal (one valve per box) & marked "irrigation", located boxes in ground cover areas whenever possible and a min. 12": from paving or curbs.
5. The contractor shall provide owner with a completely operation system and clean set of marked prints as "as-built" drawing. Reference all trenches with dimensions to nearest building or paving.
6. The contractor shall warrant that the system will be a free from defects of workmanship and materials for a period of one year. All repairs necessary shall be made at no cost to the owner.

Note: All other requirements to be per city standards and specifications.

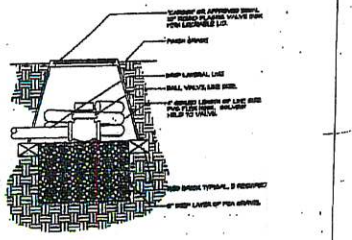
Irrigation notes

BACKFLOW PREVENTION DEVICES SCRENING REQUIREMENTS 2-1/2" AND SMALLER

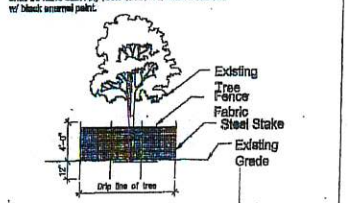




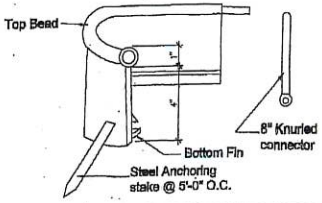
BACKFLOW DEVICE SCRENING DETAIL



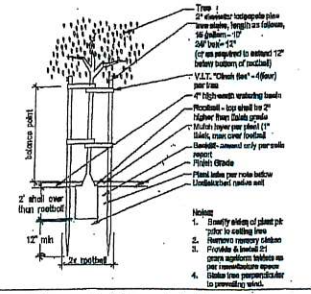
DRIP IRRIGATION FLUSH VALVE DETAIL



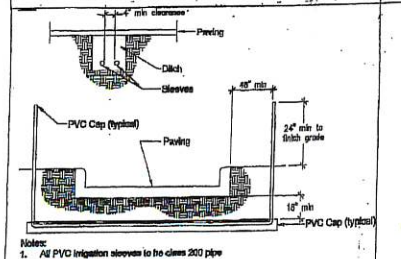
Protection of Existing Tree



Polyethylene edging

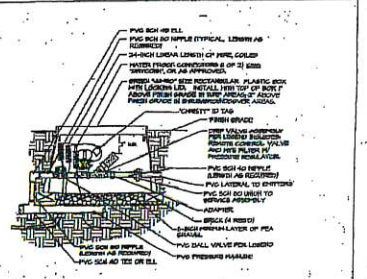


Tree staking detail

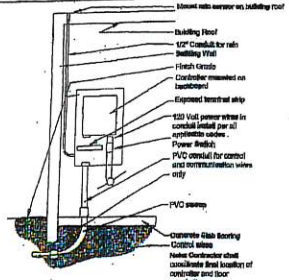


Notes:
1. All PVC irrigation sleeves to be class 200 pipe
2. All joints to be solvent welded and watertight
3. Where there is more than one sleeve, extend the smaller sleeve to 24-inches minimum above finish grade
4. Mechanically tamp to 95% compaction.

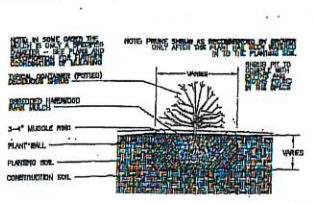
Sleeving



REMOTE CONTROL VALVE



Solid-state Controller



CONTANER SHRUB PLANTING DETAIL

Revisions

Larry G. Tison & Associates
Larry G. Tison ASLA
LANDSCAPE ARCHITECTURE
314 E. Broadway Suite G Glendale, California 91205
818-247-4819
Larry.tison@gmail.com

Note: use details as applicable to this project only.

LANDSCAPE DETAIL & SPECIFICATION PLAN

DRAWN: LGT
CHECKED: LT
DATE: -
JOB NO.: -
SHEET: L-3

509

PermitNo	2024 JobNo	JobDecs	JobAddress	Cy	DateIn	DateDue	DateOut	Status	TaskCode	Assigned	Comments
DRB-2023-00222	AHB24-0001	1800 W Valley Blvd. - MWELO and Landscape Review	1800 W Valley Blvd.	1	1/4/24	N/A	1/16/24	Approved	81	PR	
DRB-2023-00222	AHB24-0001	1800 W Valley Blvd. - MWELO and Landscape Review	1800 W Valley Blvd.	2	11/21/24	N/A	12/3/24	Approved	81	PR	Applicant submit the revised approved plan.
TREE-2023-00008	AHB24-0002	1708 S. Marguerita Ave. Tree Removal Arborist Report Review	1708 S. Marguerita Ave.	1	1/10/24	N/A	1/25/24	Approved	83	PR	
TREE-2023-00007	AHB24-0003	2920 Pyrenees Dr. - Tree Removal Review	2920 Pyrenees Dr.	1	1/10/24	N/A	1/25/24	Approved	84	PR	
DRB-2023-000094	AHB24-0004	98 & 100 S. Curtis Ave. - Landscape Site Inspection	98 & 100 S. Curtis Ave.	1	1/10/24	N/A	1/30/24	Corr	85	PR	
DRB-2023-000094	AHB24-0004	98 & 100 S. Curtis Ave. - Landscape Site Inspection	98 & 100 S. Curtis Ave.	2	4/11/24	N/A	4/11/24	Approved	85	PR	
DRB-2023-00170	AHB24-0005	234 S. Curtis Ave. - Landscape Plans Review	234 S. Curtis Ave.	1	1/11/24	N/A	2/6/24	Approved	86	PR	
PD-21-03	AHB24-0006	205 & 207 Marguerita Ave. - Landscape Plan Review	205-207 Marguerita Ave.	1	1/29/24	N/A	2/6/24	Approved	88	PR	
DRB-2024-00001	AHB24-0007	800 N. Hidalgo Ave. - Landscape Plan Review	800 N. Hidalgo Ave.	1	2/6/24	N/A	2/8/24	Corr	89	PR	
DRB-2024-00001	AHB24-0007	800 N. Hidalgo Ave. - Landscape Plan Review	800 N. Hidalgo Ave.	2	2/15/24	N/A	2/20/24	Approved	89	PR	
DRB-2024-00001	AHB24-0007	800 N. Hidalgo Ave. - Landscape Site Inspection	800 N. Hidalgo Ave.	1	7/22/24	N/A	8/16/24	Approved	89	PR	
DRB-2024-00004	AHB24-0008	2629-2631 Orange grove Ave - MWELO & Landscape Plan Review	2629-2631 Orange grove Ave	1	2/6/24	N/A	3/1/24	Corr	90	PR	
DRB-2024-00004	AHB24-0008	2629-2631 Orange grove Ave - MWELO & Landscape Plan Review	2629-2631 Orange grove Ave	2	4/1/24	N/A	4/9/24	Approved	90	PR	
DRB-2024-00004	AHB24-0008	2629-2631 Orange grove Ave - Landscape Site Inspection	2629-2631 Orange grove Ave	1	8/21/24	N/A	9/6/24	Corr	90	PR	
DRB-2023-00177	AHB24-0009	1410 S. Atlantic Blvd. – MWELO Landscape Review	1410 S. Atlantic Blvd.	1	2/14/24	N/A	2/28/24	Corr	91	PR	
DRB-2023-00177	AHB24-0009	1410 S. Atlantic Blvd. – MWELO Landscape Review	1410 S. Atlantic Blvd.	2	2/29/24	N/A	3/14/24	Approved	91	PR	

Sample of LCG Plan Control Log

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REQUEST FOR QUALIFICATIONS
ON CALL CONSULTING SERVICES
LANDSCAPE PLAN REVIEW

Prepared for:

CITY OF SOUTH GATE
John F. Signo, AICP, Planning Manager
Boat California Avenue
South Gate, CA 90280

Prepared by:

ENVIRONMENTAL DESIGN ASSOCIATES
Carrie Mandarino, PLA 4789
[illegible] Sawyer Grove
Westminster, CA 92683
(714) 351-6910
cmandarino@earthlink.net

October 9, 2025

EDA
ENVIRONMENTAL DESIGN ASSOCIATES

October 8, 2025

Mr. John F. Signo, AICP, Planning Manager
City of South Gate
8650 California Avenue
South Gate, CA 90280

Re: Request for Qualifications, On-Call Consulting Services
Landscape Plan Review for compliance with the Water Efficient Landscape Ordinance

Dear Mr. Signo,

Environmental Design Associates (EDA) is pleased to submit qualifications to provide On-Call Consulting Services to the City of South Gate for Landscape Plan Review for compliance with the Water Efficient Landscape Ordinance. EDA is uniquely experienced and well qualified to provide landscape and irrigation consulting services emphasizing water efficiency in landscapes. EDA is a sole-proprietorship led by Carrie Mandarino. Since 2002, EDA has been providing high quality landscape architecture consulting services to public agencies and private clients.

EDA is recognized throughout Southern California for expertise in integrating traditional design and landscape principles with applied water efficient management practices to address today's landscape issues. As a skilled and experienced landscape architect, Ms. Mandarino has been successful in achieving cost effective, beneficial solutions for municipalities and various projects.

For this On-Call consulting project, the City of South Gate will require the services of a consultant with a comprehensive understanding of the goals and solutions, as well as project management skills and technical expertise to assist with compliance of the Water Efficient Landscape Ordinance. Ms. Mandarino has those qualifications and will be the point of contact. She has in-depth experience and a full understanding of the requirements and procedures of the Landscape Ordinance having worked with cities and water agencies for over 20 years.

With broad expertise and a reputation for successfully helping cities to implement their Ordinance, EDA is ready to assist the City of South Gate.

Respectfully submitted,
Environmental Design Associates
Carrie Mandarino
Carrie Mandarino, Registered Landscape Architect #4769

14121 Sawston Circle . Westminster . CA . 92683
714.350.6910
cmandarino@earthlink.net

4-11

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2. WORK PLAN

2. Work Plan

a. Methodology: Provide the Methodology/Approach proposed for the work as defined in the Scope of Work.

The City of South Gate as stated in the RFQ is seeking guidance from landscape consultants on adopting a local WELO or continuing implementing the standards of the State MWELO. The City is also seeking consultants to review plans for MWELO compliance, which includes but is not limited to reviewing landscape and irrigation plans, providing recommendations on improving water efficiency measures, conducting compliance inspections, and finalizing permits.

Outlined below is a specific plan describing the approach to implementing the required services. Based on my experience in managing similar City service contracts, I propose a combination of strategies and actions in order to accomplish the scope of work as defined in the RFQ.

Task One: Evaluate the current Landscape Ordinance and provide guidance

The City of South Gate has a Water Conservation Ordinance adopted in 2009 that promotes water conservation measures but may not fully meet the requirements of the MWELO. Thus, the City must rely and implement the State's MWELO. The City is seeking guidance from landscape consultants on adopting a local WELO or continuing implementing the standards in the State MWELO.

As part of my approach, I will review the existing Landscape Ordinance, consult with City staff, and make written recommendations as to improvements to the Ordinance or on adopting a new local WELO. The recommendations made will be based on my knowledge and familiarity of other City ordinances and the State MWELO. Part of this process involves consulting with City staff to obtain feedback and input.

Task Two: Review landscape plans for MWELO Compliance and conduct final landscape inspections

The City of South Gate is seeking consultants to review plans for MWELO compliance, which includes reviewing landscape and irrigation plans, water calculations, providing recommendations on improving water efficiency measures, conducting compliance inspections, and finalizing permits.

The following approach would be performed as part of this scope of work. Based on my applied experience in managing similar City landscape service contracts, I propose the following strategies and actions in order to accomplish the scope of work.

- Provide on-call services to review landscape plans submitted to the City of South Gate for compliance with the MWELO. This involves reviewing the landscape documentation package submitted by the applicant for MWELO requirements as outlined in the State MWELO.
- Review required Water Efficient Landscape Worksheet Calculations for the project: Maximum Applied Water Allowance and Estimated Total Water Use. Water budget calculations shall adhere to plant factors found within the Water Use Classification of Landscape Species (WUCOLS IV) as provided by the California Department of Water Resources (DWR).
- Review the planting and irrigation plans for appropriate plant selection, plant water use zones, irrigation methods, and irrigation efficiency. Plans to be reviewed for required irrigation equipment and design criteria. Planting and irrigation details and notes or specifications for the project shall be reviewed.
- Review plans for landscape industry standards for irrigation and planting, water efficient irrigation equipment and design, and appropriateness and adaptability of selected plants to the local climate. Design elements used should enhance the character found throughout the City.
- Verify all required plan documentation submittals are complete: Statement of Compliance, required City notes, and Certificate of Completion.
- Provide the City with a report letter summarizing plan review findings. The letter will either recommend plan approval or list required revisions to the plan for compliance. Review subsequent plan submittals as required.
- Provide communication to the applicant or designer to answer questions and clarify compliance requirements to facilitate the review process.
- Provide communication to City planning staff to provide status on plan submittals and answer any questions regarding plan requirements.
- Once the project is installed and ready for final inspection, request a Certificate of Completion from the applicant. Inspect the installed landscape to verify landscape installation is per approved plan. Provide the City with a final inspection report to finalize permits.

b. Project Schedule: Propose a timeline for completion for the work including start date, milestones, and target date of completion.

Task One Project Schedule: Evaluate the current Landscape Ordinance and provide guidance

Part 1: Review the existing Landscape Ordinance and meet with City staff to obtain input and feedback with implementing the Ordinance. Task can be completed in approximately 30-45 days from execution of Professional Services Agreement.

Part 2: Prepare written recommendations and provide guidance as to improving the current Landscape Ordinance, adopting a new local WELO, and complying with the State. It is anticipated that this can be completed in 30-45 days after the initial review and input phase.

Task Two Project Schedule: Review landscape plans for MWELO Compliance and conduct final inspections

Based on my experience with similar on-call City MWELO contracts, I anticipate each landscape plan submittal review to be completed within approximately 10 business days. This includes initial review of the irrigation and planting plans with water efficient calculations. Depending on the complexity of the project and revisions to plans needed for compliance, additional submittals and time may be required.

The final landscape inspection and report including obtaining the required Certificate of Completion can be completed within 5 business days of notification of completion by the applicant. Additional time may be needed if corrections to the installation or as-built drawings are required.

c. Qualifications and Prior Experience: The capabilities of the consultant's organization should be discussed. Minimum requirements for submittal of a proposal in response to this RFQ include the following:

i. Demonstrated experience, competence, and qualifications of the consultant and the participating staff successfully providing similar services to municipalities.
ii. Ability to perform the work in a timely manner, availability of staff and contingency plans.

EDA is uniquely well qualified to provide on-call consulting services to review landscape plans for MWELO Compliance based on more than 25 years of experience in landscape plan checking in Southern California. EDA is currently providing landscape plan check services to the cities of Rolling Hills Estates, Rolling Hills, and Palos Verdes Estates. Other cities that EDA has provided plan check services to include Carson and San Dimas.

EDA has consistently demonstrated an ability to perform the required work in a timely manner. The on-call nature of current landscape plan check service contracts provides for sufficient time and flexibility to complete the plan reviews as they are submitted. Plan reviews are consistently returned in a timely manner to the cities within 10 business days.

Demonstrated experience providing similar services to municipalities include:

Landscape Plan Check Services, City of Rolling Hills Estates, August 2001 to present
EDA provides on-call landscape plan check services for MWELO Compliance. This involves reviewing submitted irrigation and planting plans for design completeness and city standards,

checking water efficient calculations, and interfacing with city staff and applicants to clarify ordinance requirements. This work has also involved reviewing and making recommendations on the city landscape ordinance. Final landscape inspections for installation compliance are conducted.

Landscape Plan Check Services, City of Rolling Hills, July 2019 to present
EDA provides on-call landscape plan check services for MWELO Compliance. This involves reviewing submitted irrigation and planting plans for design completeness and city standards, checking water efficient calculations, and interfacing with city staff and applicants to clarify ordinance requirements. Final landscape inspections for installation compliance are conducted.

Landscape Plan Check Services, City of Palos Verdes Estates, March 2021 to present
EDA provides on-call landscape plan check services for MWELO Compliance. This involves reviewing submitted irrigation and planting plans for design completeness and city standards, checking water efficient calculations, and interfacing with city staff and applicants to clarify ordinance requirements. Final landscape inspections for installation compliance are conducted.

Landscape Technical Advisor, Metropolitan Water District of Southern California and Member Agencies, Los Angeles, California
Ms. Mandarino was the project manager for the contract to provide services as the Landscape Technical Advisor to Metropolitan Water District and its 27 member agencies. This consultant position provided technical expertise and on-going support in the landscape areas of plant horticulture, irrigation systems and design, and water management.

AB 325 State of California Water Conservation in Landscaping Act Circuit Rider Program for Metropolitan Water District and Member Agencies
Ms. Mandarino was project manager for the Circuit Rider Program for seven years providing water conservation services and landscape educational assistance to 67 cities and counties.

As a follow-up to the landmark AB 325 legislation, 5 water districts adopted a program to provide educational assistance to planners in each of the member cities and counties within their service district in implementing their landscape water conservation ordinances. This assistance included:

- Visit each planning department to meet and brief key staff on AB 325, landscape water conservation needs, guidelines, and programs.
- Review and comment on city and county landscape ordinances.
- Assist in plan checking activities to determine the qualifications of proposed projects.

In addition to these base services, Ms. Mandarino authored a variety of educational materials intended to make the city and county planning and review process easier to administer. The following educational materials were developed for distribution by member cities and counties:

- Water Budget Short Form for Plan Checking
- Reference Guide to Estimated Water Needs of Landscape Plants (Inland and Coastal List)
- Checklist of AB 325 plan requirements, educational hand-outs

- Homeowner Brochures on Water Conserving Garden Design
- Best Management Practices: Design Guidelines for Water and Resource Conserving Landscapes
- Irrigation and Planting Design Resource Manual for Plan Checking for Planners

Sustainability in Landscaping Ordinance for the City of Irvine
Ms. Mandarino assisted in the development of the City of Irvine's hallmark landscaping ordinance. This ordinance affected all landscape areas within the city and resulted in goals and policies being adopted that combine energy and water conservation with landscape waste management, wildlife enhancement, and improved soil management practices. This ordinance continues to be useful as a model for improving sustainability of landscapes in urban areas.

Water Conserving Demonstration Gardens: City of Cerritos, Three Valleys Municipal Water District, Park Water Company
As project designer, Ms. Mandarino was responsible for irrigation design, plant selection and design involving the use of adapted, native, and water-conserving plant species. She specializes in the suitability of plant material for various situations. She has also designed and prepared planting and irrigation plans for a variety of clients, including hotels, resorts, housing tracts, parks, and commercial sites. She was responsible for the project design, from the production of conceptual plans to working drawings, details, and specifications, and for providing field supervision and inspections.

Long Beach City College Native Landscaping, Long Beach, California
Ms. Mandarino was the project manager and designer for the native landscaping surrounding the newly constructed science building on campus. The goals of this project were to create a planting design consisting of primarily native plants to exhibit several plant communities found within southern California. The garden will serve as a learning tool for students.

d. Personnel: This section must delineate the experience and profession of appropriate licenses and certifications of personnel.

CARRIE MANDARINO
ENVIRONMENTAL DESIGN ASSOCIATES
Landscape Architect, Certified Arborist

Background
Carrie Mandarino is a licensed landscape architect and certified arborist with over 25 years of experience in providing expertise in the areas of municipal consulting, plant selection and design, irrigation design, arborist consulting, and water management, with an emphasis on water efficient landscapes. She has provided MWELO landscape plan check and inspection services to cities and water districts in Southern California as well as authored educational materials. Landscape projects that she has designed offer solutions in the areas of plant suitability, sustainability, irrigation technology, and water management. Many of these designs utilize

native and regionally appropriate plants. Clients include cities, water districts, developers, property managers, and associations.

Licenses/Certification
California Licensed Landscape Architect, RLA #4769
ISA Certified Arborist, #WE-4245A
California Licensed Landscape Contractor C-27, #616037

Education
Professional Certificate, Landscape Architecture
University of California, Irvine

BS, Environmental Horticulture, minor Biology
California State University, Chico

Professional Affiliations
American Society of Landscape Architects
International Society of Arboriculture

Project Experience
Municipal Consulting Services

Landscape Plan Check Services for Model Water Efficient Landscape Ordinance Compliance: City of Rolling Hills Estates, City of Rolling Hills, City of Palos Verdes Estates, City of Carson, and City of San Dimas.
Carrie Mandarino has provided landscape plan check services for various municipalities in Southern California, and is currently providing services to the cities of Rolling Hills Estates, Rolling Hills, and Palos Verdes Estates. The services include reviewing planting and irrigation plans, specifications, and details for design completeness, and city standards. This work has also included preparation of landscape ordinance materials and recommended planting guidelines for specific areas.

Landscape Technical Advisor, Metropolitan Water District of Southern California, Los Angeles
Ms. Mandarino was the project manager providing services to Metropolitan and its 27 member agencies. Services included providing technical expertise and on-going support in the landscape areas of plant selection and design, irrigation systems and design, and water management.

AB 325 State Water Efficient Landscape Ordinance Consultant to Metropolitan Water District of Southern California, member water agencies, and cities
Ms. Mandarino was the project manager for Metropolitan's Circuit Rider program for seven years. This program provided landscape educational services and products to 67 city and county planning departments to assist with implementation of AB 325 State Landscape Ordinance. She was responsible for providing plan check services, writing and producing educational publications, and conducting meetings with planners on landscape and water conservation issues.

Sustainability in Landscaping Ordinance for the City of Irvine
Ms. Mandarino assisted in the development of the City of Irvine's landscape ordinance. This ordinance resulted in goals and policies being adopted that combine energy and water conservation with landscape waste management, wildlife enhancement, and improved soil management practices. This ordinance continues to be useful as a model for improving sustainability of landscapes in urban areas.

Assessment of AB 325 State Landscape Ordinance, California Urban Water Agencies, Sacramento
Ms. Mandarino served as project manager for the contract to evaluate the effectiveness and impact of AB 325, the State's Water Efficient Landscape Ordinance.

California Water Conservation Council, H2ouse.org website landscape content development, Sacramento
Ms. Mandarino was part of the team that developed landscape content for the website. The content took the form of water efficient irrigation and planting design process and California native and water conserving plants.

Design Projects
Ms. Mandarino has designed many water conserving landscape projects:
- Long Beach City College science building native plant design
- Water Conserving Demonstration Gardens: City of Cerritos, City of Upland, Southern California Water Tank sites, Three Valleys Municipal Water District Headquarters, Park Water District
- San Dimas Senior Center native and drought tolerant landscaping
- Pitzer College landscape design, Claremont
- Landscape architectural and arborist services, Princeton Townhomes, Irvine
- Landscape project design, Alicia Park Apartments, Aliso Viejo
- Landscape design for slopes, streetscape, fuel modification zones, arborist, Portola Hills, Lake Forest
- Landscape entry and project design, California Cove, Laguna Beach

Landscape and Tree Assessments/Management Plans
Ms. Mandarino has prepared landscape and tree assessments and management plans:
- Capitol Park Assessment and Education Program, California Integrated Waste Management Board, Sacramento
- Arboricultural Assessment, Impacts of root conflicts and tree selection, Landmark Ficus trees, City of Newport Beach
- Ladera Ranch Oak tree guidelines and monitoring, Merit Properties
- Talega Oak tree assessment, Merit Properties
- Tree assessment report, City of Palm Desert
- Palm tree assessment, City of San Juan Capistrano
- Landscape assessment and maintenance guidelines, California Cove, Laguna Beach

- Landscape assessment and recommendations, EPT Landscape Architecture, Northwoods, Irvine
- Tree assessment, integrated pest management, and forest management plan, Lake Forest Master Association, Lake Forest
- Tree management plan, Whispering Glen, Shea Homes, Irvine

e. Conflict of Interest: Provide a brief summary on potential conflict of interest issues which are to be addressed by consultant.

There are no potential conflict of interest issues that the consultant is aware of.

f. References: List at least three municipal clients for whom comparable services have been performed within the last five years.

Jeannie Naughton
Director of Community Development/Public Works
City of Rolling Hills Estates
4045 Palos Verdes Drive North
Rolling Hills Estates, CA 90274
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City of Cerritos

Water Conservation Garden

A Water-Wise Garden for Southern California

This beautiful water-saving garden at Cerritos Park East features 40 varieties of drought-tolerant trees, ground covers and shrubs.

Water and Southern California

The growth of Southern California and the City of Cerritos has depended on water. Water is vital to our residents, businesses and industries. It has also allowed us to live in one of the most diverse and abundant landscapes in the world, filled with back yard and civic gardens, lush parks, tree-lined streets and thriving agriculture.

But water is limited, and our challenge for the future is to maintain our Southern California lifestyle while understanding the value of this natural resource. Today's gardens must meet new standards by using less water and energy and producing less waste.

This idea has led to a new movement among Southern California landscapers and home gardeners: water-saving, or xeriscape, gardening. By planting water-saving gardens at home, Cerritos residents can brighten their yards, help conserve water and reduce their water bills - especially during hot summer months. To prove that point and to encourage homeowners to choose water-wise plants, the City has established a 2,500-square-foot water-saving demonstration garden at Cerritos Park East, designed by Perry & Associates Collaborative of Claremont. Located in the southeast section of the park along Iron Bark Street, the garden features nearly 40 varieties of drought-tolerant trees, ground covers and shrubs.

This brochure describes the three sections of the garden, each featuring beautiful plants that grow well with less water within the dry climate of Cerritos. We invite you to explore the demonstration garden and try some of the ideas at home.

Did you know...

- 66% of all water is used by residential consumers.
- 50% of that is used for gardens & lawns.
- More plants die from overwatering than from lack of water.
- Water conservation is sensible and beautiful.

BEST MANAGEMENT PRACTICES:

Design Guidelines for Water & Resource Conserving Landscapes

Sponsored by:

CENTRAL BASIN MUNICIPAL WATER DISTRICT

WEST BASIN MUNICIPAL WATER DISTRICT

Prepared by:

Perry & Associates Collaborative
Landscape Architecture

ESTIMATED WATER NEEDS OF LANDSCAPE PLANTS

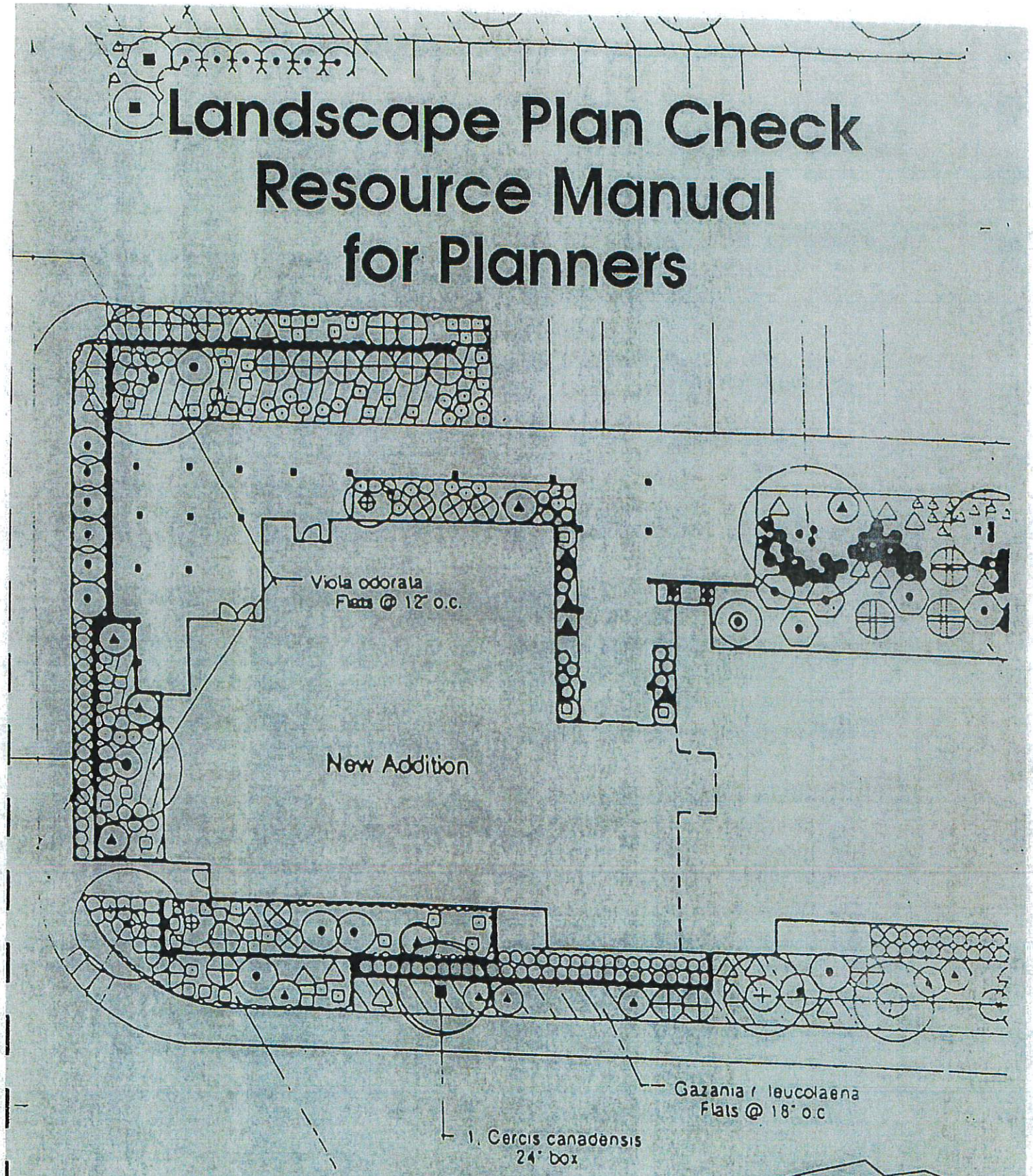
Sponsored by:

UPPER SAN GABRIEL VALLEY
MUNICIPAL WATER DISTRICT

Prepared by:

Perry & Associates Collaborative
Landscape Architecture

Landscape Plan Check Resource Manual for Planners



Prepared By:
PERRY & ASSOCIATES COLLABORATIVE
Landscape Architecture

Sponsored by:
UPPER SAN GABRIEL VALLEY
MUNICIPAL WATER DISTRICT

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City of Claremont

User's Guide to City Landscape Water Conservation Requirements For Compliance with AB 325, Water-Efficient Landscape Ordinance

A Water Budget for Landscapes has been adopted.

The City of Claremont has adopted a landscaping ordinance that requires new landscapes to be designed to conserve water. A water budget approach has been approved as the method to assist designers and planners to achieve this goal. Currently the City of Claremont has adopted an annual water budget, also known as Maximum Applied Water Allowance or MAWA, of 25 gallons per square foot of landscaping. This is the total amount of water that can be applied on an annual basis to every square foot of landscape space in the project. Project applicants can pick up a copy of the complete City landscape water conservation ordinance from the Planning Department. An abbreviated version of this ordinance is provided below to help quickly guide you through the process.

• How to meet the water budget goal.

Three basic steps are involved. These are:

- Organize the landscape into hydrozones containing plants of similar water needs.
- Calculate the volume of water that is needed on an annual basis for each hydrozone.
- Total the volume of water of all hydrozones to get the Estimated Applied Water Use (EAWU) and check to see if it matches the adopted water budget (MAWA) of 25 gallons per square foot. Show these calculations on page 4 of this form for submittal with the working drawings.

• What needs to be submitted to the City?

In addition to other landscaping requirements, the applicant must provide at least two sets of working drawings that include:

- A landscape planting plan that illustrates the landscape areas
- All hydrozones and the amount of square feet for each zone must be calculated. Three hydrozone groups are typically used: Low, Moderate, and High.
- An irrigation schedule indicating the four season watering cycles throughout the year.

Quick Tips on meeting City requirements...

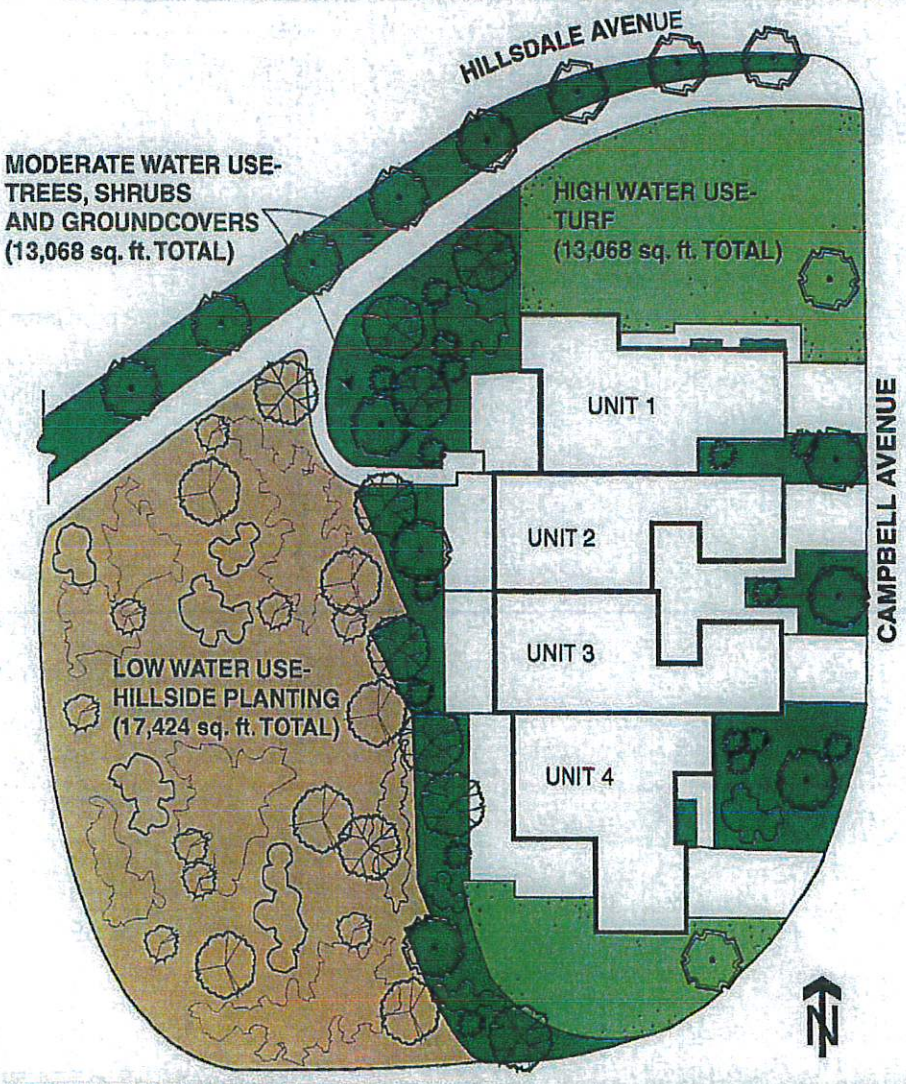
It is relatively simple to meet the City landscape water budget requirements. A checklist of tips are provided below to help you attain speedy compliance and approval.

1. Design landscapes with Low hydrozone areas that are greater than or equal in size to the amount of High hydrozone area used. The water budget will be met as long as High hydrozone areas do not exceed the total amount of Low hydrozone areas. In other words, for each square foot of High hydrozone used, there must be a square foot of Low hydrozone used. The remaining square feet may fall into the Moderate hydrozone area.
2. Develop irrigation schedules that meet the four season water needs as calculated in the City water budget limit (MAWA).

480

Sample Landscape Plan

	WATER USE ZONE 3	SCIENTIFIC NAME	QTY	SIZE	REMARKS
TREES	M	Liquidambar styraciflua	10	15 gal.	Double-Staked
	L	Quercus agrifolia	6	24" box	"
	M	Quercus virginiana	8	24" box	"
	M	Podocarpus gracilior	16	15 gal.	"
	L	Pinus halepensis	6	15 gal.	"
SHRUBS	M	Abelia 'Edward Goucher'	25	1 gal.	Install Per Detail P-2
	M	Rhaphiolepis indica 'Clara'	10	5 gal.	
	L	Arbutus unedo 'Compacta'	5	15 gal.	
	L	Baccharis pilularis var. Consanguinea	25	1 gal.	
	L	Cistus purpureus	35	1 gal.	
	L	Phormium tenax	18	1 gal.	
GROUND COVER	M	Vinca major	Flats @ 15" o.c.		Triangularly Spaced
	L	Lonicera japonica 'Halliana'	Flats @ 30" o.c.		"



Irrigation schedules must be programmed to provide water to each landscape hydrozone according to seasonal Eto measurements. Low hydrozone species require .3 (30%) of the seasonal Eto; Moderate hydrozone species require .5 (50%); High hydrozone plants require .8 (80%) of the seasonal Eto.

Sample Water Budget Calculation Sheet

This is the only form that needs to be submitted with each landscape project by applicant.

Project Site: *Housing Complex*

Project Reference Number: *AB 1245-95*

Project Location: *Inland, Southern California*

Landscape Architect/Designer: *Worldwide Design*

Note: AB 325 Guidelines provide a Maximum Applied Water Allowance/Water Budget for Landscape Areas of 25 gallons per square foot per year.

Project Calculations from worksheet:

1. **City Maximum Applied Water Allowance (MAWA)**
   This is the Water Budget for the project.

   Total Area to be landscaped in square feet (sq. ft.): 43,560 x **25 gal.** = **1,089,000 gallons/year**

2. **Estimated Applied Water Use (EAWU)**
   This is the estimated amount of water the project will require.

A. Low Hydrozone Area:	17,424 sq. ft. x **15 gal.**	=	**261,360 gals./yr.**
B. Moderate Hydrozone Area:	13,068 sq. ft. x **25 gal.**	=	**326,700 gals./yr.**
C. High Hydrozone Area:	13,068 sq. ft. x **35 gal.**	=	**457,380 gals./yr.**
Total Estimated Applied Water Use:		=	**1,045,440 gallons/yr.**

MAWA (1,089,000 gals./yr.) minus EAWU (1,045,440 gals./yr.) = **43,560 gals./yr.**

[**This project passes.** The Estimated Applied Water Use (EAWU) is less than the Maximum Applied Water Allowance (MAWA). Total Estimated Applied Water Use in gallons per year from item 2 above must be lower than City Maximum Applied Water Allowance in item 1 for project to pass.]

Written Water Conservation Statement:
(Provide a brief summary of how the project has been designed to achieve conservation and efficiency in water use.)

This landscape design groups plants with similar water needs together into distinct hydrozones of Low, Moderate, and High. Turfgrass area is limited in size and offers passive recreational use. Each hydrozone is on a separate irrigation valve. Drip irrigation and 4" - 6" layer of mulch is used on the hillside planting. An automatic controller with rain shut-off capability is used to efficiently irrigate the landscape and prevent waste of water.

Date: _____ **Prepared by:** _____

3. FEES

3. Fees

The Proposer shall provide a bid for all professional services and ongoing services and support being proposed which identifies:

a. An itemized cost breakdown, including hourly rates and number of hours for each major component of service.
b. A total proposed "Not to Exceed" cost for the performance of all services.
c. A proposed payment schedule for all services to be performed and products to be delivered.

ENVIRONMENTAL DESIGN ASSOCIATES

SCHEDULE OF HOURLY BILLING RATES

Rates Effective January 2025

LANDSCAPE ARCHITECTURE /ARBORICULTURAL CONSULTING	**HOURLY RATE**
Principal Landscape Architect	$ 150.00
ISA Certified Arborist	$ 125.00

REIMBURSABLE EXPENSES

*Delivery costs such as Federal Express charges and the cost of prints/reproduction are **NOT** included in the fee. All such costs are "reimbursable" items and will be shown separately on your invoice and billed to you at cost, plus fifteen percent (15%).*

Task One Fees: Evaluate the current Landscape Ordinance and provide guidance
This task would be billed at the hourly rate listed above of $150 per hour. It is anticipated that this task will take approximately 20 to 30 hours to complete, depending on the findings of the initial review. The product delivered would include written recommendations of proposed changes or additions to the current ordinance or on adopting a new local WELO.

Task Two Fees: Review landscape plans for MWELO Compliance and conduct final inspections
Part 1 Review plans and provide report: This task would be billed at the hourly rate of $150 per hour. Because this is an on-call service with landscape plans submitted to the City that may vary in size and scope, the hours billed will vary depending on the project. Hours would be billed for reviewing the landscape plan and for completing a report stating the findings and corrections if needed. Based on work with other cities, a typical plan review takes about 8 to 10 hours to complete. Additional hours may be required for additional submittals with required corrections.

Part 2 Final Inspection and Report: Hours would also be billed to complete a final landscape inspection and report. This typically involves about 2 to 3 hours to complete.

Invoices would be submitted at the completion of the plan review phase, and again after completion of the final inspection and report. Invoices are due and payable within 30 days.

4. RESOURCES PROVIDED BY THE CITY

4. Resources to be provided by the City

The Proposer must list any resources, City assistance, or other items expected to be provided by the City.

When a landscape plan is submitted to the City for review, an electronic file of the landscape plan with all relevant information should be sent to the consultant.

Item No. 5

Office of the
South Gate City Clerk

JAN - 8 2026

FILED
1:45 pm

City of South Gate

CITY COUNCIL

AGENDA BILL

For the Regular Meeting of: **January 13, 2026**
Originating Department: **Public Works**

Department Director: *Arturo Cervantes*

City Manager: *Rob Houston*

SUBJECT: AMENDMENT NO. 2 TO CONTRACT NO. 2024-65-CC WITH TETRA TECH TO PROVIDE ADDITIONAL PROFESSIONAL ENGINEERING SERVICES FOR THE PER- AND POLYFLUOROALKYL SUBSTANCES (PFAS) TREATMENT PLANT SYSTEM FOR THE SOUTH GATE PARK WATER WELLS, CITY PROJECT NO. 666-WTR

PURPOSE: Tetra Tech was awarded Contract No. 2024-65-CC to prepare the design and construction documents for the South Gate Park PFAS Treatment Plant Project (PFAS Treatment Project). Since the contract was awarded, additional improvements have been identified to enhance the design and performance of the treatment system, as well as to accommodate construction of the facility. These improvements require the removal of existing structures within the project footprint and the design of replacement facilities. Amendment No. 2 to Contract No. 2024-65-CC provides the additional design services necessary to complete this work.

RECOMMENDED ACTIONS: The City Council will consider:

a. Approving Amendment No. 2 to Contract No. 2024-65-CC with Tetra Tech to provide additional design services to enhance the design and performance of the PFAS Treatment Plant System for the South Gate Park Water Wells, City Project No. 666-WTR, in an amount not to exceed $142,500;
b. Appropriating $150,000 in Water Funds to fully fund the design phase on the PFAS Treatment Project;
c. Authorizing the City Manager to approve and execute amendments up to a cumulative amount of $100,000 from the Water Fund; and
d. Authorizing the Mayor to execute Amendment No. 2 to Contract No. 2024-65-CC in a form acceptable to the City Attorney.

FISCAL IMPACT: There is no impact to the General Fund. Amendment No. 2 is in the amount of $142,500 funded with Barragan FY23 Grant Funds. A $150,000 Water Fund appropriation is required to fully fund the design phase, for a grand total appropriation of $1,050,000.

Services	Barragan FY23 Grant	Water Funds	Total
Design Services Agreement	$674,222		$674,222
Amendment No. 1	$45,995		45,995
Amendment No. 2	$142,500		$142,500
Contingency		$137,283	$137,283
City Staff Time	$37,283	$12,717	$50,000
Total Budget	**$900,000**	**$150,000**	**$1,050,000**

ANALYSIS: Since the original design contract was awarded, additional site, operational, and constructability needs have been identified that are necessary to complete a compliant and buildable PFAS Treatment Plant at South Gate Park. As the design progressed, it became clear that the footprint of the treatment system and associated piping will require removal of an existing hut and the old storage building located within the project area. Additional design work is needed to prepare demolition plans and to design a replacement storage facility to maintain ongoing operational needs.

Further refinements are also required to improve system performance and operational flexibility. These include design of a bypass line to allow continued operation during maintenance, incorporation of automatic flush valves to improve well operations, and expansion of the design to connect Well 13 to the PFAS treatment system. These elements are necessary to ensure the system operates reliably and efficiently once constructed.

Amendment No. 2 provides $142,500 to incorporate the additional design services needed to address these sites, operational, and constructability requirements, complete the project design, and ensure the PFAS Treatment Plant can be constructed and operated in compliance with regulatory standards while maintaining the project schedule.

BACKGROUND: The City relies on groundwater from the Central Basin aquifers to supply drinking water to the community. Eight City-owned water wells pump groundwater into the City's water distribution system. In recent years, per- and polyfluoroalkyl substances (PFAS) have been detected in the groundwater at these well sites. As a precautionary measure to protect public health, the Public Works Department temporarily shut down water production at the affected wells.

In April 2024, the U.S. Environmental Protection Agency (EPA) adopted final Maximum Contaminant Levels (MCLs) for PFAS, which became effective on June 25, 2024. The new standards set very low allowable limits for PFOA and PFOS at 4.0 nanograms per liter. While compliance monitoring begins in 2027 and enforcement will not occur until 2029, these regulations establish the design requirements for future treatment facilities. Based on detected PFAS levels, the City must design and construct a PFAS treatment system to meet State and federal drinking water standards and restore full use of the affected wells.

On August 13, 2024, the City Council awarded a design services contract to Tetra Tech in the amount of $775,000 to prepare plans and specifications for the South Gate Park PFAS Treatment Plant Project. Amendment No. 1, in the amount of $45,995, was subsequently approved to complete additional site surveying, relocate the treatment plant, and design a bypass line.

The Public Works Department is now recommending approval of Amendment No. 2 to complete the remaining design work necessary for the PFAS treatment system serving the South Gate Park water wells.

Final design of the project is anticipated to be completed in June 2026.

ATTACHMENTS: A. Proposed Amendment No. 2
B. Amendment No. 1
C. Contract 2024-65-CC

DD:lc

AMENDMENT NO. 2 TO CONTRACT NO. 2024-65-CC BETWEEN THE CITY OF SOUTH GATE AND TETRA TECH FOR PROFESSIONAL SERVICES FOR PER- AND POLYFLUOROALKYL SUBSTANCES (PFAS) TREATMENT SYSTEM FOR SOUTH GATE PARK WELLS, CITY PROJECT NO. 666-WTR

This Amendment No. 2 to Contract No. 2024-65-CC ("Amendment No. 2") for Engineering Design Services for PFAS Treatment System for South Gate Park Wells, City Project No. 666-WTR, is made and entered into on January 13, 2026, by and between the City of South Gate, a municipal corporation ("City"), and Tetra Tech, a California corporation ("Consultant"). City and Consultant are sometimes hereinafter individually referred to as a "Party" and collectively as "Parties."

RECITALS

WHEREAS, on August 13, 2024, the City Council approved the Agreement for Design Services for PFAS Treatment System for South Gate Park Wells City Project No. 666-WTR ("Project"), in an amount not to exceed **Six Hundred Seventy-Four Thousand Two Hundred Twenty Dollars ($674,222); and**

WHEREAS, on May 21, 2025, the City Manager approved Amendment No. 1 to the Agreement in the amount of **Forty-Five Thousand Nine Hundred Ninety-Five Dollars ($45,995) to perform additional** design services **and**

WHEREAS, on the City and Consultant desire to execute Amendment No. 2 in an amount not to exceed **One Hundred Forty-Two Thousand Five Hundred Dollars ($142,500)**, for services identified in Exhibit "A" attached hereto, under the terms and conditions of the Agreement, bringing the aggregate total of the Agreement including Amendment No. 1, to **Eight Hundred Sixty-Two Thousand Seven Hundred Seventeen Dollars ($862,717).**

NOW, THEREFORE, the parties hereby agree as follows:

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 part of this Agreement. The Scope of Services may be mutually amended from time to time by both Parties in writing.

2. **COMPENSATION.**
   The amount of compensation paid by City to Consultant for the work identified in Exhibit "A" shall not exceed **One Hundred Forty-Two Thousand Five Hundred Dollars ($142,500)**, bringing the total aggregate amount of the Agreement, Amendment No. 1 and 2 to **Eight Hundred Sixty-Two Thousand Seven Hundred Seventeen Dollars ($862,717).**

3. **TERM OF AGREEMENT.**
The term of the Agreement is effective as of August 13, 2024, and will remain in effect for a period of three (3) years 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 in the Agreement.

4. **CLEAN AIR AND WATER POLLUTION CONTROL ACTS.**
Consultant agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42.U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

5. **DEBARMENT AND SUSPENSION.**
Consultant acknowledges that it is not listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

6. **ANTI-LOBBYING.**
Consultant acknowledges, on behalf of itself and all subcontractors of any tier relative to the Agreement, that it and they have filed all required certification, and that Consultant and such subcontractors will not and have not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Consultant acknowledges that Consultant and each such subcontractor must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Consultant shall require its subcontractors to make such disclosures and shall require those subcontractors to require the same as lower-tier subcontractors.

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

[Signatures on Page 3]

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: _____
Joshua Barron, Mayor

Dated: _____

ATTEST:

By: _____
Yodit Glaze, City Clerk
(SEAL)

APPROVED AS TO FORM:

DRAFT

By: _____
Raúl F. Salinas, City Attorney

TETRA TECH:

By: _____
Steve Tedesco,, P.E.,
Senior Vice President

Date: _____

AMENDMENT NO. 1 TO CONTRACT NO. 2024-65-CC BETWEEN THE CITY OF SOUTH GATE AND TETRA TECH FOR PROFESSIONAL SERVICES FOR PER- AND POLYFLUOROALKYL SUBTANCES (PFAS) TREATMENT SYSTEM FOR SOUTH GATE PARK WELLS, CITY PROJECT NO. 666-WTR

This Amendment No. 1 to Contract No. 2024-65-CC ("Amendment No. 5") for Engineering Design Services for PFAS Treatment System for South Gate Park Wells, City Project No. 666-WTR, is made and entered into on May 14, 2025, by and between the City of South Gate, a municipal corporation ("City"), and Tetra Tech, a California corporation ("Consultant"). City and Consultant are sometimes hereinafter individually referred to as a "Party" and collectively as "Parties."

RECITALS

WHEREAS, on August 13, 2024, the City Council approved the Agreement for Design Services for PFAS Treatment System for South Gate Park Wells City Project No. 666-WTR ("Project"), in an amount not to exceed **Six Hundred Seventy-Four Thousand Two Hundred Twenty Dollars ($674,222); and**

WHEREAS, the City and Consultant desire to execute Amendment No. 1 in an amount not to exceed **Forty-Five Thousand Nine Hundred Ninety-Five Dollars ($45,995)**, for services identified in Exhibit "A" attached hereto, under the terms and conditions of the Agreement, bringing the aggregate total of the Agreement including Amendment No. 1, to **Seven Hundred Twenty Thousand Two Hundred Seventeen Dollars ($720,217).**

NOW, THEREFORE, the parties hereby agree as follows:

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 part of this Agreement. The Scope of Services may be mutually amended from time to time by both Parties in writing.

2. **COMPENSATION.**
   The amount of compensation paid by City to Contractor for the work identified in Exhibit "A" shall not exceed **Forty-Five Thousand Nine Hundred Ninety-Five Dollars ($45,995)**, bringing the total aggregate amount of the Agreement and Amendment No. 1 to **Seven Hundred Twenty Thousand Two Hundred Seventeen Dollars ($720,217).**

3. **TERM OF AGREEMENT.**
   The term of the Agreement is effective as of August 13, 2024, and will remain in effect for a period of three (3) years 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 in the Agreement.

4. **EFFECT OF AMENDMENTS.**

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

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: _____
Rob Houston, City Manager

Dated: _____

ATTEST:

By: _____
Yodit Glaze, City Clerk
(SEAL)

APPROVED AS TO FORM:

By: _____
Raúl F. Salinas, City Attorney

TETRA TECH:

By: _____
Steve Tedesco,, P.E.,
Senior Vice President

Date: 5/15/2025

AGREEMENT FOR PROFESSIONAL SERVICES FOR DESIGN SERVICES FOR PER- AND POLYFLUOROALKYL SUBTANCES (PFAS) TREATMENT SYSTEM FOR SOUTH GATE PARK WELLS BETWEEN THE CITY OF SOUTH GATE AND TETRA TECH

This Agreement for Professional Services for Design Services for Per- and Polyfluoroalkyl Substances (PFAS) Treatment System for South Gate Park Wells, City Project No. 666-WTR ("Agreement") is made and entered into on August 13, 2024, by and between the City of South Gate, a municipal corporation ("City"), and Tetra Tech, 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 for Design Services for Per- and Polyfluoroalkyl Substances (PFAS) Treatment System for South Gate Park Wells

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 **Six Hundred Seventy Four Thousand Two Hundred Twenty Dollars ($674,222)** 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 August 13, 2024 and will remain in effect for a period of three (3) years 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
Assistant City Manager/
Director of Public Works
8650 California Avenue
South Gate, CA 90280
Email: acervantes@sogate.org

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

TEL: (323) 563- 9512

TO CONSULTANT:
Tetra Tech
Steve Tedesco, PE
Senior Vice President
17885 Von Karman Avenue,
Suite 500,
Irvine, CA 92614-5227
E-mail: Steve.Tedesco@tetratech.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 August 13, 2024 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: _____
Gil Hurtado, Mayor

Dated: 8-22-24

ATTEST:

By: _____
Yodit Glaze, City Clerk
(SEAL)

APPROVED AS TO FORM:

By: _____
Raúl F. Salinas, City Attorney

TETRA TECH

By: _____
Steve Tedesco, PE,
Senior Vice President

Dated: August 15, 2024

Item No. 6

Office of the
South Gate City Clerk
JAN - 8 2026
FILED
1:45PM

City of South Gate

CITY COUNCIL

AGENDA BILL

For the Regular Meeting of: **January 13, 2026**
Originating Department: **Public Works**

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

SUBJECT: PROFESSIONAL SERVICES AGREEMENT WITH INTERWEST CONSULTING GROUP, INC. FOR CONSTRUCTION INSPECTION SERVICES FOR THE SOUTH GATE POLICE DEPARTMENT'S (SGPD) HEATING, VENTILLATION AND AIR CONDITIONING (HVAC) REPLACEMENT, CITY PROJECT NO. 667-GEN

PURPOSE: The South Gate Police Department Detention Center is currently served by an outdated air-handling system that lacks air conditioning. The HVAC Replacement Project will resolve this issue and provide reliable heating and cooling. Design is now complete and the project is moving into the construction phase. The proposed agreement authorizes Interwest Consulting Group to provide inspections services during construction.

RECOMMENDED ACTIONS: The City Council will consider:

a. Approving an Agreement with Interwest Consulting Group, Inc., to provide inspection services for the construction of the SGPD HVAC Replacement, City Project No. 667-GEN, in an amount not to exceed $84,000; and
b. Authorize the Mayor to execute the Agreement in a form acceptable to the City Attorney.

FISCAL IMPACT: The Agreement is in the amount of $84,000, and it will be funded with Building Infrastructure & Maintenance (BIM) Funds budgeted in the Fiscal Year 2025/26 Capital Improvement Program. The HVAC Project is budgeted with $1.2 Million in BIM Funds.

ANALYSIS: The Public Works Department issued a Request for Proposal (RFP) to the City's On-Call Engineering firms to procure construction inspection services for the HVAC Replacement Project at the South Gate Police Department Detention Center. Of the three (3) firms invited, only Interwest Consulting Group, Inc. submitted a proposal.

Staff reviewed the proposed fee and determined that the cost is reasonable, consistent with industry-standard pricing for specialized mechanical construction inspection, and acceptable based on the anticipated level of effort and duration of the project.

Based on Interwest's qualifications, proposed scope, and compliance with the RFP, staff has determined that the firm is well-qualified to provide the required services. Therefore, staff recommends awarding the construction inspection agreement to Interwest Consulting Group, Inc.

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 2025/26 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.

The proposed fee is $84,000. The scope of work includes, but is not limited to, providing construction inspection services with daily reporting; reviewing construction quantities; evaluating potential change orders; reviewing and verifying contractor-submitted invoices; and ensuring overall compliance with approved plans, specifications, and contract requirements.

Construction is planned to start January 2026 and be completed within 124 working days.

ATTACHMENTS: A. Proposed Agreement (including Exhibit A)

ES:lc

AGREEMENT FOR PROFESSIONAL SERVICES TO PROVIDE AS-NEEDED INSPECTION SERVICES FOR THE SOUTH GATE POLICE DEPARTMENT HEATING, VENTILATION AND AIR CONDITIONING (HVAC) REPLACEMENT PROJECT, CITY PROJECT 667-GEN BETWEEN THE CITY OF SOUTH GATE AND INTERWEST CONSULTING GROUP, INC.

This Agreement for professional Service to provide As-Needed Construction Inspection Services ("Agreement"), is made and entered into on **January 13, 2026**, by and between the City of South Gate, a municipal corporation ("City"), and Interwest Consulting Group, 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 relating to the South Gate Police Department, Heating, Ventilation and Air Conditioning (HVAC); and

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. MODIFICATION TO AGREEMENT.

1. **1.1 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 **Eighty-Four Thousand Dollars ($84,000)** 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 Assistant City Manager/Director of Public Works.

   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 13, 2026**, 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 designee, for the purposes of this Agreement, is the agent for the City. Whenever approval or authorization is required, Consultant understands that the Director, or his 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 Consultants represents that no City employee or official has a material financial interest in the consultant's business. During the term of this Agreement and/ or as a result of being awarded this contract, 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.

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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.

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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 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 6.4.1 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.

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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 for personal injury to any one person, $1,000,000 for injuries arising out of one occurrence, and $500,000 for property damages or a combined single limit of $1,000,000, with an aggregate of $2,000,000. 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.

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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 the 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 the 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
Assistant City Manager/Director of Public Works
8650 California Avenue
South Gate, CA 90280
Email: **ecervantes@sogate.org**
TEL. **323-563-9500**

WITH COURTESY COPY TO:
City Clerk's Office

Yodit Glaze, City Clerk
South Gate, CA 90280
Email: yglaze@sogate.org
TEL: (323) 563-9510

TO CONSULTANT:
Paul Meschino, President
Interwest Consulting Group, Inc.
1 Jenner, Suite 160
Irvine, CA 92618
Tel. (609) 753-6812

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 13, 2026** and will remain in effect FOR one year from said date or 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 hereunto duly authorized.

CITY OF SOUTH GATE:

By: _____
Joshua Barron, Mayor

Dated: _____

ATTEST:

By: _____
Yodit Glaze, City Clerk
(SEAL)

APPROVE AS TO FORM:

DRAFT

By: _____
Raúl F. Salinas, City Attorney

INTERWEST CONSULTING GROUP, INC.:

By: _____
Paul Meschino, President

Date: _____

AGREEMENT FOR AS-NEEDED PROFESSIONAL ENGINEERING SERVICES BETWEEN THE CITY OF SOUTH GATE AND INTERWEST CONSULTING GROUP, INC.

This Agreement for Professional Engineering Services ("Agreement") is made and entered into on February 25, 2020, by and between the **City of South Gate, a Municipal corporation**, ("City"), and **Interwest Consulting Group, Inc., a California Corporation** ("Consultant"). The City and Consultant are sometimes hereinafter individually referred to as a "Party" and collectively as "Parties."

RECITALS

WHEREAS, City desires to engage Consultant to perform certain technical and professional engineering services, as provided herein, in connection with that certain project identified as: **AS-NEEDED PROFESSIONAL ENGINEERING SERVICES;**

WHEREAS, Consultant warrants to City that it has the requisite skills, knowledge, qualifications, manpower and expertise to perform properly and timely the As-Needed Professional Engineering Services under this Agreement; and

WHEREAS, based on such representation, City desires to contract with Consultant to perform As-Needed Professional Engineering Services described in the Proposal attached hereto as Exhibit "A."

NOW, THEREFORE, THE PARTIES HEREBY AGREE AS FOLLOWS:

1. **PARTIES TO THE AGREEMENT.**

The parties to the Agreement are:

A. Owner: The City of South Gate, a municipal corporation, having its principal office at 8650 California Avenue, South Gate, California 90280.

B. Consultant: Interwest Consulting Group, Inc.
15140 Transistor Lane,
Huntington Beach, CA 92649

2. **REPRESENTATIVES OF THE PARTIES AND SERVICE OF NOTICES.**
The representatives of the parties who are primarily responsible for the administration of this Agreement, and to whom formal notices, demands and communications shall be given, are as follows:

A. The principal representative of the City shall be:

Arturo Cervantes, P.E.

Assistant City Manager / Director of Public Works
Public Works Department
City of South Gate
8650 California Avenue
South Gate, CA 90280

B. The principal representative of the Consultant shall be:

Terry Rodrigue, PE, TE.
Owner and President
Interwest Consulting Group, Inc.
15140 Transistor Lane,
Huntington Beach, CA 92649

C. Formal notices, demands and communications to be given hereunder by either party shall be made in writing and may be affected by personal delivery or by mail.

D. If the name of the principal representative designated to receive the notices, demands or communications, or the address of such person, is changed, written notice shall be given within five (5) working days of said change.

3. **SCOPE OF WORK.**
The City hereby engages Consultant, and the Consultant accepts such engagement, to perform the As-Needed Professional Engineering Services ("Work") identified on Exhibit "A" hereto. The locations at which such Work is to be performed ("City Facilities") are also identified on Exhibit "A" hereto. The Work shall include all the terms and conditions of Consultant's proposal dated August 29, 2019 ("Proposal"), which shall be attached as part of Exhibit "A" and which is incorporated herein by this reference; provided, however, that to the extent the Proposal conflicts with anything else in this Agreement, the terms of this Agreement shall control.

4. **DATA PROVIDED TO CONSULTANT.**
City shall provide to Consultant, without charge, all data, including reports, records, maps and other information, now in the City's possession, which may facilitate the timely performance of the work described in Exhibit "A".

5. **INDEPENDENT CONSULTANT.**
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.

A. 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 directly 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. **INDEMNIFICATION OF CALPERS DETERMINATION.**
In the event that Engineer or any employee, agent, or subcontractor of Engineer providing services under the Agreement claims or is determined by a court of competent jurisdiction or CalPERS to be eligible for enrollment in CalPERS as an employee of the City, Engineer shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for CalPERS benefits on behalf of Engineer 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.

7. **CONSULTANT'S PERSONNEL.**

A. All services required under this 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.

B. 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.

C. Consultant shall be responsible for payment of all employees' and subcontractor's wages and benefits, and shall comply with all requirements pertaining to employer's liability, workers' compensation, unemployment insurance, and Social Security.

D. Consultant shall indemnify and hold harmless the 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 or omissions by Consultant in connection with the work performed arising from this Agreement.

8. **COMPENSATION.**

A. The total amount of this Agreement shall not exceed the sum of Two Hundred Forty Thousand Dollars **($240,000).** City shall pay Consultant for its professional services rendered and reasonable costs incurred pursuant to this Agreement. No additional compensation shall be paid for any other expenses incurred unless first approved by the City Manager. As explained in more detail in Section 8.C below, Consultant's fees and charges for the work and services performed shall in no

event exceed those set forth in Exhibit "A" attached hereto and made a part hereof. Notwithstanding anything to the contrary in the proposal, invoices will be processed for payment and paid subject to approval by Director of Public Works and City Council within forty-five (45) days from date of receipt by Director of Public Works.

B. Consultant shall be required to attend meetings as necessary in the delivery of the projects. Travel time between the Consultant's office and the meeting location shall not be billable; however, mileage will be. Consultant may request an exemption on a case by case basis, which shall be subject to City approval.

C. Consultant acknowledges that it is one of three engineering firms engaged by the City to perform such services. The City does not know how much of the annual work will be assigned to Consultant and how much will be assigned to the other firms. Consultant acknowledges that the City has not guaranteed to assign any amount (minimum or otherwise) of that work to Consultant, and Consultant acknowledges that its annual compensation hereunder may be significantly less than the "not to exceed" sum set forth in Section 8, above.

D. To help monitor the City's budget Consultant shall notify the City, in writing, within 2 business days whenever Consultant's approved budget reaches 75% of the total project budget. For example, if the City awards Consultant a project budget of $40,000, Consultant shall notify the City, in writing, when said budget has reached $30,000.

9. INDEMNITY AND INSURANCE.

A. Consultant agrees to indemnify, hold harmless and defend the City, its officers and employees, from and against any and all claims, losses, obligations, or liabilities whatsoever incurred in or in any manner arising out of or related to Consultant's negligent or willful acts, errors or omissions, or those of its employees or agents. Consultant will deliver to City a certificate of insurance evidencing professional liability insurance coverage in an amount not less than $1,000,000.

B. (1) The Consultant, at its expense, shall maintain in effect at all times during the performance of work under this Agreement not less than the following coverage and limits of insurance, which shall be maintained with insurers listed "A" or better in the Best's Insurance Guide and authorized to do business in the State of California.

(a) Workers' Compensation and Employer's Liability

- Workers' Compensation-coverage as required by law.

- Employer's Liability-limits of at least $1,000,000 per occurrence.

(b) Comprehensive General Liability
- Combined Single Limit-$1,000,000.

The automobile and comprehensive general liability policies may be combined in a single policy with a combined single limit of $1,000,000. All of the Consultant's policies shall contain an endorsement providing that written notice shall be given to City at least thirty (30) calendar days prior to termination, cancellation or reduction of coverage in the policy.

(2) Policies providing for bodily injury and property damage coverage shall contain the following:

(a) An endorsement extending coverage to City as an additional insured, in the same manner as the named insured, as respects liability arising out of the performance of any work under the Agreement. Such insurance shall be primary insurance as respects the interest of City, and any other insurance maintained by City shall be considered excess coverage and not contributing insurance with the insurance required hereunder.

(b) "Severability of Interest" clause.

(c) Provision or endorsement stating that such insurance, subject to all of its other terms and conditions, applies to the liability assumed by Consultant under the Agreement, including without limitation that set forth in Section 10.A.

(3) Promptly on execution of this Agreement and prior to commencement of any work Consultant shall deliver to City copies of all required policies and endorsements to the required policies.

(4) The requirements as to the types and limits of insurance to be maintained by the Consultant are not intended to and shall not in any manner limit or qualify Consultant's liabilities and obligations under this Agreement.

(5) Any policy or policies of insurance that Consultant elects to carry as insurance against loss or damage to its equipment and tools or other personal property used in the performance of this Agreement shall include a provision waiving the insurer's right of subrogation against the City.

10. **TERMINATION FOR CONVENIENCE**

The 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 a total amount equal to its costs as of the termination date, plus ten percent (10%) of that amount for profit. In no event shall the amount payable upon termination exceed the total maximum compensation provided for in this Agreement.

11. **TERMINATION FOR CAUSE.**

A. The City may, by written notice to Consultant, terminate the whole or any part of this Agreement in any of the following circumstances:

(1) If Consultant fails to perform the services required by this Agreement within the time specified herein or any authorized extension thereof; or

(2) 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 within 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.

B. In the event City terminates this Agreement in whole or in part as provided above in paragraph A of this Section 10, City may procure, upon such terms and in such manner as it may deem appropriate, services similar to those terminated.

C. If this Agreement is terminated as provided above in paragraph A, City may require Consultant to provide all finished or unfinished documents, data, studies, drawings, maps, photographs, reports, etc., 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.

D. If, after notice of termination of the Agreement under the provisions of this Section 10, 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 Section 9.

12. **NON-DISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY.**

A. In the performance of this Agreement, Consultant shall not discriminate against any employee, subcontractor, or applicant for employment because of 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 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, sec. national origin, handicap 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 not 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.

B. The provisions of subsection A 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 which is incorporated herein by this reference. A copy of Executive Order No. 11246 is available for inspection and on file with the Public Works Department.

13. **CONSULTANT'S WARRANTIES AND REPRESENTATIONS.**
Consultant warrants and represents to the City as follows:

A. Consultant has not employed or retained any person or entity, other than a bona fide employee working exclusively for Consultant, to solicit or obtain this Agreement.

B. Consultant has not paid or agreed to pay any person or entity, other than a bona fide employee working exclusively for Consultant, any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from the execution of this Agreement. Upon such breach or violation of this warranty, the City shall have the right, in its sole discretion, to terminate this Agreement without further liability, or, in the alternative, to deduct from any sums payable hereunder the full amount or value of any such fee, commission, percentage or gift.

C. Consultant has no knowledge that any officer or employee of the City has any interest, whether contractual, non-contractual, financial, proprietary, or otherwise, in this transaction or in the business of Contractor, and that if any such interest comes to the knowledge of Consultant at any time, a complete written disclosure of such interest will be made to the City, even if such interest would not be deemed a

prohibited "conflict of interest" under applicable laws.

D. Upon execution of this Agreement, Consultant has no interest, direct or indirect, in any transaction or business entity which would conflict with or in any manner hinder the performance of Work required by this Agreement, nor shall any such interest be acquired during the Term of this Agreement.

14. **SUBCONTRACTING, DELEGATION AND ASSIGNMENT.**

A. Consultant shall not delegate, subcontract or assign its duties or rights hereunder, either in whole or in part, without the prior written consent of the Director of Public Works; provided, however, that claims for money due or to become due to Consultant from City under this Agreement may be assigned to a bank, trust company or other financial institution without such approval. Any proposed delegation, assignment or subcontract shall provide a description of the services to be covered, identification of the proposed assignee, delegee or subcontractor, and an explanation of why and how the same was selected, including the degree of competition involved. Any proposed agreement with an assignee, delegee or subcontractor shall include the following:

(1) The amount involved, together with Consultant's analysis of such cost or price.

(2) A provision requiring that any subsequent modification or amendment shall be subject to the prior written consent of the City.

B. Any assignment, delegation or subcontract shall be made in the name of the Consultant and shall not bind or purport to bind the City and shall not release the Consultant from any obligations under this Agreement including, but not limited to, the duty to properly supervise and coordinate the work of employees, assignees, delegee and subcontractors. No such assignment, delegation or subcontract shall result in any increase in the amount of total compensation payable to Consultant under this Agreement.

15. **OWNERSHIP OF DOCUMENTS.**

All plans, specifications, reports, studies, tracings, maps and other documents prepared or obtained by Consultant in the course of performing the work required by this Agreement shall be the property of the City. Basic survey notes, sketches, charts, computations and similar data prepared or obtained by Consultant under this Agreement shall, upon request, be made available to City without restriction or limitation on their use.

16. **ENTIRE AGREEMENT AND AMENDMENTS.**

A. This Agreement supersedes all prior proposals, agreements, and understandings between the parties and may not be modified or terminated orally.

B. No attempted waiver of any of the provisions hereof, nor any modification in the

nature, extent or duration of the work to be performed by Consultant hereunder, shall be binding unless in writing and signed by the party against whom the same is sought to be enforced.

C. Consultant acknowledges and agrees that it has consulted with an attorney, or has knowingly foregone the opportunity to do so and executes this Agreement knowingly and voluntarily.

17. **RESOLUTION OF DISPUTES.**

Disputes regarding the interpretation or application of any provisions of this Agreement shall, to the extent reasonably feasible, be resolved through good faith negotiations between the parties. In the event that the parties cannot reach agreement, parties agree to submit their dispute to non-binding arbitration prior to the commencement of any legal action or suit. The parties are free to choose a mutually agreeable arbitrator; however, in the event of a lack of agreement between the parties, the matter shall be submitted to the American Arbitration Association and be subject to its Commercial Arbitration Rules. Each party shall bear its own costs and fees, and share equally in the cost of the arbitration fee.

18. **SEVERABILITY.**

If any provision of this agreement is held by court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions nevertheless will continue in full force and effect without being impaired or invalidated in any way.

19. **EXHIBITS.**

The following exhibit to which reference is made in this Agreement is deemed incorporated herein in their entirety:

Exhibit "A" Proposal dated August 29, 2019

20. **GOVERNING LAW.**

This Agreement shall be governed by the laws of the State of California.

21. **EFFECTIVE DATE.**

Unless otherwise specified herein, this Agreement shall become effective as of the date set forth on which the last of the parties, whether City or Consultant, executes said Agreement, and shall terminate on February 25, 2022 unless terminated otherwise 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: _____
M. Belén Bernal, Mayor

Dated: 3/10/2020

ATTEST:

_____
Carmen Avalos, City Clerk
(SEAL)

APPROVED AS TO FORM:

_____
Raul F. Salinas, City Attorney

INTERWEST CONSULTING GROUP, INC.:

By: _____
Terry Rodrigue, PE, TE.
Owner and President

Dated: 3/2/2020

November 11, 2025

Elias Saikaly, P.E. – Project Manager
City of South Gate
8650 California Avenue
South Gate, CA 90280

INTERWEST
A SAFEbuilt COMPANY

RE: On-Call Part Time Inspection Services for HVAC Replacement Project 667-GEN

Dear Mr. Saikaly,

Interwest Consulting Group appreciates the opportunity to continue supporting the City of South Gate by providing part-time public works inspection services for the Police Station HVAC Replacement Project.

SCOPE

The proposed scope of work includes construction inspection for mechanical and related building system upgrades, coordination with the City's project team and contractor, review of project plans and specifications for compliance with City standards, and documentation of daily inspection reports, progress observations, and materials verification. Services will be provided on an as-needed, part-time basis over an estimated six-month duration to ensure quality assurance, code compliance, and adherence to safety and performance standards.

PROPOSED STAFF

We are pleased to propose Mr. Paul Keizer as the assigned Public Works Inspector. Paul brings over 35 years of experience in public infrastructure and mechanical system inspection, including HVAC system replacements, pump stations, and municipal facility projects across Los Angeles County. He currently serves as a Public Works Inspector for Interwest under ongoing contract with the City of South Gate, where he has supported infrastructure upgrades along Hildreth and Missouri Avenues. His familiarity with City staff, local procedures, and construction standards will ensure seamless coordination and consistent oversight throughout this project.

COMPENSATION / PROPOSED RATES

We propose Mr. Keizer as a Senior Public Works Observer at a rate of $175/hour. As we understand it, the project is anticipated to be part-time work (4hrs per day) for about six months (120 business days) and should not exceed $84,000.

Work Outside Standard Hours - Services provided in excess of 8 hours per day, outside regular business hours, nights, weekends and holidays will be invoiced at 150% of the above standard rates.

Prevailing Wages – Where work is required under the CA Labor Code for prevailing wages per jurisdiction, there will be a supplemental charge per hour to the above rates per applicable job classification, established at the time of commencement of work and adjusted from time to time in accordance with future wage determinations pursuant to the labor rates as determined by the CA Department of Industrial Relations.

We look forward to continuing this trusted partnership and delivering the same high level of service and technical expertise that the City has come to expect from our team. Should you have any questions, please do not hesitate to contact Devin Locke at dlocke@interwestgrp.com / 949-889-5270. If this proposal is acceptable, please sign where noted for a Notice to Proceed.

Sincerely,

Bill Evans
Senior Director of Professional Services
wevans@interwestgrp.com
786-350-8190

City of South Gate

_____

Accepted By:

Office of the
South Gate City Clerk

JAN - 8 2026

FILED 9:00am

Item No. 7

City of South Gate

CITY COUNCIL

AGENDA BILL

For the Regular Meeting of **January 13, 2026**

Originating Department: **Public Works**

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

SUBJECT: PROFESSIONAL SERVICES AGREEMENT WITH BLACK O'DOWD AND ASSOCIATES, INC. DBA BOA ARCHITECTURE, TO PREPARE DESIGN AND CONSTRUCTION DOCUMENTS FOR THE CITY OF SOUTH GATE EMERGENCY OPERATIONAL CENTER, CITY PROJECT NO. 582-ARC

PURPOSE: The City recently received grant funding to advance the South Gate Emergency Operational Center ("EOC") Project. With funding secured, the project is now ready to begin the design phase. This action awards an Agreement to BOA Architecture ("BOA") to prepare the design and construction documents for the Proect.

RECOMMENDED ACTIONS: The City Council will consider:

a. Approving a Professional Services Agreement with BOA to prepare design and construction documents for the South Gate Emergency Operational Center, City Project No. 582-ARC, for an amount not to exceed $129,800; and
b. Authorizing the Mayor to execute the Agreement in a form acceptable to the City Attorney.

FISCAL IMPACT: There is no impact to the General Fund. The Agreement is in the amount of $129,800 and it will be funded as summarized below. The total budget is $1,634,667, and that is funded with $1,226,000 in California Governor's Office of Emergency Services ("Cal OES") Funds, $100,000 in AQMD Funds and $308,667 from Building Infrastructure and Maintenance (BIM) Funds.

Design Phase Services	**Cal OES Funds**	**BIM Funds**	**Total**
Professional Services Agreement	$97,350	$32,450	$129,800
Contingency	$18,500	$6,167	$24,667
Project Management/Staff Time	$18,750	$6,250	$25,000
Total Design Budget	**$134,600**	**$44,867**	**$179,467**

ANALYSIS: On September 18, 2025, the City issued a Request for Proposals (RFP) via PlanetBids for professional engineering services for the South Gate Emergency Operations Center Project. On October 16, 2025, four proposals were received from the following firms: (1) BOA Architecture/$129,800, (2) John Wyka Architecture/$186,700, (3) IDS Group/$237,720, and (4)

Carrier Johnson + Culture/$324,751.

On November 19, 2025, all four firms were interviewed by the selection committee, consisting of the Public Works Principal Civil Engineer and the Community Development Senior Planner. Based on qualifications, approach, and overall responsiveness, the committee determined that BOA Architecture was the most qualified firm. BOA's proposed fee of $129,800 is reasonable and consistent with industry standards. Therefore, staff recommends awarding the contract to BOA Architecture.

To avoid the use of General Fund resources, City staff proactively and aggressively pursued grant and other restricted funding opportunities and were successful in securing a noteworthy $1,226,000 grant from the California Governor's Office of Emergency Services (Cal OES). While the grant requires a $408,667 local match, staff developed a creative funding strategy that fully satisfies this requirement without relying on General Funds. This was accomplished by strategically optimizing the City's Capital Improvement Program to generate sufficient savings to cover the local match. As a result, the project is being delivered entirely with grant and restricted funds, reflecting strong fiscal discipline and effective grant management by staff.

BACKGROUND: The South Gate Police Station, constructed in 1948, currently houses the City's Emergency Operations Center ("EOC") in a subterranean portion of the building. This location has proven to be unsuitable for modern emergency response needs. It is susceptible & vulnerable to flooding, is not fully accessible to individuals with disabilities, and experiences communication challenges due to thick concrete walls. Because clear and reliable communication is essential during emergencies, the City has determined that relocating the EOC is necessary to ensure effective response during major events.

This project proposes relocating the existing EOC from the SGPD basement to a new facility within the Civic Center by repurposing a portion of the museum to meet modern EOC standards. The reconfigured space is designed to serve multi-purpose functions, it will operate as an EOC on an as-needed basis and, during normal operations, function as a conference room, community meeting space, and museum area. When the EOC is activated, the space will be closed to the public and fully dedicated to emergency operations. The City is committed to preserving the museum experience. Some exhibits currently located in the repurposed area will be relocated to the eastern side of the museum and will remain available for public viewing whenever possible. Other exhibits will be incorporated into the redesigned space so that elements of the museum remain visible while allowing adequate room for emergency operations.

BOA Architecture is an established architectural firm with 11 employees and more than 64 years of continuous service. The firm has completed over 2,000 public works projects for more than 80 cities and public agencies. BOA's experience includes 10 Emergency Operations Centers (EOCs) and numerous ADA compliance and facility renovation projects for agencies such as San Bernardino County, the Cities of Long Beach, Hawthorne, and Irvine, and the U.S. Postal Service. BOA has also designed EOC facilities with integrated audio-visual systems for police departments in Rosemead, Palmdale, and Artesia. BOA Architecture offers the following:

- **Qualified Project Manager** – The Project Manager has more than 40 years of professional services experience in architectural design for municipalities.

- **Successful Track Record** – BOA has provided 64 years of professional design services in City Council renovations, City Hall renovations, Fire station facilities, Police department and other public building projects.
- **Experience on Similar Projects** – BOA has completed projects with similar scope, such as EOC for City of Palmdale, and City of Artesia and numerous ADA compliant projects.

The proposed fee is $129,800. The scope of work includes, but is not limited to: project management, utility coordination, preliminary engineering, preparation of architectural and engineering plans, development of general and technical specifications, responses to requests for information, review of submittals, and preparation of final drawings.

Design is scheduled to being in January 2026 and planned for completion in 6 months.

ATTACHMENTS: A. Proposed Agreement (including Exhibit A)

ES:lc

AGREEMENT FOR PROFESSIONAL SERVICES FOR ENGINEERING DESIGN SERVICES BETWEEN THE CITY OF SOUTH GATE AND BLACK O'DOWD AND ASSOCIATES, INC.

This Agreement for Professional Services for Engineering Design Services ("Agreement") is made and entered into on January 13, 2026 by and between the City of South Gate, a municipal corporation ("City"), and Black O'Dowd and Associates, Inc., ("BOA") 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 professional engineering design services for the City of South Gate Emergency Operational Center Project; City Project No. 582-ARC; and

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 **One Hundred Twenty-Nine Thousand Eight Hundred Dollars ($129,800),** 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. 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 13, 2026, and will remain in effect for a period of 12 months 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 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, with 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 corrections 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
City Clerk's Office
Yodit Glaze, City Clerk
8650 California Avenue
South Gate, CA 90280
Email: yglaze@sogate.org
Tel: (323) 563-9510

TO CONSULTANT:

Black O'Dowd and Associates
Edward Lok NG, President
1511 Cota Avenue
Long Beach, CA 90813
Email: lok.ng@boaarchitecture.com
TEL: (562) 912-7900

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: _____
Joshua Barron, Mayor

Dated: _____

ATTEST:

By: _____
Yodit Glaze, City Clerk
(SEAL)

APPROVED AS TO FORM:

By: _____
Raúl F. Salinas, City Attorney

HARPER & ASSOCIATES ENGINEERING, INC.

By: _____
Edward Lok NG, President

Dated: _____

Exhibit A
Agenda Bill 01/13/26

10/16/2025

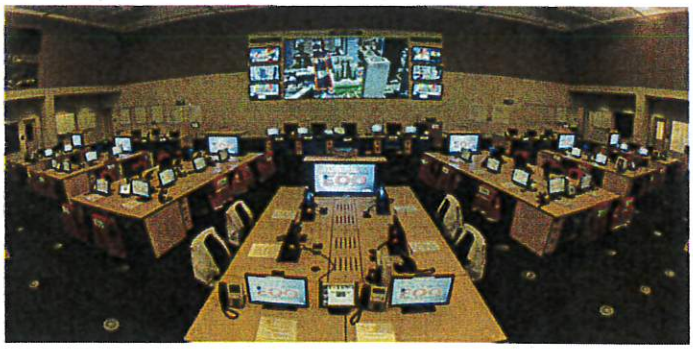
CITY OF SOUTH GATE

REQUEST FOR PROPOSALS:
PROFESSIONAL ENGINEERING SERVICES FOR THE DESIGN OF AN EMERGENCY OPERATIONAL CENTER (EOC)/EDUCATIONAL CENTER
CITY PROJECT NO. 582-ARC

EOC Projects Designed by BOA Architecture DESIGN

City of Palmdale - EOC

City of Artesia - Community Development & EOC



City of Los Angeles - Emergency Operation Center

Santa Barbara County - Office of Emergency Management

BOA Architecture
Government Services

BLACK O'DOWD AND ASSOCIATES, INC.
DBA BOA ARCHITECTURE
1511 COTA AVENUE
LONG BEACH, CA 90813
PH: 562-912-7900

POINT-OF-CONTACT:
EDWARD LOK NG, PRESIDENT
LOK.NG@BOAARCHITECTURE.COM

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1. COVER LETTER

Re: Design Architecture and Engineering Services for the
Emergency Operational Center (EOC)/ Educational Center Project
To: Arturo Cervantes, Director of Public Works/Facilities

Oct 16, 2025

EOC & MUNICIPAL FACILITIES EXPERTISE

After having thoroughly reviewed your RFP and walked the project site, we feel that the BOA Design Team is a very "good fit" for Design Architecture and Engineering Services for your ECO-Education Center project. As the prime-consultant BOA is a 11-person architectural firm with a competitive advantage in municipal architectural projects including: renovation/addition; interior improvements, façade improvements, building systems modernization, roof repair/ replacement, and ADA compliance projects. Our "sweet spot" are architectural renovation projects in the $50,000 to $5,000,000 range. In continuous business for over 64 years, BOA has completed architectural design services for over 2000 public works projects for over 80 local cities and public entities. Of particular interest to you is that we have completed 10 EOCs or similar facility renovation projects for numerous municipalities. Joining BOA on our Design Team is renown Adio-Visual technology integrators, Triton Technology. Triton has designed over 30 EOC's or similar installations for many public agencies.

BOA & Triton recently completed the design and construction administration for the City of Palmdale EOC, Costa Mesa City Council Chambers, and Irvine City Council Chambers. We are confident we can compete favorably with just about any other firm on these types of municipal Park renovation projects that demand customized Audio-Visual technology. BOA's staff expertise and production systems are geared toward these types of modernization and often "messy" renovation projects. 95% of our current and recent workload are for public entities, that have municipal renovation-projects very similar to your projects.

ADA COMPLIANCE EXPERTISE

During the 10/25/25 Pre-Proposal Meeting it was mentioned that ADA Compliance was important to your project. As an asset to your project, since the 1991 enactment of the American Disabilities Act (ADA), BOA has been at the architectural forefront in the modification of existing facilities to comply with the ADA. Totaling over 800 public facilities, BOA has arguably designed more architectural projects for the sole purpose of ADA Compliance than ANY other architectural firm in Southern California. BOA has in-house, CASp-certified, expertise and an abundance of past ADA compliance experience. BOA has been under contract to retrofit Government-owned facilities for ADA Compliance for the following governmental agencies:

- San Bernardino County (35 Projects)
- State of California, Dept. of Motor Vehicle (7 Design & construction projects and ADA transition plan for 32 facilities)
- State of California, Dept. of Mental Health (24 Facilities and 600,000 S.F.)
- City of Long Beach (80 Projects)
- City of Hawthorne (20 Projects)
- City of Irvine (10 Projects)
- City of Placentia (12 Projects)
- U.S. Postal Service (20 Projects for the LA Region)
- City of Santa Maria (56 Facilities)
- Cerritos College (35 Facilities)
- East L.A. College (40 Facilities)

BOA has an establish and proven approach to ADA Compliance. We have developed ADA checklists to quickly identify barriers to the Disabled. We have in-house staff with an over abundance of ADA Compliance project experience. We have very accurate ADA Compliance cost estimating. We will utilize our ADA compliance expertise to ensure that your facilities in your existing museum building and exterior wall ways, ramps, and steps will be ADA compliant and accessible to all.

BOA Architecture's mission statement is to be a recognized leader in architecture and to consistently exceed the expectations of our clients, employees and design partners. We thank you for your time and consideration.

BOA ARCHITECTURE

Edward Lok Ng, Architect/ LEED AP

2. CORPORATE DOCUMENTATION

FIRM INFORMATION:

Year Established: 1961 (under the name Black O'dowd & Associates, DBA BOA Architecture)
Years In Business: 65 years of continuous operation
Current Number of Personnel: 11
Structure of Organization: S CORPORATION
Stockholder: Edward Lok Ng
Current Annual Dollar Volume of Work: $2,000,000
Level of Liability Insurance: $2,000.000 Professional Liability, $2,000,000 General Liability
Federal Tax ID: 95-2632309

Address: 1511 Cota Avenue, Long Beach, CA 90813
Office Hours: Monday-Thursday 8:30am-6:30pm,
Friday 8:30am-12:30pm
Office Phone: (562) 912-7900
Website: boaarchitecture.com
Contact Person Email: Edward Lok Ng, lok.ng@boaarchitecture.com

KEY INDIVIDUALS

Edward Lok Ng will be the appointed project manager for your project. Mr. Ng is authorized to submit proposals, sign contracts, and negotiate design fees with you on behalf of BOA Architecture and can make quick and informed decisions to expedite your project. The Project Designer/Production Manager will be Kyle Ng, Interior Designer, and ourQuality Assurance/Quality Control and CASp expert will be Leonardo Arteaga. This same in-house team has designed 5 EOC's or similar facilities, over 100 municipal architectural projects, and over 200 ADA Compliance Improvements in Southern California.

BOA is a firm that fosters an exceptional working atmosphere for its staff. As a result, high quality architectural design work is achieved for all of its clients. BOA's employees are highly skilled long-term staff and are always encouraged to become better architects and better project managers with continuing education and advanced certification.

With our extensive experience past on public works projects with other local municipalities in the past 60 years, we feel BOA Architecture and it's Design Team are most qualified for your contract. We believe our Design Team can best provide the **City of South Gate** with your requested services.

BOA REFERENCES

City of Artesia
18747 Clarkdale Ave.
Artesia, CA 90701

Melissa Burke, Deputy City Manager
(RE: 4000 sf renovation to convert old Library to new community development dept. with EOC and Conference room)
562-865-6262 x278
mburke@cityofartesia.us

City of Palmdale
38250 Sierra Hwy
Palmdale, CA 93550

Cody Hicks, CIP Project Manager
(RE: 4000 sf renovation dedicated EOC facility)
661-267-5253
chicks@cityofpalmdale.gov

City of Irvine
6427 Oak Canyon
Irvine, CA 92618

Alex Salazar, Public Works Senior PM
(RE: City Hall & City Council Chambers renovation)
949-724-7408
asalazar@cityofirvine.org

City of Laguna Niguel
30111 Crown Valley Parkway
Laguna Niguel, CA 92677

Jacki Scott, PE, Public Works Director
(RE: City Council Chambers dais & AV renovation)
949-362-4377
jscott@cityoflagunaniguel.org

City of Carson
701 Carson St b24
Carson, CA 90745

Alex Salazar
(re: City Hall and Mills Park renovation projects)
(310) 952-1700 ext. 1813
GMarquez@carsonca.gov

City of Cypress (2018-Current)
5275 Orange Avenue
Cypress, CA 90630

Nick Mangkarakiri
(re. City Hall, Senior Ctr. and Community Center renovation)
(714) 229-6729
nmangkai@cypressca.org

City of Gardena
1917 W. 162nd St.
Gardena CA 90247

Kevin Kwak, P.E. assist Public Works Director
(re: Mas Fukai Parks renovation & new Community Center)
(310) 217-9643
kkwak@cityofgardena.org

City of Santa Ana
20 civic Center Plaza
Public Works Agency
Santa Ana, CA 92702

Jonathon Aguirre, P.M.
(re: Renovation projects at City Hall, Portola Parks and Salvador Parks)
(714) 916-1114
jaguirre@santa-ana.org

3. QUALIFICATION & EXPERIENCE

Having completed the design of more than two thousand (2,000) municipal-type architectural design projects for over 80 different local government agencies, BOA is intimately aware of expediting municipal modernization projects. 95% of current and recent work is for public entities, just as the City of South Gate. Our industry niche is the renovation modernization projects that are in the $50,000 to $5,000,000 construction cost range. Our staff training and production systems are geared for the sometimes "messy" and complex renovation projects. Many of these projects were Civic Center Improvement projects very similar to the requested services at your facility. Of specific interest to you are that over 50 recent City Hall renovation design projects the BOA has completed with its current in-house staff. Among these 50 City Hall projects, 3 were EOCs. Combined, our Design Team (BOA & Triton Technology) has completed a total of 5 EOC projects. The Design Team has also completed over 20 City Council Chamber projects, which has many of similar functions as EOCs.

Facility modernization for municipalities is our firm's expertise and our competitive advantage. We recently completed the facilities modernization design for over 80 city-owned facilities for the City of Long Beach (many of these projects have technology upgrades). We have designed EOCs for the Police Department for the cities of Rosemead, Palmdale, and Artesia. Triton Technology has designed EOCs for the cities of LA, and Santa Barbara County. BOA and Triton have also recently completed the City Council Chambers renovation and technology upgrade for the cities of Irvine, Costa Mesa, and Laguna Niguel, all of which have EOC-related functions. Additionally, BOA and Triton just completed the design of a dedicated EOC for the City of Palmdale. Construction for this EOC will begin in November 2025

BOA's architectural design approach to resolve the ADA Compliance issues at your facilities from 500 completed past projects solely for the purpose of ADA Compliance. We have developed ADA checklists to quickly identify barriers of access and have highly experienced in-house staff. Our accurate ADA Compliance cost estimating and in-house Quality Control program ensure project thoroughness.

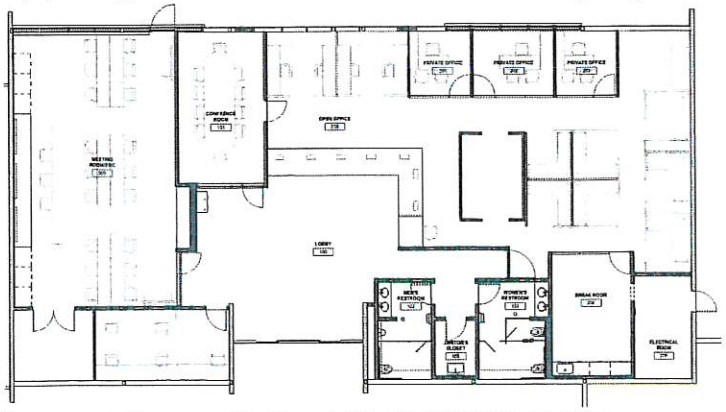
In the following pages, we have included relevant experience for similar scope projects recently completed by the Design Team. Please aslo refer to the Appendix for in-depth information with photos of our completed past projects

Artesia Community Development Center and EOC

EOC meeting room w 5 EOC functions; Management, Planning, Operations, Logistics, and Finance

Client: City of Artesia, City Manager Office, Contact: Melissa Burke, Deputy City Manager 562-865-6262 x278
Construction Begin: Jan. 2026; **Construction Cost:** $2,000,000 without AV equipment **Design Fee:** $90,000
Architect Team: Edward Lok Ng, Angela Hernandez, Kyle Ng,
Project Description: BOA Architecture provided interior architecture & engineering design to convert an old LA County Library at Artesia Park, into a new facility for the City's Community Development Center (for its Planning Dept., Building-Safety Dept., and Code Enforcement). Spaces include a generous public with expansive public counters, 3 private offices for directors, 12 open-office cubicles, a small conference rm. for meeting with the public, staff breakroom, Men-Women restrooms, and computer server room w back-up UPS that will serve both the Community Development Center and EOC. BOA collaborated with the City staff to select furniture that will be ergonomic, modern, and themed. The renovation included new LED lighting, polish concrete flooring, carpet tiles, vaulted ceilings, natural lighting, and new wall finish for a fresh and modern-contemporary appearance that will be compatible with and enhance the existing contemporary Mid-century architecture. Located off the lobby is a large 1200sf multi-purpose room that can be used for meetings, training, community engagement, and it can be converted into an EOC (Emergency Operations Center). This large community room was designed to be easily arranged into an EOC room within a few hours. The EOC will support the 5 EOC functions, Management, Planning, Operations, Logistics, and Finance. Each of the 5 functions will have a designated work area set-up with desktop computers, network connectivity, and a large TV screen for each function that will be ready to respond to just about any municipal emergency. Large 100" LED screens at the front will promotes efficient communication with all 5 groups at the same time. New acoustic wall panels & ceiling sound blankets will help to mitigate echoing and reverberation to allow each person to easily talk and listen to each other within a large room without the disturbing noise-chatter. Built-in cabinets will store radios, computer laptops, and emergency kits that will be needed by the EOC staff. An adjacent storage room will store portable tables/chairs, computer server, and large portable TV screens for EOC use. BOA worked intimately with the City I.T. staff to create an AV systems hardware plan, provide infrastructure, locate new AV equipment, provide sufficient natural and hardwire lighting.

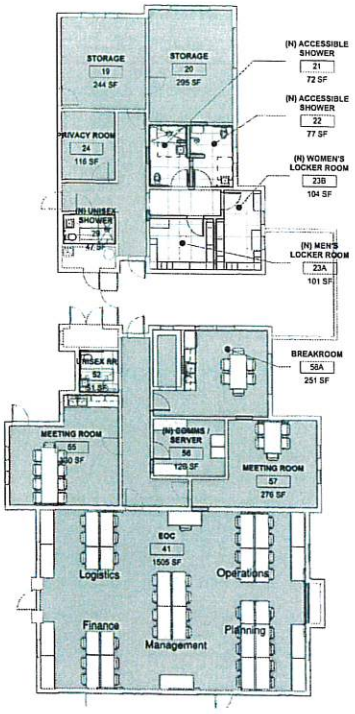
Proposed Lobby & Public Counter



Proposed Community Devel. Ctr. & EOC Floor Plan

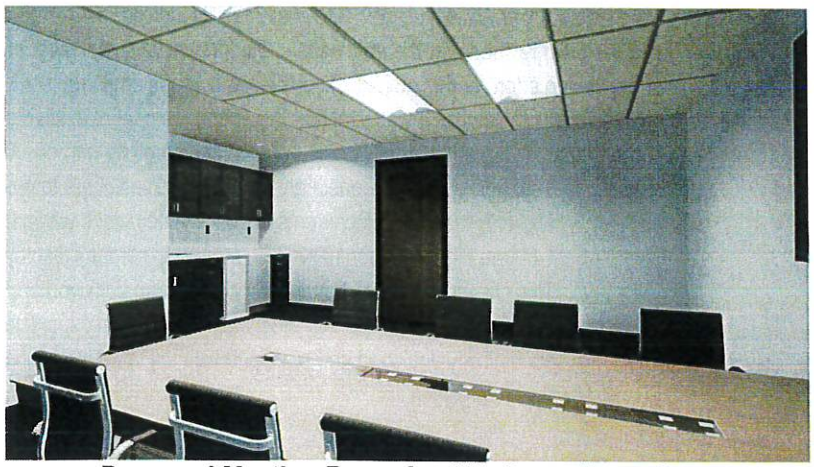
Palmdale Emergency Operation Center
with Audio-Visual Technology

EOC meeting room w 5 EOC functions; Management, Planning, Operations, Logistics, and Finance



Proposed EOC Floor Plan

Client: City of Palmdale, Dept. of Public Works, Contact: Cody Hicks, CIP Project Manager 661-267-5253
Construction Begin: Nov. 2025; **Construction Cost:** $3,300,000 **Design Fee:** $250,000
Architect Team: Edward Lok Ng, Leonardo Arteaga, Kyle Ng, Bella Che
Project Description: BOA Architecture teamed w NCB General Contractor for this Design-Build project to provide architectural design to convert an old Municipal Courts facility into a dedicated EOC (Emergency Operations Center). When completed, this EOC will have a large 1500sf EOC room that will support the 5 EOC functions, Management, Planning, Operations, Logistics, and Finance. Each of the 5 functions will have a designated work area set-up with customized desktop computers, network connectivity, broadcast capability, and a large TV screen, that will be ready to respond to just about any municipal emergency. A large 12' LED screen promotes efficient communication with all 5 groups at the same time. New acoustic wall panels help to mitigate echoing and reverberation to allow each person to easily talk and listen to each other within a large room without the disturbing noise-chatter. Support areas include conference rm. for City Council members, conference rm. for Fire and Police Depts., staff breakroom, restrooms w showers, men/women locker rms., storage room for emergency food/water, map printer, radios, and computer server room w back-up UPS. Scheduled to open in May 2026, this EOC facility will be stocked-supplied and equipped to allow emergency trained staff to stay overnight for several days. Also, an essential part of this project was the new emergency generator that will provide back-up electric power for the entire 4500sf EOC operations. BOA worked intimately with the City I.T. staff and our AV Technology and Information Technology consultant (Triton Technology) to create AV systems with a hardware and software plan to provide infrastructure, locate new computer equipment, sufficient ambient and lighting, dedicated computer servers, state-of-the-art new video LED wall, and customized workstations for the City's staff and City Council. The renovation included new LED lighting, carpet tiles, ceilings, and wall finish for a fresh and modern-contemporary appearance that will be compatible with the existing contemporary Mediterranean architecture.



Proposed Meeting Room for City Council members

ILWU Dispatch Center main entry

ILWU Excecutive Board Rm for once per week Board Mtgs.

Dispatch Hall with 14 large high definition10'x7' rear-projection screens

ILWU (International Longshore & Warehouse Union) Local 13 Dispatch Hall

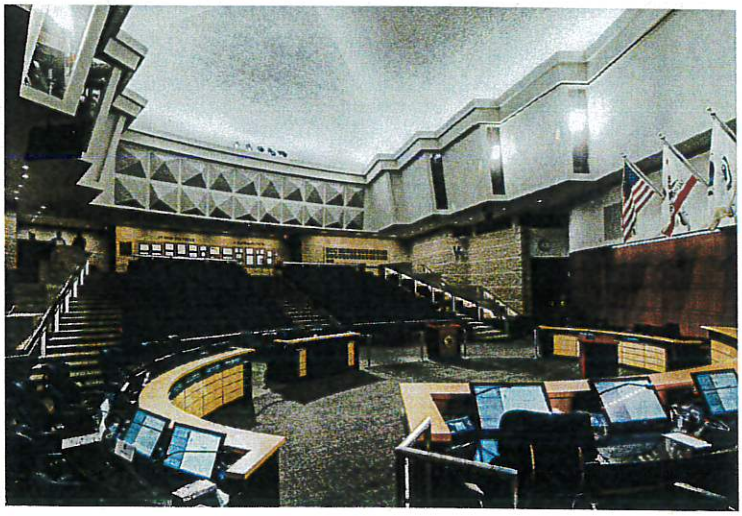
Client: Port of LA and PMA-ILWU, Daniel Caruthers: (310) 351-4280 **Dec. 2014 completion LEED Gold Certification**
Architectural Team: Edward Lok Ng, Miguel Andrade **Project Description:** This $20,000,000 (construction cost with $1,000,000 A/E fee), 35,000 sq. ft. Dispatch Hall/Auditorium project will provide a new admin. & dispatch center & meeting hall for the ILWU Local 13's 15,000 membership. The exterior and interior design will be compatible with the PMA's corporate image and "harbor and nautical" theme of the ILWU. This will be achieved by use of colors and shapes and textures common to the Ports of Long Beach and Los Angeles. The front of the building will look like an ocean going ship. Project scope also includes a 4000 occupant dispatch/meeting hall with a "state of the art", large screen computer display of Port job assignments and computer dispatching of Union Workers. The Dispatch Hall will have wall mounted folding bleachers, folding stage and loft seating to accommodate very large union meetings. Also included; dispatch offices, workrooms shower for cyclists, restrooms, and conference rooms. BOA assisted the ILWU with the Conditional Use Permit (CUP) process and expedited plancheck approval through both the City of Los Angeles. An extensive user audit was completed to ensure proper functional relationships of each Union service and the Dispatch Center the fastest dispatch of available union workers. Sustainable esign features includes, combined natural ventilation with high-efficiency HVAC, recycled building materials, Roof-top mounted Photovoltaic renewable energy, and extremely low water usage. Site sustainability include, bio-filtration planters filters all roof and storm water, drought tolerant planting, and over 500 trees provide shade for the parking lot. Our innovative sustainable efforts will lead to a LEED Gold Certification. AV Technology was a big part of the design effort for this project. Acoustics and sound equipment selection for the main assembly hall were critical issues to the use-ability of the Dispatch Center. It was vital that the announcement of available daily jobs be very audibly clear to the thousands of dockworkers that will be in the Dispatch Center on a daily basis. We worked carefully with our Acoustic Engineer and AV Technology and IT Consultant, and ILWU dispatchers to produce proper indoor sound and amplified announcements at specified locations within the huge assembly space. 14 large high definition10'x7' rear-projection screens display Port work assignments. This Dispatch Hall will be used for dispatching dockworkers daily and for monthly union member meetings. Behind the Dispatch hub is an executive Board Room was acoustically designed and equipped with the latest AV technology for once per week Board mtgs.

IRVINE CITY COUNCIL CHAMBERS REMODEL, AUDIO-VISUAL TECHNOLOGY UPGRADE & ADA COMPLIANCE

BEFORE

AFTER: COMPLETED DEC. 2018

Client: City of Irvine, Dept. of Public Works, Contact: Alex Salazar, Public Works, Project Manager 949-724-7408
Construction Completed: Dec. 2018; **Construction Cost:** $2,600,000 **Design Fee:** $250,000
Architect Team: Edward Lok Ng, Leonardo Arteaga, Miguel Andrade, Kyle Ng
Project Description: BOA Architecture provided architectural design to entirely modernize the City Council Chambers for workplace safety, ADA Compliance and a new Audio-Visual system with latest state-of-the-art technology. The architectural renovation included the replacement of the City Council Dais, City Clerk's desk, Director's desk, presenter's desk and both public address podiums. The Dais was re-organized in an oval shape to allow Council to speak directly with the Directors and public presenters directly. The existing awkwardly placed access ramp was moved to behind a wall to give the Chambers symmetry while maintaining ADA access for the disabled up to the Dais. Every Dais desk station is ADA Compliant & has internet/intranet access, individual computer screens for voting and to view PowerPoint presentation and access staff reports. Other areas of renovation include new carpeting, new acoustic ceiling with new LED lighting, special broadcast lighting, and sound system. New acoustical wall diffusers help to mitigate echoing and reverberation. This project incorporated many security components and workplace safety features such as, bullet-resistant panels (under the desk counter) for Council members and staff, and 2 desk stations for public safety officers. The added protection will allow staff to "duck and cover" in case of danger. BOA worked intimately with our AV Technology and Information Technology consultant (Triton Technology) to create ADA compliant AV systems with a hardware and software plan to provide utilities, locate new computer equipment, ambient and broadcast lighting, dedicated computer servers, state-of-the-art new "cube screens" video LED wall, and customized workstations for the City's broadcast staff. The same level of attention to the details was given to the retrofit of the locating of fire sprinkler heads and alarm devices. The greatest challenge for this project was the extremely compact schedule of 10.5 months for design, public bidding, and construction. BOA coordinated closely with the City for the Building-Safety Dept. plan reviewer to perform plancheck in the preliminary design phases to resolve accessibility and outstanding issues before starting construction documents, making the formal plancheck and building permit approval easy and seamless. BOA and its Design Team worked weekends and overtime to meet every critical path deadline. During the bidding process and construction phase, BOA gave this project the highest priority by answering and resolving RFI's within 1-2 days, and being on-call to meet with the construction team to expedite the construction process. The construction completed "on-time" to accommodate a very important citywide City Council Meeting. Irvine can now showcase its newly remodeled City Council Chambers with State-of-the-Art architecture and AV Systems.



BOA Architecture
Government Services

1511 Cota Avenue
Long Beach, CA 90813
Telephone: 562-912-7900

www.boaarchitecture.com

LONG BEACH TRAFFIC MANAGEMENT CENTER
INTERIOR RENOVATION

New State-of-the-Art "Cube Screens" Video Display

Date completed: 2012
Client: City of Long Beach
Architect Team: Edward Lok Ng, Miguel Andrade
Construction Cost: $300,000(not include equip.)
Project Description: BOA Architecture was commissioned to design an interior renovation project to transform an existing 1000 S.F. municipal classroom/training room in the basement of the City Hall into a new Traffic Management Center that would have a new conference room with seating capacity of 16 people and new "operations hub" to monitor and assist in the migration of traffic gridlock throughout the City. We worked extensively with our Electrical Engineers and Owner's Users to ensure climate control as the AV equipment are temperature/humidity sensitive. BOA worked with the City's AV Technology and Information Technology consultant to create a functional plan to provide utilities and locate equipment, lighting, dedicated server, state-of-the-art new "cube screens" video display, fire suppression, conference room and customized workstations.

New Customized Workstations

New conference room with seating for 16 people with an "operations hub" beyond conference room

SANTA BARBARA COUNTY
Office of Emergency Management

Triton was contracted to provide audio-visual system design and integration to the Santa Barbara County Office of Emergency Management (SBCOEM) rooms they use during county emergencies. These rooms are also during the planning, coordination, response and recovery of county related emergency activities. . SBCOEM utilizes two rooms during county emergencies, the IMR (Incident Management Room) and MCR (Management Conference Room).

These two rooms were completed in two phases. The first phase was MCR and second phase was the IMR.

The MCR project system included an upgrade with effective and intelligible speakers, and microphones that can pick up all the users at the table or seated around the periphery. The system leveraged existing displays and sources with a wireless control panel to operate the room. A new audio processor was integrated to handle the complex audio requirements of video and audio conferencing. The audio-visual infrastructure used a scalable IP video transport systems that allow sources (for example PCs and microphones) and destinations (for example wall displays and speakers) to be used with other rooms as overflow rooms selectively or combined from one presentation source.

The IMR Project utilized technology allowing users to effectively manage emergencies which involve effective communication both inside the IMR and outside using various soft codecs including Zoom, Skype, WebEx, and others. Like the MCR, the IMR upgrade included effective and intelligible speakers, and microphones that can pick up all the users at the main conference table or seated around the periphery as well as at the podium. The system sources included two PC's, two cable boxes, 2 wireless presentation devices, one pan/tilt/zoom camera, an input at the podium.

The audio-visual infrastructure used a scalable IP video transport systems that allow sources (for example PCs and microphones) and destinations (for example wall displays and speakers) to be used with other rooms as overflow rooms selectively or combined from one presentation source. MCR is available as a source to the IMR and the IMR is available as a source to the MCR.

Audio would be amplified in the room that followed a video source that was tied to a destination, which was the center projector. Any video source sent to the center projector that had audio would be amplified in the room.

The system design included a USB interface for audio to and from the room's audio DSP (Digital Signal Processor) allowing the soft codec PC to use the room's speakers and microphones as well as audio from other sources. The system included a VOIP line interface allowing a County provided VOIP line to be used with the system.

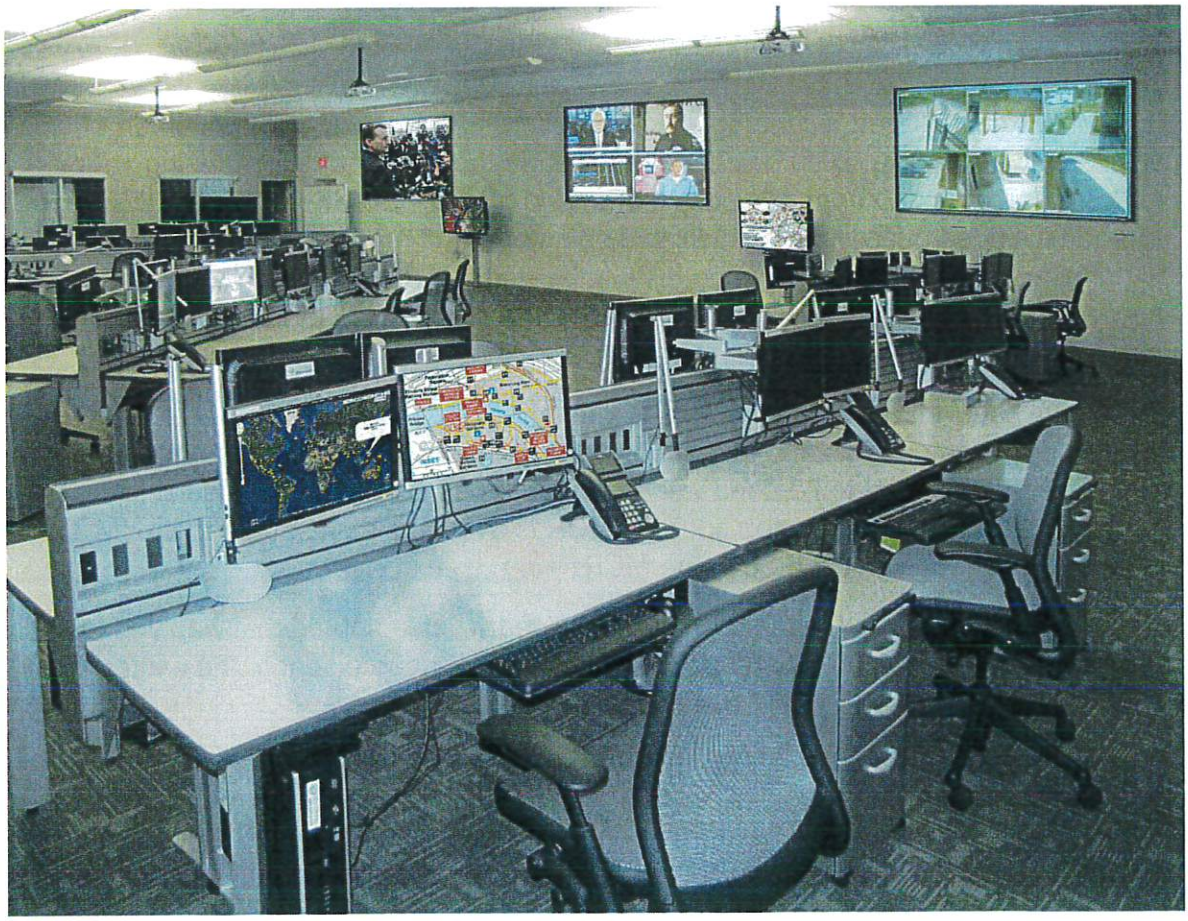
The room included the ability for radio and other audio sources to be amplified into the room.

An output from the video matrix was converted to USB into the PC which could use the video to be sent to the far end of a call or streamed to another endpoint.

The users of the room have the ability to use the room PC or their own laptop for video conferencing using USB3. A Owl Labs camera was installed at the conference room table that could be used with the room PC or a users laptop with the user having the ability to use the rooms microphones and speakers or the Owl Labs camera.

Two control panels were used to control the entire system. A wireless touch panel's docking station was installed at the conference room table and a 10{" wired was installed in the podium. There was a 15" confidence monitor installed at the podium that can either follow the video on the primary screen or preview any video prior to sending the content to any screen.

The IP video matrix allowed any of the sources to be displayed on three existing High-Definition projectors and screens, and the ability to feed displays in the MCR and other future rooms and buildings. Users will also be able to select which audio feeds the room's speakers and is sent to the remote codec in the room PC.



CITY OF LOS ANGELES

EMERGENCY OPERATION CENTER

City of Los Angeles Emergency Operation Center is a non-descript building in downtown Los Angeles. The first floor of the EOC is dedicated to the Los Angeles Police Department and the second floor is dedicated to the Los Angeles Fire Department. Both LAPD and LAFD utilize all of the audio and video systems on a day-by-day basis.

Triton was not involved in the audio-visual systems designed and built for LAPD on the first floor. Triton was contracted to provide on sight project management of all the audio-visual systems that served the 2nd floor for the Los Angeles Fire Department.

The project for LAFD included the following spaces LAFD Dispatch, Dept Ops Center, Briefing, SitSat, Fire Training, PSO Office, both small and large conference rooms. The 2nd floor took audio-visual systems took one year to complete as the original design was already five years old. All rooms had to be completely designed. The city ISD department was in charge of this project and made a priority of room completion. It was Triton's responsibility to make sure the design of each room was completed, direct the onsite engineer and installation crew during the project. Coordinate all equipment and installation materials were onsite prior to be needed, provide drawings with a scope to the Crestron programmer, coordinate the programming, commissioning and training of all the rooms. Confirm receipt of all as-built documentation and uncompiled Crestron code.

PROJECT SCOPE OF WORK

INTRODUCTION AND PROJECT DESCRIPTION

Having visited the project site and discussing the scope with you, we understand that the City of South Gate intends to transform an existing municipal building, currently being used as a Museum, into a dual-use facility. This facility will serve both as a command center for emergency preparedness, disaster response, and coordination, as well as a learning hub to support public safety training and community engagement programs. We also understand this build is historically significant to the City. BOA has a lot of experience on historic structures and will be sensitive to the design of the interior and exterior to retain the historic character of your building.

We understand that the South Gate Police Station, built in 1948, houses an Emergency Operations Center ("EOC") in a subterranean section of the building. This location is prone to flooding, lacks ADA-compliant access, and faces significant communication challenges due to the thick concrete walls. Given that effective communication is critical for emergency response. The project relocates the existing EOC from the SGPD basement to a new facility at the Civic Center by repurposing a portion of the museum to meet modern EOC requirements. We understand that the objective is to redesign section of the museum to serve as a Historical Museum for Parks and Recreation programs, and then conversion to an EOC when it is activated or needed by SGPD. As such, section of the museum is planned to serve a dual purpose; an as-needed EOC and an Educational Center/Museum. On a regular basis, the improved section will serve for conference room, community room, educational place and a Museum. However, when the EOC is activated, that will be shut down to the public and the EOC will be activated.

We understand that some of the displays in this portion of the museum that will be relocated to the easterly side of the museum section. They will continue to be available for public viewing to the extent practical. Other displays will be integrated into the room keeping part of the Museum experience while still allotting appropriate space for the EOC needs. BOA will work with and coordinate with the museum to meet their needs.

PROJECT BUDGET

We understand that the Project is Federally funded with Governor's Office of Emergency Services (CAL OES)/ Funds, and Local Funds. The budget for the Improvements for the EOC is approximately $1.2M from CAL OES and $400,000 in Local Funds, for a total overall budget of $1,600,000. We will be a good steward of this money and spend it wisely.

SCOPE OF SERVICES

We understand that the scope of work requested in this RFP is the preparation of the full set of construction documents necessary to bid and construct the project. This includes the preparation of the Plans, Specifications and Engineer's Estimates, obtaining any permits required for the project such as building permits, utility permits, etc. and clearances.

We understand that this project RFP explicitly requires that the space within the building be designed and constructed to meet Essential Facility standards, including Risk Category IV structural criteria to ensure life safety and continued operation during extreme events, redundant power systems with appropriately sized UPS and backup generator capacity to support critical functions without interruption, HVAC systems with emergency pressurization and filtration to maintain air quality, pressure differentials, and occupant protection during hazardous conditions, and resilient ICT and AV infrastructure capable of supporting secure, 24/7 communications, data management, and situational awareness during EOC activation.

We also understand that during non-emergency periods, the designated space functions as part of the museum, serving educational and public engagement purposes. Upon activation, the area must be rapidly converted into a fully operational Emergency Operations Center (EOC), typically within a few hours. This requires a flexible layout with modular furnishings and quickly deployable equipment that allows the space to transition efficiently from its public use to an emergency command environment. All critical infrastructure, including power, HVAC, communications, and audiovisual systems—must remain in a ready state at all times, designed to support continuous operation during emergencies. Lighting controls must support both museum and EOC functions, with programmable scenes, task-specific illumination, and emergency lighting modes to ensure visibility, comfort, and energy efficiency under varying operational conditions. Access to the space will shift from public to restricted, requiring secure entry and separation from surrounding uses. Storage for emergency equipment and supplies must be integrated into the design to support rapid deployment, while adjacent facilities must support round-the-clock occupancy by EOC personnel. Overall, the dual-use design must balance public-facing functionality with the resilience, security, and reliability needed for emergency response operations.

The design of the Emergency Operations Center (EOC) will adhere to all applicable federal, state, and local codes and standards, including the International Building Code (IBC) and ASCE 7 for Risk Category IV structural performance, NFPA 101 and 110 for life safety and emergency power systems, FEMA guidelines for continuity and hazard mitigation, NIST standards for cybersecurity of ICT systems, and, where appropriate, UFC antiterrorism standards for enhanced physical protection, while also complying with ADA accessibility, ASHRAE requirements for ventilation and energy efficiency, the National Electrical Code (NEC), and all relevant local fire, energy, mechanical, and plumbing codes to ensure a resilient, secure, and mission-ready essential facility.

As part of the design services, BOA Architecture will provide a concept-level floor plan and color renderings to illustrate the dual-use layout (museum/educational programming vs. EOC activation). BOA will also resolve all the ADA compliance issues inside the building and access to the EOC from the exterior.

The specific tasks for this scope of work are as specified in the following Work Breakdown Structure.

TASK 1 – PROJECT MANAGEMENT

BOA Architecture will provide a Project Manager, Edward Lok Ng, to be responsible for the successful delivery of services being sought herein. The Project Manager shall be responsible for the following:

- Management of the sub-Consultant team in the preparation of plans, specifications and engineering estimates and other related documents.
- Coordinating with all project stakeholders including but not limited to City of South Gate, BOA Architecture team, utility companies, telecommunications, AQMD, Fire Department and all regulatory agencies.
- Supervise, coordinate, monitor and review design for conformance with City policies and procedures.
- Maintain continuous communication with the City Project Manager, including regular meetings with the City, to review the Initial Concept Plan and project status at, 30%, 60%, 90% and 100% completion.
- Manage schedules and project reporting.
- Coordinate and facilitate regular meetings with City staff.
- Coordinate regular meetings with utility companies and participating agencies as necessary to deliver the services sought herein.
- Prepare meeting agendas and minutes, with an action item matrix. Distribute to the City, and other attendees or organizations, as required.

- Attend a Design Kick-off meeting with City representatives to review the project in detail.
- Evaluate and determine requirements and procedures for design, ongoing review, and coordination.
- Determine relevant issues specific to the Project and design standards.
- Hold monthly progress meetings or more frequently if needed, with City staff, permitting agencies and utility companies as needed.
- Provides construction support services during the construction phase.

TASK 2 – COMMUNITY OUTREACH

We understand that the City's Public Works Department will lead community outreach. BOA will support the City as necessary to conduct up to two outreach meetings with residents and business owners. BOA will shall provide technical exhibits and analysis required for the outreach meetings. It is expected that the City will have one Community Outreach and one Council presentation. consultant shall provide all needed information, handouts, or flyers needed for the community outreach indicating, project description, its multifunctional use, a Historical Museum, an Educational Center and an EOC during emergencies. In addition, BOA will provide an information handout with the description of the project in its planned dual form to minimize community outcry from converting a historic museum to an EOC.

TASK 3 – AGENCY & UTILITY COORDINATION

BOA will coordinate with all stakeholders immediately affected by the proposed improvements including but not limited to, agencies, utility and telecommunications companies, Fire Department and AQMD. BOA Architecture shall perform detailed research to identify all affected stakeholders that may be impacted. BOA will be responsible for researching Prior Rights to clearly identify parties responsible for funding relocation of impacted utilities. It is anticipated that the affected stakeholders will include, but not be limited to, the Public Utilities Commission, AT&T, Spectrum, Charter, Los Angeles County Fire Department, Air Quality Management District, Southern California Edison, and City of South Gate. BOA will also develop engineer's estimate of utility relocation costs. BOA will meet with the City Department of Parks and Recreation so they can maintain their programming for continual use of the museum and coordinate their use of the facility with the South Gate Police Department. BOA will meet with the City's Field Operations to clearly understand the maintenance needs for this transformation and shall provide training and education to staff and obtain input through periodic meetings.

Coordination with the utilities companies shall include the following:

- Consultant shall conduct a utility investigation within the Project construction limits based on available record information and review utility information to determine the impact of the project on the various utilities, including making contacts with each affected utility company to determine profiles of any facilities that may interfere with the proposed construction.
- Maintain a contact log.
- Prepare an initial request for utility information such as atlas sheets, mapping, or as-built plans. A utility base map will be developed based upon information received from the utility companies.
- Submit 30% 60%, 90%, and 100% plans to the utility companies for review and comment. Plans will only be distributed to those utility companies with facilities within the immediate project area.
- Coordinate with utility companies to relocate or upgrade their facilities (upon their request), as needed, within the project limit.

- BOA will be responsible for determining any utility upgrades or installations that will be required to service the existing and proposed improvements and to coordinate the installation of all required upgrades with each affected utility company.
- Lead efforts to identify ownership of unknown wet or dry utility lines.
- Plan and coordinate with Southern California Edison regarding any services needed and any effected utility agency.

TASK 4 – PRELIMINARY ENGINEERING

FIELD SURVEY
BOA will conduct field surveys as required for the preparation of the design documents. EOC being an old, dated building, the design will be required to ensure ADA access in and around the project site, plus within the interior. BOA will perform sufficient field surveys to guarantee accuracy of the final construction plans. Surveying services shall be in accordance with the following:

- Field Surveys: provide Full ramp sections survey including field data at all control or critical points to comply with ADA requirements at building Entry way and at exists.

Survey project site and building interior for ADA accessibility,

TASK 5 – PLAN PREPARATION, ARCHITECTURAL & ENGINEERING DESIGN, GENERAL AND SPECIAL PROVISION FOR FEDERALLY FUNDED PROJECT

BOA Architecture shall prepare Plans, Specifications, and Engineer's Estimates at levels of completion of 30%, 60%, 90%, and 100%. BOA will provide plans and specifications for Adio-Visual Technology Mechanical, Plumbing, structural, electrical and Architectural design services that are associated with the improvements and any necessary upgrades or needed for the EOC and meets all local and federal requirements. City will provide review comments at all design stages, inclusive of at the 100% design stage. It is expected that 100% Plans, Specifications and Engineer's Estimate will be complete and include comments and input from all stakeholders. One set of Mylar shall be produced after 100% plans are approved by the City.

Interior improvements, alterations and remodeling shall conform to the California Building Code and shall meet the International Fire Code (IFC) whereas BOA Architecture may be required to meet the IFC by installing a Sprinkler System as deemed necessary.

BOA will consider plumbing upgrade to the facility to meet the demand when the EOC is activated. All plumbing upgrades shall meet the California Plumbing
Code.

Security Design Elements: BOA will consider as part of the design element; Intrusion Detection and Alarm System, access control and perimeter security, by installing electronic access control systems by the use of Badges, and card readers at controlled entry point, reinforce access doors and other entry points, interior and exterior IP-based cameras, motion detectors and remote monitoring capability. The CCTV should be integrated with access control, intrusion detection and alarm system, should have Intrusion sensors on doors, windows, and accessible openings and integration with central monitoring system.

All Plans, including Architectural, Mechanical, Electrical, Plumbing shall conform to California Building Code or the International Building Code and other federal and State codes. Drawings shall conform to City Standard Plans and the Standard Specification for Public Works Construction . BOA will coordinate with City regarding the final plans and Specification format e.g., AutoCAD or Revit. Also, BOA Architecture shall coordinate the design phase of this project with City in regard to scale, sheets required, fonts and size of text, etc. All plans must be signed and stamped by a registered Civil Engineer, and/or other registered engineers or Architect as required by the design documents being prepared. Plans are not considered 100% complete until stamped by City Building Department, Fire Department (if needed) and Engineering Design Division with the proper date.

As part of the PS&E, BOA Architecture will also produce the following documents,

- Provide full architectural services for EOC/Educational facility design, this includes but not limited to:
  - Essential facility with Space Planning.
  - Walls retrofit.
  - Window retrofit (with security screens) with impact rated exterior glazing.
  - Window shutters
  - Upgrade HVAC system to meet the demand of the EOC staff (about 12 members).
  - Back up power.
  - Zoning and pressurization
  - HEPA Filtration, 24/7 Ventilation capability
  - Protected outside air intake.
  - Isolation dampers
  - Potable Water storage.
  - Uninterruptible Power Supply (UPS)
  - Power supply: Dual utility feeds
  - Emergency egress lighting.
  - Task lighting with dimming controls.
  - Redundant lighting in command and communications areas.
  - Telecom and Internet providers with WIFI, (2 Internet providers).
  - Fiber optic cabling and radio communications
  - Data cabling (Cat6A or better) and secure server racks.
  - Fire Alarm and Life Safety.
  - Voice evacuation system.
  - Dedicated emergency circuits for fire alarm and life safety systems.
  - Site Access & Circulation with multiple ingress/egress points.24/7 secure access for staff and responders.

- Furniture and Interior design.
  - (Tables, Ergonomic chairs with adjustable armrests, lumbar support, desks etc.)
  - Workstations / Consoles
  - Modular command center desks.
  - Sit-stand capable desks.
  - Cable management and power/data access built in.
  - Large Conference Table with Power/data access integrated.
  - Monitor Mounts and Video Walls.
  - Multi-monitor arms per station.
  - Large video display wall consoles
  - Whiteboards / writable wall panels.
  - Portable AV carts or built-in display monitors.
  - Storage cabinets for maps, plans, documents, phones, radios etc.
  - IT & Communications Room with server racks / data cabinets
  - Standard office desks.
  - Printer stands
- Stand By Generator;
  - Generator, capable of handling all EOC needs during an emergency with an Automatic Transfer Switch (ATS) with Auto-Start controller, generator pad and enclosure with fuel storage system, grounding system, battery and charger, and Remote monitoring system. All electrical work must meet NEC and Local codes.
- Communication Equipment.
  - VHF/UHF radios, portable and base stations
  - Phones and Cell Phones
  - Internet terminals
  - Routers, firewalls, switches, Wi-Fi, secure remote connection
  - Servers and Network Attached Storage
  - Workstations with headsets and webcams
  - Printers, scanners, fax machines
  - GIS and mapping tools
  - Redundant communication paths
  - Emergency Alert System, integrated Public Alert and Warning System
  - Social media management tools and TV/radio broadcast monitors
  - Audio/visual systems (video walls, projectors)
  - Whiteboards and collaboration tools
  - Incorporate standards from FEMA, NFPA, ICC, and ADA

Environmentally Friendly Design and Amenities

BOA Architecture will prepare plans utilizing Energy Conservation and other environmentally friendly design, such as the use of LED Lighting with motion and occupancy sensors, Smart HVAC System with zoned climate control, Natural Ventilation & Lighting: Maximize use of windows/skylights during museum hours; install high-efficiency blinds or smart glass for EOC use, Energy Star Equipment: All AV, IT, kitchen, and office equipment should be energy-certified, water conservation, using low flow fixtures, Integrate lighting, HVAC, and security under a smart management platform, and Optimize energy use based on occupancy and schedules. Being a historical museum, the Architect is encouraged to Work with a preservation architect to ensure modifications meet SHPO (State Historic Preservation Office) guidelines, Use reversible construction techniques and Avoid drilling or altering original materials when installing tech or utilities. In addition, BOA Architecture shall consider the use of modular walls and convertible furniture for fast transitions between museum, conference, and EOC setups and make the EOC self-sustaining in emergencies using solar, battery and a biodiesel or natural gas generator. The new generator shall be on the approved list by AQMD. BOA Architecture shall seek approval from Building and Safety Division for the Project design plans at 60% and 90% submittals and addressing Building plan check comments.

TECHNICAL SPECIFICATIONS

BOA Architecture will prepare Technical Provisions and shall clearly identify the work and materials for each bid item.

COST ESTIMATE

BOA Architecture will prepare construction cost estimates at 30%, 60%, 90% and 100% completion milestones in electronic PDF format and Excel format. utilizing quantity calculations for the various items of work. Estimate will incorporate unit prices for the various items of work, shall utilize lump sum pricing for only those items approved by the City's project engineer and shall clearly define the items of work and cost associated.

TASK 6 – CONSTRUCTION BIDDING PHASE SERVICES

The City will prepare Construction Bid Package. BOA Architecture will advise the City on the appropriate response to bidder's technical questions. Prepared plans, specifications and/or quantity estimates to be issued as addenda as the City determines appropriate. BOA Architecture will provide support during construction bidding phase and advertising period as follows:

- Attend pre-bid meeting.
- Assist in Analysis of Bids, as necessary.
- Log questions and responses to bidders' questions regarding the bid documents.
- Evaluate the need for addendum to bid documents in response to bidder's questions and prepare addendum if required.

TASK 7 – PRE-CONSTRUCTION MEETING AND JOB-SITE MEETINGS

BOA Architecture will attend the pre-construction meeting, job walk, and job-site meetings as required over the course of the construction schedule. Include appropriate meetings in BOA Architecture's proposal.

TASK 8 – RESPOND TO REQUESTS FOR INFORMATION AND SUBMITTALS (AS NEEDED)

Provide response to contractor's requests for information (RFI) about the plans and specifications. This task includes conferring with the City's Project Manager regarding RFIs. Consultant shall assume that fifty (50) RFI's will be received and responded to by consultant. Consultants shall review and respond to the submitted RFIs within 5 working days.

In addition, Consultants shall prepare design changes as needed to address unforeseen site conditions, to provide field design recommendations and/or changes, or to address any issues that may arise. Consultant will assume some normal design changes will be needed.

BOA Architecture will review, provide comments on, and approve all submittals submitted by the contractor during the construction phase of the project within 2 working days of receipt of a submittal request. Log Requests for Information and provide responses, Log all Submittals, and provide design recommendation inclusive of design details

Regularly scheduled construction observation is specifically excluded from this scope of work.

TASK 9 – PREPARE RECORD DRAWINGS (AS-BUILTS)

Within 60 days following the completion and acceptance of the project, furnish City a complete set of revised original tracings showing as-built conditions on Mylar. Revisions will be solely based on as-built information provided by the City's Construction Manager and the Contractor.

PROJECT APPROACH

BOA's project management approach is based upon our extensive past experience in preparing comprehensive architectural construction documents for architectural Community Center, EOCs, City Hall, and other municipal architectural projects using a Multi-Discipline Design Team. Your project will need not only architectural expertise, but also other design disciplines, such as ADA Compliance (in-house expertise), Landscape architecture, construction manager, and Engineering design. BOA will provide leadership and direction to the Design Team. BOA's management approach incorporates the following 6 components used successfully on facilities design projects:

1. Project Management
2. Project Documentation
3. Consultant Coordination
4. Construction Administration
5. Quality Control
6. Work Plan

1.PROJECT MANAGEMENT

With a long history in municipal facilities modernization and renovation, BOA has continually refined its management philosophy to enhance future projects. As your project's architect, BOA will apply our most advanced management techniques.

Our management plan aims to deliver a well-designed project that surpasses client expectations, stays within budget, meets deadlines, and fulfills all functional, technological, and State and Federal accessibility requirements. Our approach is guided by the following key considerations:

Design/Management Integration

Successful projects require the fusion of the design disciplines with those of management. They must have common goals and an integrated process. This is best achieved by appointing leaders with mutual respect and extensive Public Works and modernization design experience on similar projects.

BOA will have Edward Lok Ng, Architect, as the Project Manager. An examination of Mr. Ng's qualifications reveals that he has designed and managed 3 EOC's projects, 10 City Council Chamber renovation projects, over 50 City Hall renovation projects and over 500 ADA Compliance Municipal design projects. He is also recognized as an expert in the field of ADA compliance. It is the Project Manager's task to help establish the appropriate design vision and see it through its successful realization.

Client Participation

Client participation is crucial for achieving design goals, as understanding the client's needs is essential. Active client involvement, including key user groups, will be maintained throughout the design process. The Project Manager will ensure that the efforts of the team are always addressed to the specific client user group. The understanding and involvement of the client will extend to City appointed representatives, i.e., maintenance managers, IT Dept., safety/security officers, and City inspectors and engineers in a mutually productive partnership. The Design Team is intimately familiar with ADA Compliance projects. Team-work and close coordination among staff, consultants, and the Clients are essential to a successful project. Timely participation and response of the Client is absolutely critical if the project is to be successful and "on time" and "on budget". The Design Team will be responsible for ensuring that a high degree of coordination occurs and that project milestones are met. The Design Teams biggest assets are its attention to construction details, thoroughness in drawing documentation and ease of constructibility. A major priority of the Design Team will be to establish a continuing dialogue with your staff, the City Building and Safety plan check, and representatives of interested parties so that our products reflect community goal, City policy, and conformance with your Audio-Visual (AV) technology goals.

Specialist Expertise

Our firm boasts extensive expertise and experience in municipal ADA compliance projects, underscored by a track record of successful engagements across various public and municipal facilities. With over 60 years in architectural design, we have continually refined our approach to ensure rigorous adherence to ADA guidelines. Our team includes seasoned professionals with specialized knowledge in accessibility standards, including design and construction experts who have worked on numerous municipal and ADA compliance projects. This includes extensive work on municipal buildings, City Halls, recreational centers, and public spaces where we have seamlessly integrated accessibility features while meeting both functional and aesthetic goals.

Continuity

The understanding of the project needs and the resultant design goals must be maintained throughout the project's duration. In construction phases, it is as necessary as in the design phases, to make certain that the original intent, of the client and designer are realized in the final built product. The key members of the team, under the leadership of the Project Manager will be responsible for the direction of the project throughout all phases to ensure continuity of design intent.

Methodology

BOA utilizes a sophisticated design process which invests a greater level of development than normal in the preliminary phases. This will result in a complete statement of design intent, scope of work, and identify all facilities addition/renovation design solutions prior to commencement of final documentation. This is achieved by a carefully structured work plan complemented by 100% utilization of CADD-BASED-3-Dimension (3D) documentation. All documents are produced on 3D from initial concept to construction documents. We use the latest 3-dimensional modeling software to add clarity and readability to our drawings. The ability of 3D-BASED procedures to adapt and quickly incorporate the evolution of basic developments is fundamental to the efficiency of this process. We also use this same 3D software for all our 3D color renderings to present to you.

2. PROJECT DOCUMENTATION

Project Documentation is a result of systems set up in BOA's **Project Management Manual**. This guide on how to run a project effectively and efficiently, developed more than 60 years of architectural practice, is firm, but flexible; responsive to the specific dynamics of specific projects, but unyielding in its insistence on full documentation, responsiveness, and performance. Keys elements include:

Project Checklist

This is initiated at the beginning of each project and services as a guide of all elements of the project to be completed, and as a central index for all project related material. It is continually updated and reviewed during regular project audits.

Product File and Technical Project Checklist

Initiated at the start of design, this checklist serves to record all considerations and decisions regarding building materials and methods to be used in construction. It also becomes a comprehensive guide for preparation of the Construction Documents.

3. CONSULTANT COORDINATION

The engineering consultants will play a very critical and active role in all phases of the work. The Project Manager leads in coordinating the efforts of consultants with the help of:

- Frequent coordination of meetings.
- Consultant orientation packets which are distributed at project commencement and periodically through the project.
- Clearly defined scopes of work which define separation of responsibilities and eliminate grey areas.
- Milestone Outline, prepared specifically for each project which clearly defines consultant performance expectations for each phase.
- Project Schedule coordinated with a milestone outline, reviewed and signed off by all consultants.
- Drawing Status Log which is updated every two weeks which track's consultant's performance.
- CADD procedures involving background and overlay methodologies that insure up-to-date and coordinated design effort.

4. CONSTRUCTION ADMINISTRATION

BOA understands the importance of efficient construction administration. To ensure that the design and technical intent are conveyed to the contractor and that the project knowledge is available throughout this phase, the construction administration is led by the Project Manager. For the subject project, the project Manager, Edward Lok Ng will personally review shop drawings as well as attend job site meetings. A Senior Project Manager from each of our consultants will be assigned to assist the project Manager and ensure that the highest standard, procedures and methods of construction are employed.

BOA will also aid in developing a Construction Phasing Plan to minimize disruptions to ongoing operations. We will assist in the development of a Phasing Plan to ensure continuity for any essential activities during construction. Our experience includes successfully supporting various municipalities, such as Costa Mesa, Carson, Laguna Niguel, and Irvine, in renovation projects where maintaining the operational functionality of facilities was critical. Our success in these projects stems from prioritizing the ongoing operation of the building from the early design phases.

5. QUALITY CONTROL

Quality assurance begins with the commitment, experience and abilities of the team members. All of the firm's personnel contain many design specialists (specifications, modernization/ repair design, safety (bulletproof) enhancements, constructibility and ADA Code Requirements) versed in the complexities of the individual phases of the design process. The quality assurance program for the project will draw on these skills to assist the team in obtaining its goals for a design of vision that delivers the maximum functional and accessibility solution to the user that addresses the needs of the client and does so with the most efficient construction process. BOA has an established Quality Control program that is based on three mechanisms:

The Quality Control Manual

The Quality Control Manual documents, activities, tasks, and deliverables are to be achieved in each phase of work. Checklists are included and, at the completion of each phase, are signed off by the Project Manager. The manual also includes exemplary forecasts for meetings, programs, schedules and agendas.

Quality Control Review

Quality Control Reviews occur prior to review Submittals and at key points in the project schedule. During these reviews, the entire sets of documents are checked by an experienced, a architectural professional who has had major experience in the design of similar projects to ensure a "questioning character" in this process. Major emphasis is placed on Constructibility and on satisfying the ADA and operational technology requirements of the user and thoroughness of documentation. As a part of this project, BOA will commit Mr. Leo Arteaga, CASP/Quality Review Officer. Mr. Arteaga will be ideal for this role because of his extensive ADA-Compliance and Public Works experience, and familiarity with processes and procedures of the City and County. Mr. Arteaga will review all deliverables at, 50%, and 95% completion. This involvement is formalized and part of the quality control manual procedures. We are committed to providing quality design services and trust that our past work with other local cities in Southern California is indicative of that commitment.

Project Standards

From our experience of more than 2000 municipal modernization projects with numerous Cities in California, BOA has developed its own Project Standard that can be customized to the Client that enhances quality control of bid documents and the construction process. Project Standards include:

a) Construction document detail drawings: With the input of past governmental clients, BOA has developed, refined, and field tested over 200 Standard municipal facilities and ADA Compliance construction details. We have Standard, field tested, construction details for just about every field condition possible; accessible desk and work counters, accessible work stations, EOC workstations, public accessible counters, access elevators and lifts, ADA signage, railings, entry doors, stairs, ramps, site work, parking lot, path of travel, etc.

b) BOA has developed a standard Public Works equipment list e.g., fixed seating, types of new handrails, access lifts, plumbing fixtures, drinking fountains, ADA furniture, restroom accessories, audio-visual equipment, accessible stairs, ADA signage, etc., complete with manufacturer Model # and their acceptable approved equal. The Standard equipment list have been field tested and proven to be of high quality, durability, parts availability, and acceptable to the many past governmental municipal clients.

c) BOA has developed a standard keynoting system with over 150 items that addresses virtually every public facilities field condition and many retrofit/repair conditions. These standard keynotes have been field tested and refined, and have proven to be clear and concise to construction contractors.

The Quality Control program has resulted in an outstanding bid record of projects being at or under budget, meeting the original project schedules and having a record of excellent construction success that reflects our document quality and understanding of the ADA compliance and public works construction process.

6. WORK PLAN

An integral part of our project management approach is our work plan. This is a written forecast of what BOA will do, step-by-step in each phase of the project. The client will be given an opportunity to review our work plan to input city goals and comments before start of design work. ***Because of your page limitations, a sample of our Work Plan can be found in the Appendix.***

RESOURCE ALLOCATION MATRIX SDF

Because of your page limitations, a sample of our Resouce Allocation can be found within the Fee Proposal (Submitted Separately)

RESUMES

EDWARD LOK NG, ARCHITECT, LEED AP
President/ Sr. Project Manager and Designer

PROJECT RESPONSIBILITY

- Maintain Client communication, lead overall design effort in form and function, compile client and user group input and day-to-day contact with Client.

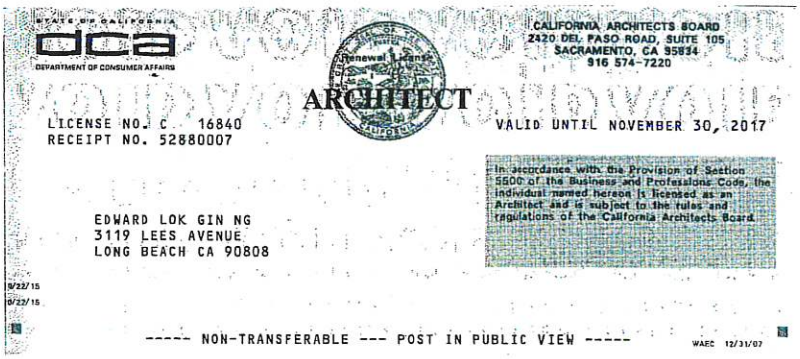
EDUCATION

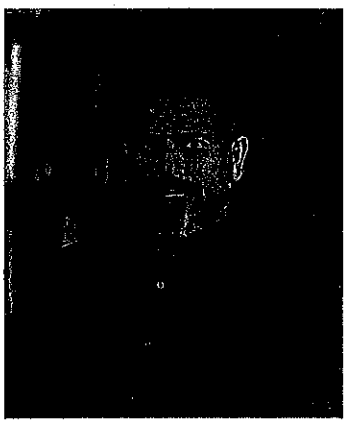
- Bachelor of Architecture, University of Hawaii, 1981

PROFESSIONAL REGISTRATION

- Licensed Architect, C-16840, State of California, 1986
- LEED Accredited Professional 2009
- Completed Accessibility Surveyor Training for State Leased Buildings and Facilities, State of California, since 2003

EXPERIENCE: Edward Lok Ng has been a member of BOA since 1982. Principal and Director of Design, Mr. Ng has over 40 years of experience in all phases of the design process. He has personally designed and managed over 500 municipal facility projects for local cities. Most importantly, he has designed or managed 3 EOC's, 8 City Council renovation projects and over 20 City Hall renovation projects for many local cities. He leads a talented team of designers and consultants to ensure that design solutions effectively meet the clients' and users' needs while adhering to client schedules and budget constraints. He has been the Project Manager and Designer the Palmdale EOC and the Artesia EOC. Additionally, he has completed numerous other projects Parks and Recreation facilities, civic/public buildings, city hall, Fire Station facilities, and ADA retrofit/transition plan projects. This experience coupled with Mr. Ng's dedication and commitment to sustainability and design excellence has led to numerous honors and repeat clients for BOA. Finally, Mr. Ng has personally designed over 200 ADA Compliance projects for numerous public entities, including the Cities of Irvine, Huntington Beach, Tustin, Cypress, Anaheim, State of California, and many others. Mr. Ng is very familiar with expediting architecture projects with AV and IT technology. A certified plan review consultant to California's Division of the State Architect, Mr. Lok Ng has completed DSA-sponsored training as an Access Compliance Plan Reviewer and Accessibility Surveyor. As a member of the City of Long Beach Disabled Access Appeals Board since 1994 and the Design Review Board for the City of Downey since 1989, he has reviewed applications and appeals for a broad range of commercial and municipal design projects. He is also LEED, AP Certified and has design several LEED Certified projects, which will be a great asset for the sustainability and seamless transition between old work and new work in renovation projects.





LEONARDO ARTEAGA PROJECT MANAGER, CASP

PROJECT RESPONSIBILITY

- Apply and interpret technical requirements of the Americans with Disabilities Act and access provisions of the California Building Code.

EDUCATION

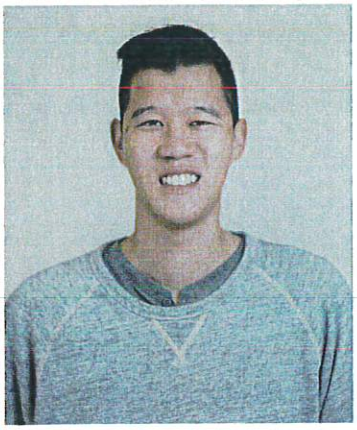
- Bachelor of Architecture, California State Polytechnic University at Pomona, 2002

PROFESSIONAL REGISTRATION

- California Certified Access Specialist, 2009 - CASp #55
- ICC-Certified Accessibility Inspector and Plan Examiner - #8088179

EXPERIENCE: Leonardo Arteaga is a Project Manager with expertise in applying and interpreting technical requirements of the Americans with Disabilities Act (ADA) and access provisions of the California Building Code (CBC). Mr. Arteaga is a California Certified Access Specialist. He graduated from California State Polytechnic University, Pomona, in 2002 with a Bachelor of Architecture degree and has been at BOA Architecture since 1997. In 2009, he successfully fulfilled the experience and testing requirements set forth by the Division of the State Architect (DSA) and became a California Certified Access Specialist. His experience ADA Compliance experience includes accessibility plan check services on behalf of the DSA-Los Angeles Basin Regional Office and the County of San Bernardino-Department of Risk Management, ADA Transition Plan and accessibility inspections, compiling inspection information into accurate and concise accessibility reports, cost feasibility reports, and code analysis roles covering all phases of barrier removal. His relevant experience and expertise includes all types of municipal facilities (City Halls, Theaters, Auditorium, Community Centers) for ADA Compliance for the Cities of Long Beach, Placentia, Irvine, Huntington Beach, and for the State of California DMV at Oxnard. Other experience include DSA-LA Basin Region Office – Consultant Access Compliance Plan Reviewer (2008-2011), County of San Bernardino, CA – Inspection, Review and Analysis, and ADA Title III Private Entity Accessibility Surveys – multiple facilities. Please note that Mr. Arteaga oversew the production of 5 City council chamber renovation projects and 15 City Hall renovation projects.

KYLE NG
PROJECT MANAGER, DIRECTOR OF INTERIOR DESIGN



PROJECT RESPONSIBILITY

Equipped with a BFA in Interior Architecture (from CSU Long Beach) and Masters of Architecture (Cal Poly Pomona), Kyle is BOA's Director of Interior Design. Kyle offers valuable design insight and is in-charge of interior design directions, and is responsible for our extensive interior materials library and resources. He works to spearheads the production of interior design construction documents; drawings, specifications and 3-dimensional modeling. He also coordinates with Clients and our sub-consultants/engineers to resolves critical interior design issues.

EDUCATION

Masters of Architecture
Cal Poly Pomona University, 2017
BFA, Interior Architecture from CSU Long Beach
Licensure in Progress

YEARS OF EXPERIENCE

Employed by BOA since 2010

EXPERIENCE

Kyle has been a member of BOA since 2010, with over 15 years of architectural experience in all phases of a project, from conception, through construction, and project close-out. He has experience in both private commercial and especially public works interior renovation projects for numerous public clients; understanding the goals of the Client and that open communications are the keys to a successful project. He leads the interior design and production effort to ensure that design solutions effectively meet the clients' and users' needs and goals while adhering to client schedules and budget constraints. He is advance-proficient in both Computer Aided Design (CADD) and in BIM Revit 3D 2020. He has been the Project Manager for interior design projects for numerous public agencies; Cities of Irvine, Costa Mesa, Laguna Beach, Laguna Niguel, Pasadena, and for LA County ISD, and Orange County Fire Authority. Kyle's wide variety of interior Public Works design work experience includes:

- Root Vision Dental Office, interior renovation & exterior façade improvement
- Historic Long Beach Restaurant restoration and re-creation, 4251 Long Beach Blvd.
- OC Fire Authority, Fire Station #41 Air Operations interior addition-renovation
- City of Laguna Beach City Hall interior renovation, various locations
- City of Costa Mesa Finance Dept. interior renovation
- City of Laguna Niguel Senior Center interior renovation
- LA County ISD, interior & exterior renovation at 4 Social Services locations
- City of Pasadena Police Dept. renovation to 3 floors, and Interior Design for 3 fire stations
- City of Laguna Niguel Council Chamber renovation
- City of Costa Mesa Council Chamber renovation
- City of Palmdale EOC

PAST ADA-COMPLIANCE PROJECTS

The following is a list of selected ADA-Compliance projects completed by BOA's current in-house staff:

FOR STATE OF CALIFORNIA, DEPT. OF MOTOR VEHICLES (DMV):

- Glendale DMV - $260,000.
- Fresno, DMV - $250,000.
- Bakersfield DMV - $200,000.
- Santa Monica DMV - $200,000.

FOR STATE OF CALIFORNIA, DEPT. OF FISH AND GAME:

- Bolsa Chica Wildlife Reserve - $150,000.
- Newport Bay Ecological Reserve -$150,000.
- Fillmore Fish Hatchery - $120,000.
- Mammoth Lakes Fish Hatchery - $120,000.
- Kern River Fish Hatchery - $130,000.
- San Jacinto Wildlife Area - $120,000.
- Imperial (Saltan Sea) Wildlife Area - $160,000.

FOR STATE OF CALIFORNIA, DGS-RESD-PSB, VARIOUS STATE FACILITIES:

- Ronald Reagan State Bldg. - $80,000.
- Fresno Water Resources State Bldg. - $180,000.
- Santa Ana State Bldg. - $140,000.
- Van Nuys State Bldg. - $150,000.

FOR STATE OF CALIFORNIA, DEPT. OF MENTAL HEALTH

- Napa State Hospital - $5,000,000. for 24 facilities

FOR MUNICIPALITIES ADA COMPLIANCE:

- Manhattan Beach, Maint. Dept. ADA Retrofit, City of Manhattan Beach, CA -$800,000.
- Torrance Airport ADA Restroom/Washrack, Torrance, CA - $150,000.
- Redondo Beach City Hall ADA Retrofit/Audit, Redondo Beach, CA - $150,000.
- Green Meadows Recreation Center, ADA Retrofit, City of Los Angeles, Rec. & Parks Dept. - $200,000.
- Banning Park Senior Center, City of Los Angeles; Recreation and Parks Department - 2,000,000.Bellflower
- City of Long, City Hall ADA Compliance, Lomita, CA - $120,000.

FOR L. A. COUNTY ADA COMPLIANCE:

- L A County Fire Station #53, ADA Retrofit, Rancho Palos Verdes, CA - $100,000.
- L A County Fire Station #56, ADA Retrofit, Rolling Hills, CA - $100,000.
- Harbor Hills Public Housing Project, ADA Compliance and modernization, Lomita, CA - $1,500,000.

FOR PRIVATE CLIENTS:

- Seal Beach Shopping Center Renovation/ADA Retrofit, Seal Beach, CA - $250,000.
- East Side Christian Church Renovation/ADA, Long Beach, CA - $400,000.

FOR CITY OF TUSTIN ADA COMPLIANCE:

- Tustin Frontier Park, ADA Retrofit/Audit, City of Tustin, CA - $150,000.
- Pine Tree Park, ADA Retrofit/Audit, City of Tustin, CA - $140,000.

FOR THE CITY OF LONG BEACH ADA COMPLIANCE:

To date, BOA has completed 25 ADA facilities audit and retrofit projects for the City of Long Beach:

- North Long Beach Branch Library - $150,000.
- Burnett Branch Library - $150,000.
- Bret Harte Branch Library - $100,000.
- City Hall - $400,000.
- Main Library - $300,000.
- Long Beach Sports Arena, 11,500 seat sports arena - $1,000,000.
- Terrace Theater - $1,000,000.
- Center Theater - $100,000.
- Long Beach Convention Center - $300,000.
- El Dorado Park Nature Center - $150,000.
- Long Beach Senior Center - $300,000.
- Convention Center Parking Structure - $100,000.
- Belmont Plaza Pool & Community Center - $200,000.
- Elevator - Citywide - $300,000.

FOR THE UNITED STATES POSTAL SERVICE ADA COMPLIANCE:

Within the past five year, since 1995, BOA has performed 20 ADA transition plan/retrofit projects for USPS. The following are selected projects, and their construction cost.

- North Long Beach, Long Beach, CA - $70,000.
- Pacific Station, Long Beach, CA - $50,000.
- Spring Carrier Annex, Long Beach, CA - $50,000.
- Downtown Long Beach, Long Beach, CA - 1,000,000.
- North Torrance, Torrance, CA - $50,000.
- Old Town Torrance, Torrance, CA - $60,000.
- Downtown Whittier, Whittier, CA - $100,000.
- Willowbrook Branch, Compton, CA - $20,000.
- Gardena-South, Gardena, CA - $50,000.
- South Downey, Downey, CA - $50,000.
- San Pedro-Main, San Pedro, CA - $300,000.
- Surfside Station, Sunset Beach, CA - $30,000.
- Palos Verdes Station, P.V. Estates, CA - $50,000.
- Avalon MPO, Catalina Island, CA - $30,000.
- East Lynwood, Lynwood, CA - $50,000.

FOR CITY OF MONTEBELLO:

- Ashiya Park - $150,000.
- City Park - $200,000.
- Holifield Park - $150,000.

FOR CITY OF HAWTHORNE ADA COMPLIANCE:

- Ramona Park - $50,000.
- Jim Thorpe Park & Comm. Ctr. - $200,000.
- Eucalyptus Park & Comm. Ctr. - $200,000.
- Holly Park - $100,000.
- Holly Glen Park - $200,000.
- Airport Admin. Bldg. & Comm. Ctr. - $200,000.
- FBO Hanger - $50,000.
- Airport Museum - $100,000.
- Hawthorne Plaza Parking - $100,000.
- Zela Davis Park - $50,000.
- City Hall - $300,000.
- Police Station - $200,000.
- Fire Station #1 - $50,000.
- Memorial Ctr. & Comm. Ctr. - $200,000.
- Senior Citizen Center - $100,000.
- Memorial Park - $100,000.
- Hawthorne Swimming Pool & Bathhouse- $200,000.

FOR CITY OF ROSEMEAD:

- Rosemead Senior Center Renovation/Addition and ADA Compliance - $300,000.
- Rosemead City Hall ADA Compliance - $80,000.
- Garvey Park Restroom/Concession and Ball Fields/Playground - $400,000.
- Garvey Park Community Center Addition and ADA Compliance - $400,000.

FOR LOS ANGELES UNIFIED SCHOOL DISTRICT:

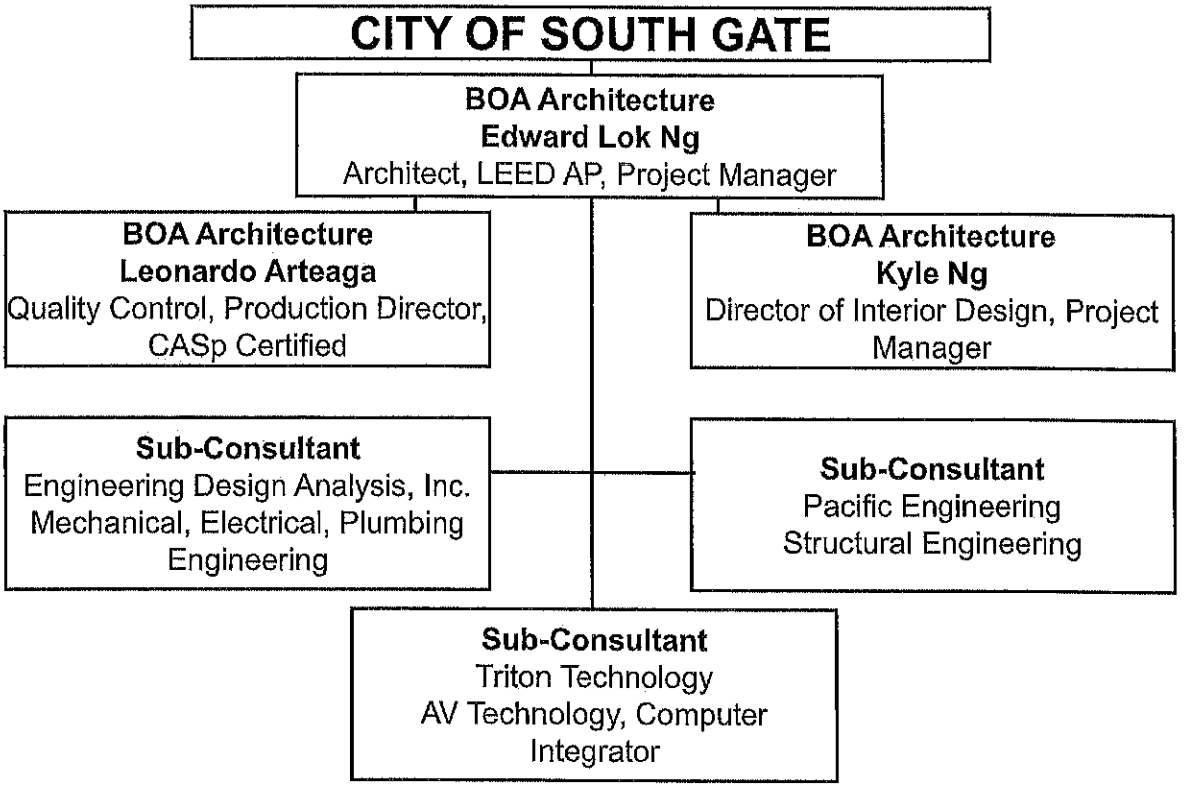
- Wilmington Park Elementary School - $50,000.
- Fries Avenue Elementary School - $50,000.
- Windsor Hills Magnet School - $120,000.

FOR CITY OF LA PUENTE ADA COMPLIANCE:

- City Hall - $300,000.
- La Puente Community Center/Gym
- Senior Center - $50,000.
- La Puente 22 Acre Park with 3 sets of park restrooms and Community Center - $250,000.
- Miscellaneous City owned buildings - $50,000.

CONSULTANT TEAM

DESIGN TEAM



Please note that BOA Architecture, as the prime-consultant, will be responsible for all aspects of your project, including architecture and engineering. Our sub-consultants that are listed above are all State of California licensed professionals in their respective disciplines and have teamed with BOA on numerous Public Works Architecture Projects in the past 20 years.

Mechanical, Electrical, Plumbing Engineering: Engineering- Design-Analysis 10231 Slater Ave., Suite 203, Fountain Valley, CA 92708 Kevin Friedman, P.E. CA State License# 27267- holds a BSME from Purdue University. Mr. Friedman has over 30 years' experience in Public Works projects in facilities planning and design, interiors design, special building systems planning and design, laboratory design, controls, energy conservation, and computerized building modeling and simulation for commercial and public works projects.

Structural Engineer: Pacific Engineering, 17703 Crenshaw Blvd. Torrance, CA 90504 Contact Victor Chai-Prasert 310-612-3102. 17703 Crenshaw Blvd. Torrance, CA 90504; Victor Chaiprasert CA State License #C36235 - Mr. Chaiprasert is a registered structural engineer in the State of California with over 30 years of experience in steel, timber, masonry and reinforced concrete construction of all types of structures. BOA has worked with Pacific Engineering for over 20 years.

AV Technology: See Appendix for full Qualifications for Triton Technology.

PROJECT APPROACH: WORK PLAN (cont.)

6. WORK PLAN

An integral part of our project management approach is our work plan. This is a written forecast of what BOA will do, step-by-step in each phase of the project. The client will be given an opportunity to review our work plan to input city goals and comments before start of design work.

PRE-DESIGN

Prior to any field assessment or design work, BOA and Triton Technology (AV Consultant) will meet with the City staff that will be involved in the project along with your maintenance staff. We will seek information on day and night time use, design parameters, scope of work, and review your broadcast functions.

We will also collect available data on safety hazards, programs, maintenance issues, access, paths of travel and information relevant to existing conditions of the existing facility. Perform field investigation for ADA Compliance and AV technology. We will also review all existing drawings, as-builts and project requirements, as well as obtain City Standards, goals for ongoing operations during the construction phase preferred materials and technology equipment. Evaluate existing building systems, conditions, programs, maintenance practices, appurtenances, etc. at the existing site.

Contract Negotiation and Approval

- Ascertain Owner's requirements
- Determine form of contract and review
- Review possible modification to clients standard contract form.
- Define architects' scope of work

Initial Meeting with Client

- Establish protocol and lines of communication
- Statements of Goals and Objectives
- Review schedule & establish significant milestone dates

Program Appraisal

- Review ADA Transition Plan
- Review functional and technology program
- Verify functional relationships
- Confirm area allowances
- Update program changes
- Interview user groups
- Assess space expansion needs

Site Appraisal

- Walk site and document observations
- Photograph each ADA Compliance deficiency
- Establish need for survey, as-built drawings, asbestos/hazardous materials report
- Establish location of temporary City Council meeting room during construction period

Assessment Report

- Client to approve sample of assessment report
- Priority ranking
- Building Code mitigation
- Cost Estimate
- Photos of each item of work and ADA Compliance deficiency
- Describe recommendations/resolutions
- Floor plan of proposed design solution

Work Plan/Scope of Work

- Compile Client and User input
- Compile materials and equipment list
- Compile consultant input
- Compile on-site findings
- Develop project directory
- Establish quality control procedures
- Establish project numbers and accounts
- Review legal and agency requirements

Contract Negotiation and Approval

- Ascertain Owner's requirements
- Determine form of contract and review
- Review possible modification to clients standard contract form.

Client Meetings

- Establish frequency and pattern of attendance.
- Define architects' scope of work

SCHEMATIC DESIGN

Based on your scope of work and its conceptual proposed design solution, schematic layouts will be further developed and refined with 3-dimension modeling software. Input will be received from the Client and Consultant Design Team. Upon design refinements, consensus will be reached as to the preferred schematic layout. BOA would again, emphasize the importance of Client and User input in this phase of the project. The following is an outline of the Schematic Design Phase.

Issue Project Documents
- Program
- Budget & Cost Model
- Schedule
- Project Directory
- Protocol
- Work Plan

Initial Meeting with Consultant Team
- Review project documents
- Establish consultants' goals
- Establish CADD 3D format and files

Initial Meeting with Client
- Review Schematic Design Schedule
- Establish "Key" dates and participants
- Establish design goals
- Review scope of work

Concept Studies
- Schematic Design options for site plan, floor plan
- Options for elevation design
- Study connections/access
- Review construction methods
- Check concepts against cost plan
- Review options with client

Inter-Team Interviews
- Establish space planning goals
- Refine selected options

Phase Development & Documentation
- Establish building plans
- Proceed with internal and inter-team QC review
- Establish building sections and elevations
- Establish building systems
- Develop overall site design
- Address "special" issues, e.g., ADA code & design for broadcast, special equipment

Complete Phase Documentation
- Preliminary Quality Control (QC) review
- Coordinate all disciplines

Cost Analysis
- Review options with client

Preliminary Agency Review
- Obtain schedule commitment
- Review areas of concern

Quality Control Review
- Final review by Quality Control Officer
- Sign off by Project Manager

Formal Acceptance by Client
- Notice to proceed with Design Development

Value Engineering
- Review all options with client
- Issue agreed changes to all consultants

Client Meetings
- Scheduled as needed.

CONSTRUCTION DOCUMENTS

Once all proceeding phases of design have been approved by the Client and the project cost has been reconciled, BOA and its consultants will develop construction documents and specifications for implementation. All construction documents will be developed on CADD/3D software. The following is an outline of the Constructions Document Phase.

Review Design Development
- Reconcile budget vs. scope
- Incorporate value engineering changes
- Issue any new directives

Initial Team Meeting
- Review Construction Documents schedule
- Establish review dates and participants
- Confirm work plan
- Review consultant performance & coordination

Develop Work Plan
- Confirm critical path
- Review consultant issues and coordination
- Determine deliverables
- Cartoon all drawings
- Confirm construction contract type and procedures
- Research specific issues and materials
- Confirm CADD files and sequence
- Establish coordination procedures

Phases Documentation
- Check final drawing list against QC manual
- Review final drawing list
- Schedule final CADD/3D effort with CADD/3D coordinator
- Coordinate room/space criteria and equipment

Issue Backgrounds to Consultants
- Check all translations before proceeding with consultant work

Cost Analysis
- Review options with Client
- Estimates at 50% and 90%

Agency Reviews
- 50% (if complex project, otherwise this submittal not required) and 90%
- Resolve any outstanding issues

Submit to Agency
- Schedule for plan check corrections

Quality Control Review
- Final review by Quality Control Officer
- Sign off by Project Manager

Final Coordination
- Check completeness of all discipline documents
- Consultant coordination
- Code compliance
- Check all equipment requirements

Value Engineering
- Review all options with Client
- Pick up changes on all documents

Client Review and Acceptance
- Scope and budget
- Value engineering items

Client Meetings
- Schedule as needed

Constructibility Review
- Constructibility Review at the site at 90%.

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BIDDING-ASSISTANCE

BOA will assist in administering the bid process, including attendance at a pre-bid meeting, reviewing of bids and proposals received and preparing addendums. The following is an outline of the Bidding Phase.

Pre-Bid Conference

- Present goals and objectives of project
- Review schedule
- Review procedures
- Call attention to special conditions
- Document all questions

Bidding Assistance

- Agree and issue addenda
- Agree on bid alternates with client
- Assist client in reviewing bids
- Provide clarifications to bidders

CONSTRUCTION ADMINISTRATION

BOA will assist the City in construction administration including regularly reviewing the progress of the contractor (construction observation and review of RFI's and Submittals, preparing drawings, and recommending final acceptance of the project. The following is an outline of the Construction Phase.

Preconstruction Meeting

- Establish protocol
- Review procedure
- Review general contractor schedule
- Assist in testing and inspection appointment
- Establish submittal schedule and procedures
- Establish observation procedures for ADA Compliance
- Schedule meetings and site visits
- Confirm procedures regarding field orders, clarifications, instruction bulletins, change directions, and change orders.
- Prepare sketches and cost for change order
- Substitutions
- Legal procedures
- Bonds, insurance, etc.
- Drawing updates, record documents
- Payment requests and certification
- Construction schedule and update
- Quality and standards
- Delays and defects
- Agency procedures
- Samples

Site Meetings

- Agenda and minutes
- Action list
- Bi-Weekly meeting scheduled

Punch List

- Preliminary and ongoing for ADA Compliance and AV technology
- Final

Beneficial Occupancy

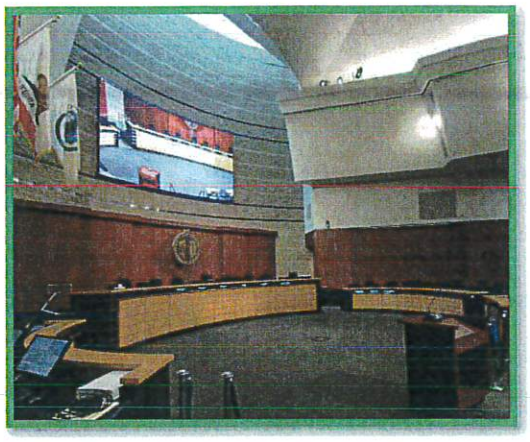
Final Completion and Inspection

Manuals, Warranties and Record Drawings

Maintenance and Operational Instructions

MORE RELEVANT EXPERIENCE - MORE PROJECT EXAMPLES

CITY OF IRVINE



The City of Irvine contracted Triton to design and oversee the replacement of the production, lighting, audiovisual, and voting systems in the Council Chamber, as well as their video production system, post-production and edit systems, and master control for their cable channel. We developed a design that integrated these systems,

enabling improved editing, archive workflows, and other enhancements. Collaborating closely with the City of Irvine and the architect, we redesigned the Council Chamber Dais, Witness Table, Clerk Desk, Director Desk, and multiple podiums, each with four available positions on the floor. Additionally, we partnered with others to design and specify a 270" curved 4K LED wall as the main display and implemented six public speaker kiosks connected to the voting systems.

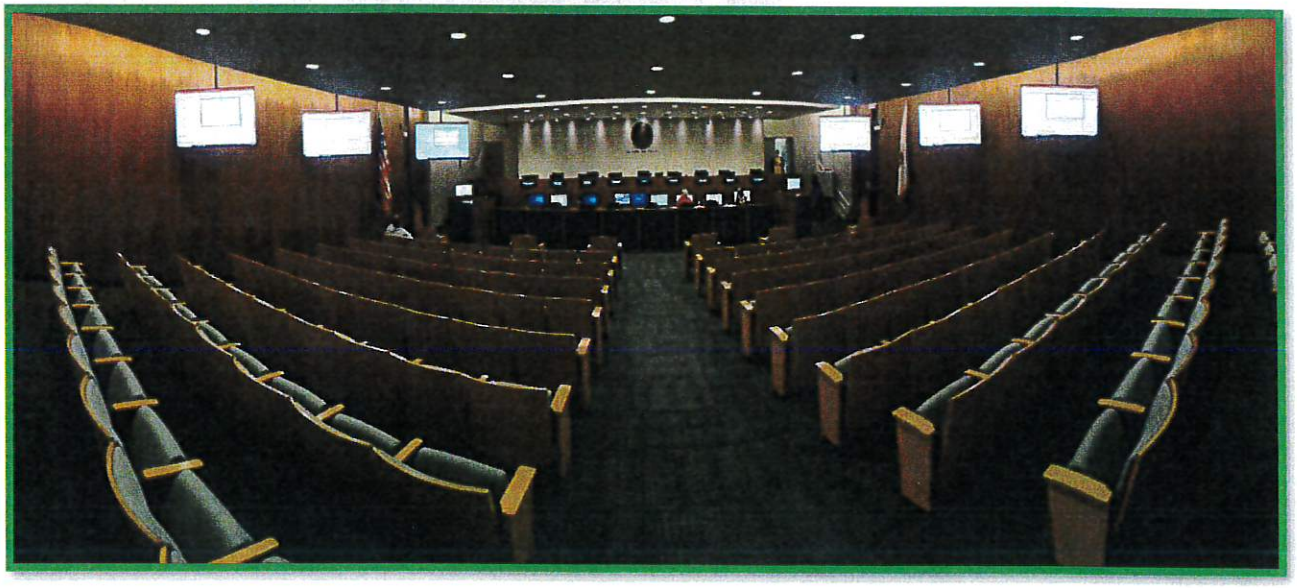
CITY OF ESCONDIDO

Triton has successfully executed multiple projects for the City of Escondido. One notable project involved upgrading the rear projection and audio systems. This entailed installing a rear projection screen positioned behind and above the dais, along with a new sound reinforcement system. Triton provided specifications for the screen and speakers to Kelley Needham, the city's architect, who incorporated them into the architectural drawings. Triton then carried out the installation of the screen and speaker system. Other completed projects by Triton for the City of Escondido include upgrades to

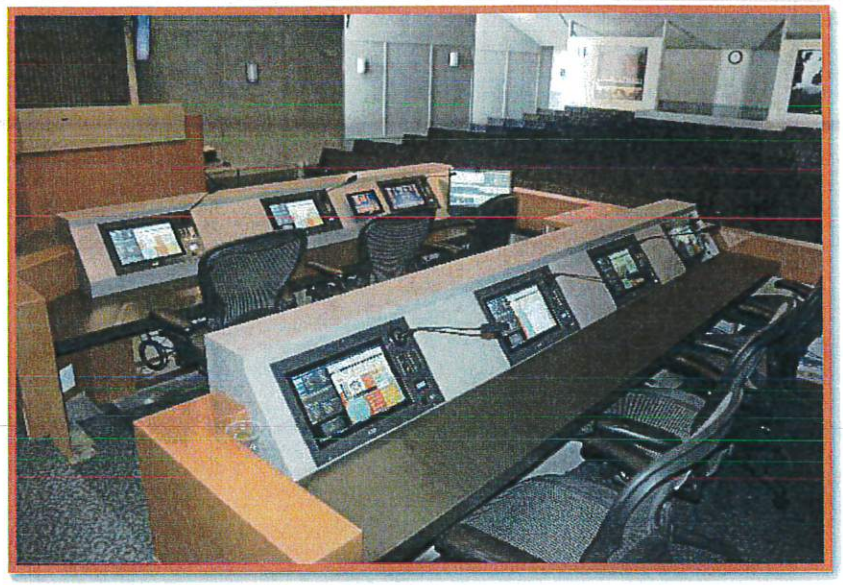
their voting and request-to-speak system, audiovisual presentation system, and the transition of their production system to High Definition. Recently, Triton concluded a master control upgrade for the City of Escondido. This encompassed designing and integrating the city's Master Control System, which serves as the automation and playback system for the city's cable television channel.

CITY OF COSTA MESA

The City of Costa Mesa contracted Triton to design and oversee the replacement of the production, lighting, audiovisual, and voting systems in the Council Chamber, as well as the audiovisual systems for a conference room and a general-use Community Room. This project also included their video production system, post-production and editing systems, and master control for their cable channel. Triton provided an integrated design that enabled easy one-button attendee meeting overflow to multiple spaces, production of meetings from multiple locations, improved editing and archive workflows, and other enhancements. Working closely with the City of Costa Mesa, we redesigned the Council Chamber staff area, made improvements to the dais, and enhanced meeting flow with multiple public speaking podiums and associated technology.



CITY OF PALM SPRINGS



The City of Palm Springs contracted Triton to design, provide bid specifications, and oversee the project to upgrade the audiovisual, production, and broadcast systems in the Council Chamber, Production Control Room, and Conference Room. In the Council Chamber, we installed a new audiovisual presentation system with monitors at every dais and staff position, a large monitor for the audience, additional viewing monitors for those seated further back, a robotic camera pan-tilt system, voting and request-to-speak systems, sound reinforcement, assistive listening, lighting, and an AMX control system. The City also contracted an architect for a conceptual design to modify the millwork in the chamber. Triton worked with the architect to specify the equipment locations on the dais, staff, and podium desktops. We also designed and integrated digital name plates into the dais to display the names of council members or commissioners. The production and master control systems were designed for high-definition video. The Conference Room was equipped with similar systems to those in the Council Chamber, including an audiovisual presentation system with monitors, a robotic camera pan-tilt system, a sound reinforcement system, and a control system. Triton designed and specified the control room console and was designed to serve both the Council Chamber and the Conference Room, allowing meetings from either space to be televised. The production control room was outfitted with a Ross Carbonite Switcher, Compix CG, Presonus StudioLive Mixer, Laguna Design Console, and Bittree patching.

COUNTY OF SANTA BARBARA

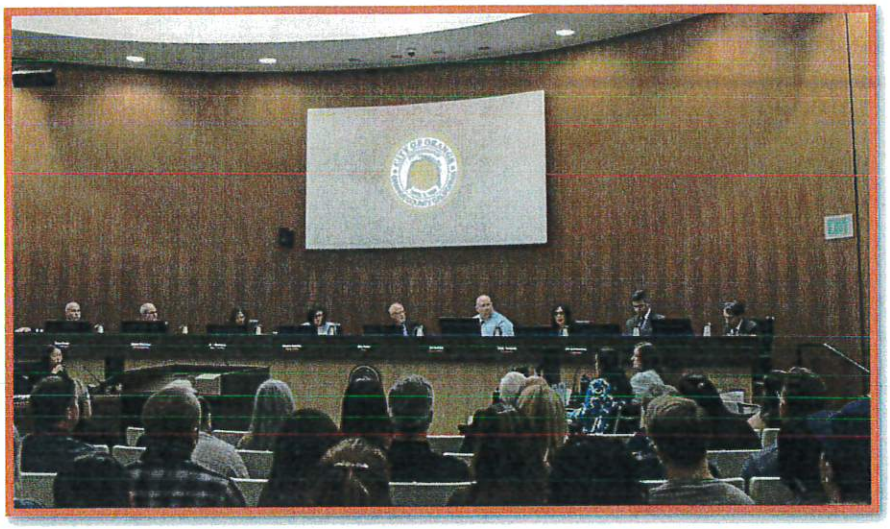
Working with the County of Santa Barbara, Triton completed a comprehensive upgrade to three Hearing Rooms. This involved enhancing the functionality of these rooms and relocating production, master control, editing, and translation operations from the existing control room to a new space in the same building. Additionally, the project consolidated three existing control rooms into a dual control room in the basement to support the three Hearing Rooms.

Each Hearing Room is now equipped to conduct County Hearings independently of the broadcast system, with control rooms capable of capturing and recording meetings for later review or broadcast. Triton introduced a new Electronic Voting system into two of the Hearing Rooms which allowed them to act as a single voting body. These rooms also share video camera/control and AV presentation. To house all the new equipment, the newly built basement Production Control Room now includes two independent production switchers shared with a common Digital Video routing system.

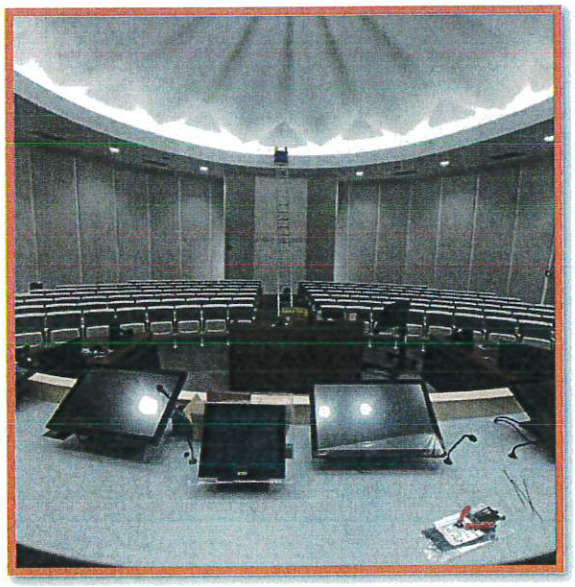
Triton also upgraded the COSBTV (County of Santa Barbara Television) system which now can broadcast to multiple cable stations around the county. Upgrades included multi-channel audio supporting English and Second Audio Program (SAP) for the broadcast chain, Closed Captioning (CC), and the replacement of the Master Control (MC) playout server with a Telvue system

One of Triton's highlights throughout the projects was designing and implementing the entire project in multiple phases to ensure the County maintained complete operational capacity.

CITY OF ORANGE



The City of Orange contracted Triton to design, create bid specifications, and oversee projects for both the Production and Master Control systems and the Council Chamber audiovisual system. In the first phase, Triton installed new robotic camera systems for the council chamber, upgraded the production switcher and supporting systems, and implemented a new HD master control system. This phase required interfacing with the existing audio and video systems in the council chamber. The second phase involved upgrading the council chamber's audiovisual capabilities. This included a new audiovisual presentation system, voting and request-to-speak systems, a sound reinforcement system, a curved front projection screen, an assistive listening system, and a lighting and control system. Robotic monitors that emerge from the dais for presentations were also specified and integrated by Triton. Triton collaborated with architect Susan Secoy, who was contracted by the City, to design a new dais, staff desks, and podium. They also worked on the placement, size, and mounting requirements for the new curved projection screen. Triton provided project oversight during the first and second phases.



EXPERIENCE AND REFERENCES

Triton has years of designing similar audio and video systems required for this project. Brian Rose has designed EOC systems for City of Costa Mesa and County of Santa Barbara. The City of Costa Mesa's system was designed over fourteen years ago, and we are currently discussing updating this system as it is end of life. The County of Santa Barbara's Emergency Operation Center was designed and installed during Covid. This system is made up of their IMR and MCR Rooms and they are able to share content across both rooms.

Everything required of this project is based on audio visual systems which Triton has been designing for years. Triton has executed large audio-visual system designs for the City of Irvine, City of Cost Mesa, County of Santa Barbara, City of La Quinta, and many others. Triton has completed multiple projects will all of these customers.

CITY OF LA QUINTA
Monika Radeva
City Clerk
(760) 777-7035
mradeva@laquintaca.gov

CITY OF IRVINE
Thomas Macduff
Media Services Coordinator
(949) 724-6216
tmacduff@ci.irvine.ca.us

CITY OF COSTA MESA
Jeff Trujillo
Production Coordinator
(714) 754-5171
Jeff.Trujillo@costamesaca.gov

COUNTY OF SANTA BARBARA
Kendall Johnston
Fiscal & Grants Analyst Santa Barbara County Office of Emergency Management
(805) 681-5526
kejohnston@countyofsb.org

PROJECT BACKGROUND

City of Palmdale is building their Emergency Operations Center with two adjacent meeting rooms that require audio and video capabilities.

SCOPE OF WORK

This scope of work includes Triton performing Phase I Program and Phase II Design with Project Oversight Services during the Installation and Commissioning Phases where another AV contractor will provide the installation and commissioning services. Triton is only providing the design of the audio and video systems outlined on page one. No other systems are included in the design such as lighting, security, etc.

PROJECT PROCESS

This project includes our Project Process, which describes our approach and methodology to a design and build project. The entire process is made up of four phases in which each one is built upon the other.

The two phases, Program Phase and Design Phase, will require collaboration between us BOA, and the city to define all the project requirements. Without collaboration, it is not possible to define the customer's objectives and expectations, nor design a system that will meet them

Within both the Program and Design Phase, the client will be required to review and approve all deliverables before proceeding to the next phase. This allows the client to fully understand their systems specification, capabilities, budgets, timelines, etc. This review and approval process confirms that the design is meeting their objectives and expectations.

The Project Process includes value engineering throughout the entire process, which allows us to discuss alternative designs, products and/or processes that could be applied to the project with the benefit of saving the customer money.

Our Project Process is as follows:

I. **PROGRAM PHASE (SCHEMATIC DESIGN):** The first phase of the process is to develop the conceptual design and define overall project goals. This phase allows the project team to brainstorm at a high level and determine the specific functionality for each system area and location of the project. The deliverables of this phase include block and flow diagrams, a Rough Order of Magnitude (ROM) estimate of proposed equipment, space layout drawings and preliminary functional description of the system.

   a. Conduct and attend ***one onsite meeting and one remote meeting.***
   b. Provide Needs Analysis

c. Review Existing Documentation – Facilities
d. Benchmark Comparable Facilities
e. Conduct Program Meeting – Management, Operator, Engineering
f. Program Report including:
    i. Conceptual Design
    ii. ROM estimate of proposed equipment
    iii. Equipment Demonstrations
    iv. Preliminary functional description of system
g. This phase is signed off as completed by the client before moving to Design Phase.

II. **DESIGN PHASE:** The Design Phase refines the research and design findings from the Program Phase. This phase is broken up between Design Development and Construction Documents. This second phase takes the information from Program Phase and develops the design into detail. Once this phase is completed, the client will know everything that needs to be known about the project from a technical standpoint including how all equipment will be wired, where the equipment will be installed, what size technical furniture or number of racks will be required, as well as electrical and mechanical requirements. A final Bill of Material is prepared inclusive of specific line-item equipment lists. This phase includes the following:

DESIGN DEVELOPMENT:

a. Conduct and attend ***one onsite meeting and one remote meeting.***
b. Research Benchmark Equipment
c. Develop System Design
d. Establish the Infrastructure
    i. Concept
    ii. Schematic, Design (Wire Diagrams)

CONSTRUCTION DOCUMENTS:

e. Conduct and attend ***one onsite meeting and one remote meeting.***
f. Critical Design Review of Technical Systems
g. Final space planning, floor plans, equipment locations, etc.
h. Rack elevations and/or console and furniture layouts
i. Mounting Details (Projector, Monitors, Cameras, etc.)
j. I/O Panel Design and Layout
k. Identification of power, and conduit requirements. The customer will complete the implementation of power and conduit requirements.
l. Deliverables and Approval
    i. Provide 11X17 Drawings using Triton Title Blocks in both hard and soft copy. Soft copy is delivered in both AutoCAD and pdf formats. Drawings include single line drawings that document every cable and all the equipment that will be installed in this project. (Cables not documented include power, keyboard, and mice.) Depending on the project other drawings may include floor plans, reflected ceiling plan, console and rack elevations.

ii. Provide Bill of Material (BOM) in both hard and soft copy formats. Soft copy is provided in both Excel and pdf formats. It will be formatted with the following order: item #, quantity, manufacturer, equipment model #, description, price, and extended price. If there is Customer Furnished Equipment (CFE) that is required in this project, those items will be designated as CFE on the BOM with no price associated with it.
iii. Provide Cable Database in both hard and soft copy formats. Soft copy is provided in Excel format.
iv. Project cost quote for remaining phases.
v. Project Timeline for remaining phases.
vi. Written bid specifications when Triton is providing design services only. This is provided as both hard and soft copy with soft copy provided in Word format. ***This occurs after all other construction documents have been completed and approved.***

m. This phase is signed off as completed by the client before moving to Installation Phase.

INSTALLATION AND COMMISSIONING PHASE NOT INCLUDED AS THIS WILL BE PROVIDED BY AN AV CONTRACTOR. TRITON WILL PROVIDE PROJECT OVERSIGHT OF THESE TWO PHASES

III. **INSTALLATION PHASE:** Once the customer approves the design, the project moves to the installation phase. Deliverables and activities in this phase are as follows:

a. Installation Coordination Meeting
b. Create cable labels
c. Prepare Submittals
   i. Shop Drawings
   ii. Sample Finishes
   iii. Detailed Technical Drawings
d. Customer to procure all equipment
e. Prepare New Site for Installation
   i. Rack
   ii. Grounds
   iii. Cable Trays
f. Pre-Assembly and testing
g. Assemble and test the Technical System
h. Install Equipment
i. Run Cables
j. Label all cables and equipment
k. Vendor Commissioning
l. Deliverable
   i. All Equipment Installed
   ii. Wiring Complete

m. This phase is signed off as completed by the client before moving to Commissioning Phase.

IV. **COMMISSIONING PHASE:** This is the system startup phase where the equipment and wiring are tested, operational parameters set, and configured to ensure complete functionality. Triton coordinates operational training provided by the equipment manufacturer. The working system is delivered to the client as a fully functional and operating system. This phase includes system acceptance by the customer, as-built engineering drawings delivery, and overall technical system review. Deliverables and activities in this phase include:

a. Set equipment parameters
b. Preliminary Tests
c. Generate Punch List
d. Inspect, Test, and Align System
e. System and technical review for the CUSTOMER'S technical staff responsible for the maintenance and troubleshooting of the system is included at no cost.
f. Deliverables
    i. Final As-Built Engineering Drawings will be provided in both Hard and Soft Copy.
        1. One set of bound notebooks(s) will be provided to house the hard copy drawings printed on 11"X17" size paper.
        2. Two USB Drives with electronic copies of:
            a. AutoCAD dwg files of the as-built drawings
            b. Adobe pdf files of the as-built drawings
            c. Microsoft Excel Wire List
    ii. Items delivered to the customer that were included with any new equipment
        1. Operational Manuals (if provided by manufacturer)
        2. Manufacturer CD's containing the software versions and releases installed on the equipment (if applicable)
        3. Equipment accessories/options not needed during the installation
        4. Other technical information that may have been provided
g. Project Sign Off from Client

PROJECT OVERSIGHT SERVICES

PROJECT OVERSIGHT SERVICES: Project Oversight Services includes project oversight during the bidding, installation, and commissioning phases. These services include:

a. Responding and answering RFI's or RFQ's related to Triton's design.
b. Attending the job walk and answering technical questions during the job walk.
c. Provide oversight during the installation and commissioning. The AV contractor will be responsible to have their own project manager and engineer for this project. Triton will answer technical questions during the installation phase. Triton will schedule times during the installation to confirm the system is being installed per design and specifications.
d. During the commissioning and testing of the system by the AV Contractor, Triton will verify the system meets the design, specifications, and functionality requirements. Triton will provide a punch list for items the AV contractor needs to resolve.
e. Triton will review submittals by the AV contractor and will review and certify the As-Builts provided by the AV Contractor.
f. During the installation Phase, Triton will attend the kickoff meeting with the AV contractor and ***three additional onsite*** visits during the installation phase of the project.
g. During the commissioning phase Triton will meet with the contractor ***no more than two times*** to punch the system out. If contractor requires more than two meetings any additional times Triton is required to punch the system out with the AV contractor will be billed at a day rate of $1,700 per day.
h. Triton has not included any additional construction meetings in this scope of work. Any additional meetings will need be billed at a day rate of $1,700 per day
i. These services are quoted to complete this project within the attached timeline. Delays by the customer, GC, or AV contractor, which extends the timeline will affect Triton's cost and Triton will require a change order to cover the additional costs for the additional time required to provide these services over an extended period.

PAYMENT TERMS

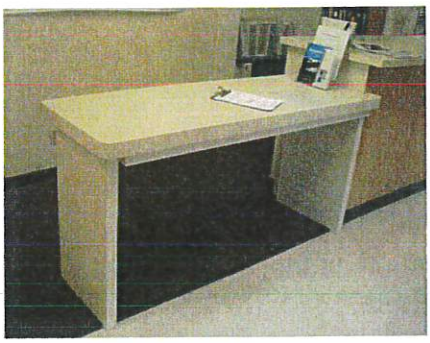
LABOR – Labor to be invoiced monthly with payment due in Net 30 days.

PROJECT ASSUMPTIONS AND EXCLUSIONS

- It is the City's responsibility to provide the network security design, and/or Active Directory Authentication to any network devices as part of the system.
- The City is to provide clear cable pathways utilizing, conduit, ladder, or other methods. Triton will collaborate with the client to identify what is required.
- All permits to be provided by others.
- All acoustic, high voltage electrical, mechanical, and civil engineering is provided by others. Triton will provide the information to BOA to what is required however BOA's engineering team will then provide the design of these for the stamped drawings.
- Triton Technology Solutions assumes that BOA, City staff who have input on the design will be available to answer questions during all phases of this project.
- Triton will inform BOA if there is any change in the scope of work and will provide a price for the change. BOA then can decide to accept or reject the change. If the change is accepted, then BOA will need to issue a revised PO or contract.
- This proposal is valid for 90 days from the date of submittal.
- Delays by the customer, City, GC, or AV contractor, which extends the timeline will affect Triton's cost and Triton will require a change order to cover the additional costs for the additional time required to provide these services over an extended period.
- It is BOA's responsibility to warrant the security of any and all information provided for data and or network security provided for this project. For more information, Triton's Data and Network Security Liability Disclosure is available upon request.
- Triton Technology does not provide any labor to assist in the installation, testing, commissioning, or training of the equipment and or systems. We assume the AV contractor will be qualified and have experience with this type of work.
- Onsite Project Management during installation and commissioning phases to be provided by the contracted integration company, not Triton.
- BIM (Building Information Modeling) is not included in this proposal.
- If Triton is a sub-contractor to a higher tiered contractor, payment must be made whether the higher tiered contractor has been paid by their client or not. Triton's payment cannot be withheld if the higher tiered contractors' payment is being withheld for any reason that is not within Triton's scope of work or control.
- This does not include attendance of any city council meetings for presentations.

MORE RELEVANT EXPERIENCE - MORE PROJECT EXAMPLES

CITY OF REDLANDS- CITY HALL IMPROVEMENTS & ADA COMPLIANCE



New ADA-Compliant improvements at the Civic Center entry reception counter, restrooms, and interior ramp with new handrails.

Client: City of Redlands, CA
Construct Cost: $500,000 CDGS Funds
Architect Team: Edward Lok Ng, Leo Arteaga, Kyle Ng
Project Description: BOA was commissioned to design for ADA Compliance and modernization for the civic center plaza, City Hall, engineering dept. and Community Development. Work included; front door entries, public counter retrofit, restroom retrofit, door hardware replacement, new walkways, new ramps, ramp retrofit, stairs retrofit, sitework/parking lot/landscape improvements, new handrails, and signage for better "way-finding."

New ADA signage, stair nosing and handrails.

New ADA-Compliant ramps, handrails, and ADA signage throughout the Civic Center.

New ADA stair nosing and handrails at parking structure.

New ADA stair nosing and handrails.

CITY OF IRVINE- ADA COMPLIANCE *4 COMMUNITY CENTERS*

Client: City of Irvine, Public Works Dept.
Architect Team: Edward Lok Ng, Leo Arteaga
Construction Completed: 2017
Construction Cost: $400,000

Project Description:
BOA undertook the design and implementation of ADA compliance improvements and interior renovations for four community centers: Fine Arts Center, Heritage Park Community Center, Harvard Park Community Center, and Deerfield Park Community Center. The objective was to modernize these facilities and enhance their accessibility while maintaining architectural compatibility with their existing structures.
The scope of work for each center included the following enhancements:

- Installation of accessible restrooms
- Addition of indoor ramps and stair handrails
- Installation of access lifts, signage, new doors, door hardware, and drinking fountains
- Site improvements such as concrete accessible ramps and additional drinking fountains
- A significant challenge arose during the construction support phase.

The project was awarded to a contractor less experienced in public works projects, as they offered the lowest bid. To address potential issues, BOA conducted numerous site visits to each community center to identify and rectify installation deficiencies. We provided on-site sketch design solutions and continuous coordination to facilitate the construction process, ensuring that the project progressed smoothly despite its complexity.

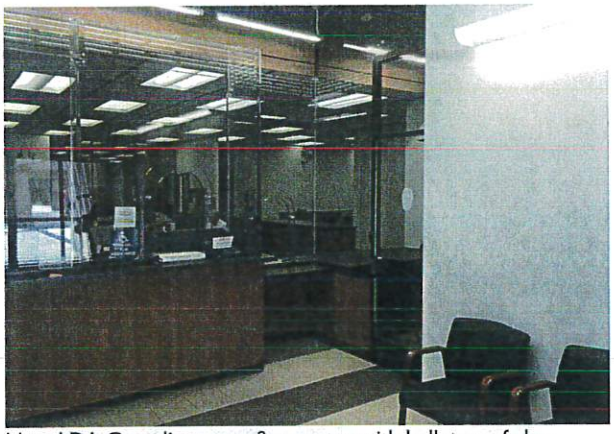
Our efforts successfully enhanced the functionality and aesthetic value of each community center while meeting ADA compliance standards.

New access lift and accessible stair retrofit.

New access lift and accessible stair retrofit.

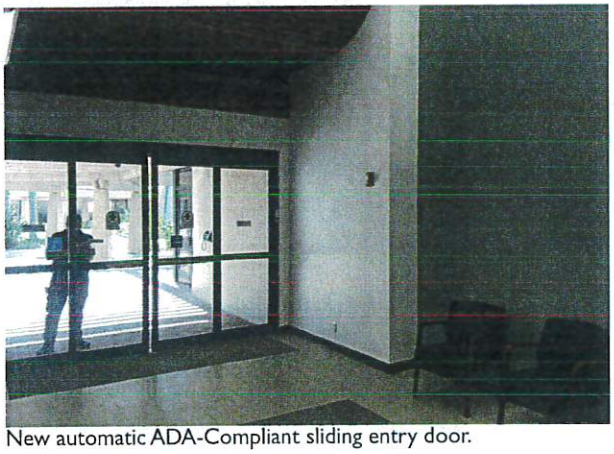
New drinking fountain

CITY OF PLACENTIA - POLICE DEPARTMENT, LOBBY SECURITY & ADA COMPLIANCE



New ADA Compliant retrofit counter with bulletproof glass.

New access wall and tile flooring.



New automatic ADA-Compliant sliding entry door.

New ADA-Compliant restrooms.

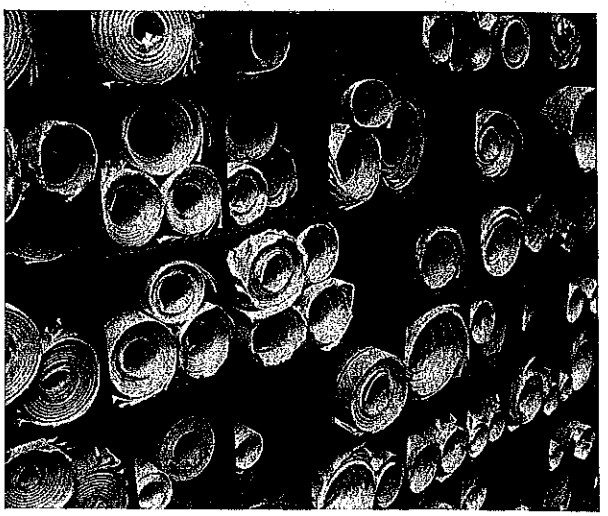
Client: City of Placentia
Completed: Sept.2017
Construct Cost: $250,000-$300,000

Architect Team: Edward Lok Ng, Leo Arteaga
Contact: Luis Esteves, Director of Public Works
714-993-8120

Project Description: : BOA Architecture provided architectural design to the renovation and Tenant Improvement of the public lobby, public counter, and converted 2 existing non-ADA Compliant restrooms into 3 ADA Compliant single–accommodation restrooms for the Placentia Police Department Headquarters facility. This project incorporated many security components and workplace safety features such as, restricted access to the public, and bullet-resistant panels and glazing were added to safeguard the front reception counters and allow staff to have visual access to the lobby to view possible threats and improve customer service. Painted accent walls combined with new porcelain tile floors and wood grain countertops/cabinets create "invitingness" and contemporary style to the new lobby interior design. New LED lighting brightened the lobby and public counters for staff and patrons. Three new ADA compliant restrooms were outfitted with the same contemporary porcelain tiles on the floor and walls as the lobby tile. New hi-lo drinking fountains and automatic sliding entry doors provided the police dept. with further accessibility.

ACCESS COMPLIANCE PLAN REVIEW CONSULTANT SERVICES FOR THE STATE OF CALIFORNIA / DEPARTMENT OF GENERAL SERVICES / DIVISION OF THE STATE ARCHITECT / LOS ANGELES BASIN REGIONAL OFFICE

Client: State of California
Construction Completed: Dec. 2015
Architect Team: Edward Lok Ng, Leonardo Arteaga,
Contact: Ronald Vaughn, Senior Architect
ronald.vaughn@dgs.ca.gov



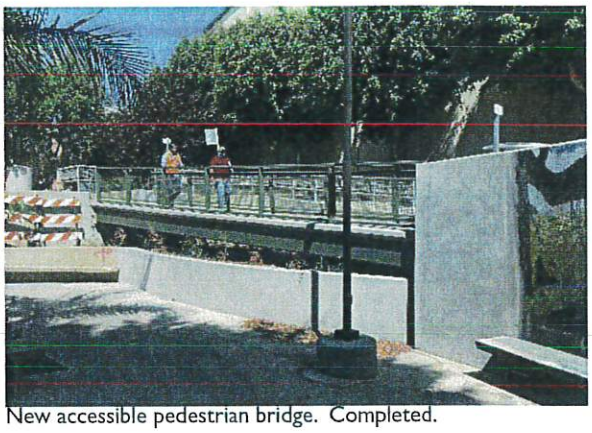
Project Description: Access Compliance Plan Review services for the Los Angeles Basin Regional Office of the Division of the State Architect. Our role is to provide plan review services to ensure that construction drawings and specifications comply with accessibility standards based on the California Building Code, the Americans with Disabilities Act Accessibility Guidelines, and DSA's Accessibility Plan Review Guidelines. Access Compliance Plan Review is a requirement for new and renovated state owned and state leased facilities so that accessibility and usability of these buildings comply with the intent of the California Government Code Section 4450, the California Health and Safety Code Section 19955, the California Civil Code Section 51, and Section 35.130(b)(4) of Title II of the Americans with Disabilities Act.

We have reviewed a wide range of facilities under jurisdiction of DSA's Los Angeles Basin Regional Office, including single and multi-story school facilities encompassing grades K thru 12 (elementary, middle, and high schools); college and university projects; libraries; administrative offices; auditoriums; dining and kitchen facilities; gymnasiums; laboratories; and related site improvements.

BOA's plan review service provides timely, accurate plan reviews and back reviews coordinated with DSA's project submittal processes. A BOA accessibility plan review includes accurate code interpretation, review of construction plans and specifications, identification of areas of nonconformance, and follow-up consultation with project designers prior to back review.

EAST LOS ANGELES COLLEGE CAMPUS-WIDE - ACCESSIBILITY IMPROVEMENT

Proposal Pedestrian right-of-way separation from vehicular access and controlled accessible access in stadium.

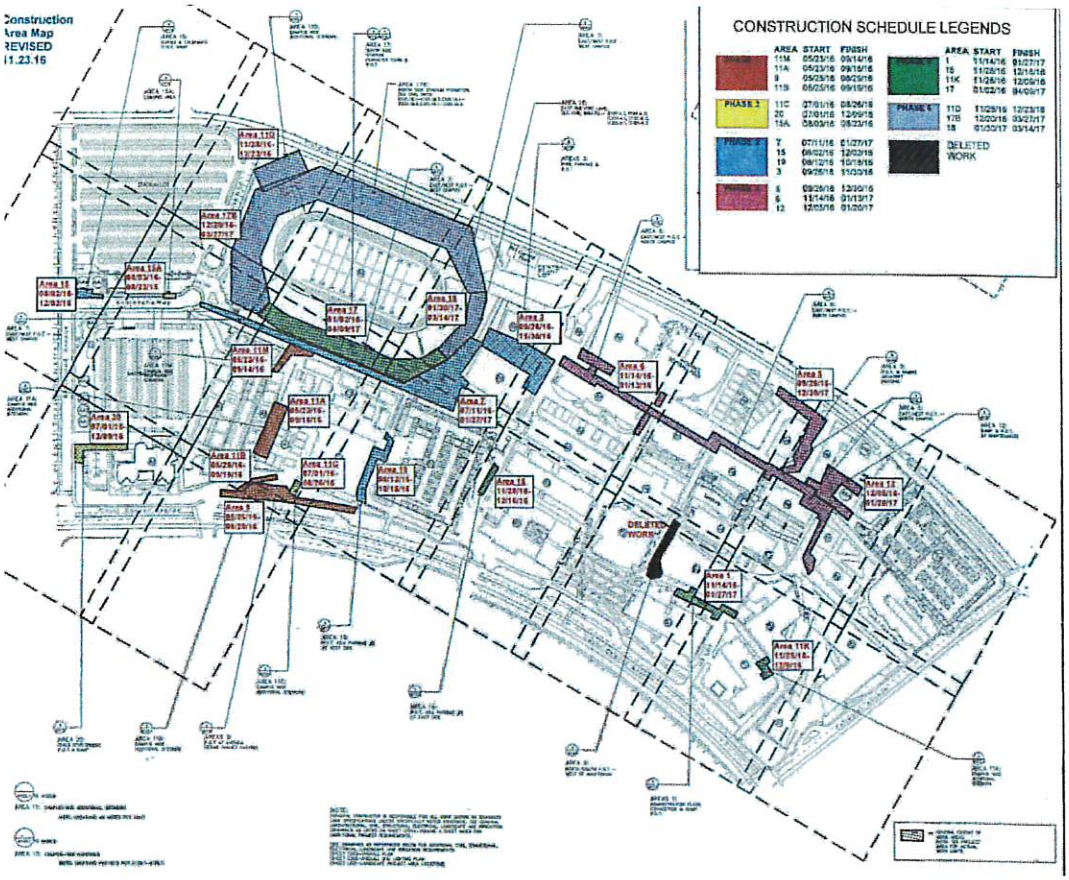


New accessible pedestrian bridge. Completed.

Client: Los Angeles Community College District
Construction Completed: 2020
Construction Cost: $4,000,000

Architect Team: Edward Lok Ng, Leonardo Arteaga
Contact: Eugene Santos, eugene.santos@build-laccd.org

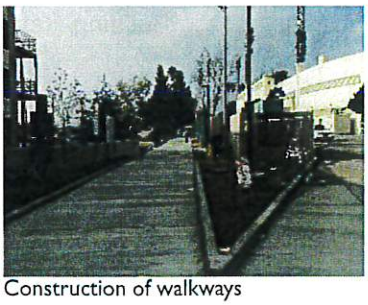
Project Description: In 2010, BOA was contracted to Design on-site accessibility improvements based on BOA's ADA Transition Plan report. The project was comprised of four components. The Accessibility Master Plan consisted of ELAC's Phasing and Implementation Plan for Campus Accessibility, including priorities, schedules, and scopes of work to implement barrier removals identified in the ELAC ADA Transition Plan. Exterior Wayfinding Signage throughout the campus, on-site exterior accessibility ADA improvements, visual observations from site visits, information obtained from Campus and District representatives, and a review of existing construction drawings of the site. BOA provided software development and support for the ELAC ADA Database. Subsequently, BOA provided accessibility master planning services in support of ELAC's Phasing and Implementation Plan for Campus Accessibility, including priorities, schedules, and scopes of work to implement barrier removals. For the Campus Wayfinding Signage worked with a subconsultant who served as the prime design consultant for this project and who retained the required services of wayfinding signage. BOA was responsible for project administration and ADA/CBC code analysis services. In the Exterior ADA improvements BOA collaborated with LACCD to prioritize barrier removals and define the project scope which addressed potential safety hazards and severe barriers. BOA coordinated these efforts with civil, structural, electrical, and landscape engineering work for the path-of-travel improvements to accessible onsite parking and to off-site public transportation stops. A key feature of this project has been early pre-design dialogue with DSA – LA to confirm submittal requirements, clarify specific code requirement, and obtain DSA's estimated schedule for initial review and back-check. Face-to-face dialogue with DSA has helped BOA and LACCD develop campus-specific projects with separate DSA A#s. This approach addresses the client's aim to facilitate early closeout and certification as work progresses while leveraging economies of scale. Currently this project has DSA approval and now to bid results. The Scope of Work included exterior ramps, pedestrian bridge, accessible parking, path-of-travel, re-paving roadways, new concrete walkways, ADA signage, new exterior lighting and photometric study, repair of walkways and roadways, and coordination with other on-going campus project.



New ADA Parking

Construction to correct non-compliant ramp

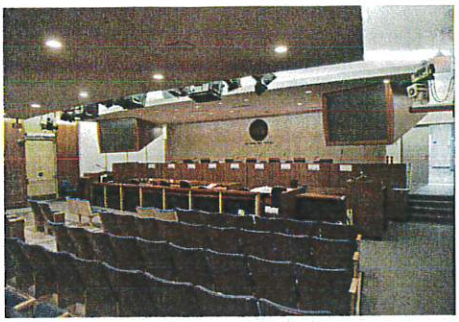
Construction of walkways


Construction of walkways

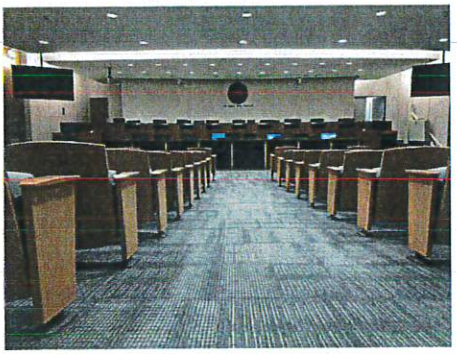
Construction of new accessible ramps.

Completed ramps.

COSTA MESA COUNCIL CHAMBER REMODEL, AUDIO-VISUAL TECHNOLOGY UPGRADE & CITY HALL ADA COMPLIANCE



BEFORE



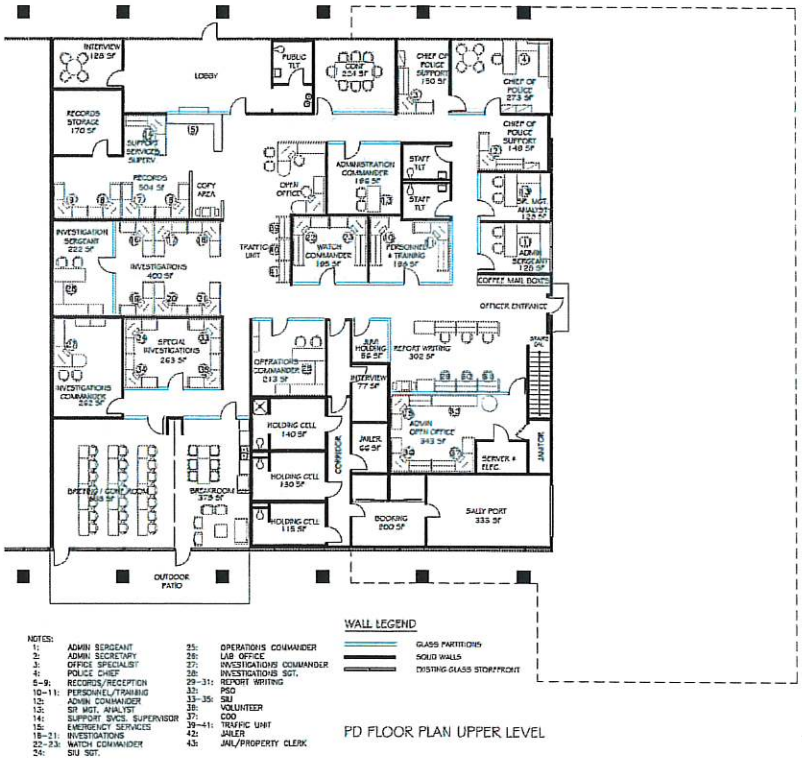
AFTER: COMPLETED DEC. 2019

Client: City of Costa Mesa, Dept. of Public Works, Contact: Naz Mokarram, Sr. Engineer 714 754 5357
Completed: Dec.2019 **Construct Cost:** $1,000,000**Team:** Edward Lok Ng, L. Arteaga, Kyle Ng
Project Description: BOA Architecture provided architectural design to entirely modernize the City Council Chambers for workplace safety, ADA Compliance and a new Audio-Visual system with latest state-of-the-art technology for both the Councilmen, staff, and attendees. The architectural renovation included the renovation of the City Council Dais, City Clerk's desk, Director's desk, presenter's podium. The existing Dais was updated with new technology. Each Dais desk station has internet/intranet access, individual computer screens for voting and to view PowerPoint presentation and access staff reports. Other areas of renovation include new carpeting, resurfaced ceiling with new LED lighting, special broadcast lighting, sound system and new Council Chamber Seating. This project incorporated many security components and workplace safety features such as, bullet-resistant panels (under the desk counter) for Council members and staff, and 2 seat stations for public safety officers. The added protection will allow staff to "duck and cover" in case of danger. BOA worked intimately with our AV Technology and Information Technology consultant (Triton Technology) to create a hardware and software plan to provide utilities, locate new computer equipment, ambient and broadcast lighting, dedicated computer servers, updating the room's TV/Display system, and customized workstations for the City's broadcast staff. The same level of attention to the details was given to the renovation broadcast-computer and conference rooms located behind the dais. The greatest challenge for this project was the extremely compact schedule of 2 months for design, and 3 months construction. BOA coordinated closely with the City for the Building-Safety Dept. plan reviewer to perform plancheck in the preliminary design phases to resolve accessibility and outstanding issues before starting construction documents, making the formal plancheck and building permit approval easy and seamless. During the bidding process and construction phase, BOA gave this project the highest priority by answering and resolving RFI's within 1-2 days, and being on-call to meet with the construction team to expedite the construction process. The construction completed "on-time" to accommodate a very important citywide City Council Meeting. The City was proud to showcase its newly remodeled City Council Chambers with its State-of-the-Art architecture and AV Systems. Other parts of this project designed by BOA included the total renovation of the first floor City Hall restrooms, community conference rooms and with new accessible ramps and entry doors.

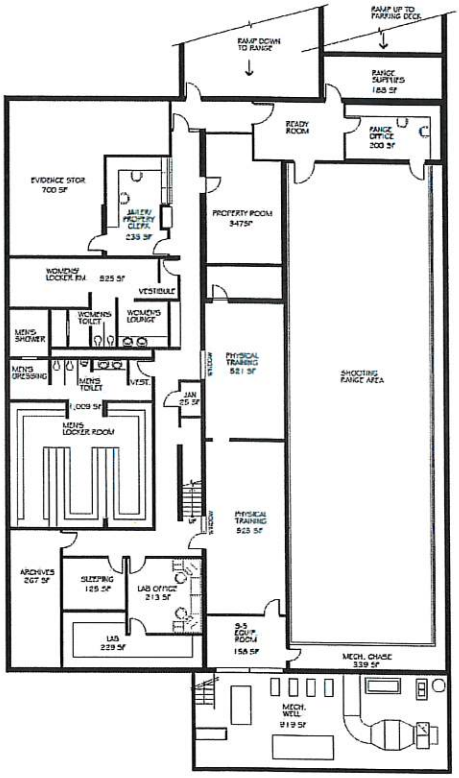
CYPRESS CITY HALL, POLICE DEPARTMENT

STRATEGIC SPACE PLANNING, TENANT IMPROVEMENT & BUILDING ADDITION

CYPRESS PD - FINAL RECOMMENDATION (OPTION 3)



PD FLOOR PLAN UPPER LEVEL



PD FLOOR PLAN LOWER LEVEL

PROPOSED 1ST FLOOR PLAN **PROPOSED BASEMENT FLOOR PLAN**

Client: City of Cypress, Nick Mangkalakiri 714-229-6729 **Date completed:** 2020
Architect Team: Edward Lok Ng, Leo Arteaga **Construction Cost:** $3,000,000
Project Description: The design phase was completed in 2020. BOA Architecture provided a comprehensive needs assessment study complete with interviews of every section of the police dept, records, detectives, forensics, traffic, management, jail, community support, and support staff. We also provided circulation flow charts and desired/needed functional area for each personnel. The final report included 3 different floor plan options and a final selected option that the stakeholders agreed on. The final selected floor plan design was an "open plan" concept that allowed visual access to almost every corner of the Dept. Liberal use of glass partition and low-height partitions will promote internal communication and allow all staff to view the spacious landscape grounds of the civic center. The large meeting room will be equipped with AV technology for an Emergency Operations Center (EOC). This project incorporated many security features bullet-proof glazing and solid ballistic panels were selected to safeguard the public reception counters. Controlled door access and surveillance cameras will increase security. The entire police headquarters of this 30,000 sf facility will be renovated with modern HVAC/Lighting/Data systems, new spacious breakroom with outdoor patio, new disabled access restrooms, new furnishings, new workplace cubicles and new communal work area. Other security enhancements to the City Hall included new "escape doors" (in case of an active shooter) at the City Manager Offices, Public Works Dept. and Finance-City Clerk Offices.

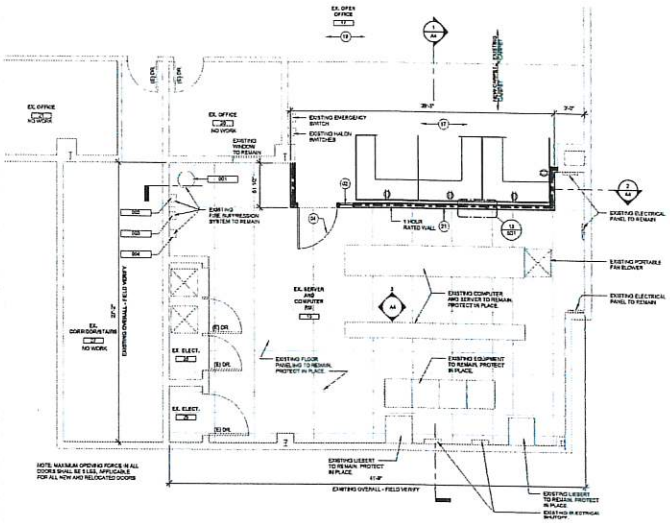
Fire Station #71

Project: Los Angeles County Fire Station #71, Malibu, CA **Construction Cost:** $5,500,000 **Completed**: 2015

Client: LA Co. Dept. Public Works, contact: Luis Ramirez 323-600-3230 **Architect Team:** Edward Lok Ng

Project Description: This new "state-of-the art" fire station was designed to accommodate 6 firemen per shift for 3 work shifts. This facility has a hi-bay vehicle garage that can house two fire fighting apparatus and a paramedic unit. The apparatus room is equipped with a tailpipe exhaust system that allows quick-release from the rescue vehicle. Other fire station functions include; oxygen tank storage, hose storage, maintenance workshop, 6 private gender-neutral dormitories, paramedic room, private restrooms, weight training room, living/dayroom, dining, and kitchen. A hose tower, septic tank sewage system, emergency generator, and fueling station are features of the sitework. The exterior and interior were designed in the contemporary modern ranch style as a contemporary expression of the many 1950's and 1960's style ranch houses in the local community. Breakups in massing, low pitch roofs, and plaster were used to give the a residential scale to the exterior appearance. Over-excavation and recompaction mitigated poor soil capacity. Deepen concrete footings resolved adjacency to large exisitng and adjacent septic tanks. The entire site was re-graded for firemen and visitors parking, and to accommodate a re-fueling station (with gas tanks) and detached storage/maintenanace building.Although not a LEED Certified facility, LEED Equavilent application and sustainable design features include; high-content recycled building materials, drought tolerant planting, permeable paved surfaces that allow rain water retention, high-efficiency dimmable lighting, and extremely low flow plumbing fixtures to minimize water usage. It should be noted that the floor plan was designed to maximize exterior exposure. Such that as many rooms as possible would have a large window for natural lighting and natural ventilation. All windows were specified with high-efficiency and dual glazing. Gracious roof overhangs protect windows from direct solar heat gain. A dramatic energy saver was blending natural ventilation with a high-efficiency HVAC system. Because of the mild meditteranian climate in Malibu, and through sensor operable windows thru-out the facility, we anticipate that natural ventilation will be used 80% of the time for interior temperature control. BOA designed the exterior, interior, and furniture selection for this new fire station.

IRVINE CITY HALL, COMPUTER ROOM REMODEL

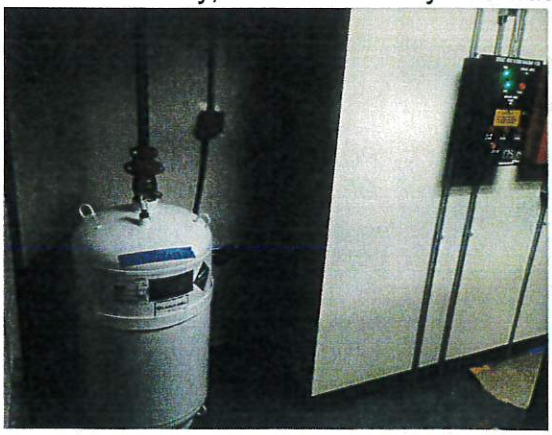


REMODELED COMPUTER RM. **COMPUTER ROOM FLOOR PLAN**

Client: City of Irvine, Chris Brown, PM **Date completed:** Dec. 2019

Architect Team: Edward Lok Ng, Kyle Ng, Leo Arteaga **Construction Cost:** $400,000

Project Description: BOA Architecture provided design solutions to decrease the size of the City Hall computer room and convert the leftover space into 5 office workstations. This computer room holds all the computer servers for the City Hall including the Police Dept, and emergency operations. This 1200 sf remodel project was driven by the IT Dept. hiring more staff and that computer server equipment were getting smaller and faster with more capacity. The old-obsolete halon fire suppression system was eliminated to make way for a new "clean agent" system that will protect the computer servers and occupants in a way that will not damage the equipment and will be environmentally safe. The Computer Room was retrofitted with a pre-action fire sprinkler system to allow the "clean agent" to activate before the sprinklers kick-on, in case of a fire. Thus, further protecting the valuable servers. The Fire Alarm panel was also retrofitted to accommodate the new room configuration and new fire suppression system. We provided a new UPS system for power protection and battery back-up for the servers in case of a shutdown. Lastly, the HVAC duct system was augmented with new fire-smoke dampers to allow the "clean agent" to function as effectively as possible.



Equipment for "Clean Agent" fire suppression at computer rm.

LAGUNA NIGUEL CITY COUNCIL CHAMBER REMODEL & AUDIO-VISUAL TECHNOLOGY UPGRADE

Client: City of Laguna Niguel, Dept. of Public Works, Contact: Harrison Martin, Sr. Engineer (949 362-4316
Completed: July 2023 **Construct Cost:** $800,000 **Team:** Edward Lok Ng, Kyle Ng
Project Description: BOA Architecture provided architectural design to modernize the City Council Chambers and provide a new Audio-Visual system with latest state-of-the-art technology for both the Councilmen, staff, and attendees. The architectural renovation included the renovation of the City Council Dais, City Clerk's desk, Director's desk, presenter's podium. The layout of the lower staff's desks was re-oriented to provide more space in front of the dais for photos and better viewing lines to the presentation lectern. The existing Dais was updated with new technology, digital name plates and individual computers. Each Dais desk station has internet/intranet access, individual computer screens for voting and to view PowerPoint presentation and access staff reports. Other areas of renovation include new carpeting and resurfacing & wood panels for the existing dais. New architectural trims were added to resolve the integration of new technology into the existing dais. The new staff desks were redesigned to be like the existing dais. This project incorporated many security components and workplace safety features such as bullet-resistant panels (under the desk counter) for Council members and staff. The added protection will allow staff to "duck and cover" in case of danger. BOA worked intimately with our AV Technology and Information Technology consultant (Triton Technology) to create a computer hardware and software plan to provide utilities, locate new computer equipment, new cameras, and customized workstations for the City's clerk. BOA coordinated closely with the City for the Building-Safety Dept. plan reviewer to perform plancheck in the preliminary design phases to resolve accessibility and outstanding issues before starting construction documents, making the formal plancheck and building permit approval easy and seamless. During the bidding process and construction phase, BOA gave this project the highest priority by answering and resolving RFI's within 1-2 days and being on-call to meet with the cabinet maker & construction team to expedite the construction process.

BEFORE CONSTRUCTION

PUNCH WALK AT END OF CONSTRUCTION

Pasadena Police Dept. Lobby Security, Interior Renovation

Before

Phase 1 Lobby Security Completed Jan. 2020 After

Client: City of Pasadena, Dept. of Public Works
Construction completed: 2020; **Architect Team:** Edward Lok Ng, Miguel Andrade, Kyle Ng
Construction Cost: $100,000 (Lobby Security) $2,000,000 (interior tenant improvements)
Project Description: For Phase 1, BOA Architecture designed the renovation and security enhancement improvements at 3 locations within the 3 floors of the Police Dept. public lobby. We incorporated workplace safety features such as, restricted access to the public, and bullet-proof doors and sidelite. A challenge was the restrictive budget. By allowing a 3" gap between the top of new doors and the ceiling for air flow, we designed the bullet-proofing such that HVAC system was not impacted. Thus, a cost saving to the City. The biggest challenge, and most rewarding was to provide safety (bulletproofing) to the staff and at the same time maintain the historic architecture of this Spanish revival 1990 police headquarters building. Frameless bullet-proof glass system was selected to minimize the architectural impact to the existing building. For Phase 2, in November 2020, we also began the design of interior improvements of 30,000sf of the Police Records Dept, Detectives Open offices, Internal Affairs, Sargant's & Detectives open offices, meeting rooms, Emergency Operations Center (EOC), breakrooms, and their connecting hallways and corridors. Provided are new flooring, lighting, power, new ceiling, new workstations & furniture, reception cabinets, wall finishes, and new breakroom cabinets-appliances-sinks. We also collaborated with the City's IT Dept.to provide IT and AV technology to all the offices and specially to the EOC and conference rooms. Phase 2 interior renovation construction will begin Spring 2025.

Interior Renovation to 3 Floors of Police Dept.

Interior Renovation and new IT & AV Technology to Existing EOC at the 2nd Floor

FIXED FEE PROPOSAL

City of South Gate, EOC Renovation

date: Oct. 16, 2025
for: City of South Gate

Construction Cost: approx. $1,600,000
prepared by: BOA Architecture, Edward Lok Ng

	PERSON	HRS UNIT	HR RATE	COST	TOTAL
PRE-DESIGN					
kick-off meeting, verify scope, obtain as-built dwgs.	architect	6 hrs	150	900	
project mgt, confirm cost/work plan & prep field work	architect	10 hrs	150	1,500	
site assessment, confirm as-built measurements&photos	sr. tech	20 hrs	110	2,200	
CADD - 3D modeling; convert hardcopies to CADD	sr. tech	30 hrs	110	3,300	
					7,900
ARCHITECTURE & INTERIOR SCHEMATIC DESIGN					
floor plan options, interior design, refine selected plan	architect	20 hrs	150	3,000	
ADA compliance, CASp design	architect	10 hrs	150	1,500	
CADD - 3D modeling	sr. tech	30 hrs	110	3,300	
color renderings	sr. tech	30 hrs	110	3,300	
interior design, furniture selection	architect	20 hrs	150	3,000	
project management	architect	16 hrs	150	2,400	
meetings or coordination with Client	architect	10 hrs	150	1,500	
value engineering for construction cost estimate with options	architect	8 hrs	150	1,200	
					19,200
SUB-CONSULTANTS and EXPENSES					
structural engineering				5,000	
mechanical engineering				9,000	
plumbing engineering				2,000	
electrical engineering				11,000	
acoustic engineer				4,000	
IT-AV Technology Consultant, Design, Construction Support				40,000	
Asbestos, Lead Paint, Mold Report				0	
land survey, topographic survey				0	
expenses; travel, prints, photocopies, etc				200	
					71,200
ARCHITECTURAL DESIGN DEVELOPMENT & CONSTRUCTION DOCUMENTS					
CADD - 3D modeling	sr. tech	80 hrs	110	8,800	
project management and design refinement	architect	10 hrs	150	1,500	
interior design, furniture selection	architect	10 hrs	150	1,500	
meeting or coordination with Client	architect	10 hrs	150	1,500	
specifications in CSI format	architect	16 hrs	150	2,400	
construction cost estimate	architect	6 hrs	150	900	
quality control	architect	10 hrs	150	1,500	
client/bldg dept submittal & corrections to comments	sr. tech	30 hrs	110	3,300	
					21,400
ARCHITECTURAL CONSTRUCTION SUPPORT (limited to the amount of hours stated)					
Bidding Assistance, pre-bid meeting	architect	4 hrs	150	600	
pre-construction meeting	architect	4 hrs	150	600	
construction meeting(s)	architect	12 hrs	150	1,800	
CADD - 3D modeling, record drawings	sr. tech	10 hrs	110	1,100	
Respond to RFI and technical assistance	architect	40 hrs	150	6,000	
					10,100
				TOTAL FEE:	**$129,800**

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. if needed.
3. The Owner will provide accurate as-built dwgs. & locations of all utilities to extent possible.
4. Client to provide asbestos, lead, and mold report
5. Client will provide all printing for bidding to contractors as needed.
6. Client to provide land survey if needed
7. Client to provide slab moisture test if needed
8. soils-geotechnical engineering not included

Item No. 8

Office of the
South Gate City Clerk

JAN - 8 2026

FILED

1:45 pm

City of South Gate

CITY COUNCIL

AGENDA BILL

For the Regular Meeting of: **January 13, 2026**

Originating Department: **Public Works**

Department Director: _____ ***City Manager:*** _____

Arturo Cervantes — Rob Houston

SUBJECT: AGREEMENT WITH HARPER AND ASSOCIATES ENGINEERING, INC. TO PROVIDE ENGINEERING DESIGN SERVICES FOR WEST SIDE RESERVOIR REHABILITATION PROJECT, CITY PROJECT NO. 742-WTR

PURPOSE: The City's West Side Reservoir requires rehabilitation to improve reliability, extend the facility's service life, and address identified maintenance needs. To advance this effort, staff recommend approving an agreement with Harper and Associates Engineering Inc. on a sole-source basis for specialty engineering design services and amending the Capital Improvement Program to include the West Side Reservoir Rehabilitation Project.

RECOMMENDED ACTIONS: The City Council will consider:

a. Approving Professional Services Agreement with Harper & Associates Engineering, Inc., to prepare design and construction documents for the West Side Reservoir Rehabilitation Project, City Project No. 742-WTR, in an amount not to exceed $48,380;
b. Amending the Fiscal Year 2025/26 Capital Improvement Program to add the West Side Reservoir Rehabilitation Project and appropriate $88,380 in Water Funds to fully fund its design phase;
c. Authorizing the City Manager to approve and execute amendments as needed to complete the design phase; and
d. Authorizing the Mayor to execute the agreement in a form acceptable to the City Attorney.

FISCAL IMPACT: There is no impact to the General Fund. The Agreement amount of $48,380 will be funded by the Water Fund. A total Water Fund appropriation of $88,380 is required to fully fund the design phase.

Budget	Water Fund
Agreement	$48,380
Staff time	$20,000
Contingency	$20,000
Total	$88,380

ANALYSIS: The City's drinking water system uses several large storage tanks and keeping them in good condition is important for safe and reliable water service. During the Hawkins

Reservoir project, staff also inspected the West Side Reservoir tanks and found that they are in poor shape. The paint on the roof is heavily rusted, some metal has started to deteriorate, and the safety railings and ladders need to be updated. The current paint system is more than 26 years old and has outlived its useful life.

The proposed $48,380 agreement will pay for the engineering work needed to design the repairs. This includes preparing plans to fix damaged areas, repaint the tanks, and upgrade safety features so the facility is protected from further damage and continues to provide safe, clean water. The cost is considered good value because it provides expert work now that can help prevent more expensive problems in the future.

BACKGROUND: The City owns and operates a municipal water system that serves approximately 90% of residents and businesses. The West Side Reservoir site, located at 2750 Tweedy Boulevard, includes two groundwater wells and two steel storage tanks, each with a capacity of 2.5 million gallons. The tanks were constructed in 1999, are approximately 35 feet tall and 94 feet in diameter and were originally coated with coal tar enamel on the interior and epoxy on the exterior. The exterior roof coating is now more than 25 years old and has reached the end of its service life.

Recent inspections performed as part of the Hawkins Reservoir project identified that the roof coating on both tanks is failing, with rust, areas of metal deterioration, and outdated safety railings and ladders. Full rehabilitation, including surface preparation, new coatings, patching of damaged areas, and safety upgrades, is recommended to maintain the tanks in serviceable condition.

Given the specialized nature of tank rehabilitation, staff requested a proposal from Harper & Associates Engineering (HAE), a firm with extensive experience in coating systems, welding, structural repairs, and water reservoir rehabilitation. HAE recently completed the Hawkins Reservoir Rehabilitation design, demonstrating their familiarity with the City's system and requirements. The proposed Agreement with HAE provides the following:

- **Qualified Project Manager** – Offers more than 25 years of experience and has expertise in corrosion and tank structural engineering projects, primarily related to steel and concreate tank rehabilitation.
- **Successful Track Record** – In 1979, HAE was the first engineering firm in Southern California to provide full-time quality control coating and paint inspection. HAE was a member of the original committee that formulated the National Association of Corrosion Engineers (NACE) coating inspection program and testing. HAE inspectors not only have NACE certifications but have field experience in coating and painting with being either past foremen or superintendents for coating contractors.
- **Experience on Similar Projects** – HAE's experience with tank coating projects spans across many water purveyors such as Coachella Valley Water District, Long Beach Water Department, Golden State Water Company, and San Gabriel Valley Water Company.

ATTACHMENTS: A. Proposed Agreement (including Exhibit A)

LC/DD:lc

AGREEMENT FOR PROFESSIONAL SERVICES FOR ENGINEERING DESIGN SERVICES BETWEEN THE CITY OF SOUTH GATE AND HARPER & ASSOCIATES ENGINEERING, INC.

This Agreement for Professional Services for Engineering Design Services ("Agreement") is made and entered into on January 13, 2026, by and between the City of South Gate, a municipal corporation ("City"), and Harper & Associates Engineering, 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 relating to professional engineering design services for the West Side Reservoir Rehabilitation Project; City Project No. 742-WTR; and

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 **Forty-Eight Thousand Three Hundred Eighty Dollar ($48,380)**, 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. 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 13, 2026, and will remain in effect for a period of 2 years 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 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 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 Ave
South Gate, CA 90280
Email: acervantes@sogate.org
Tel: (323) 563-9567

WITH COURTESY COPY TO:
City of South Gate
City Clerk's Office
Yodit Glaze, City Clerk
8650 California Avenue
South Gate, CA 90280
Email: yglaze@sogate.org
Tel: (323) 563-9510

TO CONSULTANT:
Krista Harper
Vice President
Harper & Associates Engineering, Inc.
1240 E. Ontario Ave Ste. 102-312
Corona, CA 92881
Email: **(CONSULTANT'S EMAIL ADDRESS)**
Tel: (951) 372-9196

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 13, 2026 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: _____
Joshua Barron, Mayor

Dated: _____

ATTEST:

By: _____
Yodit Glaze, City Clerk
(SEAL)

APPROVED AS TO FORM:

By: _____
Raúl F. Salinas, City Attorney

HARPER & ASSOCIATES ENGINEERING, INC.

By: _____
Krista Harper, Vice President

Dated: _____

HARPER & ASSOCIATES ENGINEERING, INC.

CONSULTING ENGINEERS

1240 E. Ontario Ave., Ste. 102-312 Corona, CA 92881-8671
Phone (951) 372-9196 Fax (951) 372-9198
www.harpereng.com

PROPOSAL TO

CITY OF SOUTH GATE

FOR

ENGINEERING CONSULTING SERVICES FOR

TECHNICAL SPECIFICATIONS, PLANS AND BIDDING AND CONSTRUCTION

ASSISTANCE FOR TWO WATER STORAGE RESERVOIRS

I. PROJECT DESCRIPTION

A. The 1.66 MG (94' Diameter x 32' High) West Side Reservoirs No. 1 and No. 2 are located on a City owned site in the City of South Gate, California.

B. SCOPE OF WORK – SPECIFICATIONS AND PLANS

1. Discuss with the City via virtual meeting to verify scope of work, to determine extent of project, based on utilizing reports and estimated costs to accomplish the work.

2. Accomplish field investigation of the interior and exterior of both reservoirs, to gather needed information, measurements for preparation of the specifications and plans, including observe and note structural safety and health code violations.

   a. Field investigation would include gathering interior coating and exterior paint samples for analysis of hazardous materials, including lead, chromium and zinc.

3. Recommendations and cost estimates would be prepared and included in the design memorandum for both reservoirs. A pdf. file of the design memorandum will be submitted

4. Prepare technical specifications covering interior coating and the exterior painting of the reservoirs.

5. Prepare technical specifications and CAD drawings for structural/safety upgrades for both reservoirs. Drawings to be accomplished in AUTOCAD.

6. Prepare technical specifications and CAD drawings for a new galvanic cathodic protection system with a potential meter and enclosure. Drawings to be accomplished in AUTOCAD.

7. Submit to City for 90% review and accomplish all revisions determined needed.

8. Prepare a Bid Schedule for the project for inclusion in the front-end bid documents prepared by the City.

9. Furnish City with a revised cost estimate for project in accordance with the bid schedule generated.

C. SCOPE OF WORK - BIDDING ASSISTANCE

1. Furnish City with a list of potential bidders to forward Notice Inviting Bids.

2. Provide telephone liaison with potential bidders as regards all matters concerning bidding the project and preparation of addenda as required to document design changes or clarifications.

3. Assist the City in conducting Pre-Bid Conference to ensure prospective bidders are totally aware of scope of work and local conditions.

   a. Prepare minutes of Pre-Bid Conference covering all aspects of the contractor's questions and clarifications of project and mail to all attendees and become part of the contract documentation.

4. Assist City in telephone evaluation of bids received and make recommendations for award or rejection.

D. SCOPE OF WORK – CONSTRUCTION ASSISTANCE

1. Assist City in conducting Pre-Construction meeting to enable all relevant parties to comprehend scope of project, implementation of specification and City requirements. Prepare minutes of pre-construction meeting covering all aspects of contractor's questions and clarifications of project and present to all parties.

2. Assist City in review and approval of Contractor submittals and project procedures. Rejected submittals would be supplemented with an explanation of the reason for rejection and requirements for re-submittal.

3. Provide telephone liaison with the Contractor and City regarding requests for information and change orders including drawings, sketches and/or written descriptions and responses of the work for the project, as required.

4. Review all contractor invoices, inspection reports, inspector estimates of percent completion and make recommendations to the City for payment of contractor as appropriate.

5. Assist City in final acceptance of project upon completion of all work by Contractor, including final job walk and punch list.

II. SCHEDULE

A. Preparation of technical specifications and plans would be accomplished at mutually agreed time, upon execution of an agreement and issuance of the Notice to Proceed.

III. CITY RESPONSIBILITIES

A. The City shall provide the following items, personnel and/or services to be utilized in connection with this work.

1. The City shall make available to the Consultant reasonable and timely staff input for purposes of conference discussion, reviewing submissions from the Consultant, providing information and/or suggestions relating to the work in such a manner that the Consultant may meet the project completion schedule.

2. The City shall provide designated water operations person for access to reservoir site and unobstructed access to reservoir interior upon request by the Consultant at time and in the manner mutually agreed upon as required to accommodate work of Consultant.

3. The City will provide payment on monthly progress estimates based upon work accomplished during the previous month or portion thereof.

IV. WORK PRODUCT

A. The City designee shall at all times have access to the work product of the Consultant while it is under preparation or in progress. Upon completion of the project, all drawings, documents, and notes shall become property of the City.

V. DESIGNATED REPRESENTATIVES

A. Technical specifications for the project would be accomplished by Ms. Krista Harper, P.E. It is understood the City's representative will be Mr. Derwin Dy, who will provide the interface between the City's Staff and Consultant.

VI. INSURANCE COVERAGES

A. Consultant will provide and maintain in full force and effect, while operating under an agreement with City, a comprehensive liability insurance policy which shall include bodily injury, and property damage coverage of $4,000,000 combined single limit, automobile liability insurance with limits of $2,000,000, worker's compensation insurance with limits of coverage as prescribed by law, and an Errors and Omissions professional liability policy with a minimum limit of coverage of $2,000,000. Above noted insurance coverages are currently in force with Consultant.

VII. INDEMNITY

A. City shall hold Harper & Associates Engineering, Inc., harmless from any and all liability to perform beyond the exact confines of the services offered in this proposal.

IX. ACCEPTANCE OF PROPOSAL

A. The cost estimate, terms and conditions of this proposal are valid for sixty days from receipt of proposal. Acceptance shall be deemed valid upon receipt by Harper & Associates Engineering, Inc. of the original proposal executed by the City's authorized representative within noted time frame. Acceptance will be in whatever form is routinely used by City.

Respectfully submitted,

HARPER & ASSOCIATES ENGINEERING, INC.

Krista Harper
Vice President

WEST SIDE NO. 1 & No. 2 RESERVOIRS
PROPOSAL COST SHEET AND RATES

Scope	Categories	Estimated Hours	Hourly Rate	Extended Rate	
Specifications and Plans	Project Manager	32	$215.00	$6,880	
	Project Engineer	60	$198.00	$11,880	
	Cathodic Engineer	14	$225.00	$3,150	
	Draftsperson	60	$140.00	$8,400	
	Clerical	16	$70.00	$1,120	
ITEM TOTAL				$31,430	
Bidding Assistance	Project Manager	10	$215.00	$2,150	
ITEM TOTAL				$2,150	
Construction Assistance	Project Manager	32	$215.00	$6,880	
	Project Engineer	40	$198.00	$7,920	
ITEM TOTAL				$14,800	
PROJECT TOTAL				**$48,380**	

Harper & Associates Engineering, Inc. 7/29/2025

City of South Gate

CITY COUNCIL

Office of the
South Gate City Clerk
JAN - 8 2026
FILED
1:45PM

AGENDA BILL

For the Regular Meeting of: **January 13, 2026**
Originating Department: **Public Works**

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

SUBJECT: AGREEMENT WITH WILLDAN ENGINEERING, INC. FOR CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR THE AUTOMATIC METER READING UPGRADE, PHASE V, CITY PROJECT NO. 740-WTR

Purpose: The City is implementing a multi-phase program to upgrade all water meters to an automated metering system to improve accuracy, reduce manual reading, and enhance customer service. Phase V of this program will replace approximately 1,659 meters serving residential and commercial customers on the west side of the City. Its construction requires dedicated construction management, inspection, and labor compliance support to ensure the work is completed in accordance with plans, specifications, and applicable standards. The purpose of this action is to approve a Professional Services Agreement with Willdan Engineering, Inc. ("Willdan") to provide these services for the successful delivery of the AMR Project, City Project No. 740-WTR.

RECOMMENDED ACTIONS: The City Council will consider:

a. Approving an Agreement with Willdan, Inc. to perform construction management and inspection services on the Automatic Meter Reading Upgrade, Phase V, City Project No. 740-WTR, in an amount not-to-exceed $149,574;
b. Authorizing the City Manager to approve and execute amendments to the Agreement up to a cumulative amount of $50,000 from Water Fund; and
c. Authorizing the Mayor to execute the Agreement in a form acceptable to the City Attorney.

FISCAL IMPACT: There is no impact to the General Fund. The proposed Agreement, totaling $149,574, will be funded entirely with Water Funds budgeted in the Fiscal Year 2025/26 Capital Improvement Program.

ANALYSIS: Construction of the AMR Project will begin soon, and it will require over 850 hours of management and inspection effort. The Department of Public Works, Engineering Division, lacks sufficient in-house staff to provided the needed construction management and inspection services. Therefore, it is recommended to retain a construction management and inspection services consultant to oversee the work.

Staff issued a Request for Task Proposals ("RFTP") to the four consulting firms that currently have contracts with the City for on-call engineering services. Three proposals were received.

Willdan was determined to be the highest qualified to provide the services, with the proposed team being the same group that successfully construction managed the previous project phase. That said, staff recommends awarding the proposed Agreement to Willdan.

BACKGROUND: The City's water system provides drinking water service to approximately 90 percent of all properties, supported by a network of over 14,200 water meters used to record consumption and generate customer billing.

The Public Works Department is implementing a multi-phase program to upgrade all water meters to an automated system, eliminating the need for manual reading. The AMR Project represents the fifth phase of this program. To date, approximately 4,000 automated meters have been installed for residential customers and 500 for commercial and multi-family customers. The AMR Project will build on this progress by replacing an additional 1,659 meters serving residential and commercial customers on the west side of the City.

On October 23, 2025, a RFTP was issued to four (4) engineering consulting firms, and three (3) proposals were received as summarized below.

Consultant	Fee Proposal
Willdan	*$149,574
NV5	$149,604
Interwest	$184,600

* Negotiated fee proposal.

A selection committee consisting of the City's Water Division Manager and the Principal Civil Engineer – Water Resources Section Manager evaluated all proposals. Each consultant met the minimum qualification criteria, including construction management experience, inspection capabilities, and labor compliance expertise. However, Willdan Engineering received the highest overall ranking. The proposed construction manager and inspector previously provided these same services during an earlier phase of the project, which was completed successfully, demonstrating strong familiarity with the City's water system and project requirements. For these reasons, Willdan is recommended for the contract. Willdan provides the following benefits to the project:

- **Competitive Fees** – The fee proposal is $149,574 and is competitive, as it represents the lowest fee proposal.
- **Experienced Construction Manager** – The Construction Manager has over 30 years of experience.
- **Qualified Team and Expertise** – Willdan provides a comprehensive in-house team with the experience, technical knowledge, and professionalism required for the AMR Project. Their staff includes licensed engineers, construction and program managers, inspectors, office engineers, technicians, and administrative support personnel. The primary and alternate inspectors each have over 30 years of water-industry experience, enabling them to perform inspections, testing, and labor compliance effectively and to ensure the project is constructed in accordance with the plans and specifications.
- **Experience On Similar Projects** – Willdan's core specialties include construction management and inspection of Public Works projects, and they have recently completed

numerous projects of similar scope. They have also successfully delivered a similar AMR phase for the City of South Gate, demonstrating proven performance on this type of work.

The scope of services of the proposed Agreement consists of construction management, construction inspection, and labor compliance.

Construction is anticipated to begin in April/May 2026 (after the procurement of the meters is complete) and be completed by September 2026.

ATTACHMENTS: A. Proposed Agreement (including Exhibit A)

LC/MR:lc

AGREEMENT FOR PROFESSIONAL SERVICES FOR CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR THE AUTOMATIC WATER METER (AMR) UPGRADE – PHASE V, CITY PROJECT NO. 740-WTR BETWEEN THE CITY OF SOUTH GATE AND WILLDAN ENGINEERING INC.

This Agreement for Professional Services for Construction Management and Inspection Services ("Agreement") is made and entered into on January 7, 2026, by and between the City of South Gate, a municipal corporation ("City"), and Willdan Engineering Inc. ("Willdan"), 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 Construction Management and Inspection Services for the Automatic Water Meter ("AMR") Upgrade Phase V, City Project No. 740-WTR;

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 **One Hundred Forty-Nine Thousand Five Hundred Seventy-Four Dollars ($149,574)** 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 7, 2026 and will remain in effect for a period of one (1) 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 the 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 contract, 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 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 6.4.1 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 for personal injury to any one person, $1,000,000 for injuries arising out of one occurrence, and $500,000 for property damages or a combined single limit of $1,000,000, with an aggregate of $2,000,000. 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 PW
Public Works Department
8650 California Avenue
South Gate, CA 90280
E-mail: acervatnes@sogate.org
Telephone No.: (323) 563-9567

WITH COURTESY COPY TO:
City of South Gate
Yodit Glaze
City Clerk
City Clerk's Office
8650 California Avenue
South Gate, CA 90280
E-mail: yglaze@sogate.org
Telephone No. (323) 563-9511

TO CONSULTANT:
Willdan Engineering Inc.
Mike Bustos, P.E
Deputy Director of Construction Services
13191 Crossroads Parkway North, Suite 405
Industry, CA 91746
E-mail: mbustos@willdan.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 March 26, 2024, and will remain in effect through and until project completion, unless otherwise terminated in accordance with the terms of this Agreement.

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: _____
Joshua Barron, Mayor

Dated: _____

ATTEST:

By:_____
Yodit Glaze, City Clerk
(SEAL)

APPROVED AS TO FORM:

DRAFT

By: _____
Raúl F. Salinas, City Attorney

NV5 INC:

By: _____
Mike Bustos, PE, Deputy Director of Construction Services

Dated: _____

I. COVER LETTER

November 24, 2025

Lorenzo Camargo, Associate Engineer
City of South Gate
8650 California Avenue
South Gate, CA 90280

Subject: ***Proposal for Construction Management and Inspection Services for Advanced Metering Infrastructure (AMI)/Automatic Meter Reading (AMR) Replacement Project, City Project No. 740-WTR***

Dear Mr. Camargo:

Willdan Engineering is pleased to present the City of South Gate with this proposal to assist in construction management and inspection services for the City of South Gate's Advanced Metering Infrastructure (AMI)/Automatic Meter Reading (AMR) Replacement Project. Willdan Engineering has been providing construction management and inspection services to California cities and counties for 61 years, including South Gate, Norwalk, Bell, Bellflower, Lakewood, Downey, Cerritos, and Long Beach. We are well suited to partner with the City of South Gare to achieve a fast-track approach for planned infrastructure projects.

Willdan will provide staffing professionals who are committed to providing the City with top-quality service. Serving public agencies is the cornerstone of Willdan's business. Willdan's proposed staff members are experienced in working together as an integral part of municipal agency improvement projects and can provide exemplary staff for the City's role requests. The following strengths are what set us apart from the competition and make us the best-qualified team for this assignment:

Highly Skilled Construction Manager and Inspector. Our proposed Construction Manager, Arne Cvek, possesses 20 years of professional experience in the field of full lifecycle construction management/project management and recently managed construction of the City's Phase 3 AMR Upgrade Project. He is proficient in leading and managing projects and executing extensive scopes of work on strict deadlines. He is adept at communicating effectively and developing working relationships across diverse populations, while working toward a common goal of delivering quality projects within established timeframes and budget. He is specifically skilled at managing contractors, equipment, personnel, and resources to maximize productivity. He ensures excellent communication with contractors regarding construction obligations and legal requirements across multiple trades, and he is especially adept at maintaining excellent quality control of construction projects.

Mr. Cvek will be assisted in the monitoring of the project by our proposed public works inspector, Mr. Manny Trujillo. Mr. Trujillo has over 30 years of experience in the water utility and public works inspection industry and will provide the services listed in the public works inspection scope of work included in our proposal. He possesses multifaceted field experience in water distribution, inventory control, water supply, and construction inspection. He is committed, efficient, and has a high-quality standard. He has excellent communication and problem-solving skills, as well as technical skills. He recently worked with Mr. Cvek to complete the City's Phase 3 AMR Upgrade Project.

Our proposed construction manager has assisted cities on various projects, including implementing and administering the construction of water line projects and has recent City of South Gate AMR experience

Recent Relevant Experience. Our proposed Construction Manager and Inspector worked together to complete providing the same services on the City's recently completed Phase 3 AMR Upgrade Project.

Our proposed team recently completed the City's Phase 3 AMR Upgrade Project.

Staffing Resources. Our in-house staffing resource bench of licensed and technical experts includes specialists in construction management and construction inspection, pavement and street improvement, water and wastewater resources, electrical resources, public outreach, labor compliance, drainage and flood control, utility coordination, geotechnical engineering and material testing/inspection, and construction staff augmentation.	***We have assembled a team of professionals who are committed to providing the City with top-quality service.***
Large Company with Boutique Company Approach. We have the resources of a large company but are staffed by individuals who respect our clients' unique needs. Every Willdan employee – including those working at City offices – seeks to understand each city's goals, policies, and practices based upon what is written in their general plans and development codes and how those goals and policies have been applied over time. This approach has contributed to Willdan's success.	***We have worked with nearly 90% of California cities and counties to deliver 13,000+ projects, serving over 3,400 clients.***

Mr. Mike Bustos, PE, ENV SP, our proposed Project Manager, is authorized to bind the firm to this proposal and any further proposed agreements and will be the City's main point of contact. He can be contacted at the following:

Mr. Mike Bustos, PE, ENV SP | 13191 Crossroads Parkway North, Suite 405, Industry, CA 91746
(805) 653-6597 | (805) 279-6870 | mbustos@willdan.com

Willdan looks forward to the opportunity to assist the City of South Gate on this very important project. Should you have any questions regarding our proposal, please do not hesitate to contact me at (805) 279-6870.

Respectfully submitted,
WILLDAN ENGINEERING

Mike Bustos, PE, ENV SP
Deputy Director of Construction Services

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II. QUALIFICATIONS AND EXPERIENCE

Willdan's Qualifications and Background

Willdan Engineering (Willdan), a California corporation since May 1964, is a subsidiary of Willdan Group, Inc., a publicly traded Delaware corporation. Services are provided to nationwide clientele through three subsidiary firms – Willdan Engineering, Willdan Energy Solutions, and Willdan Financial Services – that offer a portfolio of diversified strengths. Willdan infuses a corporate culture of *Customer-First* throughout our entire staffing resources and all services provided to our clients. *Looking out for our clients' best interests is at the forefront of everything we do.*

Our services and in-house support disciplines encompass urban and regional planning; traffic, civil, structural, geotechnical, right-of-way, city, and special district engineering; program/construction management and inspection; plan, study, and report review; building safety; drainage and flood control; mapping; and other complementary services such as GIS, utility coordination and relocation, and landscape architecture. With this depth of experience, expertise, knowledge, and resources, Willdan offers comprehensive solutions that are timely, cost effective, and tailored to meet the needs of individual communities. *Our understanding of public agency challenges and needs is what makes Willdan unique.*

Willdan Construction Management and Public Works Inspection Expertise

Willdan provides expertise in all areas of project and construction management, construction administration, construction inspection and observation, grant funding administration and compliance, labor compliance, and community relations. Willdan's corporate philosophy emphasizes strong leadership, cost effectiveness, timely performance, and consistent reciprocal communication with clients and internal and external resources. Our professionals are adept at anticipating issues before they arise through continual review of project plans, specifications, contractors' schedules, and contract documents.

Professional Staffing and Project Organization

Willdan has carefully selected our team to offer the City of South Gate a complete package of services to provide construction management and inspection services. Our team has a broad variety of talent and expertise in project management, technical, quality assurance, and construction inspection services. Willdan acknowledges that no person designated as "key" to the project shall be removed or replaced without the prior written concurrence of the City. Willdan's team stands ready to partner with the City on their as-needed services contract.

- ✓ **Project Manager |** Mr. Mike Bustos, PE, ENV SP
- ✓ **Construction Manager |** Mr. Arne Cvek
- ✓ **Construction Inspector |** Mr. Manny Trujillo
- ✓ **Construction Inspector (Alternate) |** Mr. Heleo Espinoza

Availability

Name	Role for this Project	Availability
Mike Bustos	Project Manager	10%
Arne Cvek	Construction Manager	33%
Manny Trujillo	Construction Inspector	*100%*
Heleo Espinoza	Alternate Construction Inspector	*100%*

Resumes

Mike Bustos, PE, ENV SP | Deputy Director of Construction Services

Profile Summary

Education:	▪ *BS, Civil Engineering (Magna Cum Laude), California Polytechnic State University, San Luis Obispo* ▪ *Caltrans Resident Engineer Academy*
Certification:	▪ *Civil Engineer, California No. 73173* ▪ *Envision Sustainability Professional, Institute for Sustainable Infrastructure*
Experience:	*23 years*

Mr. Mike Bustos, PE, ENV SP, is responsible for design and construction management of projects such as utility installations, pipeline rehabilitation, pump stations, water wells, roadway reconstructions, drainage improvements, pavement rehabilitation, street improvements, and grading. Mr. Bustos currently serves as the Deputy Director of Willdan's Construction Management and Inspection Services Group. He has served as resident engineer for dozens of projects over the last seven years. He has gained valuable experience in on-site construction management, off-site construction administration, inspection, design, and plan checking during his 23 years with Willdan.

Relevant Project Experience

Automatic Water Meter (AMR) Upgrade – Phase 3, Project No. 649-WTR, City of South Gate, CA. *Project Manager.* The $1.3 million project included removing and replacing approximately 1,725 ¾", 1", 1-1/2", and 2" existing water maters in Route C-1 of the City of South Gate Water distribution system with new Automatic Meter Reading (AMR) based water meters. The Project also included replacing and connecting piping and the valve on the customer side connection as needed. Willdan's services included construction management, inspection, and labor compliance.

Phase 1 Watermain Replacement Project, City of South Gate, CA. Project Manager. Willdan provided construction management, inspection, material testing, and labor compliance services for this water mainline replacement project which included the installation of 6,150 LF of new 8" and 12" ductile iron water main, removal and replacement of water laterals, fire hydrants, water meters, blowoffs and air vacs, and isolation valves.

Elizabeth Reservoir, Booster Pump Station, and New Well No. 29, EDA Grant No. 07-10-06903, City of South Gate, CA. Resident Engineer. Willdan provided construction management, inspection, material testing, and deputy inspection services for the Elizabeth Reservoir and Booster Pump Station at the Well No. 28 site and the new Well No. 29 at the Santa Fe Tank Site. The $10 million project included a new 1.8-million-gallon reservoir, booster pump station, seismic retrofit of an existing elevated tank, drilling and equipping of a new well, 10,000LF of 6-inch, 8-inch, and 12-inch water distribution main, and pertinent site improvements. Mr. Bustos was responsible for contract administration, review, and response to RFIs, submittals, and change order requests, oversight of material testing and inspection services, and served as the primary point of contact for the City.

Westside Water and Sewer Main Replacements, City of South Gate, CA. Construction Manager. The City's water main and sewer main replacements project involved replacing 1,000 lineal feet of 12-inch DIP, 17,600 lineal feet of 8-inch DIP, and 950 lineal feet of 6-inch DIP water mains, and 450 linear of 12-inch VCP and 1,700 linear feet of 10-inch VCP sewer mains. Existing water mains were abandoned in place while the existing sewer mains were removed from the trench with new mains installed within the same alignment. Willdan provided construction management and inspection services.

Woodruff Avenue Water System Improvements, CIP 19-01, City of Downey, CA. Resident Engineer. Willdan provided construction management, inspection, and materials testing services for this water system improvements project on Woodruff Avenue between Firestone Boulevard and Imperial Highway. The project involved the installation of new potable water ductile iron pipe, gate valves, tees, bends, thrust blocks and appurtenant fittings; installation of new fire hydrant assemblies, water service lines, meters, and boxes; abandonment of existing water mains, service lines, and associated facilities; trenching, backfill, and compacting; and other appurtenant work.

Arne Cvek | Construction Manager

Profile Summary

Education:	▪ *Master of Science, Construction Management, Louisiana State University, Baton Rouge* ▪ *Post-Baccalaureate Certificate, Construction Management, Louisiana State University, Baton Rouge* ▪ *Bachelor of Science, Molecular, Cellular and Developmental Biology, University of Colorado, Boulder*
Experience:	*20 years*

Mr. Arne Cvek possesses 20 years of professional experience in the field of full lifecycle construction management/project management. He is proficient in leading and managing projects and executing extensive scopes of work on strict deadlines. He is adept at communicating effectively and developing working relationships across diverse populations, while working toward a common goal of delivering quality projects within established timeframes and budget. He is specifically skilled at managing contractors, equipment, personnel, and resources to maximize productivity. He ensures excellent communication with contractors regarding construction obligations and legal requirements across multiple trades, and he is especially adept at maintaining excellent quality control of construction projects.

Relevant Project Experience

Automatic Water Meter (AMR) Upgrade – Phase 3, Project No. 649-WTR, City of South Gate, California. *Construction Manager.* The $1.3 million project included removing and replacing approximately 1,725 ¾", 1", 1-1/2", and 2" existing water maters in Route C-1 of the City of South Gate Water distribution system with new Automatic Meter Reading (AMR) based water meters. The Project also included replacing and connecting piping and the valve on the customer side connection as needed. Willdan's services included construction management, inspection, and labor compliance.

Associated Road High Pressure Water Line, City of Brea, California *Construction Manager.* Willdan provided construction management, inspection, and materials testing for this potable water infrastructure project. The Project includes the installation of 3,963 linear feet of 12" steel CML&C water line, resilient gate valves, blow-offs, air vacs, removal of interfering existing pipe, welding of 12" spool, disinfection, trench paving, traffic striping, and all other improvements required to complete the Project as shown on the plans. Mr. Cvek provided construction management services for the project, navigating the unique working hours and traffic control parameters to effectively find solutions for the City of Brea and the awarded contractor.

Crenshaw Blvd Phase 1 Improvements, City of Inglewood, California. *Construction Manager.* Willdan is currently providing construction management, inspection, and material testing services for this $17 million project to beautify and improve the Crenshaw Blvd corridor between the I-105 freeway and Century Blvd. The work includes removal and reconstruction of existing asphalt concrete, driveway approaches, sidewalks, curb and gutter, cross gutters, curb ramps, and bus pads; new irrigation water services and abandonments of existing water services; median and parkway landscaping, tree removals and planting, irrigation system, and median electrical and landscape lighting system; traffic signal modifications, ITS improvements, and street lighting; and cold milling and asphalt rubber hot mix overlay.

Santa Anita Park Field and Park Improvements, City of Santa Ana, California, $9.5M. *Construction Manager.* The comprehensive project enabled a total park renovation that includes new synthetic turf soccer field, new sports lighting, the incorporation of built-in concrete bleacher seating into adjacent grass slopes, upper terraces to allow for group event canopies, a new basketball court, new playground equipment, a parking lot expansion, new concrete walkways, new site lighting, and new landscape and irrigation. Mr. Cvek was responsible for contractor inspection coordination and contract administration.

Santa Ana City Hall Second, Fifth, and Eighth Floor Tenant Improvements, City of Santa Ana, California, $2.5M. *Construction Manager.* Facilities at Santa Ana City Hall and Ross Annex were selected to undergo renovations. To minimize impact to daily operations, work has been programmed to take place in phases. This project includes updating lighting, plumbing fixtures, finishes, demolition and installation of non-load bearing interior partition walls, ceiling finishes, as well as data and electrical relocations. Mr. Cvek was responsible for coordination with design consultant, RFI and Submittal review, stakeholder updates, contract administration, and scheduling.

Manny Trujillo | Construction Inspector

Profile Summary

Education:	▪ *State of California Water Control Board Grade 3 Water Treatment Operator* ▪ *State of California Water Control Board Grade 3 Water Distribution Operator* ▪ *Certified in Water Sampling Techniques*
Experience:	30 years

Mr. Manny Trujillo is a public works inspector with more than 30 years' experience in the Water Utility industry and in Construction Management. He possesses multifaceted field experience in water distribution, inventory control, water supply, and construction inspection. He is proficient in Microsoft Office and JD Edwards/Oracle Software. He is committed, efficient, and has a high-quality standard. He has excellent communication and problem-solving skills, as well as technical skills. He proudly served six years in the United States Navy as a Petty Officer aboard the USS New Jersey BB62 and received specialized training in leadership, ship maintenance, communications, and firefighting. His duties included seamanship and ship maintenance training and supervision of ten crewmembers.

Relevant Project Experience

Automatic Water Meter (AMR) Upgrade – Phase 3, Project No. 649-WTR, City of South Gate, California. *Public Works Inspector.* The $1.3 million project included removing and replacing approximately 1,725 ¾", 1", 1-1/2", and 2" existing water maters in Route C-1 of the City of South Gate Water distribution system with new Automatic Meter Reading (AMR) based water meters. The Project also included replacing and connecting piping and the valve on the customer side connection as needed. Willdan's services included construction management, inspection, and labor compliance.

Well 13A Treatment Facility Project, City of Lakewood, California. *Public Works Inspector.* Willdan provided construction management, inspection, labor compliance, and materials testing services for this water improvements project at Well 13A in Lakewood. The project included above and below grade pipeline construction, electrical and instrumentation system, chemical system, and start-up testing of the new treatment system, and related work to become an integral and fully operational part of the treatment plan.

PFAS Treatment System Project No. 50042, City of Pico Rivera, California. *Public Works Inspector.* Willdan provided construction management, utility coordination, inspection, labor compliance and close-out services for this project, which consisted of the construction of equipment pads and installation of owner-supplied water treatment process equipment, including certain process valves, fittings, instrumentation, accessories, and appurtenances; process and yard piping and associated valves, fittings, instrumentation, appurtenances, and accessories; grading and paving, storm drain system with tie in to County storm sewer (Plant 1), demolition of a building at Plant 3 and wing wall at Well 5 sites; removal of tree at Plant 2, and electrical and control systems.

Country Hills II Street Rehabilitation and Water System Project, City of Brea, California. *Public Works Inspector.* Willdan provided construction mangement and inspection sevices for this $2.1 million water system improvements project which included the replacement and upgrade of approximately 3,500 linear feet of existing water mains and appurtenances, replacement of ADA ramps, curb and gutter replacement, and street resurfacing throughout the Project area. The work generally consisted of sawcut, removal, and disposal of existing damaged pavement/roadway sections, curb ramps, curb and gutter, vegetation and miscellaneous improvements; cold milling, ARHM overlay, construction of new PCC curbs, curb and gutter, ADA curb ramps; new C-900 PVC waterline and appurtenances including new valves, fire hydrants, blow-off hydrants, installation of water meters and boxes, water services, air release valves, pressure testing, disinfection, abandonment of existing water main and appurtenances, AC slot paving, traffic striping and signing replacement; landscape and irrigation repair; construction survey and monument protection and restoration.

Foothill Boulevard Link Bikeway and Pedestrian Greenbelt Project, City of La Cañada Flintridge, California. *Public Works Inspector.* Willdan provided preconstruction, construction management, public works inspection, and post construction services this this project which consisted of approximately a half mile Class I bicycle and pedestrian path and two miles of Class II bike lane and bicycle amenities; raised medians; a bus stop; cold milling existing pavement and repaving with Asphalt Rubber Hot Mix (ARHM); removal and installation of traffic striping and raised pavement markings; replacement of curb and gutter and other drainage improvements; traffic signal improvements to include new equipment, bicycle signal detection, and bicycle/pedestrian push buttons; street lighting; illuminated street name sign; and streetscape beautification with narrowed travel lanes to enhance bike and pedestrian mobility and safety.

Heleo Espinoza

Public Works Inspector (Alternate)

Profile Summary	
Education:	▪ *Citrus College, Mount San Antonio College, and Rancho Santiago College Courses in: Water Science and Public Works involving Traffic Control Safety, Concrete, Asphalt, Trees, Storm Systems* ▪ *JPIA Training Courses* ▪ *AWWA Training Courses* ▪ *City of Santa Fe Springs Supervisor Training Courses*
Certifications and Membership:	▪ *State Certified in Water Treatment (1)* ▪ *State Certified in Water Distribution (2)* ▪ *Member of Municipal Superintendents Association (MSA)*
Experience:	▪ *41 Years*

Mr. Espinoza has 41 years of experience in Public Works, with strong leadership qualities and the ability to manage projects successfully. He possesses exceptional decision-making capabilities and is meticulous in ensuring project specifications are compliant with contracts and requirements. He has outstanding customer service skills dealing with clients and contractors and is well organized, with excellent time management abilities, to complete projects on time and within budget.

Relevant Project Experience

Phase 1 Watermain Replacement Project, City of South Gate, CA. Public Works Inspector. Willdan provided construction management, inspection, material testing, and labor compliance services for this water mainline replacement project which included the installation of 6,150 LF of new 8" and 12" ductile iron water main, removal and replacement of water laterals, fire hydrants, water meters, blowoffs and air vacs, and isolation valves.

3rd Street Water System Improvements Project (Old River Road and Rives Avenue), CIP 20-23, City of Downey, California. Public Works Inspector. Willdan is providing construction management, inspection, and materials testing services for this water system improvements project on Old River Road and Rives Avenue. The project involves the installation of new potable water ductile iron pipe, gate valves, tees, bends, thrust blocks and appurtenant fittings; installation of new fire hydrant assemblies, water service lines, meters, and boxes; abandonment of existing water mains, service lines, and associated facilities; trenching, backfill, and compacting; asphalt concrete (AC) and Portland cement concrete (PCC) pavement reconstruction; reconstruction of miscellaneous PCC improvements; and other appurtenant work.

Alosta Avenue Street Improvements, Federally Funded Project No. STPL-5112(020), City of Azusa, California. Public Works Inspector. Willdan provided the City of Azusa with Construction Management and Inspection for the City's federally funded street Improvement project. The City's project included traffic control, cold milling, asphalt concrete overlay, asphalt concrete dig-outs, curb ramps, adjustments of survey monuments, manholes and valve covers to grade; installation of loop detectors, pavement striping, markings and markers and other miscellaneous improvements.

Lakewood Boulevard Cast Iron Pipe Replacement, Long Beach Water Department, California. Public Works Inspector. Willdan is providing construction management, public works inspection and materials testing for the Long Beach Water Departments water improvement project. The project includes the installation of 12" ductile iron water line, new fire hydrants, new services and other appurtenant work.

Various Projects for Water Utility Division, City of Santa Fe Springs, California. Water Utility Maintenance Worker. Mr. Espinoza performed labor and maintenance throughout the City's water distribution system, including emergency repairs of water infrastructure, hydrants, meters and pumps. He was responsible for traffic control, confined space entries, pool maintenance and customer service complaints. In addition, he safely operated a variety of City vehicles, tools and heavy equipment. He assisted in the development of the City's apprentice program.

III. PROJECT APPROACH

WORK PLAN

Project Understanding

Willdan understands the City of South Gate requires the services of a qualified construction manager and inspector to provide contract administration and full-time inspection services for an anticipated 80 working day construction duration. The proposed project includes the removal and replacement of existing water meters. The removal and replacement of aging water meters will be approximately for 1,659 water meters of ¾ “, 1”, 1-½”, 2”, and 4” in Route C-4 for the City of South Gate’s Water distribution system with new automatic reading (AMR) and Advanced Metering Infrastructure (AMI) based water meters. The proposed work will also include replacing and connecting piping and customer side valve as needed.

Project Approach

Willdan provides expertise in all areas of construction management, inspection, labor compliance, and community relations to residents and businesses affected by construction. Our experienced team members serve as construction managers, resident engineers, and inspectors and provide significant insight for identifying and correcting discrepancies, ambiguities, omissions, or conflicts in contract documents that could generate misinterpretation and/or disagreements between the City and the contractor. Our goal is to anticipate or diminish potential problems before they arise through continual review of project plans, specifications, contractor’s schedule, and other contract documents.

Basic Principles to Project Approach

Our team is adept at:

- Anticipating job site problems and dealing with issues in a professional, straightforward fashion.
- Review Project plans and provide independent review of the proposed quantities and immediately bring discrepancies to the City’s attention.
- Calling job site problems to the project manager’s and/or contractor’s attention.
- Offering constructive recommendations and achieving cooperation from the contractor.
- Addressing concerns of the public.

Our approach to issue resolution is to:

- Obtain and document the facts surrounding the issue.
- Develop reasonable solutions in conjunction with the contractor and City project manager.
- Respond quickly and effectively so that job progress and quality do not suffer.

Through close communication with the City’s project staff, timely corrective action is taken to alleviate potential adverse impacts of work progress, costly change orders, and construction claims.

Quality Control/Quality Assurance

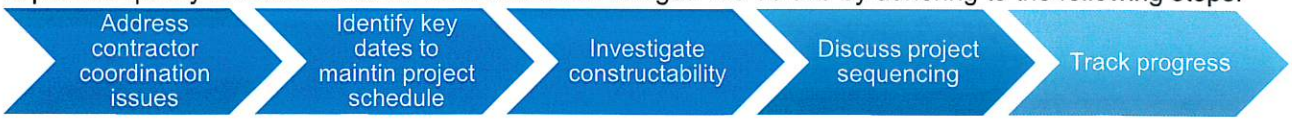
Willdan will perform Quality Assurance and Quality Control of this project through a diligent review of all work and documentation. Quality Assurance and Quality Control will begin with the preconstruction meeting, at which time the scope of the project and control requirements will be reviewed with the General Contractor. Once construction begins, the next step in the Quality Control process will be the verification of materials and components to be installed. Once the material and components arrive onsite, Willdan Inspectors will spot-check these materials and components to verify they match the construction documents. In addition, the project inspectors will coordinate material inspections with the materials testing engineer to ensure the materials used on the project meet the requirements of the project specifications. The Inspector will maintain a detailed record of meter numbers for each parcel, samples, tests, and material releases, and certificate of compliance for the project.

Quality Control Methodology

Willdan’s team is unique in that it is structured as an integrated unit with close communication between team members and interlocking responsibilities that provide good coverage of all elements of construction engineering, while at the same time having minimal overlap of duties to avoid misunderstandings of assigned responsibilities and reduce costs. This structure provides a natural quality assurance/control system for the team.

Inspectors for Willdan closely monitor projects to ensure compliance with all contract requirements. Willdan's inspectors have knowledge of basic soil dynamics and are highly cognizant of the crucial role of soils compaction in construction. They are also familiar with the needs for general material testing for asphalt and concrete.

Quality assurance and control procedures are critical to ensure that sound practices and quality deliverables are provided to our clients throughout project construction. Willdan's designated Project Manager will provide project oversight and ensure our internal goal of quality is met. The basic goal of the quality assurance plan is to provide quality work delivered on time and within budget. We do this by adhering to the following steps.



Willdan adopted Caltrans' Local Assistance Procedures Manual (LAPM) as our in-house quality standard and have incorporated Caltrans' prescribed standards and procedures into our everyday inspection routine. This ensures we meet federal and state guidelines from the start.

Our principal in charge will perform periodic review of Willdan's construction file, including daily inspection reports, material testing reports, and photographs to ensure compliance with Willdan, City, and LAPM file organization standards and to ensure that project documentation is up to date.

Contractor Compliance

Our inspection staff has extensive experience with a myriad of public works projects and has a clear understanding of the issues surrounding inspection of the work. For example, when constructing trench backfill, our inspector will ensure adequate compaction has been achieved. Inspectors will monitor the work for conformance with the plans and specifications. Willdan's inspectors will monitor the contractor's operations for conformance with City compaction standards by working with the City's approved material testing lab and will not accept any trench backfill or allow any pavement repair until proper compaction is verified by the lab. Delivery tickets will be checked to ensure materials match the approved submittals.

Document Control

Willdan's document management is defined by the practices and procedures used to create, distribute, and store various types of project documentation, including, but not limited to, letters, e-mail correspondence, plans, memorandums, exhibits, work orders, and staff reports. Willdan uses a proprietary Construction Management System that incorporates the use of Virtual Project Manager (VPM), Word, BlueBeam, and Excel. Willdan has a license with VPM for online management of the submittal, RFIs, and daily inspector reports. Our team will ensure Willdan staff safely stores all documents in a project folder to provide an accurate and complete archive of project documentation that is always readily available to the City. To facilitate the convenience of securely sharing the latest project documentation with the City, Willdan also utilizes the cloud-based storage site Box.com. The City will be provided with a link to our Box.com storage site where they can view their current and past project files at any time and at no additional cost. This service allows for timely, easy access, and cost-effective deliverables to the City.

SCOPE OF WORK

Preconstruction Services

1. Set up project webpage on Virtual Project Manager.
2. Prepare special concerns to be presented at preconstruction conferences.
3. Conduct preconstruction meeting, prepare meeting minutes, and distribute to attendees.
4. Review and approve material submittals.
5. Review and coordinate approval of shop drawings with the City's Design Consultant.
6. Review baseline schedule submittal prior to issuance of Notice to Proceed.

Construction Management

Program Objective

The Construction Manager will manage and coordinate all aspects of the project including delivering the project on time and within budget.

1. Assist City with public awareness and information program to keep residents and local stakeholders informed of project status along with impacts to traffic flow circulation, including answering public's questions about project.
2. Ensure contractor distributes public construction notices and places construction and information signs.

3. Review contractor's safety program in consultation with City staff.
4. Coordinate with City staff, multiple contractors when applicable, agencies, and Project stakeholders.
5. Through Willdan's system of project control, monitor activities related to project such that project is constructed in timely fashion pursuant to contract documents.
6. Log, track, and process submittals, RFIs, contract change orders (CCOs), potential change orders (PCOs), field directives, notices of potential clairms (NOPCs), non-conformance reports (NCRs), construction schedule, and detailed traffic control plan.
7. Closely review schedule updates and advise contractor to act on schedule slippage.
8. Document contractor's 20-day notices, mechanic's liens, and stop notices.
9. Assume responsibility for coordination with inspection staff and City staff.
10. Monitor and coordinate activities of design engineering support, surveying, testing, and work by utilities or other agencies.
11. Coordinate contractor's field work with utility companies and other agencies.
12. Prepare weekly statement of working days and submit it to contractor and City.
13. Establish and conduct biweekly construction progress meetings to:
    a. Resolve all old business issues to the maximum extent possible.
    b. Address all items of new business as presented by any party.
    c. Review project schedule and address any deviations.
    d. Review submittal log in terms of items needed and resubmittals required and review RFI, RFC, CCO, NCR, and NOPC logs.
    e. List status of construction items recently undertaken or ongoing
    f. List planned construction items for next two weeks (two-week look ahead schedule)
    g. Review SWPPP issues.
14. Prepare minutes for construction progress meetings.
15. Provide claims mitigation monitoring, including proactively applying foresight to discover unforeseen conflicts prior to contractor encounter.
16. Evaluate and respond to contractor's requests for clarification of plans and specifications.
17. Ensure that all questions, conflicts, and issues are immediately brought to the City's attention and addressed with appropriate directives to contractor.
18. Conduct special site meetings, when necessary, with contractor and City staff to review job progress, scheduling, and coordination.
19. Coordinate changes to the contract.
20. Provide supervision, scheduling, and problem resolution for the contractors.
21. Perform quantity, time, and cost analyses required for negotiation of contract changes.
22. Negotiate and prepare change orders in the City's standard format and send to City for review.
23. Monitor and perform immediate and thorough analysis of validity of all potential claims that arise.
24. Maintain all data for change orders and record information regarding time of dispute, time of notification by contractor, and action taken by inspector.
25. Maintain an accounting of construction costs to complete the Project, including approved change orders.
26. Monitor materials documentation and testing results and enforce corrections.
27. Review for approval contractor's progress payment requests, including verifying certified payroll compliance status and impact on payment; negotiate differences over amount with contractor; and process payments through City's Project Manager.
28. Routinely review construction files to ensure conformance to City standards and good construction management practices.
29. Monitor preparation of punch list at substantial completion and follow up.

Construction Inspection

Program Objective *The Construction Inspector will observe work performed by the contractor for general conformance with the plans and specifications.*

1. Review plans, specifications, and all other contract- and construction-related documents.
2. Conduct a field investigation of the project area to become familiar with the existing facilities and the project environment.
3. Become familiar with traffic control plans, construction schedule, construction sequence, and permit requirements from other agencies.

4. Verify that the contractor conforms to the design survey line and grades.
5. Attend weekly progress meetings with the construction manager, City, contractor, and subcontractors.
6. Provide full-time and as-needed construction inspection of the work to monitor materials and methods for compliance with plans, specifications, and contract documents; address and document non-conforming items as they are discovered.
7. Coordinate with City staff, Police Department, LA County Fire Department, Metro Transit, utility companies, and other stakeholders as needed and directed.
8. Coordinate construction activities with Contractor including temporary parking restrictions, temporary traffic control, and construction phasing.
9. Maintain copies of all permits needed to construct the project and enforce special requirements of each.
10. Monitor compliance with Cal OSHA requirements and compliance with all local, state, and federal regulations. Although Willdan will monitor the activities, it is the contractor's sole responsibility to provide workers with a safe working environment.
11. Monitor compliance with the Clean Air Act and the Clean Water Act (National Pollutant Discharge Elimination System – NPDES best management practices). Also, monitor the contractor's compliance with approved SWPPP.
12. Ensure compliance of Underground Service Alert notification/delineation.
13. Photograph continuous property frontages along the street alignment once prior to construction and once immediately following construction. Maintain a photographic record of key elements of each major operation of work each day, with increased detail in situations of potential changes or claims.
14. Meet with the contractor at the beginning of each day and review the proposed work plan, including specific details that may affect progress. Inform the City of any work which may results in a noteworthy impact to the City.
15. Review actual contractor performance throughout the day and discuss discrepancies with the contractor as they occur.
16. Inspect materials upon delivery for compliance with construction contract requirements.
17. Conduct daily measurements of quantities of work with the contractor.
18. Prepare and maintain detailed daily diary inspector reports on construction progress. Provide daily reports to City staff on a weekly basis.
19. Evaluate the contractor's operation and production with respect to quality and progress and report to the City's Project Manager and Construction Manager.
20. Provide City's labor compliance manager with federally compliant labor and equipment reports.
21. Assist in coordination of engineering support, surveying, specialty inspections, and fieldwork by utility companies.
22. Provide complete measurements and calculations documented to administer progress payments.
23. Closely monitor testing results and require the contractor to provide corrective measures to achieve compliance.
24. Maintain field file bound workbooks and Willdan electronic file during construction, including a cumulative record of quantities constructed, daily and weekly reports, working day reports, change order documentation, photographs, and other documentation.
25. Analyze delays and review claims on a timely basis and make recommendations to the construction manager

Project Closeout

1. Coordinate a final walk-through with all affected stakeholders, prepare punch list, certify completion of the project, and recommend acceptance.
2. Transmit Contractor's approved Record Drawings (As-Builts) to the City.
3. Finalize record drawings, contract bid items, claims, and change orders and punch list items.
4. Assist City with stop notices and release of retention.
5. Prepare all final reports, including report of completion for acceptance of the Project.
6. Finalize and deliver all construction files to the city for archives.
7. Provide scanned electronic version of all drawings in pdf format.
8. Provide paper and electronic files of all construction documents in the City's approved format.
9. Address any unresolved issues including, but not limited to, change orders, claims, etc.
10. Recommend for final acceptance of the Project after the contractors have corrected deficient work an satisfied all contract conditions

Labor Compliance

1. Prepare labor compliance information sheet for presentation at preconstruction conference. Verify applicable state wage determination; prepare wage rate sheets for contractor, as needed.
2. Verify and document job-site posting of wage rate information and labor compliance posters.
3. Receive and review labor compliance documentation from public works observers or inspectors and compare with contractor-submitted documents. Monitor contractor-submitted payroll documentation on a continuous basis, including weekly certified payroll reports, fringe benefit statements, apprenticeship documentation, and payroll deduction authorizations.
4. Follow up with contractor by telephone, email, and/or certified mail regarding required document submittals and payroll discrepancies and deficiencies. Provide detailed description of alleged deficiencies; outline corrective action to be taken; and enforce regulatory deadlines for compliance.
5. Receive, pursue, and document labor complaints; prepare violation reports to oversight agencies as required; recommend special action to be taken if contractor continuously fails to comply with requests and requirements.
6. Coordinate with City staff the withholding of progress and/or retention payments if contractor fails to abide by labor compliance requirements.
7. Maintain content and format of labor compliance file in conformance with applicable government requirements.
8. Coordinate project file reviews by authorized county, state, and federal agencies.
9. Submit complete labor compliance file to City for retention.

IV. REFERENCES

Willdan is pleased to provide the following examples of related project experience. All our projects have been completed on time and within budget. Reference contact information is provided with each project description.

Automatic Water Meter (AMR) Upgrade – Phase 3, Project No. 649-WTR

Client
City of South Gate
8650 California Avenue
South Gate, CA 90280

Contact
Derwin Dy, Principal Civil Engineer
(323) 563-5790

Staff Involved

- Mike Bustos, Project Manager
- Arne Cvek, Construction Manager
- Manny Trujillo, Inspector
- Simon Hernandez, Inspector
- Javier Ramirez, Inspector
- Amanda Perez, Labor Compliance Specialist

Project Description

The $1.3 million project included removing and replacing approximately 1,725 ¾", 1", 1-1/2", and 2" existing water maters in Route C-1 of the City of South Gate Water distribution system with new Automatic Meter Reading (AMR) based water meters to allow the City to automate the meter reading process using a handheld device, reducing the time spent on meter readings. The Project also included replacing and connecting piping and the valve on the customer side connection as needed. Willdan's services included construction management, inspection, and labor compliance.

Elizabeth Reservoir and Booster Pump Station at Well No. 28 Site & Santa Fe Tank Site Well No. 29

Client
City of South Gate
8650 California Avenue
South Gate, CA 90280

Contact
Chris Castillo, Water Division Manager
(323) 563-579

Staff Involved

- Mike Bustos, Project Manager
- Jane Freij, Labor Compliance Manager

Project Description

The $10 million project included construction of a new 1.8-million-gallon reservoir and booster pump station; seismic retrofitting for an elevated tank; drilling and equipping of a new well; 10,000 lineal feet of water distribution main and appurtenances; street resurfacing; and other related site improvements. Willdan's construction management and inspection team ran weekly construction meetings with the City and contractor that included preparing agenda and minutes; reviewed, logged, and processed all submittals, RFIs, drawing revisions, and change orders; coordinated all building department inspections; and provided all public works inspection and special inspections.

Third Street Water System Improvements

Client
City of Downey
11111 Brookshire Avenue
Downey, CA 90241

Contact
Dan Mueller, Utiltiies Manager
(562) 904-7110

Staff Involved

- Mike Bustos, Project Manager
- Heleo Espinoza, Construction Inspector

Project Description

The City's water distribution infrastructure project on Third Street between Old River School Road and Rives Avenue was a $1.1 million project in a residential area that generally involved installing approximately 3,000 linear feet of new potable water ductile iron pipe, gate valves, tees, bends, thrust blocks and appurtenant fittings. New fire hydrant assemblies, 86 water service lines and AMR meters, boxes, blowoffs and air vacuum assemblies, and other related improvements completed the water system upgrade. Existing water mains and services were abandoned in place.

PFAS Treatment System

Client
City of Pico Rivera
6615 Passons Road
Pico Rivera, CA 90660

Contact
Gene Edwards, Deputy Director of Public Works
(562) 801-4225

Staff Involved

- Mike Bustos, Resident Engineer
- Manny Trujillo, Construction Inspector
- Heleo Espinoza, Construction Inspector

Project Description

Willdan provided constructability review, construction management, utility coordination, inspection, labor compliance, and close out services for this $4.7 million water treatment project. The PFAS Treatment System, Project No. 50042, consists of construction of equipment pads and installation of Owner-supplied water treatment process equipment, including certain process valves, fittings, instrumentation, appurtenances, and accessories; construction of process and yard piping and associated valves, fittings, instrumentation, appurtenances, and accessories; grading and paving; construction of storm drain system with tie into County storm sewer (Plant 1); demolition of building at Plant 3 and wing wall of building at Well 5 sites; removal of tree at Plant 2; electrical system and controls system.

Associated Road High Pressure Water Line

Client
City of Brea
1 Civic Center Circle
Brea, CA 92821

Contact
Angelica Flores, Assistant Engineer
(714) 990-7763

Staff Involved

- Arne Cvek, Construction Manager

Project Description

Willdan provided construction management, inspection, and materials testing for this potable water infrastructure project. The Project included the installation of 3,963 linear feet of 12" steel CML&C water line, resilient gate valves, blow-offs, air vacs, removal of interfering existing pipe, welding of 12" spool, disinfection, trench paving, traffic striping, and all other improvements required to complete the Project as shown on the plans. The average working pressure of the zone where this pipe is located is 225 psi.

V. PROJECT FEE

CITY OF SOUTH GATE
FEE PROPOSAL
FOR
ADVANCED METERING INFRASTRUCTURE (AMI)/AUTOMATIC METER READING (AMR) REPLACEMENT PROJECT
CITY PROJECT NO. 740-WTR
Dated 11-24-2025 (Revised 11-25-2025)

TASK / CLASSIFICATION	Deputy Director/ Project Manager	Construction Manager	Construction Inspector / Public Works Observer	Labor Compliance Specialist	TOTAL HOURS	TOTAL COST
HOURLY RATE:	**$243**	**$191**	**$164**	**$150**		
Pre-Construction Services (10 working days)	2	12	8		22	$4,090
Construction Management	16	128			144	$28,336
Construction Inspection			640		640	$104,960
Weather Days (10 working days)		10			10	$1,910
Project Close-Out (10 working days)		12	24		36	$6,228
Labor Compliance				27	27	$4,050
ESTIMATED TOTALS	*18*	*162*	*672*	*27*	*879*	***$149,574***

This not-to-exceed fee is based on a 80 Working day construction contract and 10 assumed non-working days due to weather. Additional services needed beyond the contract specified date of completion will be provided on a time-and-material basis at Willdan's standard hourly rates.

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 2025-2026 standard hourly rates.

This proposal assumes prevailing wage inspection is required. For prevailing wage classifications, hourly rates will be increased when the predetermined increases stipulated by the State of California Department of Industrial Relations take effect. Hourly rate increases will be equivalent to the % increase in wages mandated by the State of California. This proposal is based on Determination SC-23-63-2-2025-1D issued on August 22, 2025.

WILLDAN

WILLDAN ENGINEERING

Schedule of Hourly Rates

Effective July 1, 2025 to June 30, 2026

DESIGN ENGINEERING	
Technical Aide I	$83
Technical Aide II	$106
Technical Aide III	$124
CAD Operator I	$132
CAD Operator II	$153
CAD Operator III	$170
GIS Analyst I	$169
GIS Analyst II	$185
GIS Analyst III	$193
Environmental Analyst I	$149
Environmental Analyst II	$166
Environmental Analyst III	$177
Environmental Specialist	$191
Designer I	$174
Designer II	$181
Senior Designer I	$190
Senior Designer II	$199
Design Manager	$205
Senior Design Manager	$212
Project Manager I	$192
Project Manager II	$213
Project Manager III	$223
Project Manager IV	$241
Principal Project Manager	$247
Program Manager I	$203
Program Manager II	$215
Program Manager III	$235
Assistant Engineer I	$146
Assistant Engineer II	$160
Assistant Engineer III	$169
Assistant Engineer IV	$180
Associate Engineer I	$189
Associate Engineer II	$198
Associate Engineer III	$202
Senior Engineer I	$205
Senior Engineer II	$210
Senior Engineer III	$213
Senior Engineer IV	$217
Supervising Engineer	$226
Traffic Engineer I	$226
Traffic Engineer II	$241
City Engineer I	$241
City Engineer II	$247
Deputy Director	$255
Director	$261
Principal Engineer	$278

BUILDING AND SAFETY	
Code Enforcement Technician	$109
Code Enforcement Officer	$125
Senior Code Enforcement Officer	$147
Supervisor Code Enforcement	$178
Fire Plans Examiner	$178
Senior Fire Plans Examiner	$195
Fire Inspector	$164
Senior Fire Inspector	$178
Fire Marshal	$210
Plans Examiner Aide	$117
Plans Examiner	$178
Senior Plans Examiner	$195
Assistant Construction Permit Specialist	$125
Construction Permit Specialist	$131
Senior Construction Permit Specialist	$155
Supervising Construction Permit Specialist	$164
Assistant Building Inspector	$147
Building Inspector	$164
Senior Building Inspector	$178
Supervising Building Inspector	$195
Inspector of Record	$208
Assistant Building Official	$185
Deputy Building Official	$211
Building Official	$211
Plan Check Engineer	$204
Supervising Plan Check Engineer	$206
Principal Project Manager	$247
Deputy Director	$255
Director	$261

PLANNING	
CDBG Technician	$88
CDBG Specialists	$106
CDBG Analyst	$125
CDBG Coordinator	$156
CDBG Manager	$188
Housing Program Coordinator	$156
Planning Technician	$134
Assistant Planner	$167
Associate Planner	$181
Senior Planner	$206
Principal Planner	$215
Planning Manager	$228
Deputy Director	$255
Director	$261

CONSTRUCTION MANAGEMENT	
Labor Compliance Specialist	$150
Labor Compliance Manager	$188
Utility Coordinator	$172
Office Engineer I	$151
Office Engineer II	$165
Assistant Construction Manager	$172
Construction Manager	$191
Senior Construction Manager	$207
Resident Engineer I	$215
Resident Engineer II	$223
Project Manager IV	$241
Deputy Director	$255
Director	$261

INSPECTION SERVICES	
Public Works Observer **	$135
Public Works Observer ***	$164
Senior Public Works Observer**	$147
Senior Public Works Observer ***	$164

MAPPING AND EXPERT SERVICES	
Survey Analyst I	$151
Survey Analyst II	$174
Senior Survey Analyst	$187
Supervisor - Survey & Mapping	$209
Principal Project Manager	$247

LANDSCAPE ARCHITECTURE	
Assistant Landscape Architect	$157
Associate Landscape Architect	$181
Senior Landscape Architect	$199
Principal Landscape Architect	$211
Principal Project Manager	$247

ADMINISTRATIVE	
Administrative Assistant I	$102
Administrative Assistant II	$123
Administrative Assistant III	$144
Project Accountant I	$116
Project Accountant II	$136
Project Controller I	$144
Project Controller II	$163

** For Non-Prevailing Wage Project *** For Prevailing Wage Project

Mileage/Field Vehicle usage will be charged at the rate in accordance with the current FTR mileage reimbursement rate, subject to negotiation.

Additional billing classifications may be added to the above listing during the year as new positions are created. Consultation in connection with litigation and court appearances will be quoted separately. The above schedule is for straight time. Overtime will be charged at 1.5 times, and Sundays and holidays, 2.0 times the standard rates. Blueprinting, reproduction, messenger services, and printing will be invoiced at cost plus fifteen percent (15%). A sub consultant management fee of fifteen percent (15%) will be added to the direct cost of all sub consultant services to provide for the cost of administration, consultation, and coordination. Valid July 1, 2025 thru June 30, 2026, thereafter, the rates may be raised once per year to the value between the 12-month % change of the Consumer Price Index for the Los Angeles/Orange County/Sacramento/San Francisco/San Jose area and five percent. For prevailing wage classifications, the increase will be per the prevailing wage increase set by the California Department of Industrial Relations.

Item No. 10

City of South Gate
CITY COUNCIL

Office of the
South Gate City Clerk
JAN - 8 2026
FILED
1:45pm

AGENDA BILL

For the Regular Meeting of: **January 13, 2026**
Originating Department: **Public Works**

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

SUBJECT: AGREEMENT WITH GENTRY GENERAL ENGINEERING, INC., FOR THE CONSTRUCTION OF THE AUTOMATIC METER READING UPGRADE, PHASE V, CITY PROJECT NO. 740-WTR

PURPOSE: The City is implementing a multi-phase program to replace aging water meters with Automatic Meter Reading (AMR) meters to improve accuracy and reduce manual meter reading. Phase V will replace 1,659 meters in Meter Route Cycle 4 on the west side of the City and is now fully designed, bid, and ready for construction. The purpose of this action is to award a construction services agreement to Gentry General Engineering, Inc. for the installation of these meters under City Project No. 740-WTR.

RECOMMENDED ACTIONS: The City Council will consider:

a. Approving Agreement with Gentry General Engineering, Inc., to replace 1,659 water meters under the Automatic Meter Reading Upgrade, Phase V, City Project No. 740-WTR, in an amount not-to-exceed $1,558,203;
b. Authorizing the Mayor to execute the Agreement in a form acceptable to the City Attorney;
c. Appropriating $2,012,649 from the Water Fund to fully fund the Automatic Meter Reading Upgrade, Phase V, City Project No. 740-WTR;
d. Authorizing the City Manager to approve and execute amendments to the Agreement up to a cumulative amount of $100,000 from Water Fund; and
e. Approving the Notice of Exemption for the Automatic Meter Reading Upgrade, Phase V City Project No. 740-WTR.

FISCAL IMPACT: There is no fiscal impact to the General Fund. The project is budgeted for $100,000 in FY 2025/26. Appropriation of an additional $2,012,649 from the Water Funds is required to fully fund the project. The budget is summarized below:

	Water Funds
Staff Time/Design	$52,223
Construction	$1,558,203
Construction Contingency	$200,000
Construction Management/ Inspection / Contingency	$200,000

Staff Time and Miscellaneous Costs	$102,223
Total Budget	**$2,112,649**

ANALYSIS: The water system is equipped with more than 14,300 water meters. City staff reads about 2/3rd of the meters manually every month. This approach is inefficient, outdated and lacks use of available technology. The solution is to automate the water meters by replacing them with AMR meters. Amongst the benefits, AMR meters can be read automatically through a handheld device, which reduces the time spent reading meters by 50%. The AMR Upgrade Project will replace 1,659 water meters with AMRs. The project is ready for construction.

The City Council should be aware that some customers will receive higher water bills after the AMR meters are installed. This is because the existing water meters have aged and are under-recording the amount of water used by customers by up to 10%. This issue will be corrected, and some water bills could increase by up to 10%.

BACKGROUND: The AMR Project (Phase V) is a continuation of the Phases I, II, III, and IV Project which were completed in 2017, 2018, 2024, and 2025 respectively. In Phase I, 2,020 AMR Meters were installed, where Phase II, installed 410 AMR meters, and an additional 1,725 meters replaced in Phase III. Phase I and III focused on residential accounts (meter sizes ¾" and 1"), whereas Phase II focused on commercial and multi-residential accounts (meters sizes ¾" up to 2"). Phase II was needed to fully automate Meter Route C-2. Phase IV focused on residential accounts on Meter Route C-3. Phase V will focus on residential accounts on Meter Route C-4.

The AMR Upgrade Project has been designed, construction bids have been received, and the proposed Agreement is necessary to start construction. Construction is anticipated to begin in April/May 2026 and be completed by September 2026.

On October 23, 2025, staff advertised the Notice Inviting Bids in PlanetBids. The project was also advertised in the newspaper. On November 20, 2025, three bids were received and opened by the City Clerk in a public forum. The summary of the bid is as follows:

Bidder Name	Base Bid	Alternative Bid Items	Total
Gentry General Engineering	*$1,310,351	$247,852	$1,558,203
All Cities Engineering	$1,313,242	$251,600	$1,564,842
JA Salazar Const. & Supply	$1,503,359	$210,192	$1,713,551

*Revised from $1,130,351 to $1,310,351.

Gentry General Engineering, Inc. submitted the lowest responsible and responsive bid, with a base bid of $1,130,351 and an alternative bid item of $247,852. However, during the bid analysis, staff identified a typographical error in the base bid, which was corrected to $1,310,351. The corrected bid remains the lowest bid received.

Located in the City of Colton, CA, Gentry General Engineering, Inc. exhibits the capability, capacity, and experience to deliver the project. They have been providing similar construction services since 2013 and have performed work in the City of South Gate. Gentry General

Engineering, Inc. has experience in the installation of water utilities, including water mains, water services, fire hydrants, and vaults.

Staff recommend awarding a construction contract in the amount of $1,558,203.

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(b) exemption for replacement for public utility services.

ATTACHMENTS:
A. Proposed Agreement
B. Bid Schedule
C. Location Map
D. Notice of Exemption

LC/MR:lc

AGREEMENT FOR THE AUTOMATIC WATER METER (AMR) UPGRADE – PHASE V CITY PROJECT NO. 740-WTR BETWEEN THE CITY OF SOUTH GATE AND GENTRY GENERAL ENGINEERING, INC.

This Agreement for the Automatic Water Meter (AMR) Upgrade – Phase V, City Project No. 740 - WTR ("Agreement"), is made and entered into on January 14, 2026, by and between the City of South Gate, a municipal corporation ("City"), and Gentry General Engineering Inc., a California Corporation, License No. 974279 ("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 Automatic Water Meter (AMR) Upgrade – Phase V, City Project No. 740 - WTR.

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 **One Million, Five Hundred Fifty-Eight Thousand and Two Hundred Three Dollars ($1,558,203)** 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 eighty (180) calendar 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 January14, 2026.

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: _____
Joshua Barron, Mayor

Dated: _____

ATTEST:

By: _____
Yodit Glaze, City Clerk
(SEAL)

APPROVED AS TO FORM:

By: _____
Raúl F. Salinas, City Attorney

GENTRY GENERAL ENGINEERING INC.:

By: _____
Brenton Gentry, CEO/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:_____

GENTRY GENERAL ENGINEERING INC.:
Contractor

By:_____
Brenton Gentry

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 endorsements 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 of 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 to 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 in 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 affecting 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.

AUTOMATIC WATER METER (AMR) UPGRADE – PHASE V
CITY PROJECT NO. 740-WTR

FAITHFUL PERFORMANCE BOND
100% OF CONTRACT AMOUNT

KNOW ALL MEN BY THESE PRESENTS:

WHEREAS, the City of South Gate ("City" herein) has awarded to JA Salazar Construction & Supply Corporation, ("Contractor" herein) a Contract for:

AUTOMATIC WATER METER (AMR) UPGRADE – PHASE V CITY PROJECT NO. 740-WTR; 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 **One Million, Five Hundred Fifty-Eight Thousand and Two Hundred Three Dollars ($1,558,203)** 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

AUTOMATIC WATER METER (AMR) UPGRADE – PHASE V
CITY PROJECT NO. 740-WTR

100% PAYMENT BOND

WHEREAS, the City of South Gate, South Gate, California ("City" herein), has awarded to T.E. Roberts, Inc., ("Contractor" herein) a Contract for the work described as follows:

AUTOMATIC WATER METER (AMR) UPGRADE – PHASE V
CITY PROJECT NO. 740-WTR

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 **One Million, Five Hundred Fifty-Eight Thousand and Two Hundred Three Dollars ($1,558,203)** 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 _____, 2026.

Note: All signatures must be acknowledged before a notary public. Attach appropriate acknowledgment.

CONTRACTOR:
GENTRY GENERAL ENGINEERING, INC.:

By: _____
Jose Salazar

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:

By: _____
Raúl F. Salinas, City Attorney

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_____, 2026.

_____
Notary Public

(Attach Notary Certificate)

Attachment B
Agenda Bill 01413726

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: November 13, 2025

TO: Prospective Bidders

FROM: Derwin Dy, Water Resources & Development Division Manager

SUBJECT: ADDENDUM #1: Advanced Metering Infrastructure (AMI)/Automatic Meter Reading (AMR) Replacement Phase V; City Project No. 740-WTR.

This addendum consists of Twelve (12) pages.

Please note the following changes and/or additions to the Project Plans and Specifications for the above reference project. The contractor shall acknowledge receipt and acceptance of this Addendum on Planet Bids and acknowledge and accept this Addendum with authorized signature on the certification at the end of this addendum and shall attach the executed addendum to the documents submitted with the bid.

CONTRACT DOCUMENTS

The following clarifications, additions & deletions are made to the Specifications for the above referenced project:

1. **Replace Section 01150: Measurement And Payment of the Specifications in its entirety with the attached.**

2. **Replace Page P-4 through P-7 in its entirety with the attached.**

3. **Add the locations of concrete repair as an attachment to the Specifications in its entirety as attached.**

4. **Add the ITRON 500W rod mount adaptor installation manual as an attachment to the Specifications in its entirety as attached.**

END OF ADDENDUM #1

ADDENDUM ACKNOWLEDGEMENT

Bidder acknowledges the receipt of this Addendum #1 which shall be attached to the Bid.

CEO/President	11/20/2025
Signature and Title	**Date**

Contractor Name: Gentry General Engineering Inc.

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

ADVANCED METERING INFRASTRUCTURE (AMI)/AUTOMATIC METER READING (AMR) REPLACEMENT PHASE V
CITY PROJECT NO. 740-WTR

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**

10 % of total Bid Dollars ($ 10 % of total bid)

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 Schedules, the Contractor's Industrial Safety Record, the Contractor's Qualification Statement, the Worker's Compensation Insurance Certificate, the Construction Agreement, Bid Bond, Performance Bond, Payment Bond, Non-Collusion Affidavit, Specifications and Construction Drawings, permits, and all revisions or addenda and change orders 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 checked carefully 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

The undersigned is licensed in accordance with the laws of the State of California providing for the registration of Contractors.

Signature

By Brenton Gentry

Gentry General Engineering Inc.
Address

CEO/President
Title

Signature

By Brenton Gentry

909-330-1128
Telephone Number

Secretary/Treasurer/Manager
Title

License No. 974279 Classification License Expiration Date 06/30/2026

* Surety to be utilized for Contract Bonds (Performance Bond and Payment Bond)

Commercial Surety Bond Agency
Name of Surety

Dwight Reilly
Name of Local Representative

1111 E. Katella Ave., Ste. 150
Orange, CA 92867
Address

1111 E. Katella Ave., Ste. 150
Orange, CA 92867
Address

714-937-1400
Telephone Number

714-516-1232
Telephone Number

Best Key Rating

AM Best A (Excellent) — 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.

ADVANCED METERING INFRASTRUCTURE (AMI)/AUTOMATIC METER READING (AMR) REPLACEMENT PHASE V
CITY PROJECT NO. 740-WTR

BID SCHEDULE

Contractor's Name: Gentry General Engineering Inc.

Honorable Mayor and City Council
South Gate, California:

November 20th, 2025

The undersigned declares that he/she has carefully examined Plans and Specification for this project, read notice to bidders, is familiar with the requirements therein contained, and proposes to furnish all labor, material 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 one year following the opening of the bid opening date:

SCHEDULE OF WORK ITEMS
ADVANCED METERING INFRASTRUCTURE (AMI)/AUTOMATIC METER READING (AMR) REPLACEMENT PHASE V
CITY PROJECT NO. 740-WTR

Bid Items

Item No.	Description	Size-Quantity	Unit	Unit Price	Total Amount
BASE BID					
1	Remove existing meter, and furnish and install new ¾ inch meter including AMR/AMI Itron 500W Transmitter complete.	EA	1,305	$ 738.00	$963,090.00
2	Remove existing meter, and furnish and install new 1 inch meter including AMR/AMI Itron 500W Transmitter complete.	EA	171	$ 900.00	$153,900.00
3	Remove existing meter, and furnish and install new 1-1/2 inch meter including AMR/AMI Itron 500W Transmitter complete.	EA	50	$1,375.00	$68,750.00

SCHEDULE OF WORK ITEMS
ADVANCED METERING INFRASTRUCTURE (AMI)/AUTOMATIC METER READING (AMR) REPLACEMENT PHASE V
CITY PROJECT NO. 740-WTR

Bid Items

Item No.	Description	Size-Quantity	Unit	Unit Price	Total Amount
4	Remove existing meter, and furnish and install new 2 inch meter including AMR/AMI Itron 500W Transmitter complete.	EA	36	$1,763.00	$63,468.00
5	Replace customer side connector up to 2-foot of piping for ¾" and 1" meters complete.	EA	50	$ 422.00	$ 21,100.00
6	Replace customer side connector up to 2- foot of piping for 1-1/2" and 2" meters complete.	EA	20	$ 726.00	$ 14,520.00
7	Remove and replace concrete 4-inch thick concrete around meter boxes	SF	533	$ 37.00	$ 19,721.00
8	Provide, install and remove two construction signs within project area.	LS	1	$ 5,802.00	$ 5,802.00
OPTIONAL BID					
9	Remove existing meter, and furnish and install new 4-inch ultrasonic meter including AMR/AMI Itron 500W Transmitter complete.	EA	4	$ 8,880.00	$ 35,520.00
10	Remove existing meter, and furnish and install new 6-inch ultrasonic meter including AMR/AMI Itron 500W Transmitter complete	EA	2	$ 15,716.00	$ 31,432.00
11	Replace existing meter box and lid of existing ¾" and 1" meters complete.	EA	300	$ 378.00	$ 113,400.00
12	Replace existing meter box and lid of existing 1-1/2" and 2" meters complete.	EA	50	$ 555.00	$ 27,750.00

SCHEDULE OF WORK ITEMS
ADVANCED METERING INFRASTRUCTURE (AMI)/AUTOMATIC METER READING (AMR) REPLACEMENT PHASE V
CITY PROJECT NO. 740-WTR

Bid Items

Item No.	Description	Size-Quantity	Unit	Unit Price	Total Amount
13	Replace lid only, ¾" and 1" meter box.	EA	100	$ 233.00	$23,300.00
14	Replace lid only, 1-1/2" and 2" meters box.	EA	50	$ 329.00	$16,450.00

TOTAL BASE BID AMOUNT (BID ITEMS 1 THRU 8)	**$ 1,130,351.00**
TOTAL OPTIONAL BID AMOUNT (Bid Items 9 Thru. 14)	**$ 247,852.00**
TOTAL BID AMOUNT (Bid Items 1 Thru. 14)	**$ 1,558,203.00**

TOTAL BASE BID AMOUNT - (BID ITEMS 1 THRU 8)

$ 1,130,351.00
figures

One Million One Hundred Thirty Thousand Three Hundred Fifty-One Dollars and Zero Cents
in words

TOTAL OPTIONAL BID AMOUNT - (BID ITEMS 9 THRU 14)

$ 247,852.00
figures

Two Hundred Forty-Seven Thousand Eight Hundred Fifty-Two Dollars and Zero Cents
in words

TOTAL BID AMOUNT - (BID ITEMS 1 THRU 14)

$ 1,558,203.00
figures

One Million Five Hundred Fifty-Eight Thousand Two Hundred Three Dollars and Zero Cents

in words

DETERMINATION OF THE LOWEST RESPONSIBLE BIDDER SHALL BE BASED ON THE TOTAL BASE BID AMOUNT. THE CONTRACT WILL BE AWARDED TO THE LOWEST RESPONSIBLE AND RESPONSIVE BIDDER BASED ON THE "TOTAL BASE BID AMOUNT".

NOTE: BASED ON THE EVALUATION OF BIDS, THE CITY RESERVES THE RIGHT TO INCLUDE OR EXCLUDE ANY OR ALL OF THE OPTIONAL BID ITEMS IN THE CONTRACT.

QUANTITIES SHOWN ARE APPROXIMATE ONLY. FINAL CONTRACT AMOUNT WILL BE BASED ON ACTUAL AMOUNTS FURNISHED AT THE UNIT COSTS SET FORTH IN THE PROPOSAL.

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, or any officer thereof, will not be responsible for any errors or omissions on the part of the undersigned in submitting this bid. In case words and figures stated here in do not agree, the words shall govern and the figures shall be disregarded. In case the unit price and the total amount stated for any item are not in agreement, the unit price shall govern and the amount shall be corrected to conform thereto. In case of any discrepancy between Item Total Prices and Total Bid Amount, the Item Total Prices shall prevail and the Total Bid Amount shall be adjusted to conform to the Item Total Prices.

Contractor: Gentry General Engineering Inc.

License No: 974279 **Expiration date:** 06/30/2026

Name: Brenton Gentry **Title:** CEO/President

Signature: Brenton

ADVANCED METERING INFRASTRUCTURE (AMI)/AUTOMATIC METER READING (AMR) REPLACEMENT PHASE V
CITY PROJECT NO. 740-WTR

NAME OF BIDDER Gentry General 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 None Used	
Address	
License No.	
Classification	
2. Name	
Address	
License No.	
Classification	
3. Name	
Address	
License No.	
Classification	

4. Name_____ _____

Address_____ _____

License No._____ _____

Classification_____

5. Name_____ _____

Address_____ _____

License No._____ _____

Classification_____

6. Name_____ _____

Address_____ _____

License No._____ _____

Classification_____

7. Name_____ _____

Address_____ _____

License No._____ _____

Classification_____

ADVANCED METERING INFRASTRUCTURE (AMI)/AUTOMATIC METER READING (AMR) REPLACEMENT PHASE V
CITY PROJECT NO. 740-WTR

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	5	9	22	9	12	57	30
2. Total dollar amount of contracts (in thousands of $)	1580	3178	13230	4431	8248	30667	8606
* 3. No. of fatalities	0	0	0	0	0	0	0
* 4. No. of lost workday cases	0	0	0	0	0	0	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	0	0	0	0	0	0	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.

Gentry General Engineering Inc.
Name of Bidder (print)

320 W Tropica Rancho Rd
Address

Colton, CA 92324
City Zip Code

Signature

974279 Class A
State Contractors' License. No. & Classification

909-330-1128
Telephone

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 San Bernardino)

On November 20, 2025 before me, Andrea Nicole Scarbrough, Notary Public
(insert name and title of the officer)

personally appeared Brenton Gentry,
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.

ANDREA NICOLE SCARBROUGH
Notary Public - California
San Bernardino County
Commission # 2397494
My Comm. Expires Mar 17, 2026

Signature _____ **(Seal)**

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 See attached

Person to Contact | Job Title | Phone No.

City | Contract Amount | Date Completed

2. Project Name _____

Person to Contact | Job Title | Phone No.

City | Contract Amount | Date Completed

3. Project Name _____

Person to Contact | Job Title | Phone No.

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 CEO/President

Dated this 20th day of November, 2025

GENTRY GENERAL ENGINEERING

Prior Projects

2013 – $34,500.00
City of Fontana
Damaged Street/Sidewalk
Asphalt & Concrete R&R
8353 Sierra Ave
Fontana, Ca 92335
Jason Jojola: No Email Address
909.350.6636

2014 – $30,000.00
City of Rancho Cucamonga
Solar Shade Structure
8794 Lion St.
Rancho Cucamonga, Ca 91730
909.477.2730 (No Email Address)

2015 – $495,000
City of Whittier
Fire Loop/Fire Sprinkler Repair
9401Painter Ave
Whittier, Ca 90605
Karla Embry: Karla.Embry@WUHSD.org
562.332.9303

2015 – $41,000
City of Glendora
Water Improvement
116 E. Foothill Blvd.
Glendora, Ca 91741
Carlos Cigneros: No Email Address
626.786.1285

2016 – $504,420
City of Baldwin Park
Alleyway Street/Sidewalk
Asphalt & Concrete R&R
14403 Pacific Ave
Baldwin Park, Ca 91706
Chase Fidler: CFidler@baldwinPark.com
626.960.4011

2016 – $619,075
City of Bloomington
ADA Ramp – Repair/Maintenance/Replaced
825 E. 3rd Street
San Bernardino, CA 92415
Haile Ford: HFord@DPW.SBCount.gov
909.387.7936

2016 – $173,604
City of Montclair
Alleyway Street/Sidewalk Asphalt & Concrete
5111 Benito St
Montclair, Ca 91763
Steve Stanton: SStanton@CityofMontclair.org
909.625.9444

2017 – $325,000
City of Upland
Damaged Street/Sidewalk
Asphalt & Concrete R&R
1370 North Benson Ave
Upland, Ca 91785
Tony Trejo: TTrejo@CI.Upland.Ca.Us
909.631.3918

320 W Tropica Rancho Rd
Colton, CA 92324

off: 909.330.1128
fax: 909.330.1129
gentrygeneral@gmail.com

2017 – $624,688
Santa Ana
Repair Maintenance/Replaced
Damaged Street/Sidewalk
Asphalt & Concrete R&R
20 Civic Center Plaza
Santa Ana, Ca 92701
Victor So: Vso@Santa-Ana.org
714.647.5076

2017 – $694,000
City of Corona
Miscellaneous Concrete Repair
400 S. Vicentia Ave, Ste. 210
Corona, Ca 92882
Barry Ghaemi: Barry.Ghaemi@Coronaca.gov
951.739.4961

2017 – $30,000
City of San Diego
Demo/Backfill/Compact Existing
Vault Location
422 W. Washington St.
San Diego, Ca 92103
Matt Cavan: MCavan@HARCOInc.Us
951.684.1909

2018 – $1.2 Million
City of Torrance
Damaged Street/Sidewalk
Asphalt & Concrete R&R
20500 Madrona Ave
Torrance, Ca 90503
Shin Furukawa: SFurukawa@TorranceCa.gov
310.618.3073

2018 – $547,950
City of Pasadena
Miscellaneous Concrete Repair
100 Garfield Ave
Pasadena, Ca 91101
Morley Saralya: MSaralya@CityofPasadena.net
626.744.3703

2018 – $2.2 Million
City of Torrance
Downtown Torrance Active Transportation
Improvements
20500 Madrona Ave
Torrance, Ca 90503
Justin Gatza: JGatza@TorranceCa.gov
310.618.3032

2019 – $288,974
City of Barstow
Water Treatment Plant Dewatering Pad & Wall
2200 Riverside Dr.
Barstow, Ca 92311
Kody Topkins: KTopkins@BarstowCa.gov
760.252.2538

2019 - $544,342
Torrance Unified School District
Anza, Arnold and Hickory ES Site Drainage
21400 Ellinwood Dr
Torrance, CA 90503
Joe Winterburn:
jwinterburn@balfourbeattyus.com
(949) 502-4000

2019 - $714,000
City of Hermosa Beach
8th Street Improvements Project
8th Street
Hermosa Beach, CA 90254
Reed Salan: rsalan@hermosabch.org
(310) 318-0229

2019 - $267,000
Costa Mesa Sanitary District
Indus Sewer Main Replacement
20122 Santa Ana Ave
Newport Beach, CA 92660
Rob Hamers: rhamers@robhamers.com
(949) 548-1192

2019 - $285,744
City of Fullerton
Curb/Gutter and Sidewalk Reconstruction
Fullerton, CA 92831
Jose Medina: josem@cityoffullerton.com
(714) 738-6863

2019 - $141,312 ($139,573 original bid; work limits increased)
City of Irvine
Ranch Park Bike Trail Rehabilitation
Irvine, CA 92618
Anthony Caraveo: acaraveo@cityofirvine.org
(949) 724-7365

2019 - $644,763
City of Thousand Oaks
Concrete Replacement and Sidewalk Repair Program
Thousand Oaks, CA 91320
Michelle McCarty: mmccarty@toaks.org
(805) 449-2477

2019 - $14,800.00
Whittier Unified School District (Whittier CHS)
Refurbish Long Jump Pits
9401 S. Painter Ave.,
Whittier, CA 90605
Danny True –
Danny.true@wuhsd.org
(562) 237-0795

2019 - $210,000
Lynwood Middle School (USD)
Storm Drain Improvements
11321 Bullis Road
Lynwood, CA 90262
Manuel Jaramillo: Mjaramillo@delterra.com
(323)447-0996

2020 - $1,369,000
City of Torrance
Sidewalk Repair for Handicap Accessibility
Torrance, CA 90505
Shin Furukawa: sfurukawa@torranceca.gov
(310) 781-6900

2020 - $19,546
City of Fontana
San Bernardino at Cypress Driveway Improvements
Fontana, CA 92335
Christopher Smethurst:
csmethurst@fontana.org
(909) 350-6649

2020 - $158,338 ($149,835 original bid; additional grading work performed)
City of Walnut
Butterfield Park Trail Rehabilitation
21201 La Puente Rd
Walnut, CA 91789
Tony Lopez: tlopez@rkagroup.com
(909) 594-9702

2020 - $29,820
City of Irwindale
Peppertree Bus Shelter Removal and Foothill Column
5050 N Irwindale Ave
Irwindale, CA 91706
Elizabeth Rodriguez –
erodriguez@irwindaleca.gov
(626) 430-2211

2020 - $5,565
City of Irwindale
Arrow Bus Shelter Roof Repair
5050 N Irwindale Ave
Irwindale, CA 91706
Elizabeth Rodriguez –
erodriguez@irwindaleca.gov
(626) 430-2211

2021 - $22,000
Whittier Unified School District
Collapsed Storm Drain Repair
9401 S. Painter Ave.,
Whittier, CA 90605
Danny True –
Danny.true@wuhsd.org
(562) 237-0795

2021 - $29,999
Costa Mesa Sanitary District
Manhole Surface Repairs Phase 7
290 Paularino Ave
Costa Mesa, CA 92626
Michael Benesh –
mlbenesh@robhamers.com
(949) 548-1192

2021 - $366,732
City of Laguna Beach
Zones 2 and 3 Street Concrete Improvements
505 Forest Ave
Laguna Beach, CA 92651
Alpha Santos-Guinto –
asantos@lagunabeachcity.net
(949) 497-0729

2021 – $221,318 ($211,965 original bid; extra work added)
City of Laguna Beach
Ramona Alley Decorative Paving Replacement
505 Forest Ave
Laguna Beach, CA 92651
Alpha Santos-Guinto –
asantos@lagunabeachcity.net
(949) 497-0729

2021 - $198,420
Chino Valley Unified School District
Briggs K-8 Waterline Upgrades
11880 Roswell Ave
Chino, CA 91710
Sam Sousa –
sam_sousa@chino.k12.ca.us
(909) 628-1201 x1490

2021 - $125,400
Torrance Unified School District
Seaside Elementary Site Drainage Improvement
2335 Plaza Del Amo
Torrance, CA 90501
Ryan Palmer –
Palmer.ryan@tusd.org
(310) 972-6240

2021 - $252,796
City of Rancho Cucamonga
Citywide Concrete Repair
10500 Civic Center Dr
Rancho Cucamonga, CA 91730
Ernie Ruiz –
Ernie.ruiz@cityofrc.us
(909) 774-4108

2021 - $41,750
State of California
Moro State Deck and ADA Access
715 P Street
Sacramento, CA 94296
Michelle Humphrey –
Michelle.humphrey@parks.ca.gov
(949) 366-8533

2021 - $1,924,055
City of Anaheim
Alley Sanitary Sewer Improvement
200 S Anaheim Blvd
Anaheim, CA 92805
Scott Yanagihara –
syanagihara@anaheim.net
(714) 231-4696

2022 - $9,010,551 ($8,449,000 original bid; plans/specs revised post-award)
State of California
Doheny State Beach Projects A, B and C
715 P Street
Sacramento, CA 95832
Ryan McBride –
rmcbride@4leafinc.com
(714) 833-1792

2022 - $88,066
Cucamonga Valley Water District
Nitrate Facility Retaining Wall
10440 Ashford St
Rancho Cucamonga, CA 91730
Tyler Bui –
tylerbui@cvwdwater.com
(909) 483-7455

2022 - $148,029
County of San Bernardino
Laurel Ave/Randall Ave Drainage Improvement
825 E 3rd St
San Bernardino, CA 92415
Carlos Seanez –
carlos.seanez@dpw.sbcounty.gov
(909) 486-0227

2022 – $98,050
City of Laguna Beach
Citywide Guardrails
505 Forest Ave
Laguna Beach, CA 92651
Alpha Santos-Guinto –
asantos@lagunabeachcity.net
(949) 497-0729

2022 - $121,318 ($111,000 original bid; work limits extended)
City of Orange
Chapman Ave Alley Improvement
300 E Chapman Ave
Orange, CA 92866
Karl Schmidt –
kschmidt@cityoforange.org
(714) 744-5562

2022 - $1,085,610.50
City of Torrance
Citywide Sidewalk Repair for Disabled Accessibility
3031 Torrance Blvd
Torrance, CA 90503
Marc Simons –
msimons@torranceca.gov
(424) 399-3193

2022 - $7,997
City of Rancho Cucamonga
Citywide Fence Repair
8794 Lion St
Rancho Cucamonga, CA 91730
Phillip Ortega –
Phillip.Ortega@cityofrc.us
(909) 477-2730

2022 - $206,496 ($200,010 original bid; design revisions)
City of El Segundo
W Mariposa Ave and W Pine Ave Sidewalk Construction
350 Main St
El Segundo, CA 90245
Floriza Rivera –
frivera@elsegundo.org
(310) 524-2361

2022 - $413,420
Temecula Valley Unified School District
Vintage Hills Elementary School Modernization
31350 Rancho Vista Rd
Temecula, CA 92592
Jim Flath –
jflath@balfourbeattyus.com
(951) 501-9594

2022 - $5,700
City of Rancho Cucamonga
Way Finder Monument Sign Replacement
8794 Lion St
Rancho Cucamonga, CA 91730
Phillip Ortega –
Phillip.Ortega@cityofrc.us
(909) 477-2730

2022 - $426,472 ($508,372 original bid; some bid schedule items deleted from work)
County of San Bernardino
Ridgecrest Rd Sidewalk and Ramps
825 E 3rd St
San Bernardino, CA 92415
Carlos Seanez –
carlos.seanez@dpw.sbcounty.gov
(909) 486-0227

2022 - $48,606
City of Rancho Cucamonga
Calle Carabe Sidewalk Repair
8794 Lion St
Rancho Cucamonga, CA 91730
Richard Favela –
Richard.Favela@cityofrc.us
(909) 774-4107

2022 – $128,695
City of Laguna Beach
Peppertree Parking Lot Rehabilitation
505 Forest Ave
Laguna Beach, CA 92651
Alpha Santos-Guinto –
asantos@lagunabeachcity.net
(949) 497-0729

2022 - $529,424 ($489,075 bid value; quantities/limits increased)
City of El Monte
Sidewalk and Curb Ramp Reconstruction
11333 Valley Blvd
El Monte, CA 91731
John Rico –
jrico@elmonteca.gov
(626) 258-8833

2022 - $47,522 ($44,236 bid value; additional signage added to scope)
City of El Monte
City Hall Parking Lot ADA Improvements
11333 Valley Blvd
El Monte, CA 91731
Kevin Ko –
kko@elmonteca.gov
(626) 580-2058

2022 - $142,591
City of Rancho Cucamonga
Heritage Community Park Pedestrian Trail Rehabilitation
8794 Lion St
Rancho Cucamonga, CA 91730
Richard Favela –
Richard.Favela@cityofrc.us
(909) 774-4107

2022 - $15,600
City of Rancho Cucamonga
Carnelian Block Wall Repair
8794 Lion St
Rancho Cucamonga, CA 91730
Richard Favela –
Richard.Favela@cityofrc.us
(909) 774-4107

2022 - $8,922
City of Rancho Cucamonga
Guardrail Replacement at Woodruff and Highland
8794 Lion St
Rancho Cucamonga, CA 91730
Phillip Ortega –
Phillip.Ortega@cityofrc.us
(909) 477-2730

2022 – $176,450 ($138,925 bid value; limits/quantities increased)
City of Orange
Chapman and Yorba Sidewalk Construction
300 E Chapman Ave
Orange, CA 92866
Eric Perez –
eperez@cityoforange.org
(714) 744-4107

2022 - $109,208 ($99,420 bid value; scope of work increased
City of Rancho Cucamonga
Construction of Pickleball Courts at Redhill Park
8794 Lion St
Rancho Cucamonga, CA 91730
Jenny Hanlon –
Jenny.Hanlon@cityofrc.us
(909) 774-2343

2022 - $181,909.90 (original bid $186,155; actual quantities less than bid schedule)
County of San Bernardino
City Creek Guardrails
825 E 3rd St
San Bernardino, CA 92415
Carlos Seanez –
carlos.seanez@dpw.sbcounty.gov
(909) 486-0227

2022 - $240,528 ($233,440.68 bid value; limits extended)
City of Fontana
Foothill-Alder Curb Ramp
8353 Sierra Ave
Fontana, CA 92335
Estephany Monroy
emonroy@fontana.org
(909) 350-6642

2023 - $163,771.34 ($200,000 bid value; on-call contract)
City of Laguna Niguel
Citywide Concrete Infrastructure Repair
30111 Crown Valley Pkwy
Laguna Niguel, CA 92677
Jeff Metz
jmetz@cityoflagunaniguel.org
(949) 362-4344

2023 - $281,019 ($207,793 bid value; locations added and scope of work increased)
City of Hermosa Beach
Prospect Ave Curb Ramps, Longfellow Sidewalk Improvements and ADA Improvements
1315 Valley Dr
Hermosa Beach, CA 90254
Jonathan Pascual –
jpascual@hermosabeach.gov
(310) 318-0252

2023 - $646,577.87 (original bid $552,252)
City of Downey
Annual Miscellaneous Concrete Repairs
11111 Brookshire Ave
Downey, CA 90241
Brian Aleman –
baleman@downeyca.org
(562) 904-7110

2022 - $101,192.76
City of Rancho Cucamonga
Emergency Trail Repairs
8794 Lion St
Rancho Cucamonga, CA 91730
Sonny Rodriguez –
sonny.rodriguez@cityofrc.us
(909) 477-2730

2023 - $46,793.44
City of Hermosa Beach
Clark Field Restroom Plumbing Upgrades and Site Improvements
1315 Valley Dr
Hermosa Beach, CA 90254
Jonathan Pascual –
jpascual@hermosabeach.gov
(310) 318-0252

2023 - $26,800.00
City of Hermosa Beach
South Park Restroom Plumbing Upgrades and Site Improvements
1315 Valley Dr
Hermosa Beach, CA 90254
Jonathan Pascual –
jpascual@hermosabeach.gov
(310) 318-0252

2023 - $2,664,896.83 (original bid $2,696,271.90; actual quantities less than bid schedule)
City of Upland
17th St Water Main Replacement and Street Rehabilitation
460 N Euclid Ave
Upland, CA 91786
Kirk Swanner –
kswanner@uplandca.gov
(909) 291-2938

2023 - $206,328.96 (original bid $194,031; locations added to scope)
City of Hermosa Beach
City Sidewalk Improvements
1315 Valley Dr
Hermosa Beach, CA 90254
Jonathan Pascual –
jpascual@hermosabeach.gov
(310) 318-0252

2023 - $298,889 (original bid $194,500; significant redesigns and scope increases)
City of South Gate
Citywide Valve Replacement
8650 California Ave
South Gate, CA 90280
Ana Ananda –
aananda@sogate.org
(323) 563-5769

2024 - $860,000 (original bid $694,327)
City of Downey
Annual Miscellaneous Concrete Repairs
11111 Brookshire Ave
Downey, CA 90241
Brian Aleman –
baleman@downeyca.org
(562) 904-7110

2024 - $113,403.50
Fullerton Joint Union High School District
SHHS Ag Water Improvement for Fire Service Line
1051 W Bastanchury Road
Fullerton, CA 92833
Kate Kwon
ykwon@fjuhsd.org
(213) 500-9215

2024 - $19,768.98
City of Hemet
Mow Curb at Corporate Yard
445 E Florida Ave.
Hemet, CA 92543
Candace Sunds
csunds@hemetca.gov
(951) 765-2348

2024 - $78,700
City of Orange
CDBG ADA Wheelchair Access Ramp Project
300 E. Chapman Ave.
Orange CA 92866
Salvador Jordan Muñoz
smunoz@CityofOrange.org
(714) 744-5547

2024 – $617,512.55
City of Rancho Cucamonga
Concrete Rehabilitation Project FY 23-24
10500 Civic Center Dr
Rancho Cucamonga, CA 91730
Shelley Hayes
Shelley.hayes@cityofrc.us
(909) 477-2740

2024 - $264,473
City of West Hollywood
Concrete Repair Program Phase XIII
8300 Santa Monica Blvd
West Hollywood, CA 90069
John Rico
jrico@weho.org
(323) 848-6381

2024- $58,128
Desert Arc
Sidewalk Improvement Project
73255 Country Club Drive
Palm Desert, CA 92260
Nick Prudehomme
Nprudhomme@desertarc.org
(760) 346-1611

2024 - $88,420
Desert Arc
Rehabilitation of Parking Lot and
Access ways at Main Campus
73255 Country Club Drive
Palm Desert, CA 92260
Nick Prudehomme
nprudehomme@desertarc.org
(760) 346-1611

2024 - $139,500
City of Rancho Cucamonga
Heritage Park Pedestrian Trail Renovation
10500 Civic Center Dr
Rancho Cucamonga, CA 91730
Kenneth Fung
Kenneth.fung@cityofrc.us

2024 – $649,726 (original bid $851,790.78)
City of Baldwin Park
Calino Avenue Street Improvements
14403 E Pacific Avenue
Baldwin Park, CA 91706
Romany Basilyous
RBasilyous@baldwinpark.com
(626) 960-4011

2024 - $883,050
City of Fontana
Cherry Ave at Live Oak Signal Mofification
Estephany Monroy
emonroy@fontana.org
(909) 350-6642

2024 – $1,160,110.018
City of Upland
Parking Lot and Alley Rehabilitation at
A St. & 1st Ave.
1370 N. Benson Avenue
Upland, Ca 91786
Kirk Swanner
kswanner@uplandca.gov
(909) 291-2938

2024 – $108,046 (original bid $103,700;
quantities increased)
City of Duarte
Citywide Asphalt Repairs
1600 Huntington Dr
Duarte, CA 91010
Marvin Carpio
mcarpio@accessduarte.com
626-357-7931 ext 262

2024 – $168,840
City of Fontana
Citywide Concrete Completion
8353 Sierra Ave
Fontana, CA 92335
Kyle Scribner
kscribner@fontanaca.gov
(909) 350-6530

2024 – $95,587.20
County of San Bernardino
6650 Sidewalk Repair
825 E. Third Street
San Bernardino, CA 92415
Hope Edwards
dpwprocurement@dpw.sbcounty.gov
(909) 387-7863

2025 – $11,955.16
County of San Bernardino
6655 Curb and Gutter
825 E. Third Street
San Bernardino, CA 92415
Hope Edwards
dpwprocurement@dpw.sbcounty.gov
(909) 387-7863

2025 – $8,741.17
County of San Bernardino
6656 Curb and Gutter
825 E. Third Street
San Bernardino, CA 92415
Hope Edwards
dpwprocurement@dpw.sbcounty.gov
(909) 387-7863

2025 – $47,772.00
County of San Bernardino
6716 Sidewalk Grinding
825 E. Third Street
San Bernardino, CA 92415
Hope Edwards
dpwprocurement@dpw.sbcounty.gov
(909) 387-7863

2025 - $26,476.25
City of Rancho Cucamonga
Pipe Gate Installation
8794 Lion St
Rancho Cucamonga, CA 91730
Phillip Ortega –
Phillip.Ortega@cityofrc.us
(909) 774-4142

2025 - $6,988
City of Rancho Cucamonga
Hermosa Ave Drainage Grate
8794 Lion St
Rancho Cucamonga, CA 91730
Phillip Ortega –
Phillip.Ortega@cityofrc.us
(909) 774-4142

2025 – $1,555,732.90 (original bid $1,162,732.93; added quantities, additional scope, and design revisions)
City of Manhattan Beach
Senior Villas ADA Pathway
3621 Bell Avenue
Manhattan Beach, CA 90266
Marzena Laskowska
mlaskowska@manhattanbeach.gov
(310) 802-5325

2025 - $49,413.00
City of Signal Hill
Sidewalk Repair – Phase 1
2175 Cherry Ave
Signal Hill CA 90755
Margarita Beltran –
mbeltran@cityofsignalhill.org
(562) 989-7361

2025 - $26,819.00
City of Signal Hill
Sidewalk Repair – Phase 2
2175 Cherry Ave
Signal Hill CA 90755
Margarita Beltran –
mbeltran@cityofsignalhill.org
(562) 989-7361

2025 – $26,142.00
County of San Bernardino
6743 Sidewalk Grinding
825 E. Third Street
San Bernardino, CA 92415
Hope Edwards
dpwprocurement@dpw.sbcounty.gov
(909) 387-7863

2025 – $437,843.98
City of Manhattan Beach
Cycle 2 Concrete Repairs
3621 Bell Avenue
Manhattan Beach, CA 90266
Bianca Cardenas
bcardenas@manhattanbeach.gov
(310) 802-5357

2025 – $75,000.00
City of Fontana
Arrow and Maple Storm Drain
8353 Sierra Ave
Fontana, CA 92335
Kyle Scribner
kscribner@fontanaca.gov
(909) 350-6530

2025 – $59,150.00
City of Fontana
Citywide Catch Basins
8353 Sierra Ave
Fontana, CA 92335
Kyle Scribner
kscribner@fontanaca.gov
(909) 350-6530

2025 – $38,856
City of Yucaipa
13th St Skate Park
34272 Yucaipa Blvd
Yucaipa, CA 92399
Debbie Shortlidge
dshortlidge@yucaipa.org
(909) 797-2489

2025 – $33,078.20
City of Fontana
Sierra Ave Sidewalk
8353 Sierra Ave
Fontana, CA 92335
Kyle Scribner
kscribner@fontanaca.gov
(909) 350-6530

2025 - $45,283.00 (original bid $52,182; actual quantities less than bid schedule)
City of Hermosa Beach
Annual City Sidewalk Repair
1315 Valley Dr
Hermosa Beach, CA 90254
Jonathan Pascual –
jpascual@hermosabeach.gov
(310) 318-0252

2025 - $51,425.50 (original bid $13,754; multiple locations added to contract)
City of Hermosa Beach
21st St and PCH Concrete
1315 Valley Dr
Hermosa Beach, CA 90254
Jonathan Pascual –
jpascual@hermosabeach.gov
(310) 318-0252

2025 - $153,624.79 (original bid $117,238; locations added)
City of Lynwood
Citywide Sidewalk Repair
11330 Bullis Road
Lynwood, CA 90262
Michael Brust –
mbrust@lynwoodca.gov
(310) 603-0220 x810

2025 - $256,104.50 (original bid $211,689; constructed quantities exceeded bid schedule)
City of Paramount
Alley Improvements
16400 Colorado Ave
Paramount, CA 90723
Jason Brown –
jbrown@willdan.com
(562) 908-6200

2025 - $49,140.20
City of Rancho Cucamonga
LMD2 Parkway Concrete
8794 Lion St
Rancho Cucamonga, CA 91730
Phillip Ortega –
Phillip.Ortega@cityofrc.us
(909) 774-4142

2025 - $31,080.40
City of Rancho Cucamonga
LMD1-4 Parkway Concrete
8794 Lion St
Rancho Cucamonga, CA 91730
Phillip Ortega –
Phillip.Ortega@cityofrc.us
(909) 774-4142

2025 – $53,505.71
County of San Bernardino
6772 Curb and Gutter
825 E. Third Street
San Bernardino, CA 92415
Hope Edwards
dpwprocurement@dpw.sbcounty.gov
(909) 387-7863

2025 - $1,286,537.69
City of Rancho Cucamonga
FY24-25 Concrete Repair
8794 Lion St
Rancho Cucamonga, CA 91730
Phillip Ortega –
Phillip.Ortega@cityofrc.us
(909) 774-4142

2025 – $29,999.00
County of San Bernardino
6823 ADA Ramp
825 E. Third Street
San Bernardino, CA 92415
Hope Edwards
dpwprocurement@dpw.sbcounty.gov
(909) 387-7863

2025 - $207,882.00
City of Rancho Cucamonga
Victoria Park Ln DG Trail
8794 Lion St
Rancho Cucamonga, CA 91730
Phillip Ortega –
Phillip.Ortega@cityofrc.us
(909) 774-4142

2025 – $19,370.71
City of Baldwin Park
Windstorm Concrete Repairs
14403 E Pacific Avenue
Baldwin Park, CA 91706
Anthony Vazquez
AVazquez@baldwinparkca.gov
(626) 960-3993 x518

2025 - $48,013.00
City of Rancho Cucamonga
Guardrail Repairs at Four Locations
8794 Lion St
Rancho Cucamonga, CA 91730
Phillip Ortega –
Phillip.Ortega@cityofrc.us
(909) 774-4142

2025 – $46,320.00 (original bid $23,160; number of grates/locations doubled)
County of San Bernardino
6836 Barrier Protection Grates
825 E. Third Street
San Bernardino, CA 92415
Hope Edwards
dpwprocurement@dpw.sbcounty.gov
(909) 387-7863

2025 - $16,354.18
City of Rancho Cucamonga
Guardrail Repairs on Cherry Ave
8794 Lion St
Rancho Cucamonga, CA 91730
Phillip Ortega –
Phillip.Ortega@cityofrc.us
(909) 774-4142

2025 – $2,968,640.96 (original bid $2,877,242; design revisions and scope increases)
City of Costa Mesa
Adams Ave and Pinecreek Dr Intersection Improvements
77 Fair Dr
Costa Mesa, CA 92626
Ramin Nikoui
ramin.nikoui@costamesaca.gov
(714) 754-5184

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: Brenton Gentry

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): 320 W. Tropica Rancho Rd., Colton, CA 92324

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 experience in construction work under current organization?

(a) As a General Contractor? 13 years From 2012 to 20 25

(b) As a Subcontractor? N/A From _____ to 20___

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
See prior attachment		

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.

None

ADVANCED METERING INFRASTRUCTURE (AMI)/AUTOMATIC METER READING (AMR) REPLACEMENT PHASE V
CITY PROJECT NO. 740-WTR

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.

Date 11/20/2025 Contractor's Name Gentry General Engineering Inc.

Phone No. 909-330-1128 Contractor's Address 320 W. Tropica Rancho Rd., Colton, CA 92324

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		

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.

Gentry General Engineering Inc.
Firm

Brenton Gentry
Signature

CEO/President
Title

Please include any additional information regarding equal opportunity employment programs now in effect within your company.

n/a

ADVANCED METERING INFRASTRUCTURE (AMI)/AUTOMATIC METER READING (AMR) REPLACEMENT PHASE V
CITY PROJECT NO. 740-WTR

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:

N/A - Bid Bond Dollars ($_____)

thus, amount being not less than ten percent (10%) of the total amount of the Base 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.

_____

_____

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 base bid plus "Additional Bid Items."

See attached Bid Bond

BID BOND

KNOW ALL MEN BY THESE PRESENTS

That we Gentry General Engineering, Inc., as Principal, and The Ohio Casualty Insurance Company, as Surety, are held and firmly bound unto the City of South Gate in the sum of: Ten Percent of the 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 Gentry General Engineering, Inc. for **ADVANCED METERING INFRASTRUCTURE (AMI)/AUTOMATIC METER READING (AMR) REPLACEMENT PHASE V - CITY PROJECT NO. 740-WTR** 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 Gentry General Engineering, Inc., 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 17th day of November, 2025.

Gentry General Engineering, Inc.

Title Brenton Gentry CEO/President

The Ohio Casualty Insurance Company

Title Surety

Title Adrian Langrell, 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.

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 San Bernardino)

On November 17, 2025 before me, Andrea Nicole Scarbrough, Notary Public
(insert name and title of the officer)

personally appeared Brenton Gentry,
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.

ANDREA NICOLE SCARBROUGH
Notary Public - California
San Bernardino County
Commission # 2397494
My Comm. Expires Mar 17, 2026

Signature _____ (Seal)

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 Orange)

On November 17th, 2025 before me, Melissa Ann Vaccaro, Notary Public
(insert name and title of the officer)

personally appeared Adrian Langrell,
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.

MELISSA ANN VACCARO
COMM. #2401942
Notary Public-California
ORANGE COUNTY
My Comm. Expires May 12, 2026

Signature _____ (Seal)
Melissa Ann Vaccaro

Liberty Mutual. SURETY

Bond No. CSBA-32887

POWER OF ATTORNEY

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No: 8214600-969561

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Arturo Ayala; Daniel Huckabay; Adrian Langrell; Chelsea Liberatore; Frank Morones; R. Nappi; Dwight Reilly; Shaunna Rozelle Ostrom; Ben Stong; Michael D. Stong; Benjamin Wolfe; Magdalena R. Wolfe; Robert Wood

all of the city of Orange state of CA each Individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 12th day of August, 2025.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: _____
Nathan J. Zangerle, Assistant Secretary

State of PENNSYLVANIA
County of MONTGOMERY ss

On this 12th day of August, 2025 before me personally appeared Nathan J. Zangerle, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at Plymouth Meeting, Pennsylvania, on the day and year first above written.

Commonwealth of Pennsylvania - Notary Seal
Teresa Pastella, Notary Public
Montgomery County
My commission expires March 28, 2029
Commission number 1126044
Member, Pennsylvania Association of Notaries

By: _____
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV – OFFICERS: Section 12. Power of Attorney.
Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII – Execution of Contracts: Section 5. Surety Bonds and Undertakings.
Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation – The President of the Company, acting pursuant to the Bylaws of the Company, authorizes Nathan J. Zangerle, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization – By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 17th day of November, 2025.

By: _____
Renee C. Llewellyn, Assistant Secretary

LMS-12873 LMIC OCIC WAIC Multi Co 02/24

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

For bond and/or Power of Attorney (POA) verification inquiries, please call 610-832-8240 or email HOSUR@libertymutual.com.

NON-COLLUSION AFFIDAVIT

Brenton Gentry being first duly sworn, deposes and says that he is CEO/President of (sole owner, a partner, president, etc.) Gentry General Engineering Inc. 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 _____

CEO/President
Title

STATE OF CALIFORNIA

COUNTY OF LOS ANGELES

On See attached, before me, _____, Notary Public, personally appeared _____, 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.

_____
Notary Public

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 San Bernardino)

On November 20, 2025 before me, Andrea Nicole Scarbrough, Notary Public
(insert name and title of the officer)

personally appeared Brenton Gentry,
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.

ANDREA NICOLE SCARBROUGH
Notary Public - California
San Bernardino County
Commission # 2397494
My Comm. Expires Mar 17, 2026

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 in order to engage in the business or act in the capacity of a contractor with in 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 non compliance 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.

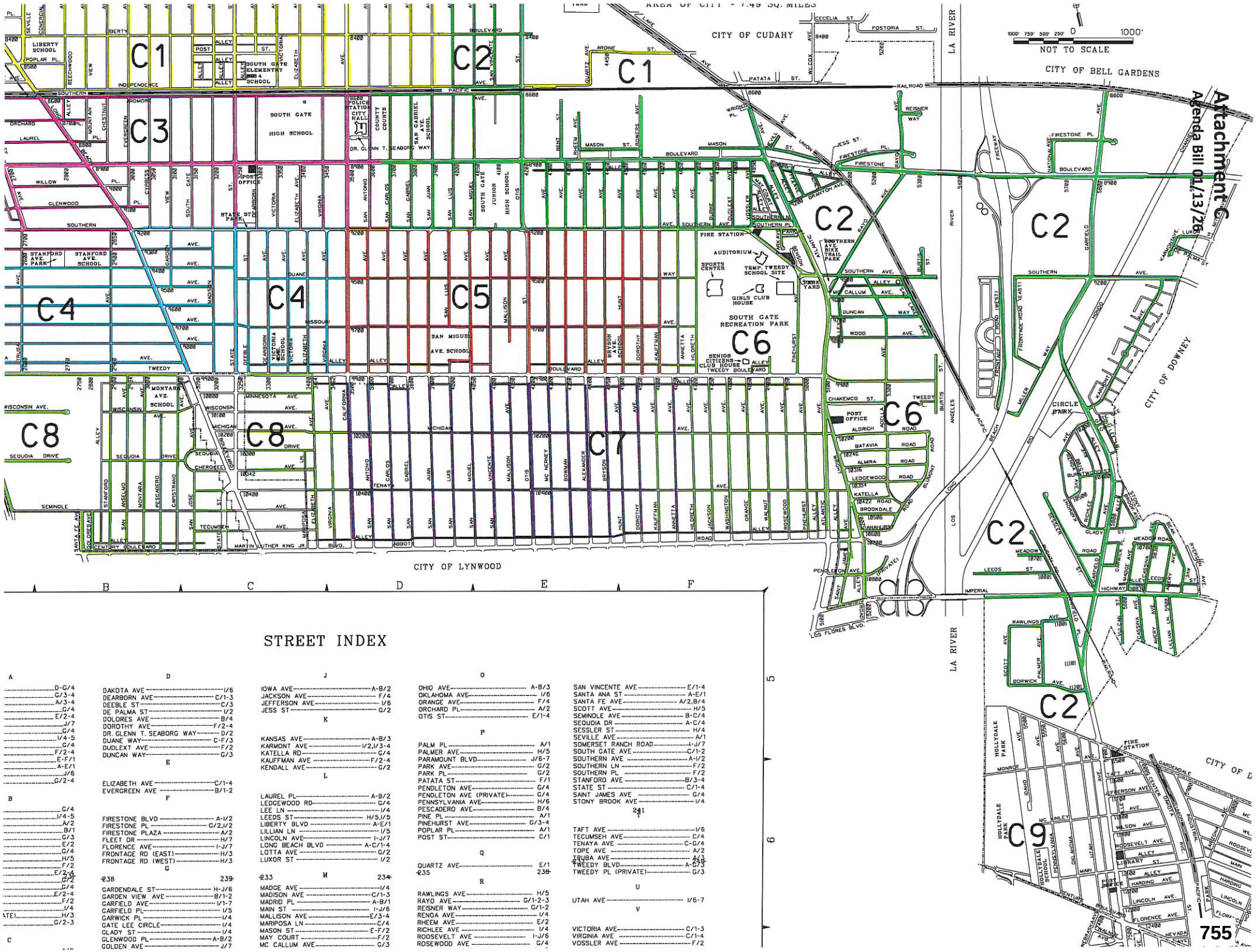
g. A public employee or official shall not be subject to a citation pursuant to this section if the public employee, officer or employing agency made an inquiry to the board for the purpose of verifying the license status of any person or contractor and the board failed to respond to the inquiry within 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.: 974279 Class: A Expiration date: 06/30/2026

Date: 11/20/2025 Signature Brenton Gentry



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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):

AMR Upgrade Project Phase V - City Project No. 740-WTR.

Project location: The project is located on the West end of the City of South Gate.

Project Description: The work consists of replacing 1,659 water meters with Automatic Meter Reading water meters.

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(b)
- ☐ Statutory Exemption: Section: _____ Class: _____

Reasons why project is exempt:
This project is Categorically Exempt under Existing Facilities Section 15301 Class 1(b) for the replacement of existing 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

JAN - 8 2026

FILED

1:45pm

Item No. 11

City of South Gate

CITY COUNCIL

AGENDA BILL

For the Regular Meeting of: **January 13, 2026**
Originating Department: **Police**

Department Director: Manuel Arana ***City Manager:*** Rob Houston

SUBJECT: PURCHASE ORDER FOR RENEWAL OF SOFTWARE MAINTENANCE AND SUPPORT SERVICES AGREEMENT FOR THE POLICE DEPARTMENT

PURPOSE: To renew the existing contract with Hitech Systems, Inc. dba Pulsiam ("Pulsiam") for maintenance and support services agreement which includes Computer Aided Dispatch ("CAD") and Records Management Systems ("RMS") for the Police Department. South Gate Municipal Code requires that all agreements more than $50,000 be approved by the City Council.

RECOMMENDED ACTION: The City Council will consider authorizing the issuance of a Purchase Order with Pulsiam to renew the Software Maintenance and Support Services agreement for Fiscal Year 2025/2026 for the Police Department in the amount of $128,189.53.

FISCAL IMPACT: Funds for these services were included in the Fiscal Year 2025/26 Municipal Budget in Account Number 100-513-21-6730.

ANALYSIS: This Purchase Order is for the renewal of an existing sole source proprietary software agreement that does not require bidding and complies with City purchasing guidelines.

BACKGROUND: For the past 30 years, the Police Department has contracted with Pulsiam to provide 24-hour support for its CAD and RMS systems. The CAD and RMS systems are the foundation of information technology that enables the Police Department to receive 9-1-1 calls in the dispatch center and generate calls for service that are sent electronically to police officers in the field. The system is also an integrated database for the processing and storage of law enforcement information, including crime and arrest reports.

CAD and RMS are an integrated system designed specifically for law enforcement operations. CAD is a real-time system, which automatically verifies addresses, tracks, and manages incoming calls, prioritizes calls for service, and tracks on-duty personnel activity. RMS provides reporting and analytical capabilities for investigations and generates statistics for the Uniform Crime Report to the State and the Federal Governments. Mobile Data and e-Reporting modules allow officers to access dispatch information in the field, provides access to our secure law enforcement network, and creates crime and arrest reports.

Together, these modules create the core of our police department's information system, which is essential for the daily and efficient operation of the police department. Maintenance of this complex software system is necessary to keep up with modifications, technology issues, changes in existing laws, and other constantly evolving mandates to law enforcement.

ATTACHMENTS: A. Pulsiam Invoice No. 7941
B. Software Maintenance and Support Agreement

Attachment A
Agenda Bill 01/13/26

PULSIAM
Hitech Systems, Inc. dba Pulsiam

(310) 282-9919 (310) 282-9929 (Fax)
16030 Ventura Blvd. Suite 250
Encino, CA 91436

DATE	9/30/2025
INVOICE NO.	7941
TERMS	Net 30
P.O./CUST REF.	
HSI TASK	102053

BILL TO

City of South Gate Police Department
Attn: Technical Service Manager
8620 California Avenue
South Gate, CA 90280-3073

MAINTENANCE PROVIDED	QTY	UNIT PRICE	TOTAL
SafetyNet Maintenance for the period 11/01/2025 - 10/31/2026			
CAD/DISPATCH ----------			
SafetyNet CAD Server	1	16,153.88	16,153.88
SafetyNet CAD Full Access User	3	3,230.78	9,692.34
SafetyNet CAD Read Only User	2	146.85	293.70
SafetyNet CAD E911 Interface Server	1	2,643.37	2,643.37
SafetyNet CAD E911 Interface Full Access User	1	264.35	264.35
SafetyNet CAD Message Switch Interface Server	1	5,286.72	5,286.72
SafetyNet CAD Message Switch Interface Full Access User	2	264.35	528.70
SafetyNet CAD Mapping Interface Server	1	2,643.37	2,643.37
SafetyNet CAD Mapping Interface Client	2	264.35	528.70
SafetyNet AXON Auto-Tagging Interface	1	2,703.75	2,703.75
SafetyNet CAD Website	1	4,405.60	4,405.60
SafetyNet RMS Crossroads Interface - Not implemented (1st year maint. incl. in WO)	1	0.00	0.00
SafetyNet Coplogic to RMS Interface (DORS) - Not implemented (1st year maint. incl. in WO)	1	0.00	0.00
Universe Server License	34	131.89	4,484.26
Connection Pooling Server Edition	4	443.00	1,772.00
COPLINK Export Server	1	1,425.77	1,425.77
MOBILE CLIENT / E-REPORT & WEB SERVICES ----------			
SafetyNet eReporting Server	1	2,090.17	2,090.17
SafetyNet eReporting Client	60	107.70	6,462.00
SafetyNet Mobile Server	1	9,692.34	9,692.34
SafetyNet Mobile Client (Win32)	32	205.60	6,579.20

Thank you for your business.

Total

PULSIAM
Hitech Systems, Inc. dba Pulsiam

(310) 282-9919 (310) 282-9929 (Fax)
16030 Ventura Blvd. Suite 250
Encino, CA 91436

DATE	9/30/2025
INVOICE NO.	7941
TERMS	Net 30
P.O./CUST REF.	
HSI TASK	102053

BILL TO

City of South Gate Police Department
Attn: Technical Service Manager
8620 California Avenue
South Gate, CA 90280-3073

MAINTENANCE PROVIDED	QTY	UNIT PRICE	TOTAL
SafetyNet Web Services	1	1,468.54	1,468.54
RMS ----------			
SafetyNet RMS Server	1	13,216.81	13,216.81
SafetyNet RMS Full Access User	10	1,615.39	16,153.90
SafetyNet RMS Read Only User	15	146.85	2,202.75
SafetyNet RMS Mapping Server	1	2,643.37	2,643.37
SafetyNet RMS Mapping Client	1	264.35	264.35
SafetyNet RMS Website	1	2,937.06	2,937.06
SafetyNet Informer**Up to 5 concurrent users**	1	1,475.85	1,475.85
SafetyNet Windows Client	30	80.76	2,422.80
SafetyNet Digital Mugshot Interface Server	1	2,937.06	2,937.06
SafetyNet Digital Mugshot Interface Capture Client	4	323.08	1,292.32
SafetyNet Live Scan Import Interface Server	1	1,468.54	1,468.54
SafetyNet Live Scan Export Interface Server	1	1,468.54	1,468.54
SafetyNet Live Scan Interface NIST Formatter Server	1	587.42	587.42

Thank you for your business.

Total $128,189.53

Hitech Systems, Inc.

Software Maintenance and Support Services Agreement

Master License Agreement Number: 19970701O1

This Software Maintenance and Support Services Agreement (hereinafter "Agreement") made as of this 11th day of May 1999, is entered into by and between **Hitech Systems**, (hereinafter "Hitech") a California Corporation doing business principally at _____, and the **City of South Gate**, California, (hereinafter "Customer") whose principal location is 8650 California Avenue, South Gate, California 90280.

WHEREAS, Hitech is making available software maintenance and support services for certain of Customer's software; and

WHEREAS, Customer has license to use said software on a perpetual basis; and

WHEREAS, Customer has selected Hitech to provide such software maintenance and support services;

NOW, THEREFORE, it is hereby agreed as follows:

1. **COVERED SOFTWARE**
Hitech provides maintenance services under this Agreement for such software as described in Exhibit A. Hitech will only maintain such software pursuant to this Agreement for which Customer is duly licensed (hereinafter "Covered Software"). In the event that additional software listed in Exhibit A is licensed for use by Customer, such software will be included in the Covered Software upon payment of the appropriate prorated maintenance fee listed in Exhibit B. Covered Software must not have been modified by anyone other than Hitech without prior written permission from Hitech.

2. **DESCRIPTION OF SERVICES**

2.1 Customer may contact Hitech twenty-four (24) hours a day, seven (7) days a week for software support service. Customer may contact Hitech via telephone to Hitech's office during normal business hours (9:00 am to 5:00 pm Pacific Time, Monday through Friday) or through a paging service outside of office hours or on holidays, or when the office is otherwise unattended. Hitech will respond to such requests as soon as practical, within two (2) hours during normal business hours or within four (4) hours outside of normal business hours or on holidays. Holidays include New Year's Day, Martin Luther King Jr. Day, President's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas.

2.2 Hitech will investigate and remedy, without additional cost to Customer, except as described below, all program errors or documentation errors reported by Customer regarding the Covered Software. An error is defined as the behavior of the Covered

Software at variance with the documented functionality and operation of the Covered Software.

2.3 Hitech will periodically publish and distribute to Customer a notice (hereinafter "Notice") of the enhancements, modifications, and corrections (collectively referred to as "Enhancements") that have been made to the Covered Software by Hitech. Hitech will, upon written request, make available one machine-readable copy of these Enhancements, and one copy of the supporting documentation (hereinafter "Release"). The Release will be provided to Customer "as is", for installation and use by Customer.

2.4 Hitech will provide assistance for procedural questions relating to the Covered Software. Such assistance will be limited to two hours per month. Any such assistance in excess of two hours per month will be billed to Customer at Hitech's billing rates for such services.

2.5 Hitech will be reimbursed by Customer for all reasonable non-labor expenses relating to services rendered, including but not limited to, air fare (coach when available), meals not to exceed $30.00 per diem, lodging, local transportation and telephone charges. Customer has the right of first refusal in engaging or selecting travel-related services to be prepaid by Customer.

2.6 Hitech will be available to assist Customer on a time and materials basis at Hitech's then-current billing rates for any additional Customer-requested enhancements, modifications, or customized work relating to the Covered Software (hereinafter "Additional Services"), including:

- Analysis
- System Design
- Programming
- Testing
- Implementation Support
- Project Management
- Technical Reviews
- Training
- Documentation

2.7 Hitech will be available to provide Customer with assistance to correct damage caused to Customer's system by Customer's operator error or negligence. Such determination will be mutually agreed to by the parties.

2.8 Hitech will provide Customer with a cost estimate for approval before the commencement of effort relating to the Additional Services.

2.9 The following services provided to Customer will be billed to Customer on a time and materials basis:

- Functional enhancements to the Covered Software, except those which are contained in a Hitech product release.
- Diagnosis and correction of hardware errors.
- Diagnosis and repair of Covered Software modified by anyone other

than Hitech.

- Diagnosis, repair or correction of software other than the Covered Software, including, but not limited to, operating system software and other third party software.
- Hardware installation.
- Software installation.
- Training, except procedural questions as described above.

2.10 In the event that Hitech determines that a reported problem is the result of user error, hardware error, operating system software error, or software error caused by other than the Covered Software, Customer will reimburse Hitech for its efforts expended relating to the reported problem to the extent that such efforts exceed the two hours per month limit for procedural questions as described above.

3. TERMS AND CONDITIONS

3.1 The Annual Maintenance Fee for Covered Software is based on the Maintenance Price List for such services, the current schedule for which is shown in Exhibit B. Customer agrees to pay Hitech the appropriate annual fee based on this price list for the number and type of users of the Covered Software. Based on information supplied by Customer, and that Customer warrants to be complete and correct, Hitech has calculated the Annual Maintenance Fee for the Covered Software on Customer's Systems to be that as shown in Exhibit C. The initial period of coverage for this Agreement is for the twelve (12) months commencing May 11, 1999 (hereinafter "Commencement Date"), for which Customer agrees to pay to Hitech the Annual Maintenance Fee as shown in Exhibit C within thirty (30) days of either Commencement Date or the date of this Agreement, whichever is later. This Agreement may be renewed by Customer from year to year by payment in advance of each anniversary of the Commencement Date for the succeeding year. Hitech reserves the right to increase the annual maintenance fees each year and will provide written notice to Customer no less than sixty (60) days prior to the end of the annual period of its intention to do so. Any increase in the number of users of the Covered Software will result in an increase in the amount of the Annual Maintenance Fee. No credit or refund will be given Customer for any decrease in the number of users of the Covered Software for an annual period. In the event of an increase in the number of users of the Covered Software, Customer will remit to Hitech the prorated increase in the Annual Maintenance Fee for the annual period within thirty (30) days of such an increase.

3.2 Hitech hereby grants Customer during the term of this Agreement the non-exclusive and non- transferrable license to use any Release(s) provided to Customer subject to the terms and conditions of the Master License Agreement referenced on the first page of this Software Maintenance and Support Services Agreement.

3.3 Any Release(s) provided by Hitech shall only be installed at the designated location and on the designated CPU(s) specified in the Master License Agreement referenced on the first page of this Software Maintenance and Support Services Agreement.

3.4 Customer represents and warrants that it will not modify or permit anyone else to modify a Release or the Covered Software without the written consent of Hitech.

3.5 Customer agrees to notify Hitech promptly of the circumstances surrounding any unauthorized possession, use, or knowledge of the whole or any part of the Covered Software, a Release, or physical embodiment thereof, or other information made available pursuant to this license, by anyone other than persons authorized by this license to have such possession, use, or knowledge.

3.6 The Covered Software is serialized. Each copy of the Covered Software is identified by serial number and the Customer's name, which will appear when the Covered Software is run.

3.7 It is the responsibility of the Customer to safeguard the Program Product from unauthorized use. In the event it is discovered that unauthorized use of the Customer's copy has occurred, and that this use occurred with the knowledge, authorization or due to the negligence of Customer including its employees, contractors and other parties under the control an supervision of the Customer, Customer agrees to pay to Hitech liquidated damages in an amount equal to the then current license fee for the Covered Software for each separate CPU on which the unauthorized use has been made.

3.8 Customer agrees to provide dial-up access to Customer's system via Hitech provided Cisco router in conjunction with an ISDN telephone line. The ISDN line selected shall be provided at Customer's expense. Customer agrees to provide the telephone number, and provide a separate login ID and password for each Hitech employee required to access the system for support purposes to Hitech for maintenance access to Customer's system. Customer further agrees to provide access to programs and files on Customer's system necessary for the performance of the services described herein. Hitech recognizes that the system will contain criminal history information and is responsible for its personnel who access this system with respect to protection of the information accessible via the system.

4. PROPRIETARY INFORMATION

4.1 This Agreement shall be binding upon and inure to the benefit of the parties hereto, related parties in interest, their respective successors and, to the extent permissible in any assignment hereunder, assignees. Customer agrees not to make or to permit any loan, lease sale, assignment or other disposal of this Agreement without the prior written consent of Hitech. It is agreed that any such loan, lease, sale, assignment or other such disposal made without the prior written consent of Hitech shall be null and void.

4.2 Customer agrees not to remove any product identification or notices of any proprietary restrictions from the Covered Software, Release(s) or accompanying materials. Hitech has exclusive ownership of portions of the Covered Software, Release(s), patents, copyright, trademarks, trade secrets and proprietary information; and Customer acknowledges that all such is confidential information belonging solely to Hitech.

Customer agrees to keep all such items strictly confidential and shall not use such items except pursuant to this Agreement. After termination of this Agreement, Customer shall not utilize or disclose such items. Hitech agrees that it has no right to or interest in the data processed by Customer while using the Covered Software.

4.3 Customer shall not, for the duration of this Agreement or at any time thereafter:

4.3.1 Make any unauthorized copies or duplicate or permit anyone else to copy or duplicate any physical embodiments of the Covered Software or any Release(s), except as required for backup purposes.

4.3.2 Create or recreate, or attempt to create or to recreate, or permit anyone else to create or attempt to recreate, the source programs, object programs or any other aspect of the Covered Software and any Release(s).

4.4 After termination of this Agreement, Customer shall not utilize or divulge any confidential information or trade secrets provided by Hitech. Customer's obligation under this Paragraph shall continue beyond the termination of this Agreement.

5. TERMINATION

This Agreement may be terminated due to the impossibility of performance caused by acts of God, floods, fires, storms, strikes, lockouts, disputes with employees, riot, insurrection, acts of public enemy, war, federal, state, county, municipal, and local restrictions, prohibitions, regulations, and requisitions, or other interferences beyond the control of the parties to the extent that the same prevent or delay the performance of the obligations herein contained.

This Agreement may be terminated by either party in the event of breach by the other party by written notice in accordance with section 12 below. In the event of termination due to breach, the non-breaching party shall be entitled to all other remedies available at law, and the election to terminate shall not constitute a waiver of any other rights the non-breaching party may have.

This Agreement may be terminated by either party without cause upon thirty days written notice in accordance with section 12 below. In the event Customer chooses to terminate this Agreement without cause, Customer shall not be entitled to a refund or credit of any of the maintenance fees previously paid or owing to Hitech. In the event of termination by Hitech without cause, or by Customer for breach, Customer shall be entitled to a pro rata refund of the annual maintenance fee effective the first of the month following the thirty days written notice.

6. COMPLIANCE WITH LAWS

This Agreement shall be governed by the laws of the State of California. If any term or provision of this Agreement shall be found to be illegal or unenforceable then, not withstanding, this Agreement shall remain in full force and effect and such term or provision shall be deemed stricken.

7. ATTORNEY'S FEES

In the event of any dispute with respect to this Agreement, the prevailing party shall be entitled

to reasonable attorneys' fees and other costs and expenses incurred in resolving such dispute. Any attorneys' fees or collection expenses incurred by Hitech in order to effect collection of any payment due pursuant to the terms of this Agreement shall be paid by Customer.

8. TAXES

Customer shall be liable for all federal, state, municipal or other governmental taxes, duties, charges or costs, however designated, now or hereinafter imposed, upon the storage, licensing, transportation, distribution or use of the Covered Software including, but not limited to any sales or use tax, privilege or excise tax, exclusive, however, of taxes based upon net income.

9. PROPRIETARY RIGHTS

All Enhancements provided to Customer under this Agreement shall become and remain the property of Hitech.

10. SURVIVABILITY

The obligations set forth herein with respect to protection of Seller's proprietary information by Licensee shall survive any termination of the License Agreement.

11. CONTRACT MODIFICATION

The terms, scope, and conditions of this contract may be modified only by a formal, written modification signed by duly authorized representatives of both Customer and Hitech.

12. NOTICES

All correspondence pertaining to the content of this Agreement will be made via certified mail to the person and address below:

To Customer:
Sheri L. Koomen
Emergency Services Manager
South Gate Police Department
8620 California Avenue
South Gate, CA 90280

To Hitech:
Henry P. Unger
President
Hitech Systems, Inc.
1964 Westwood Blvd. #435
Los Angeles, California 90025

13. AUTHORITY

Each individual signing this Agreement on behalf of any corporation or other legal entity represents and warrants that he has the right, power, legal capacity, and authority to enter into and perform this Agreement and no further approval or consent of any persons or entities is necessary for him to enter into and perform this Agreement.

14. WAIVER

In the event either party elects not to exercise any of its rights hereunder, such election shall not

constitute a waiver of that party's rights at that time or at any time in the future, and that party shall be entitled to exercise all rights it has hereunder at any time.

15. RATIFICATION

Acts taken in conformity with this Agreement prior to its execution are hereby ratified and affirmed.

16. ATTESTATION

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized officials on the date first written above.

City of South Gate

Signature

July 6, 1999
Date

Henry C. Gonzalez
Printed Name

Mayor

Hitech Systems, Inc.

X
Signature

6/30/99
Dated

Henry Unger
Printed Name

President
Title

APPROVED AS TO FORM:

Arnold M. Alvarez-Glasman
City Attorney

ATTEST:

Nina Banuelos, City Clerk

EXHIBIT A

Software

SafetyNet Computer Aided Dispatch System (CAD) - Server
SafetyNet Computer Aided Dispatch - Workstation
SafetyNet E911 Interface - Server
SafetyNet E911 Interface - Workstation
SafetyNet JDIC Interface - Server
SafetyNet JDIC Interface - Workstation
SafetyNet CAD Mapping - Server
SafetyNet CAD Mapping - Workstation
Hiterm Windows Client

Exhibit B

Annual Maintenance Price List

Product	Price	Cvg
SafetyNet CAD Server	$7,500	
SafetyNet CAD Workstation	1,500	
SafetyNet CAD E911 Interface Server	1,200	
SafetyNet CAD E911 Interface Workstation	120	
SafetyNet CAD Message Switch (JDIC) Server	2,400	
SafetyNet CAD Message Switch (JDIC) Workstation	120	
SafetyNet Zetron Model 25 Tone Encoder Server	1,200	
SafetyNet Zetron Model 25 Tone Encoder Workstation	120	
SafetyNet Zetron Model 26 Station Status Server	1,200	
SafetyNet Zetron Model 26 Station Status Workstation	120	
SafetyNet CAD Paging Server	1,200	
SafetyNet CAD Paging Workstation	120	
SafetyNet CAD Radio Interface Server	1,200	
SafetyNet Radio Interface Workstation	120	
SafetyNet CAD Mapping Server	1,200	
SafetyNet CAD Mapping Workstation	120	
SafetyNet Mobile Server	4,500	
SafetyNet Mobile Client	90	
SafetyNet Mobile Server Mapping Option	375	
SafetyNet Mobile Client Mapping Option	30	
SafetyNet Mobile Server AVL Option	750	
SafetyNet Mobile Client AVL Option	15	
SafetyNet Mobile Server Field Reporting Environment Option	750	
SafetyNet Mobile Client Field Reporting Environment Option	75	
SafetyNet CAD ProQA Server	1,200	
SafetyNet CAD ProQA Workstation	120	
SafetyNet Records Management System - Law Enforcement (RMS-LE)	7,500	
SafetyNet RMS/LE Operator	750	
SafetyNet Records Management System - Fire (RMS/FIRE)	6,000	
SafetyNet Records Management System - Mobile Field Reporting	750	
SafetyNet Digital Mugshot Interface (DMI)	1,500	
SafetyNet Digital Mugshot Interface client/user	30	
SafetyNet Bar Coding Interface (BCI)	225	
SafetyNet Bar Coding Interface client/user	15	
SafetyNet Document Imaging Interface (DII)	375	
SafetyNet Document Imaging Interface client/user	30	
Laserfiche Document Imaging Software	1,400	

EXHIBIT C

Quantity	Description	Annual Maintenance	Extended Maintenance
1	*SafetyNet* CAD - Server	7,500	7,500
1	*SafetyNet* CAD - Workstation	1,500	1,500
1	*SafetyNet* E911 Interface - Server	1,200	1,200
1	*SafetyNet* E911 Interface - Workstation	120	120
1	*SafetyNet* JDIC Interface - Server	2,400	2,400
2	*SafetyNet* JDIC Interface - Workstation	120	240
1	*SafetyNet* CAD Mapping - Server	1,200	1,200
2	*SafetyNet* CAD Mapping - Workstation	120	240
5	Hiterm Windows Client	50	250
			14,650

Item No. 12a

WARRANT REGISTER FOR COUNCIL MEETING 12/23/2025

Office of the
South Gate City Clerk
DEC 16 2025
FILED 1:38pm

PART I

Bank : botw BANK OF THE WEST

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
112792	12/4/2025 Voucher:	00000437	AFLAC	Ben378316	12/4/2025	AMERICAN FAMILY LIFE INS.: PA	830.43	830.43
112793	12/4/2025 Voucher:	00002417	AMERICAN FIDELITY ASSUR	Ben378306	12/4/2025	AMERICAN FIDELITY (ABT): PAYI	183.86	183.86
112794	12/4/2025 Voucher:	0012107	CALIFORNIA STATE DISBUR:	Ben378324	12/4/2025	CA STATE DISB. UNIT: PAYMENT	1,128.74	1,128.74
112795	12/4/2025 Voucher:	00000438	COLONIAL INSURANCE CO.	Ben378314	12/4/2025	COLONIAL INSURANCE CO: PAYI	2,060.45	2,060.45
112796	12/4/2025 Voucher:	00002138	FRANCHISE TAX BOARD	Ben378320	12/4/2025	GARNISHMENT - FRANCHISE TA	1,672.43	1,672.43
112797	12/4/2025 Voucher:	0014756	LIBERTY DENTAL PLAN, OF (	Ben378308	12/4/2025	LIBERTY DENTAL INSUR (MISC):	2,951.23	2,951.23
112798	12/4/2025 Voucher:	00002421	POLICE MANAGEMENT ASS(	Ben378318	12/4/2025	POLICE MANAGEMENT ASSOC. I	2,250.00	2,250.00
112799	12/4/2025 Voucher:	00000335	POLICE OFFICERS ASSOCIA	Ben378322	12/4/2025	POLICE ASSOCIATION DUES: PA	6,875.00	6,875.00
112800	12/4/2025 Voucher:	0011466	PRINCIPAL LIFE INSURANCE	Ben378300	12/4/2025	PRINCIPAL DENTAL PPO (MISC):	32,666.02	32,666.02
112801	12/4/2025 Voucher:	0011467	RELIANCE STANDARD	Ben378302	12/4/2025	LONG TERM DISABILITY: PAYME	6,120.04	6,120.04
112802	12/4/2025 Voucher:	00003152	SOUTH GATE POLICE EXPL(	Ben378310	12/4/2025	SGPD EXPLORER YOUTH PROG	425.00	425.00
112803	12/4/2025 Voucher:	0011468	SUPERIOR VISION SERVICE	Ben378304	12/4/2025	SUPERIOR VISION MISC.: PAYME	4,040.61	4,040.61
112804	12/4/2025 Voucher:	0014949	TEXAS CHILD SUPPORT SDI	Ben378326	12/4/2025	TX CHILD SUPPORT SDU: PAYMI	638.31	638.31
112805	12/4/2025 Voucher:	00000334	UNITED WAY OF GREATER L	Ben378312	12/4/2025	UNITED WAY: PAYMENT	26.00	26.00

Sub total for BANK OF THE WEST: 61,868.12

14 checks in this report.

Grand Total All Checks: 61,868.12

Bank : botw BANK OF THE WEST

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
112806	12/3/2025	00000339	POSTMASTER	PEMIT2280WINTE	11/24/2025	WINTER 25 PAYMENT FOR QUAF	5,860.74	5,860.74
	Voucher:							
						Sub total for BANK OF THE WEST:		5,860.74

1 checks in this report. Grand Total All Checks: 5,860.74

WARRANT REGISTER FOR COUNCIL MEETING 12/23/2025

PART III

Bank : botw BANK OF THE WEST

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
112807	12/10/2025	00001151	LA COUNTY REGISTRAR-RE	695-PRK	12/2/2025	RECORDING FEE OF NOTICE OF	75.00	75.00
	Voucher:							
112808	12/10/2025	00004865	SO CALIF EDISON	12/9/2025	12/9/2025	BILLING PERIOD - 11/01/25-11/30/	199,135.47	199,135.47
	Voucher:							
112809	12/10/2025	00003928	US BANK TRUST N.A.	788757000-DEC2(	12/1/2025	DEC 2025-COSG 2005 PENSION	167,768.00	167,768.00
	Voucher:							
112810	12/10/2025	0011968	WEX BANK	109216097	12/8/2025	12/06/2025 - SHELL - GAS FOR P(	933.47	933.47
	Voucher:							

Sub total for BANK OF THE WEST: 367,911.94

4 checks in this report. **Grand Total All Checks:** 367,911.94

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
41009	11/20/2025	00004266	U.S. BANK CORPORATE PAY					
		00000862	CA-NV SECTION AWWA	160022	11/16/2025	CC-REGISTRATION O.CORTES F	80.00	
		0015295	OFFICE OF WATER PROGRA	955807	10/14/2025	CC-REFUND FOR COURSE RES	-49.55	
		0015292	ASE- AUTOMOTIVE SERVICE	ORD-2908894-N1I	11/17/2025	AM-ASE TESTING	152.00	
		00004814	ROYAL TRUCK BODY	00202070130246	9/25/2025	AM-AUTO PARTS FOR UNIT #653	887.20	
		0014791	JF PETROLEUM GROUP	PSINV-571487	3/5/2025	AM-FUEL SYSTEM KEYS FOR ST	203.18	
		0006932	HARBOR FREIGHT TOOLS	068651	9/25/2025	AM-PARTS FOR SEWER TRAILEF	222.51	
		0005371	MARRIOTT HOTELS	253440517	10/3/2025	SC-OCT 1-3 2025 TECH CONFER	799.92	
		00000268	HOME DEPOT CREDIT SERV	H6627-572175	9/30/2025	DR- IRRIGATION SUPPLIES	228.50	
		00000268	HOME DEPOT CREDIT SERV	6371424	10/2/2025	DR- LANDSCAPE SUPPLIES - CIF	256.84	
		0010878	EWING IRRIGATION PRODU(	27743653	9/24/2025	DR- NATIVE GARDEN- STEEL ED	421.66	
		0011047	ALLIANZ GLOBAL ASSISTAN	09/23/25	9/23/2025	DA: OCT 6-7, 2025 - PER DIEM TF	22.75	
		0015247	MARTIN EZ STICK LABELS	102858	9/23/2025	RA-BADGE STICKERS	357.50	
		00003960	MAJESTIC TROPHY & AWAR	025532	8/28/2025	DA: EMPLOYEE PROMOTION PL	122.66	
		0014934	KBC TOOL INCORPORATED	5503698	4/17/2025	EM-WELDING SUPPLIES	189.73	
		0013238	PUBLIC SAFETY PEER SUPF	0814W	10/21/2025	JEM: OCT 28-31,2025 - CONFERE	425.00	
		0014934	KBC TOOL INCORPORATED	5505151	4/25/2025	EM-WELDING SUPPLIES	115.55	
		00004292	LEVERAGE INFORMATION S	2531030	4/29/2025	EM-SECURITY CAMERA REPAIR:	662.25	
		0006114	POSITIVE PROMOTIONS	00380543	9/23/2025	RA-RED RIBBION WEEK SUPPLI	399.95	
		0013838	NIKE	C01529044732	9/25/2025	DS- STAFF UNIFORMS (BOTTOM	236.97	
		00001102	CENTRAL BASIN WATER AS:	13512496903	10/16/2025	CC-CBWA QUARTERLY MEETING	75.00	
		0005371	MARRIOTT HOTELS	2418	10/3/2025	RA-HOTEL COSTS FOR TRAININ	693.92	
		00004854	SMART & FINAL	048108	10/15/2025	RA-SUPPLIES FOR EMPLOYEE L	78.87	
		0009727	ELIZABETH BAKERY INC.	153	10/15/2025	RA-CITIZEN ACADEMY SNACKS	10.75	
		0006108	STARBUCKS COFFEE	664942	10/15/2025	RA-CITIZEN ACADEMY REFRESH	27.00	
		0008734	METRO EXPRESSLANES	8599241922	10/20/2025	RA-TOLL ROAD FEES	25.60	
		0008734	METRO EXPRESSLANES	8599243049	10/20/2025	RA-TOLL ROAD FEES	10.00	
		0008734	METRO EXPRESSLANES	8599244232	10/20/2025	RA-TOLL ROAD FEES	8.75	
		0014418	LAW ENFORCEMENT TRAINI	6853	9/29/2025	JEM: SEPT. 30, 2025 - TRAINING	350.00	
		00000834	AWARDS TO REMEMBER	943	10/14/2025	AE-10-14-25 PLAQUE FOR RETIR	66.45	
		0005730	EL MIXTECA	082555	10/14/2025	AE-10/14/25 FOOD/DINNER FOR	75.20	
		00000322	SAM'S CLUB	10357496176	10/17/2025	AE-10/17/2025 REPLENISH DRINI	121.59	
		0009420	SPARKLETTS	9/27/25	9/27/2025	NC-WATER SERVICE	88.34	
		0011933	JERSEY MIKE'S SUBS	83333121-244080(	9/30/2025	NC-LUNCH FOR THE PANEL FOR	266.33	
		00005166	CALPERS EDUCATIONAL FO	WVNC4MT247Y	10/8/2025	NC-ANNUAL CALPERS EDUCATI(	599.00	

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
		0014954	PSHRA	11699	10/9/2025	NC-PROFESSIONAL MEMBERSH	245.00	
		0015243	EMBASSY RESORT SUITES	95434926	10/12/2025	NC-EMBASSY SUITES FOR ANNU	368.82	
		0013834	PSHRA	26298	10/20/2025	NC-PUBLIC SECTOR HR TRAINI	750.00	
		0013526	SOUTHERN MOTEL & LA SIE	024713	10/1/2025	RA-EMERGENCY PLACEMENT F	168.00	
		0006209	DELTA AIR	GX87Q3	9/23/2025	DA: OCT 6-7, 2025 - PER DIEM TF	164.49	
		0010690	CANVA FOR WORK	10/4/2025	10/4/2025	AM-THIS IS BEING DISPUTED AS	15.00	
		0006423	LOWE'S	96966	10/1/2025	JC-MAINTENANCE SUPPLIES	439.19	
		0012261	GOT TOWELS UNIFORMS	004248	10/7/2025	JC-HOURLY UNIFORMS	978.25	
		0014278	MAKEITPOP_PARTYDECOR	061966	10/8/2025	DS- SPECIAL EVENT SUPPLIES	4,940.00	
		0012980	CHARTER COMMUNICATION	120508901090725	9/7/2025	09/17/25 - 10/06/25 - SPECTRUM	2,129.61	
		00003723	MMASC	14203	10/5/2025	2025- TRAINING REG. MUNICIPA	725.00	
		0014052	READYREFRESH, PRIMO BF	05J6706900363B	10/15/2025	10/01/25 -10/31/25 - WATER DISPI	1,527.58	
		0005300	DATA BUSINESS SYSTEMS I	143016	10/20/2025	LF - TAX FORMS : W2 & ENVELO	552.31	
		00000694	NATIONAL FIRE PROTECTIO	850387	9/17/2025	2025 - 11/28/26 - MEMBERSHIP V	225.00	
		0015250	FELLOWES INC	10091120	9/24/2025	JPL-SHREDDER PART REPLACE	40.26	
		00004060	MCMASTER-CARR SUPPLY (	4395501	9/29/2025	JPL-MCMASTER-CARR FIBER PA	144.63	
		0015212	AUTODESK, INC	75459488556280	11/7/2025	JPL-AUTOCAD LT FOR PW ENGI	520.00	
		0015226	NETWORK CRAZE TECHNOI	INV/2025/08347	11/13/2025	JPL-HP/ARUBA SWITCH FOR SUI	856.68	
		0015251	FS.COM INC	FS251013523522	10/13/2025	JPL-SFP FIBER MODULES FOR A	40.37	
		0014001	MICRO CENTER	101-WP-13968226	10/15/2025	JPL-SFPS, MEDIA CARE READEF	112.01	
		0008304	GODADDY.COM	3927681347	10/20/2025	JPL-SSL CERTIFICATE TYLER CA	90.00	
		0011128	GUITAR CENTER	078511	10/8/2025	JC-AUDIO EQUIPMENT	148.14	
		00000209	JHM SUPPLY , INC.	395488/1	10/14/2025	JC-IRRAGATION SUPPLIES	956.70	
		00000268	HOME DEPOT CREDIT SERV	5801773	10/13/2025	JC-MAINTENANCE SUPPLIES	152.18	
		0009027	MONOPRICE INC	24632536	9/22/2025	RA-NETWORK CABLING	899.28	
		0012474	THE HOME DEPOT DEPOT P	5521369	9/23/2025	DS - EVENT SUPPLIES	165.12	
		0013838	NIKE	CO1529058208	9/25/2025	DS- STAFF UNIFORMS (SHOES)	138.44	
		00000268	HOME DEPOT CREDIT SERV	2534303	10/16/2025	JC-MAINTENANCE SUPPLIES	137.10	
		0012905	APPLE.COM	MTK845F7Q7	10/2/2025	MA-CAPCUT APP FOR PD SOCIA	89.99	
		0013705	ALFREDO TALAVERA	046195	10/6/2025	GM-10/6 LUNCH FOR SCHOOL C	590.00	
		0013737	CONSTANTCONTACT.COM	10/14/2025	10/14/2025	GM-ANNUAL SUBSCRIPTION FO	383.60	
		0013953	HOUSE OF WINNERS, INC	100225-1	10/2/2025	TD-CIRCLE PARL REOPENING E	683.00	
		0009649	AT&T	SEP 2025	9/27/2025	TD-SEP 2025 INTERNET SERVICI	87.92	
		0005295	WALMART	090058	10/21/2025	TD-BIGGEST LOSER EVENT CUL	60.26	
		0012980	CHARTER COMMUNICATION	188430001102125	10/21/2025	TD-INTERNET AT AUDITORIUM-2	219.98	

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Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
		0008451	COSTCO.COM	065563	10/21/2025	TD-BIGGEST LOSER EVENT CUL	279.96	
		00000862	CA-NV SECTION AWWA	160021	10/13/2025	CC-REGISTRATION O. CORTES I	80.00	
		0015295	OFFICE OF WATER PROGRA	955805	10/14/2025	CC-REGISTRATION O.R. MUNOZ	280.80	
		0014461	CANVA	04669-61540480	10/14/2025	CC-MONTHLY SUBSCRIPTION CI	30.00	28,646.09

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Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
41009	11/20/2025	00004266	U.S. BANK CORPORATE PAY					
		0012665	RS SCREEN PRINTING &EMI	SOGATE6 CAMAI	10/14/2025	JM- STAFF UNIFORM POLOS	131.89	
		0012665	RS SCREEN PRINTING &EMI	SOGATE7 DAVILA	10/14/2025	JM- STAFF UNIFORM POLOS	119.23	
		0012665	RS SCREEN PRINTING &EMI	SOGTAE11 ARRO	10/14/2025	JM- STAFF UNIFORM POLOS	127.67	
		0012665	RS SCREEN PRINTING &EMI	SOGATE5 VILLAI	10/14/2025	JM- STAFF UNIFORM POLOS	131.89	
		0008451	COSTCO.COM	002178	10/16/2025	JM- FITNESS PROGRAM EQUIPM	149.01	
		0015294	BRILLIANTPROMOS.COM	251016-298842	10/16/2025	JM- FITNESS SPECIAL EVENT	937.85	
		00000209	JHM SUPPLY , INC.	109426/3	9/30/2025	DR- SCH 40PVC PIPE- RECLAIME	49.28	
		0010682	VISTAPRINT	540J18GB	9/22/2025	JM- YOUTH SPORTS PROMOTIO	998.03	
		0011121	APRINTCO	007618	9/25/2025	JM- FITNESS PROGRAM MARKE	100.00	
		0011121	APRINTCO	040603	9/30/2025	JM- REFUND FITNESS PROGRAI	-100.00	
		0014467	FITNESS ON DEMAND	67255	10/1/2025	JM- FOD MONTHLY SUBSCRIPTI	229.00	
		0011121	APRINTCO	043706	9/30/2025	JM- FITNESS PROGRAM MARKE	100.00	
		0014816	NIKE	C01529974700	9/30/2025	JM- STAFF UNIFORM BOTTOMS	259.13	
		0014213	HOKA (DECKERS)	USHK00849068	9/30/2025	JM- STAFF UNIFORM SHOES	147.30	
		0008152	MUSCO SPORTS LIGHTING,	444691	9/29/2025	JM- BALL FIELD LIGHTNING	950.00	
		0014816	NIKE	C01531428414	10/7/2025	JM- STAFF UNIFORM SHOES	89.67	
		0005295	WALMART	528075414916	10/7/2025	JM- FITNESS PROGRAM SUPPLI	50.23	
		0005295	WALMART	2000140-5795983	10/14/2025	JM- YOUTH SPORTS SUPPLIES	88.54	
		0011323	PRO GROWERS, INC.	23039-1	10/2/2025	DR- REPLACEMENT PLANTS- CI	81.39	
		0005295	WALMART	015241	9/26/2025	DS- TEEN PROGRAMING	56.78	
		0005293	MICHAELS	696031645906651	9/26/2025	DS- TEEN PROGRAMING	26.33	
		0008451	COSTCO.COM	1227329494	9/29/2025	DS- SPECIAL EVENT SUPPLIES	110.74	
		0008451	COSTCO.COM	1227329494B	9/29/2025	DS- SPECIAL EVENT SUPPLIES	110.73	
		0005295	WALMART	070816	9/30/2025	DS- STAFF TRAINING	67.37	
		0015290	IRVINE PARK RAILROAD	054722	10/3/2025	DS- COMMUNITY EXCURSIONS	30.00	
		0015290	IRVINE PARK RAILROAD	066066	10/3/2025	DS- COMMUNITY EXCURSIONS	880.00	
		0005295	WALMART	093502	10/6/2025	DS- YOUTH PROGRAMS	82.24	
		0005368	PRINTCO DIRECT	86278	10/1/2025	DS- SPECIAL EVENTS SUPPLIES	97.46	
		0015291	BLANK USA	20144921	10/8/2025	DS- SPECIAL EVENTS SUPPLIES	48.29	
		0005295	WALMART	060406	10/7/2025	DS- YOUTH PROGRAMS	153.56	
		0006526	SWANK MOTION PICTURES,	RG 4101106	10/8/2005	DS- SPECIL EVENTS SUPPLIES	705.00	
		0012615	COSTCO	025646	10/9/2025	DS- SPECIL EVENTS SUPPLIES F	4,882.11	
		0012665	RS SCREEN PRINTING &EMI	SOGATE4 - PINEI	10/14/2025	DS- STAFF POLOS	119.23	
		0012665	RS SCREEN PRINTING &EMI	SOGATE10 - HER	10/14/2025	DS- STAFF UNIFORMS (POLOS) I	130.17	

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Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
		0012665	RS SCREEN PRINTING &EMI	SOGATE2 - LOPE	10/14/2025	DS- STAFF UNIFORMS (POLOS)	128.29	
		0012665	RS SCREEN PRINTING &EMI	SOGATE9 - REYE	10/14/2025	DS- STAFF UNIFORMS (POLOS)	131.89	
		0012665	RS SCREEN PRINTING &EMI	SOGATE3 - MEJIA	10/14/2025	DS- STAFF UNIFORMS (POLOS)	128.83	
		0005295	WALMART	057703	10/15/2025	DS- TEEN PROGRAMS	45.14	
		0005295	WALMART	017924	10/20/2025	DS- YOUTH PROGRAMS	124.28	
		0005295	WALMART	048772	10/20/2025	DS- YOUTH PROGRAMS	22.28	
		0014265	MR JACK O LANTERNS PUM	63305	10/21/2025	DS- AQUATICS	998.91	
		0005295	WALMART	023354	10/8/2025	DS- YOUTH PROGRAMS	33.09	
		0012615	COSTCO	10082025	10/8/2025	DS- SPECIAL EVENT SUPPLIES F	3,939.03	
		0009737	PIZZA BY GEORGIOS	00000062	9/23/2025	09/23/25 - COUNCIL MEETING DI	60.97	
		0007723	ACE PARKING	005701	10/8/2025	10/08/25 - PARKING ANNUAL CO	15.00	
		00003730	LEAGUE OF CALIFORNIA CI	40695-K6Y2M2	10/13/2025	10/08/25 - CONFERENCE LEAGU	725.00	
		0015299	INTER SAFETY FIRST TRAIN	25744138	10/6/2025	JEM:OCT 7,2025 - FIRST AID CPF	85.00	
		0008045	PD: CLEARS INC.	4930	10/8/2025	JEM:JNOV. 4-72025 - RECORDS T	750.00	
		0015300	AMERICAN FIRST RESPOND	666870	10/9/2025	JEM:JNOV. 4-JEM: OCT.11, 2025 -	79.00	
		0014253	SHERRIF S RELIEF EMPORI	1300002	10/8/2025	JEM: RECRUIT MARAVILLA ACAD	274.08	
		0014727	FEDEX	8-998-18074	9/19/2025	FEDEX DELIVERY SERVICES	29.48	
		0014727	FEDEX	8-972-77841	8/9/2025	FEDEX DELIVERY SERVICES	12.65	
		0014727	FEDEX	8-928-29831	7/18/2025	FEDEX DELIVERY SERVICES	56.07	
		00002063	CACEO	300022395	10/1/2025	2025- WC - CODE ENFORCEMEN	100.00	
		00000634	CALBO	20565	10/8/2025	10/27-28/2025 - SEMINAR TRAINI	960.00	
		0005723	SOUTHWEST AIRLINES	BR8D9X	9/23/2025	DA: OCT 6-7, 2025 - PER DIEM TF	446.48	
		00002871	ICC-INTERNATIONAL CODE	102081373	9/22/2025	2025- CERTIFICATION RENEWAL	295.00	
		00004971	AMERICAN PLANNING ASSN	3552153	9/29/2025	09/30/25 - 09/30/26 - APA MEMBE	813.00	
		0006537	EXPEDIA	92428B	10/2/2025	JEM:OCT 6-17,2025 - PER DIEM T	270.48	
		0011351	KIM TURNER, LLC	10/08/2025	10/8/2025	JEM:SEPT 11-14, 2025 - TRAININ	999.00	
		00004804	RIO HONDO COMMUNITY C	X25-113-ZSGT	10/8/2025	JEM:JULY 24,2025 - TUITION DRI	50.00	
		0006209	DELTA AIR	GZZRUZ	9/23/2025	DA: OCT 6-7, 2025 - PER DIEM TF	446.48	
		0015244	WEST COAST CODE CONSU	7396746	10/14/2025	10/14/25 - ONLINE TRAINING PEF	247.00	
		0015244	WEST COAST CODE CONSU	7396808	10/14/2025	10/14/25 - ONLINE TRAINING PEF	247.00	
		0009134	NORTHGATE MARKET	093104	10/15/2025	JM- STAFF TRAINING SUPPLIES	14.13	
		0012665	RS SCREEN PRINTING &EMI	SOGATE8 MUNOZ	10/14/2025	JM- STAFF UNIFORM POLOS	119.23	
		0014757	OPENAI, L.L.C.	9UN49OUQ-0003	9/22/2025	SEPT CHATCPT PLUS MONTHLY	20.00	
		0010571	UBER CONFERENCE	10/09/2025	10/9/2025	CONFERENCE CALL SERVICES	240.00	
		0013311	AXON ENTERPRISE, INC.	00307549	9/29/2025	JEM:RECERTIFICATION - TASER	895.00	

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Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
		0005480	AMERICAN AIRLINES	73260041792428	10/2/2025	JEM:OCT 6-17,2025 - PER DIEM -	123.49	
		0005480	AMERICAN AIRLINES	73260041792428A	10/2/2025	JEM:OCT 6-17,2025 - PER DIEM -	30.00	
		0006209	DELTA AIR	GYGBIP	9/23/2025	DA: OCT 6-7, 2025 - PER DIEM TF	199.48	
		00004469	PD: CALIFORNIA POLICE CH	11563	7/1/2025	DA: 2025 - CPCA ANNUAL DUES	2,140.00	
		00003955	GALLS, LLC, (FEIN 20-35459	30282834	8/27/2025	JEM: GAS MASK FILTERS	820.16	
		0010521	LOS ANGELES COUNTY POL	0010	10/9/2025	JEM: SEPT 23-26, 2025 - K9 HANI	800.00	
		0014727	FEDEX	JDYK00318658	10/14/2025	JEM: PRINTING OF CITY MAPS	144.98	
		0013238	PUBLIC SAFETY PEER SUPF	10909	10/21/2025	JEM: OCT 28-31,2025 - CONFERE	425.00	
		0013238	PUBLIC SAFETY PEER SUPF	21449	10/21/2025	JEM: OCT 28-31,2025 - CONFERE	425.00	
		0013238	PUBLIC SAFETY PEER SUPF	63239	10/21/2025	JEM: OCT 28-31,2025 - CONFERE	475.00	
		0013238	PUBLIC SAFETY PEER SUPF	8882G	10/21/2025	JEM: OCT 28-31,2025 - CONFERE	475.00	
		0014278	MAKEITPOP_PARTYDECOR	061969	10/10/2025	DS- SENIOR CENTER	750.00	
		0008484	TALAVERA, ALFREDO	OCTOBER- TALA\	10/10/2025	DS- SENIOR CENTER	590.00	
		0014871	HYATT REGENCY HUNTINGT	5914797101	11/25/2025	DA: FALL CONFERENCE LA COU	1,448.79	
		0015293	HYATT REGENCY SAN ANTIC	3949829301	10/8/2025	DA:OCT 6-7, 2025 - PER DIEM LO	785.64	
		0015293	HYATT REGENCY SAN ANTIC	1587716901	10/5/2025	DA:OCT 6-7, 2025 - PER DIEM LO	785.64	
		0015293	HYATT REGENCY SAN ANTIC	673564301	10/5/2025	DA:OCT 6-7, 2025 - PER DIEM LO	892.02	
		0013524	GRACIE GLOBAL LLC	34753044	10/9/2025	DA: DEC 1-5, 2025 - COURSE TUI	1,500.00	
		0013524	GRACIE GLOBAL LLC	34753062	10/9/2025	DA: DEC 1-5, 2025 - COURSE TUI	1,500.00	
		0006537	EXPEDIA	92428	11/25/2025	JEM:OCT 6-17,2025 - PER DIEM T	37.26	
		0006537	EXPEDIA	92428A	10/2/2025	JEM:OCT 6-17,2025 - PER DIEM T	6.76	
		0011047	ALLIANZ GLOBAL ASSISTAN	09/23/2025A	9/23/2025	DA: OCT 6-7, 2025 - PER DIEM TF	29.02	
		0014785	BNP MEDIA INC	92191968	10/21/2025	11/03/25 - ENR 2025 LA INFRASTI	295.00	
		0015241	ARMSTRONG LONG BEACH	038822	9/29/2025	DR- REPLACEMENT FRUIT TREI	364.95	
		0014982	HULEN PRO, LLC FOLSOM	R451482238	9/30/2025	TOOL EXTENSTION SK SPADE	30.86	
		0012261	GOT TOWELS UNIFORMS	004249	10/7/2025	DR- HOURLY STAFF UNIFORMS	978.25	
		0006423	LOWE'S	044679	10/7/2025	DR - TEMP ORANGE FENCING - (	131.50	
		00000268	HOME DEPOT CREDIT SERV	1904766	10/7/2025	DR- PRESSURE WASHER REPLA	128.12	
		00000209	JHM SUPPLY , INC.	395170/1	10/9/2025	DR- IRRIGATION SUPPLIES	953.64	
		00000268	HOME DEPOT CREDIT SERV	9350461	10/9/2025	DR- CIRCLE PARK SUPPLIES	202.10	
		0015242	GROVER MFG COMPANY, IN	4691	10/13/2025	DR- REFURBISH COMMERCIAL (	999.38	
		00000268	HOME DEPOT CREDIT SERV	5533890	10/13/2025	DR- SHOP SUPPLIES	144.67	44,553.62
112811	12/23/2025	00003766	ABEL GLASS & SCREEN	03857	10/31/2025	SPECIALTY HARDWARE ITEMS	926.71	
	Voucher:			03854	10/21/2025	SPECIALTY HARDWARE ITEMS	877.14	
				03855	10/21/2025	SPECIALTY HARDWARE ITEMS	891.54	2,695.39

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112812	12/23/2025	00001467	ADMINISTRATIVE SERV. CO-	251021	10/31/2025	OCT.2025 - PHONE A RIDE SERV	66,274.76	66,274.76
	Voucher:							
112813	12/23/2025	00004372	AIRGAS USA, LLC	9166256617	10/28/2025	CO2 & SUPPLIES FOR ROUTINE	361.08	
	Voucher:			9166164709	10/23/2025	CO2 & SUPPLIES FOR ROUTINE	657.63	1,018.71
112814	12/23/2025	0011059	ALESHIRE & WYNDER, LLP	101556	12/3/2025	THRU 11/30/25 - SPECIALIZED LE	90.10	90.10
	Voucher:							
112815	12/23/2025	00000185	ALL CITY MANAGEMENT SEI	104851	11/12/2025	10/26/25-11/8/25 ALL CITY MANAC	40,498.10	
	Voucher:			102988	9/3/2025	8/17/25-8/30/25 ALL CITY MANAG	36,659.04	
				103307	9/17/2025	8/31/25-9/13/25 ALL CITY MANAG	36,449.16	
				103651	10/1/2025	9/14/25-9/27/25 ALL CITY MANAG	36,932.23	
				102597	8/20/2025	8/3/25-8/16/25 ALL CITY MANAGE	8,640.06	
				104024	10/15/2025	9/28/25-10/11/25 ALL CITY MANAC	36,781.82	
				104363	10/29/2025	10/12/25-10/25/25 ALL CITY MANA	40,183.97	236,144.38
112816	12/23/2025	0012606	AMAZON CAPITAL SERVICES	1YV9-JDGJ-4CWK	11/26/2025	SUPPLIES	537.55	
	Voucher:			19D1-K4NX-6KNV	11/26/2025	SUPPLIES	203.74	
				16HQ-61V4-FMX7	11/24/2025	SUPPLIES	168.32	
				1TY6-9CPX-7G69	12/3/2025	WALL MOUNT AND SDUNDER TH	33.21	
				14HV-NTXT-71HF	11/26/2025	PLANTRONICS HEADSET	852.39	
				19DP-4H7J-HDTH	11/25/2025	GARDEN SUPPLIES	294.97	
				1NXW-RF9Q-LMC	11/25/2025	THREADING TOOLS	18.82	
				1MCQ-H17V-H4Q'	11/25/2025	HARD DRIVE	106.30	
				1D1M-FVDM-HTT	11/17/2025	IPHONE SCREEN PROTECTOR	34.71	
				1DTD-KF1V-DLQ1	12/5/2025	PLYWOOD MIXER CASE	407.55	
				19TF-6DL4-9WMM	12/5/2025	POWER PRO ELECTRIC DESK R	289.89	
				1RYD-V6M4-T76V	12/8/2025	FLASH DRIVE	59.46	
				1QQ7-W91G-VQ1'	12/8/2025	USB CAR CHARGER	161.05	3,167.96
112817	12/23/2025	00004309	AMERIFLEX	INV928996	12/3/2025	NOV 2025 FSA ADMIN FEE FOR 3	163.50	163.50
	Voucher:							
112818	12/23/2025	0007290	APW KNOX-SEEMAN	21742445	11/20/2025	MISC AUTO PARTS & LUBES	235.03	
	Voucher:			21740410	11/17/2025	MISC AUTO PARTS & LUBES	153.78	388.81

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Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
112819	12/23/2025	00005075	AT&T	000024367668	11/13/2025	10/13/25 - 11/12/25 - BAN 939103	1,193.92	
	Voucher:			000024367672	11/13/2025	10/13/25 - 11/12/25 - BAN 939103	31.88	
				000024367670	11/13/2025	10/13/25 - 11/12/25 -BAN 9391034	151.20	
				000024367666	11/13/2025	10/13/25 -11/12/25 - BAN 9391034	1,202.22	
				000024367667	11/13/2025	10/13/25 - 11/12/25 - BAN 9391034	1,054.55	
				000024367665	11/13/2025	10/13/25 - 11/12/25 - BAN 939103	780.56	
				000024367669	11/13/2025	10/13/25 - 11/12/25 - BAN 939103	21.71	
				000024451943	12/1/2025	11/01/25-11/30/25 BAN 939103475	60.65	
				000024455721	12/1/2025	11/01/25-11/30/25 BAN 939106897	1,773.06	
				000024457056	12/1/2025	11/01/25-11/30/25 BAN 939108129	1,605.82	7,875.57
112820	12/23/2025	00000201	ATLANTIC LOCK & KEY	000810	12/3/2025	12/03/25 - SPECIALIZED KEYS FC	550.62	550.62
	Voucher:							
112821	12/23/2025	0010585	AUTOZONE STORES, INC.	00265374952	11/17/2025	AUTO PARTS	35.25	
	Voucher:			00265387034	11/24/2025	AUTO PARTS	214.13	
				00265378962	11/19/2025	AUTO PARTS	17.67	
				05488047412	11/19/2025	AUTO PARTS	7.36	
				05488058900	12/1/2025	AUTO PARTS	174.31	
				05488045903	11/17/2025	AUTO PARTS	27.69	
				05488046188	11/18/2025	AUTO PARTS	20.40	496.81
112822	12/23/2025	0011669	BDO USA LLP	500104734	11/26/2025	OCT 2025 BDO USA, LLP ACCOU	1,720.00	1,720.00
	Voucher:							
112823	12/23/2025	0011929	BENNETT-BOWEN & LIGHTH	3038952	12/2/2025	INVENTORY PO/ LOCKS	1,940.02	1,940.02
	Voucher:							
112824	12/23/2025	00004202	BRENNTAG PACIFIC INC	BPI565380	12/3/2025	SODIUM HYPOCHLORITE 12.5%	1,374.62	
	Voucher:			BPI565381	11/24/2025	SODIUM HYPOCHLORITE 12.5%	1,196.63	
				BPI565379	11/24/2025	SODIUM HYPOCHLORITE 12.5%	1,210.31	
				BPI565377	11/24/2025	SODIUM HYPOCHLORITE 12.5%	199.95	
				BPI565378	11/24/2025	SODIUM HYPOCHLORITE 12.5%	873.54	
				BPI565376	11/24/2025	SODIUM HYPOCHLORITE 12.5%	799.60	5,654.65
112825	12/23/2025	0014155	CELEDON'S EXERCISE EQU	1327	11/18/2025	11/18/25 - SERVICE/REPAIR MAIN	3,095.51	3,095.51
	Voucher:							
112826	12/23/2025	00001102	CENTRAL BASIN WATER ASS	AUG 7 2025 CBW	11/18/2025	AUG 7 2025 CBWA MEMBERSHIF	125.00	125.00
	Voucher:							

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
112827	12/23/2025	0006239	CENTRAL FORD	66550	11/25/2025	AUTO PARTS	193.21	
	Voucher:			66194	11/26/2025	AUTO PARTS	167.99	
				70746	11/18/2025	AUTO PARTS	225.00	
				66279	11/18/2025	AUTO PARTS	113.08	699.28
112828	12/23/2025	0005839	CHAMPION CHRYSLER JEEI	7341610	11/17/2025	DEALER PARTS FOR CHARGER	90.17	90.17
	Voucher:							
112829	12/23/2025	00004302	CINTAS UNIFORM SERVICES	4251696134	12/2/2025	SHOP TOWEL CLEANING SERVI(	72.67	
	Voucher:			4250186312	11/18/2025	SHOP TOWEL CLEANING SERVI(	72.67	145.34
112830	12/23/2025	00005090	CITY OF PARAMOUNT	0005343	11/1/2025	OCT-DEC 2024 TRAFFIC SIGNAL	112.50	112.50
	Voucher:							
112831	12/23/2025	0013515	CITY TIRES	49421	11/25/2025	AUTO ALIGNMENT AND TIRES	89.00	89.00
	Voucher:							
112832	12/23/2025	0011708	CLIENTFIRST TECHNOLOGY	18948	11/30/2025	NOV 2025 IT PROJECT MANAGEI	9,277.50	9,277.50
	Voucher:							
112833	12/23/2025	0008653	COMMISSION FORSOUTH G	2025-1202	12/2/2025	REIMBURSEMENT FOR UWS DO	5,000.00	5,000.00
	Voucher:							
112834	12/23/2025	0011159	CONSERVATION CORPS OF	1024	2/11/2025	7/1/24-12/31/25 PROVIDE YOUTH	51,643.21	51,643.21
	Voucher:							
112835	12/23/2025	00005110	COUNTY OF L.A. DEPT OF P	RE-PW250113033	1/13/2025	DEC 2025 TRAFFIC SIGNAL & ST	280.11	
	Voucher:			RE-PW250210039	2/10/2025	JAN 2025 TRAFFIC SIGNAL & STI	442.98	723.09
112836	12/23/2025	0010352	COUNTY OF LOS ANGELES	IN1551980-5	11/12/2025	DEVICE#BD0002575 LOCATION:E	37.00	
	Voucher:			IN1551980-6	11/12/2025	DEVICE#BD0016499 LOCATION:	37.00	
				IN1551980-7	11/12/2025	DEVICE#BD0016497 LOCATION:	37.00	
				IN1551980-8	11/12/2025	DEVICE# BD0012704 LOCATION:	37.00	
				IN1551981	11/12/2025	DEVICE#BD0017784 SERIAL#A0:	37.00	
				IN1551982	11/12/2025	DEVICE#BD0019013 LOCATION:E	37.00	
				IN1547808	11/12/2025	DEVICE#BD0037520 LOCATION:	74.00	
				IN1551979	11/12/2025	DEVICE: BD0037518 LOCATION:	37.00	
				IN1551980-1	11/12/2025	DEVICE#BD0038892 LOCATION:	37.00	
				IN1551980-2	11/12/2025	DEVICE#BD0031514 LOCATION:	37.00	
				IN1551980-3	11/12/2025	DEVICE#BD0042634 LOCATION:4	37.00	
				IN1551980-4	11/12/2025	DEVICE#BD0042633 LOCATION:4	37.00	481.00
112837	12/23/2025	0014159	CRAIG COMMUNICATIONS I	313046	11/1/2025	OCTOBER 2025 -COMMUNITY EI	1,725.00	1,725.00
	Voucher:							

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
112838	12/23/2025	00001423	DAILY JOURNAL CORPORAT	B3988928	11/27/2025	11/27/25 PROPOSALS REQUEST	455.00	455.00
	Voucher:							
112839	12/23/2025	0013681	DANIELS TIRE SERVICE, INC	200554671	11/7/2025	AUTOMOTIVE TIRES	599.34	
	Voucher:			200554822	12/10/2025	AUTOMOTIVE TIRES	316.20	915.54
112840	12/23/2025	00000314	DAPEER ROSENBLIT & LITV/	25113	10/31/2025	THRU 10/31/2025 - PROFEESION	782.80	
	Voucher:			25114	10/31/2025	10/01/25- 10/31/25 - SPECIALIZEI	767.82	1,550.62
112841	12/23/2025	00001519	DEPT OF INDUSTRIAL RELA'	OSIP 73289	12/1/2025	2024/2025 7/01/25-6/30/26 SELF II	33,480.40	33,480.40
	Voucher:							
112842	12/23/2025	00001565	DEPT OF JUSTICE-(DOJ) CE	003473	11/4/2025	OCT. 2025 - FINGERPRINT APPS	356.00	356.00
	Voucher:							
112843	12/23/2025	0014522	ECOTIERRA CONSULTING, II	23-195	11/25/2025	THRU 11/25/25 PLANNING SERVI	3,670.00	3,670.00
	Voucher:							
112844	12/23/2025	0015309	EMP: FRAUSTO, LUIS	11-12-25/11-21-25	12/10/2025	CALPELRA CONF REIMBURSEMI	898.94	898.94
	Voucher:							
112845	12/23/2025	0014810	EMP: HAMILTON, JON	002	12/10/2025	TRAVEL EXPENSE REPORT FOR	2,383.30	2,383.30
	Voucher:							
112846	12/23/2025	0006815	EMP: PLASCENCIA, JOHANN	2023 BASIC COUI	12/1/2025	REIMB: 3/13/23-3/17/23 MILEAGE	234.49	
	Voucher:			2023 INTERMEDI/	12/1/2025	REIMB: 4/10/23-4/14/23 MILEAGE	234.49	
				2023 ADVANCE C	12/1/2025	REIMB 4/24/23-4/28/23 MILEAGE /	234.49	
				2023 SUPERVISO	12/1/2025	REIMB: 12/4/23-12/8/23 MILEAGE	234.49	
				2025 COMPLY SU	12/1/2025	REIMB 6/22/25-6/25/25 CODE COI	128.52	
				2025 LEADERSHI	12/1/2025	REIMB: 11/13/25 LEADERSHIP FC	159.60	
				2025 LEADERSHI	12/1/2025	REIMB: 11/13/25 MEALS LEADER	19.75	1,245.83
112847	12/23/2025	00001186	EMPLOYMENT DEVELOPME	L1095665712	11/11/2025	07/01/25-9/30/25 PAYMENT FOR U	9,906.00	9,906.00
	Voucher:							
112848	12/23/2025	0005589	E-RECYCLING OF CALIFORI	I2505815	11/24/2025	E-RECYCLING FEE	419.01	419.01
	Voucher:							
112849	12/23/2025	0013810	EXECUTIVE MANAGEMENT,	25-696	11/24/2025	11-2-11-15-25 SECURITY SERVIC	4,620.00	4,620.00
	Voucher:							
112850	12/23/2025	0010558	FACTORY MOTOR PARTS C(	167-215425	11/18/2025	FACTORY AUTO PARTS	92.48	
	Voucher:			167-214893	11/10/2025	FACTORY AUTO PARTS	414.04	
				106-623097	11/18/2025	FACTORY AUTO PARTS	79.25	
				109-1085156	11/11/2025	FACTORY AUTO PARTS	150.87	736.64
112851	12/23/2025	00000619	FALCON FUELS, INC.	90041	11/21/2025	REGULAR UNLD 10% ETH -8620	5,392.05	5,392.05
	Voucher:							

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
112852	12/23/2025	0013187	FAST 5 SOUTH GATE 9, LLC	00857	11/30/2025	11/01/2025 - 11/30/2025 - CAR WA	272.00	272.00
	Voucher:							
112853	12/23/2025	0008331	FORENSIC NURSE RESPON	110525	12/1/2025	11/05/25 - 11/17/25 - SART EXAMS	3,885.84	3,885.84
	Voucher:							

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
112855	12/23/2025	0013758	FROST BROWN TODD LLP	210611166	11/30/2025	NOV 2025 - LEGAL SERVICES	12,478.00	
	Voucher:			210608775	11/30/2025	NOV 2025 - LEGAL SERVICES	96.00	
				210609108	11/30/2025	NOV 2025 - LEGAL SERVICES	992.00	
				210609448	11/30/2025	NOV 2025 - LEGAL SERVICES	64.00	
				210609455	11/30/2025	NOV 2025 - LEGAL SERVICES	3,804.25	
				210611446	11/30/2025	NOV 2025 - LEGAL SERVICES	2,402.00	
				210611440	11/30/2025	NOV 2025 - LEGAL SERVICES	6,776.00	
				210609763	11/30/2025	NOV 2025 - LEGAL SERVICES	2,345.20	
				210608773	11/30/2025	NOV 2025 - LEGAL SERVICES	4,086.70	
				210608782	11/30/2025	NOV 2025 - LEGAL SERVICES	192.00	
				210608770	11/30/2025	NOV 2025 - LEGAL SERVICES	416.00	
				210611164	11/30/2025	NOV 2025 - LEGAL SERVICES	2,845.65	
				210609447	11/30/2025	NOV 2025 - LEGAL SERVICES	2,231.95	
				210609449	11/30/2025	NOV 2025 - LEGAL SERVICES	1,831.15	
				210609755	11/30/2025	NOV 2025 - LEGAL SERVICES	10,982.00	
				210608778	11/30/2025	NOV 2025 - LEGAL SERVICES	3,267.10	
				210608781	11/30/2025	NOV 2025 - LEGAL SERVICES	6,018.00	
				210608783	11/30/2025	NOV 2025 - LEGAL SERVICES	1,170.00	
				210608784	11/30/2025	NOV 2025 - LEGAL SERVICES	13,736.00	
				210611165	11/30/2025	NOV 2025 - LEGAL SERVICES	1,226.74	
				210609761	11/30/2025	NOV 2025 - LEGAL SERVICES	20,172.66	
				210608786	11/30/2025	NOV 2025 - LEGAL SERVICES	7,410.35	
				210609758	11/30/2025	NOV 2025 - LEGAL SERVICES	10,217.30	
				210608776	11/30/2025	NOV 2025 - LEGAL SERVICES	6,816.00	
				210609123	11/30/2025	NOV 2025 - LEGAL SERVICES	447.65	
				210611439	11/30/2025	NOV. 2025 - LEGAL SERVICES	5,026.75	
				210609453	11/30/2025	NOV 2025 - LEGAL SERVICES	1,120.00	
				210611172	11/30/2025	NOV 2025 - LEGAL SERVICES	8,421.04	
				210609759	11/30/2025	NOV 2025 - LEGAL SERVICES	1,324.95	
				210608785	11/30/2025	NOV 2025 - LEGAL SERVICES	224.00	
				210609454	11/30/2025	NOV 2025 - LEGAL SERVICES	272.00	
				210608777	11/30/2025	NOV 2025 - LEGAL SERVICES	3,061.35	
				210611173	11/30/2025	NOV 2025 - LEGAL SERVICES	8,931.22	
				210608787	11/30/2025	NOV 2025 - LEGAL SERVICES	80.00	
				210611398	11/30/2025	NOV 2025 - LEGAL SERVICES	3,630.00	

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
				210608774	11/30/2025	NOV 2025 - LEGAL SERVICES	96.00	
				210609450	11/30/2025	NOV 2025 - LEGAL SERVICES	96.00	
				210609757	11/30/2025	NOV 2025 - LEGAL SERVICES	3,591.75	
				210609762	11/30/2025	NOV 2025 - LEGAL SERVICES	3,007.59	
				210609451	11/30/2025	NOV 2025 - LEGAL SERVICES	2,847.45	163,754.80
112856	12/23/2025	0013954	GANNETT FLEMING, INC.	079172-01-16	11/17/2025	THRU 10/24/25 - CONSTRUCTION	830.01	830.01
	Voucher:							
112857	12/23/2025	00000577	GATEWAY CITIES COG	2026-24	7/31/2025	2025-26 GWMA ANNUAL MEMBEI	15,000.00	
	Voucher:			HTU-25-26	7/31/2025	2025-26 HARBOR TOXIC UPSTRE	804.73	15,804.73
112858	12/23/2025	0010016	GLOBAL PARATRANSIT INC.	112526-04	11/10/2025	OCTBOBER 2025 - TRANSIT SER	58,504.66	58,504.66
	Voucher:							
112859	12/23/2025	0010393	GOVINVEST INC.	2025-6462	11/25/2025	09/24/25 - GASB CONSULTATION	6,550.00	6,550.00
	Voucher:							
112860	12/23/2025	00002890	GRAINGER	9716408886	11/18/2025	SPECIALTY HARDWARE	1,637.79	
	Voucher:			9684785158	10/22/2025	SPECIALTY HARDWARE	162.81	
				9684624118	10/22/2025	SPECIALTY HARDWARE	94.76	1,895.36
112861	12/23/2025	00002529	HINDERLITER DE LLAMAS &	SIN056754	11/30/2025	DEC 2025 SALES TAX CONTRAC	1,568.17	1,568.17
	Voucher:							

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Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
112862	12/23/2025	00000268	HOME DEPOT CREDIT SERV	6363615	12/1/2025	MISC SUPPLIES	205.86	
	Voucher:			4010105	12/3/2025	MISC SUPPLIES	78.12	
				3363554	11/24/2025	STREET SUPPLIES	422.56	
				3371943	11/24/2025	STREET SUPPLIES	771.57	
				5363350	10/23/2025	GENERAL MAINTENANCE - MISC	86.06	
				7350696	11/10/2025	GENERAL MAINTENANCE - MISC	172.44	
				2363561	11/25/2025	MISC SUPPLIES	38.53	
				3363637	12/4/2025	MISC SUPPLIES	64.66	
				3372013	12/4/2025	MISC SUPPLIES	239.43	
				6015018	12/1/2025	MISC SUPPLIES	62.89	
				2902887	11/25/2025	STREET SUPPLIES	748.92	
				8374321	11/19/2025	WATER DEPARTMENT SUPPLIES	679.70	
				2350835	11/25/2025	WATER DEPARTMENT SUPPLIES	222.77	
				7371820	11/10/2025	GENERAL MAINTENANCE - MISC	124.74	
				1371785	11/6/2025	GENERAL MAINTENANCE - MISC	55.11	
				8371695	10/30/2025	GENERAL MAINTENANCE - MISC	168.15	
				7363464	11/10/2025	GENERAL MAINTENANCE - MISC	164.02	
				2363434	11/5/2025	GENERAL MAINTENANCE - MISC	30.04	
				3363641	12/4/2025	MISC SUPPLIES	51.31	4,386.88
112863	12/23/2025	00004578	INTERWEST CONSULTING G	2327600	9/17/2025	THROUGH AUG 2025 AS NEEDEI	1,200.00	1,200.00
	Voucher:							
112864	12/23/2025	0013816	JO GO TOOLS LLC	11042564217	11/4/2025	PROVIDES AUTOMOTIVE SPECI/	104.11	
	Voucher:			12022565166	12/2/2025	PROVIDES AUTOMOTIVE SPECI/	170.56	274.67
112865	12/23/2025	0005586	JOE A. GONSALVES & SONS	163959	11/24/2025	DEC 2025 LEGISLATIVE ADVOCA	2,500.00	2,500.00
	Voucher:							
112866	12/23/2025	0011585	JOHNSON CONTROLS FIRE	0009482	10/24/2025	SG AUDITORIUM FIRE ALARM TE	6,167.71	6,167.71
	Voucher:							
112867	12/23/2025	00003725	KENNEDY/JENKS CONSULT/	184213	11/19/2025	AS- NEEDED WATER & SEWER F	5,817.50	5,817.50
	Voucher:							
112868	12/23/2025	0012510	KILEY & ASSOCIATES, LLC	SG 251201	12/1/2025	NOV 2025 FEDERAL LEGISLATIV	3,333.33	
	Voucher:			SG 251103	11/3/2025	OCT 2025 FEDERAL LEGISLATIVI	3,333.33	6,666.66
112869	12/23/2025	0012763	KIMLEY-HORN AND ASSOCI/	33929169	10/31/2025	THRU 10/31/2025 - PLANNING SE	15,230.50	15,230.50
	Voucher:							

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Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
112870	12/23/2025	00003387	KNORR SYSTEMS, INC.	287325	10/22/2025	POOL SUPPLIES	201.90	
	Voucher:			289010	11/6/2025	MAINTENANCE & COMPLIANCE /	2,448.51	
				286941	10/20/2025	FY 25/26 PREVENTIVE MAINTEN.	10,034.27	12,684.68
112871	12/23/2025	0010099	L.G.P. EQUIPMENT RENTALS	140368-1	11/25/2025	EQUIPMENT RENTALS	782.32	782.32
	Voucher:							
112872	12/23/2025	0008150	L.N. CURTIS & SONS	INV1011519	11/19/2025	UNIFORM AND ACCESSORIES	71.83	
	Voucher:			INV1011450	11/19/2025	UNIFORM AND ACCESSORIES	70.95	
				INV1008987	11/12/2025	UNIFORM AND ACCESSORIES	854.74	
				INV1005968	10/31/2025	UNIFORM AND ACCESSORIES	236.56	
				INV1009648	11/13/2025	UNIFORM AND ACCESSORIES	728.62	
				INV1006373	10/31/2025	UNIFORM AND ACCESSORIES	709.69	2,672.39
112873	12/23/2025	0006905	LA COUNTY SHERIFF'S DEP/	261009BL	11/18/2025	10/01/25 - 10/31/25 - INMATE MEA	847.60	847.60
	Voucher:							
112874	12/23/2025	0014114	LEE & RO, INC	1249/19	11/19/2025	OCTOBER 2025 - SEWER SYSTE	8,895.00	8,895.00
	Voucher:							
112875	12/23/2025	0005310	LEXIPOL LLC	INVLEX11260392	11/3/2025	ANNUAL LAW ENFORCEMENT P	15,596.73	15,596.73
	Voucher:							
112876	12/23/2025	0014756	LIBERTY DENTAL PLAN, OF (	NOV 20025	10/12/2025	NOV 2025 : PAYMENT FOR ACTIV	388.67	
	Voucher:			OCT 2025	9/12/2025	OCT 2025 : PAYMENT FOR ACTIV	336.86	725.53
112877	12/23/2025	00000488	LINDE GAS & EQUIPMENT IN	52765346	10/22/2025	SPECIALTY POOL PARTS	175.52	175.52
	Voucher:							
112878	12/23/2025	0013343	LITTLEJOHN COMMUNICATI(	12012025	12/1/2025	NOV 2025 SERVICES FOR INMAT	100.00	100.00
	Voucher:							
112879	12/23/2025	0014993	LOZA CONCRETE INC	INV-CITI201	12/1/2025	REPLACEMENT OF BLOCK WALL	2,250.00	
	Voucher:			INV-CIT1202	12/1/2025	REPLACEMENT OF BLOCK WALL	2,700.00	4,950.00
112880	12/23/2025	0013713	MAUSER USA, LLC	51081407	12/3/2025	30 GALON RECON DRUMS, GRE	9,341.01	9,341.01
	Voucher:							
112881	12/23/2025	00004060	MCMASTER-CARR SUPPLY (	56019473	11/26/2025	SPECIAL HARDWARE. NO WORK	118.74	
	Voucher:			55479836	11/17/2025	SPECIAL HARDWARE. NO WORK	64.03	
				55948153	11/25/2025	SPECIAL HARDWARE. NO WORK	91.71	274.48
112882	12/23/2025	00004093	MELAD & ASSOCIATES	SG25-35	12/1/2025	MELAD & ASSOCIATES PLAN CH	11,905.42	
	Voucher:			SG25-34	12/1/2025	NOV 2025 MELAD & ASSOCIATES	225.00	
				SG25-36	12/1/2025	NOV 2025 MELAD & ASSOCIATES	6,165.00	
				SG25-37	12/1/2025	NOV 2025 MELAD & ASSOCIATES	3,915.00	
				SG25-29	10/1/2025	10/01/2025 - RENOVATION OF SC	2,310.55	24,520.97

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Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
112883	12/23/2025	00000170	MISC - PKS & REC REFUND	82693212 - VELAS	11/25/2025	REFUND OF DEPOSIT (AFTER E'	319.00	319.00
	Voucher:							
112884	12/23/2025	0013808	MR. HOSE, INC	264897	10/8/2025	EQUIPMENT HOSE REPAIR AND	429.76	429.76
	Voucher:							
112885	12/23/2025	0011779	NACHO AUTOMOTIVE REPAI	41072	11/19/2025	VEHICLE SMOG INSPECTION & F	40.00	40.00
	Voucher:							
112886	12/23/2025	0007199	NATIONWIDE	1197101-2026	12/3/2025	POLICY C-2769447 FOR OTIS INS	752.83	752.83
	Voucher:							
112887	12/23/2025	0012286	NATIONWIDE ENVIRONMEN'	35111	10/15/2025	STREET SWEEPING YEAR 7 OCT	69,848.98	
	Voucher:			35172	11/15/2025	STREET SWEEPING YEAR 7 OCT	72,852.39	142,701.37
112888	12/23/2025	0015306	NORTHWESTERN UNIVERSI	29754	12/2/2025	DEC 1-5 2025 CRASH DATA RETF	1,095.00	1,095.00
	Voucher:							
112889	12/23/2025	0007984	O'REILLY AUTO PARTS	3063-245914	11/24/2025	AUTO PARTS	5.53	
	Voucher:			3063-245921	11/24/2025	AUTO PARTS	245.73	251.26
112890	12/23/2025	0012867	PACIFIC OFFICE AUTOMATIC	883190	11/24/2025	8/27/25-11/24/25 SHARP COPIER	11,842.69	11,842.69
	Voucher:							
112891	12/23/2025	0013592	PARTY PRONTO, INC.	O45603	11/15/2025	NOVEMBER 15, 2025 - FAMILY D/	3,055.50	3,055.50
	Voucher:							
112892	12/23/2025	00003943	PD: CATO-CA ASSOC OF TAC	3002459	11/25/2025	DEC 2-4 2025 CALIFORNIA ASSO	1,250.00	1,250.00
	Voucher:							
112893	12/23/2025	0015210	PD: DE LATORRE, SEBASTIA	TNR1256-C	12/2/2025	SEPT 8-12 2025 ARREST AND CC	280.00	280.00
	Voucher:							
112894	12/23/2025	00003975	PD: GUERRERO, SCOTT	TNR 1270	12/2/2025	NOV 23-25 2025 CALIFORNIA NA	811.95	811.95
	Voucher:							
112895	12/23/2025	0013329	PD: PADILLA, ERIC	TRN 1270	12/2/2025	NOV 23-25 2025 CALIFORNIA NA	947.07	947.07
	Voucher:							
112896	12/23/2025	0009492	PD: PETERSON, ALOYSIUS	TNR 1270	12/2/2025	NOV 23-25 2025 CALIFORNIA NA	811.95	811.95
	Voucher:							
112897	12/23/2025	0009511	PD:PRADO FAMILY SHOOTIN	7671	11/23/2025	NOV 20 2025 RANGE RENTAL FE	450.00	450.00
	Voucher:							
112898	12/23/2025	0012870	PK: BIBRIESCA DE ARELLAN	MBFALL1125	11/25/2025	11/05/25 - 11/25-25 - STEP AEROE	135.00	
	Voucher:			MBFALL1125A	11/25/2025	11/04/25 - 11/25/25 - TONE IT UPC	135.00	270.00
112899	12/23/2025	0011257	PK: GUILMETTE, ROBERT	RSFALL1125	11/19/2025	11/03/2025 - 11/19/2025 - YOGA C	720.00	720.00
	Voucher:							

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
112900	12/23/2025	0013797	PK: MANRIQUEZ, EYVAR	EMFALL1125	11/14/2025	11/06/25- 11/14/25 - MUAY THAI C	180.00	180.00
	Voucher:							
112901	12/23/2025	0014459	PK: RANGEL, VIOLETA ISAVE	VRFALL1125	11/22/2025	11/06/25 - 11/22/25 - ADULT EXER	180.00	180.00
	Voucher:							
112902	12/23/2025	0010624	PK: SANCHEZ, MARIBEL	MSFALL1125	11/22/2025	11/01/25- 11/22/25 - ZUMBA CLAS	90.00	90.00
	Voucher:							
112903	12/23/2025	0013659	PK: SANCHEZ, ROCIO	RSFALL1125A	11/19/2025	11/05/25 - 11/19/25 - STEP AEROE	135.00	
	Voucher:			RSFALL1125B	11/25/2025	11/3/25-11/25/25 - ZUMBA CLASSI	720.00	
				RSFALL1125	11/24/2025	11/03/25 - 11/24/25 - COMBO BOX	180.00	1,035.00
112904	12/23/2025	0013796	PK: YOGAWITHVANESA	VJFALL1125	11/24/2025	11/03/25 - 11/24/25 - ADULT YOGA	315.00	315.00
	Voucher:							
112905	12/23/2025	0014204	PREFERRED IMPRESSIONS	27936	9/16/2025	GRAPHICS PARKING ENFORCEM	660.10	
	Voucher:			27937	9/16/2025	GRAPHICS PARKING ENFORCEM	660.10	
				27938	9/16/2025	GRAPHICS PARKING ENFORCEM	660.10	
				27602	2/12/2025	VEHICLE GRAPHICS DODGE UN	698.69	
				27712	3/4/2025	VEHICLE GRAPHICS UNIT 143	698.69	3,377.68
112906	12/23/2025	0011466	PRINCIPAL LIFE INSURANCE	NOV 2025	10/28/2025	NO 2025: ADJ FOR ACTIVE MISC	5,725.63	
	Voucher:			OCT 2025	9/28/2025	OCT 2025 : ACTIVE MISC AND SI	4,628.22	10,353.85
112907	12/23/2025	0005368	PRINTCO DIRECT	86280	12/1/2025	THRU 10/03/2025 - PRINTS SETS	41.53	41.53
	Voucher:							
112908	12/23/2025	0015118	PRINTING NEST LLC	1010199	11/18/2025	BUSINESS CARDS	107.43	
	Voucher:			1010190	11/13/2025	BUSINESS CARDS	149.51	256.94
112909	12/23/2025	0006933	PSYCHOLOGICAL CONSULT	901082	11/20/2025	PRE-EMPLOYMENT EVALUATION	924.00	
	Voucher:			901090	11/20/2025	PSYCHOLOGICAL CONSULTING	462.00	1,386.00
112910	12/23/2025	00004391	PYRO SPECTACULARS, INC.	INV399105	11/24/2025	INVOICE FOR RESCHEDULED FI	1,350.00	1,350.00
	Voucher:							
112911	12/23/2025	00000416	RAPID-O-PRINT	34952	11/20/2025	INVENTORY PO/ NO PARKING SI	1,017.24	
	Voucher:			35017	12/2/2025	500 NCR - SIDEWALK VIOLATION	299.03	1,316.27
112912	12/23/2025	00004773	RET: ALMANZA, JOSEPH A	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL IN	185.08	185.08
	Voucher:							
112913	12/23/2025	0015298	RET: ARAKAWA, DARREN AN	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL IN	1,761.09	1,761.09
	Voucher:							
112914	12/23/2025	0008275	RET: AROCHA, FRANCIS X.	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL IN	1,507.78	1,507.78
	Voucher:							

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
112915	12/23/2025	00001840	RET: BLASKA, WILLIAM MIKE	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL IN	250.00	250.00
	Voucher:							
112916	12/23/2025	00004776	RET: CARTER, LLOYD B	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL IN	250.00	250.00
	Voucher:							
112917	12/23/2025	00000495	RET: CHAVEZ, ANTHONY A	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL IN	150.00	150.00
	Voucher:							
112918	12/23/2025	0006505	RET: CORBET, RONALD	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL IN	1,435.98	1,435.98
	Voucher:							
112919	12/23/2025	0008746	RET: DELEON, RUBEN	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL IN	150.00	150.00
	Voucher:							
112920	12/23/2025	0011326	RET: GALVAN, RAY A.	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL IN	150.00	150.00
	Voucher:							
112921	12/23/2025	0006508	RET: GOMEZ, JOSEPH C.	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL IN	150.00	150.00
	Voucher:							
112922	12/23/2025	0010881	RET: KOOPMANS, WILLIAM (	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL IN	150.00	150.00
	Voucher:							
112923	12/23/2025	0010410	RET: LEO, FRANK	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL IN	150.00	150.00
	Voucher:							
112924	12/23/2025	00003833	RET: MOOMEY, STEVEN	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL IN	518.00	518.00
	Voucher:							
112925	12/23/2025	00003798	RET: RANGEL, ARMANDO	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL IN	150.00	150.00
	Voucher:							
112926	12/23/2025	0014732	RETURN TO WORK PARTNE	29216	12/4/2025	09/23/25 - 11/12/25 - ACCOMMOD	875.00	875.00
	Voucher:							
112927	12/23/2025	0007826	RON'S MAINTENANCE, INC.	1419	11/26/2025	ANNUAL CITYWIDE CATCH BASI	21,075.00	21,075.00
	Voucher:							
112928	12/23/2025	0012665	RS SCREEN PRINTING &EMI	SOGATEFF12	11/28/2025	STAFF UNIFORMS/ADULT SPOR	4,332.82	4,332.82
	Voucher:							
112929	12/23/2025	00000322	SAM'S CLUB	0211	11/26/2025	MISC SUPPLIES	30.76	
	Voucher:			57448819	11/25/2025	MISC SUPPLIES	323.86	
				009096	11/21/2025	MISC SUPPLIES	61.70	
				009095	11/25/2025	MISC SUPPLIES	141.45	557.77
112930	12/23/2025	0014767	SC FUELS	IN-0000245286	11/18/2025	INVENTORY PO/ BARE BRICK	2,699.95	2,699.95
	Voucher:							

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
112931	12/23/2025	00004830	SCS ENGINEERS	0557733	10/31/2025	OCT 25 ENVIRONMENTAL ENGIN	2,453.00	2,453.00
	Voucher:							
112932	12/23/2025	0010623	SECTRAN SECURITY INC.	25102516	10/31/2025	OCT. 2025 - SECTRAN CHANGE (	28.32	
	Voucher:			25110627	11/12/2025	NOV. 2025 - SECTRAN - ARMORE	602.94	631.26
112933	12/23/2025	00004834	SECURITY SIGNAL DEVICES	S-01158500	11/18/2025	REPAIR AND MAINTENANCE NO	189.00	
	Voucher:			S-01158382	11/17/2025	REPAIR AND MAINTENANCE NO	189.00	
				S-00158366	11/17/2025	REPAIR AND MAINTENANCE NO	189.00	
				S-01158385	11/17/2025	REPAIR AND MAINTENANCE NO	189.00	
				J-601007842	9/10/2025	INSTALL CELLULAR COMMUNIC/	1,652.12	2,408.12
112934	12/23/2025	0013561	SERGIO'S AUTO UPHOLSTEI	3853	11/19/2025	AUTO UPHOLSTERY	330.85	330.85
	Voucher:							
112935	12/23/2025	00004857	SMITH FASTENER COMPAN	0056963	11/18/2025	SPECIALITY HARDWARE	62.41	62.41
	Voucher:							
112936	12/23/2025	0012098	SO CAL COMPTON PIPE SUI	2345	10/29/2025	LINE PIPE & SERVICES LINE PAI	380.70	380.70
	Voucher:							
112937	12/23/2025	0014957	SOUTHWEST HYDROTECH	31915	11/20/2025	REPAIR, SVC OF WTR SYS CLA-	4,411.52	4,411.52
	Voucher:							
112938	12/23/2025	00004908	STATUS ONE MEDICAL INC	70669	11/20/2025	FIRST AID SUPPLIES RESTOCK	91.42	91.42
	Voucher:							
112939	12/23/2025	00002639	STRADLING YOCCA CARLSC	415273	2/19/2025	THRU 01/31/25 - LEGAL SERVICE	12,617.50	
	Voucher:			425583	11/11/2025	THRU 10/31/25- LEGAL SERVICE:	2,781.00	15,398.50
112940	12/23/2025	0013656	SUPERIOR VISION INSURAN	922463	10/5/2025	OCT 2025: PREMIUM ADJUSTME	34.00	
	Voucher:			928123	10/5/2025	NOV 2025: ADJ FOR ACTIVE SW(	51.38	85.38
112941	12/23/2025	00004906	SWRCB FEES	SW-0322735	11/5/2025	STATE WATER RESOURCES COI	36,393.00	
	Voucher:			WD-0305461	11/19/2025	STATE WATER RESOURCES COI	3,600.00	39,993.00
112942	12/23/2025	00004906	SWRCB FEES	SW-0330265	11/19/2025	10/01/25 - 09/30/26 - TWEDY MILE	619.00	619.00
	Voucher:							
112943	12/23/2025	0014943	TEAMCIVX, LLC	4129	11/7/2025	RESEARCH TO PREP FOR UUT I	1,542.50	1,542.50
	Voucher:							
112944	12/23/2025	0013584	TRUE NORTH COMPLIANCE	25-11-22-1	12/1/2025	NOV 2025 TRUE NORTH-PLAN C	2,983.96	2,983.96
	Voucher:							
112945	12/23/2025	00000637	TURF STAR INC	INV126380	11/24/2025	TORO-MOWER/EQUIPMENT REF	1,465.52	1,465.52
	Voucher:							
112946	12/23/2025	00000637	TURF STAR INC	FIN012268	11/30/2025	TORO-MOWER/EQUIPMENT REF	68.10	68.10
	Voucher:							

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
112947	12/23/2025	0008005	U.S. BANK-PARS ACCT#6746	JAN 2026-MOSTA	11/25/2025	JAN 2026 - M. MOSTAKHAMI: PA	680.00	
	Voucher:			JAN 2026 LOUIE	11/25/2025	JAN 2026: KEN LOUIE: PARS - EX	550.00	1,230.00
112948	12/23/2025	00004964	UNDERGROUND SERVICE A	25-261670	12/1/2025	DIG ALERTS	173.62	
	Voucher:			1120250217	12/1/2025	DIG ALERTS	450.00	623.62
112949	12/23/2025	0005750	UNITED INDUSTRIES	240723	12/2/2025	INVENTORY PO/ NITRILE GLOVE	1,625.50	1,625.50
	Voucher:							
112950	12/23/2025	0010265	UNITED PACIFIC SERVICES,	25-1129-3	11/29/2025	TREE MAINTENANCE IN CITY PA	2,080.00	2,080.00
	Voucher:							
112951	12/23/2025	0014465	VERIZON CONNECT FLEET I	362000078458	12/1/2025	DEC 2025 MOBILE EQUIPMENT	173.65	173.65
	Voucher:							
112952	12/23/2025	0015109	VISION COLLISION CENTER	6759	11/4/2025	REPAIRS TO PUBLIC WORKS GR	48,987.38	48,987.38
	Voucher:							
112953	12/23/2025	0014729	VITAL RECORDS HOLDINGS	5725376	11/30/2025	NOV 2025 FINANCE DOCUMENT	563.90	563.90
	Voucher:							
112954	12/23/2025	00002634	VULCAN MATERIALS COMPA	5181271	11/30/2025	ASPHALT, BASE, EMULSION PRC	1,310.43	
	Voucher:			561392	9/30/2025	ASPHALT, BASE, EMULSION PRC	65.15	
				5123662	11/24/2025	ASPHALT, BASE, EMULSION PRC	129.08	
				5180922	11/30/2025	ASPHALT, BASE, EMULSION PRC	762.26	2,266.92
112955	12/23/2025	0014146	W.G. ZIMMERMAN ENGINEE	25-10-869	11/4/2025	OCT 2025 YEAR 2: TRAFFIC ENG	12,070.00	12,070.00
	Voucher:							
112956	12/23/2025	0010471	WEBSTER'S BEE'S REMOVA	3098	11/24/2025	BEE REMOVAL SERVICE	285.00	285.00
	Voucher:							
112957	12/23/2025	0010476	WECK LABORATORIES INC	W5L0037	12/1/2025	WATER QUALITY SAMPLING	145.00	
	Voucher:			W5L0038	12/1/2025	WATER QUALITY SAMPLING	250.00	
				W5K0539	11/10/2025	WATER QUALITY SAMPLING	1,375.00	
				W5K0536	11/10/2025	WATER QUALITY SAMPLING	135.00	
				W5L0036	12/1/2025	WATER QUALITY SAMPLING	230.00	
				W5K0537	11/10/2025	WATER QUALITY SAMPLING	400.00	
				W5K0538	11/10/2025	WATER QUALITY SAMPLING	135.00	
				W5K1398	11/24/2025	WATER SAMPLES	440.00	3,110.00
112958	12/23/2025	00000032	WEST COAST MAILERS	12095	11/5/2025	WA BILLS CTYC 1 8/20/25-9/18/25	3,422.39	
	Voucher:			12094	11/5/2025	8/28/25-9/29/25 WA BILLS CYC 3~	2,787.00	
				12093	11/5/2025	9/5/25-10/6/25 WA BILLS CYC 5~	2,903.77	
				10296	11/5/2025	9/17/25-10/13/25 WA BILLS CYC 7	2,521.54	11,634.70

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
112959	12/23/2025	00000561	WESTERN EXTERMINATOR	85597100	11/30/2025	11/30/2025 - PEST CONTROL AT I	218.00	
	Voucher:			85597102	11/30/2025	11/30/25 - PEST CONTROL AT HO	763.00	
				81363332	8/20/2025	PEST CONTROL AT HOLLYDALE	375.00	
				82702215	9/10/2025	PEST CONTROL AT HOLLYDALE	375.00	
				85597104	11/30/2025	11/30/2025 - PEST CONTROL AT I	670.29	
				85483102	11/30/2025	11/30/25 - PEST CONTROL AT HO	2,125.50	
				84078163	10/31/2025	PEST CONTROL AT HOLLYDALE	1,950.00	
				84073745	10/8/2025	PEST CONTROL AT HOLLYDALE	386.25	
				81367707	8/31/2025	PEST CONTROL AT HOLLYDALE	1,950.00	8,813.04
112960	12/23/2025	0012301	WHITTIER FERTILIZER COM	433205	12/5/2025	SOIL MIXES,AMENDMENTS & SP	1,185.03	1,185.03
	Voucher:							
112961	12/23/2025	00001280	WILLDAN	00341597	11/20/2025	STAFF AUGMENTATION - ST SUF	17,826.00	
	Voucher:			00341173	8/20/2025	8/1/25 PROJECT MANAGEMENT	9,520.00	
				00341172	8/20/2025	8/1/25 PROJECT MANAGEMENT	39,610.00	
				00630088	5/14/2025	THROUGH 5/2/25 10130 ADELLA,	273.00	
				00630969	9/29/2025	8/29/25 5767 IMPERIAL HWY-HYD	680.25	
				00630894	9/15/2025	8/29/25 VIEW EASEMENT FOR TI	467.75	
				00421448	4/1/2025	1/31/25 CONSTRUCTION INPSEC	20,687.00	
				00420779	9/24/2025	9/27/24 CONSTRUCTION INSPEC	6,040.00	95,104.00
112962	12/23/2025	00003442	YOUNGBLOOD & ASSOCIATI	2694A	11/25/2025	POLYGRAPHS	300.00	
	Voucher:			2687A	11/24/2025	11/18-19/2025 - POLYGRAPHS	900.00	1,200.00
112963	12/23/2025	00000062	ZIEGLER'S HARDWARE& SU	6357	11/18/2025	MISC HARDWARE	6.62	
	Voucher:			6121	10/1/2025	MISC HARDWARE	52.13	
				6273	10/31/2025	MISC HARDWARE	17.71	
				6313A	11/7/2025	MISC HARDWARE	67.50	
				6361	11/18/2025	MISC HARDWARE	12.17	
				6114	9/30/2025	MISC HARDWARE	37.61	
				6321A	11/10/2025	MISC HARDWARE	17.70	
				6245	10/27/2025	MISC HARDWARE	17.70	
				6229	10/24/2025	MISC HARDWARE	16.60	
				6322A	11/10/2025	MISC HARDWARE	7.74	253.48
						Sub total for BANK OF THE WEST:		1,404,033.22

252 checks & 1 wire in this report.

Grand Total All Checks& Wires: 1,404,033.22

Bank : botw BANK OF THE WEST

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
3033	11/6/2025	00004708	PERS HEALTH PLAN	Ben377034	11/6/2025	MEDICAL HMO ANTHEM SELECT	520,861.85	520,861.85
	Voucher:							
3043	12/4/2025	00004836	SEIU LOCAL 721 CTW CLC-2	Ben378328	12/4/2025	SEIU DUES: PAYMENT	3,020.23	3,020.23
	Voucher:							
3044	12/4/2025	00002370	INTERNAL REVENUE SERVI(	Ben378330	12/4/2025	MEDICARE: PAYMENT	195,068.58	195,068.58
	Voucher:							
3046	12/4/2025	00000343	PUBLIC EMPLOYEES RETIRI	Ben378334	12/4/2025	PERS RETIREMENT: PAYMENT	309,099.30	309,099.30
	Voucher:							
3047	12/4/2025	00001186	EMPLOYMENT DEVELOPME	Ben378336	12/4/2025	SDI: PAYMENT	70,037.97	70,037.97
	Voucher:							
3048	12/4/2025	00000004	NATIONWIDE RETIREMENT :	Ben378338	12/4/2025	DEF COMP NATIONWIDE: PAYME	57,595.61	57,595.61
	Voucher:							
3049	12/4/2025	00004996	SEIU-COPE LOCAL 721, LA/C	Ben378340	12/4/2025	SEIU- COPE LOCAL 721 DEDUCT	88.01	88.01
	Voucher:							
3050	12/4/2025	00004988	CHILD SUPPORT ON-LINE, S	Ben378342	12/4/2025	CHILD SUPPORT-ONLINE: PAYMI	1,036.12	1,036.12
	Voucher:							

Sub total for BANK OF THE WEST: 1,156,807.67

8 wires in this report.

Grand Total All Wires 1,156,807.67

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
5492	12/23/2025	0014823	RET: ANTHONY PEREZ, I	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	1,507.78	1,507.78
	Voucher:							
5493	12/23/2025	0012466	RET: ADAMS, PAUL L.	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	1,299.14	1,299.14
	Voucher:							
5494	12/23/2025	0005570	RET: ALONZO, ANTHONY	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	1,011.40	1,011.40
	Voucher:							
5495	12/23/2025	0014715	RET: ANDERSON, KENNE	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	300.00	300.00
	Voucher:							
5496	12/23/2025	0012843	RET: AUSTIN, BYRON A.	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	1,507.78	1,507.78
	Voucher:							
5497	12/23/2025	0005813	RET: AVILA, VINCENT	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	1,507.78	1,507.78
	Voucher:							
5498	12/23/2025	0013775	RET: AVILES, OMAR ADO	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	300.00	300.00
	Voucher:							
5499	12/23/2025	0014366	RET: BARKER, RILEY M.	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	1,507.78	1,507.78
	Voucher:							
5500	12/23/2025	0012982	RET: BONILLA CLAYTON,	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	150.00	150.00
	Voucher:							
5501	12/23/2025	00001265	RET: BRASSFIELD, CHAR	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	250.00	250.00
	Voucher:							
5502	12/23/2025	0006324	RET: BURBACH, MAUREE	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	150.00	150.00
	Voucher:							
5503	12/23/2025	0012844	RET: CAMACHO, EDWARI	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	1,507.78	1,507.78
	Voucher:							
5504	12/23/2025	0014800	RET: CHAVEZ, CELESTE	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	300.00	300.00
	Voucher:							
5505	12/23/2025	00000817	RET: CHRIST, DOUGLAS I	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	250.00	250.00
	Voucher:							
5506	12/23/2025	00003408	RET: DAMRON, ROGER V	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	250.00	250.00
	Voucher:							
5507	12/23/2025	0014404	RET: DAVILA, PAULITA	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	300.00	300.00
	Voucher:							
5508	12/23/2025	0013163	RET: DAVIS, RANDALL JC	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	1,196.68	1,196.68
	Voucher:							
5509	12/23/2025	00004777	RET: DAY, ROBERT A	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	250.00	250.00
	Voucher:							
5510	12/23/2025	00001776	RET: EADE, JOANN	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	185.08	185.08

5511	Voucher: 12/23/2025	00003973	RET: EADS, KENNETH P.	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	1,011.40	1,011.40
5512	Voucher: 12/23/2025	00003853	RET: FANNIN, ZONA	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	150.00	150.00
5513	Voucher: 12/23/2025	0008820	RET: FERNANDEZ, CARL(	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	1,507.78	1,507.78
5514	Voucher: 12/23/2025	00004403	RET: FIELD, GARY	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	150.00	150.00
5515	Voucher: 12/23/2025	0006507	RET: FIGUEROA, GLORIA	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	150.00	150.00
5516	Voucher: 12/23/2025	0013564	RET: FLAD, MICHAEL	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	1,339.68	1,339.68
5517	Voucher: 12/23/2025	00000605	RET: FORRESTER, BOB L	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	250.00	250.00
5518	Voucher: 12/23/2025	0005355	RET: GALBREATH, RUSSI	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	388.13	388.13
5519	Voucher: 12/23/2025	0011186	RET: GAMBOA, OSCAR	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	150.00	150.00
5520	Voucher: 12/23/2025	00000496	RET: GEORGE, RONALD I	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	250.00	250.00
5521	Voucher: 12/23/2025	0013121	RET: GONZALES, LORET	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	150.00	150.00
5522	Voucher: 12/23/2025	00003940	RET: GONZALEZ, HIRAM	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	150.00	150.00
5523	Voucher: 12/23/2025	0006328	RET: GUTIERREZ, MANUI	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	1,507.78	1,507.78
5524	Voucher: 12/23/2025	0014822	RET: GUTIERREZ, REYNA	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	300.00	300.00
5525	Voucher: 12/23/2025	0006510	RET: HERNANDEZ, MARI/	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	150.00	150.00
5526	Voucher: 12/23/2025	0006329	RET: HOMSHER, HUGH	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	738.56	738.56
5527	Voucher: 12/23/2025	0013216	RET: HUFFMAN, EDWARI	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	1,507.78	1,507.78
5528	Voucher: 12/23/2025	0012845	RET: HUGAR L., JAMES	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	1,507.78	1,507.78
5529	Voucher: 12/23/2025	00004784	RET: HUNTRODS, RICHAI	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	239.00	239.00
5530	Voucher: 12/23/2025	0009521	RET: HUPP, KEITH	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	1,507.78	1,507.78
5531	Voucher: 12/23/2025	0008058	RET: INMAN, RONALD	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	1,507.78	1,507.78
	Voucher:							

5532	12/23/2025	00004785	RET: IRISH, TERRY F	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	250.00	250.00
	Voucher:							
5533	12/23/2025	0014405	RET: JEFFERS, CHRIS J.	Dec-25	12/8/2025	OCT-DEC 2025- RETIREE MED	1,500.00	1,500.00
	Voucher:							
5534	12/23/2025	0011110	RET: JOHNSON, GERALD	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	150.00	150.00
	Voucher:							
5535	12/23/2025	00004787	RET: KENNEDY, GARY E	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	250.00	250.00
	Voucher:							
5536	12/23/2025	0005356	RET: KEY, ANDREW	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	1,011.40	1,011.40
	Voucher:							
5537	12/23/2025	0011111	RET: KOOMEN, SHERI L.	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	150.00	150.00
	Voucher:							
5538	12/23/2025	0009946	RET: LEFEVER, STEVEN /	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	200.00	200.00
	Voucher:							
5539	12/23/2025	00004789	RET: LILLEY, RAYMOND E	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	250.00	250.00
	Voucher:							
5540	12/23/2025	0012707	RET: LLOYD, BRUCE W.	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	150.00	150.00
	Voucher:							
5541	12/23/2025	0012927	RET: LONG, PENG	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	150.00	150.00
	Voucher:							
5542	12/23/2025	0005633	RET: LOPEZ, ALFONSO	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	590.37	590.37
	Voucher:							
5543	12/23/2025	0006511	RET: LOPEZ, RAMON A.	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	150.00	150.00
	Voucher:							
5544	12/23/2025	0009453	RET: LOPEZ, VERONICA	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	150.00	150.00
	Voucher:							
5545	12/23/2025	0013398	RET: MARIN, SANDRA	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	150.00	150.00
	Voucher:							
5546	12/23/2025	0007656	RET: MATSUKIYO, DAVID	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	1,507.78	1,507.78
	Voucher:							
5547	12/23/2025	0014276	RET: MCEVILLY, DEBORA	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	300.00	300.00
	Voucher:							
5548	12/23/2025	0013777	RET: MONTANEZ JR., ABI	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	300.00	300.00
	Voucher:							
5549	12/23/2025	00003328	RET: MOSBY, DOROTHEA	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	185.08	185.08
	Voucher:							
5550	12/23/2025	0011895	RET: MUNOZ, ALFREDO	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	1,507.78	1,507.78
	Voucher:							
5551	12/23/2025	00003239	RET: NASSAR, SAMI R	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	200.00	200.00
	Voucher:							
5552	12/23/2025	0014639	RET: O'MALLEY, DEREK	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	1,507.78	1,507.78
	Voucher:							
5553	12/23/2025	0012468	RET: ORTIZ, JULIAN	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	768.52	768.52

5554	Voucher: 12/23/2025	0012467	RET: PATINO, IGNACIO M	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	1,507.78	1,507.78
5555	Voucher: 12/23/2025	0011522	RET: PELLERIN, ROBERT	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	1,507.78	1,507.78
5556	Voucher: 12/23/2025	00005237	RET: PEREZ, SUSAN	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	150.00	150.00
5557	Voucher: 12/23/2025	0010733	RET: PIXLER, DAVID	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	1,507.78	1,507.78
5558	Voucher: 12/23/2025	00004794	RET: POWELL, ROBERT H	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	250.00	250.00
5559	Voucher: 12/23/2025	0006326	RET: RAMIREZ, VIRGINIA	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	150.00	150.00
5560	Voucher: 12/23/2025	0006327	RET: RASCO, ANGELA	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	150.00	150.00
5561	Voucher: 12/23/2025	0011967	RET: RIVERA, FRANK J.	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	786.34	786.34
5562	Voucher: 12/23/2025	0011978	RET: RIVERA, HANNAH TI	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	786.34	786.34
5563	Voucher: 12/23/2025	0012837	RET: RODRIGUEZ, ANNA	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	150.00	150.00
5564	Voucher: 12/23/2025	0012682	RET: RUIZ, NELLIE	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	150.00	150.00
5565	Voucher: 12/23/2025	0011112	RET: SALDIVAR, MARIO M	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	1,507.78	1,507.78
5566	Voucher: 12/23/2025	0013274	RET: SAUCEDO NEVAREZ	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	150.00	150.00
5567	Voucher: 12/23/2025	0009865	RET: SCHRADER, GEORG	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	1,331.00	1,331.00
5568	Voucher: 12/23/2025	0011521	RET: SCOTT, DAVID	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	1,507.78	1,507.78
5569	Voucher: 12/23/2025	0013273	RET: SEKIYA, JONATHAN	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	1,086.55	1,086.55
5570	Voucher: 12/23/2025	00000458	RET: SEWELL, ELAINE	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	150.00	150.00
5571	Voucher: 12/23/2025	00000459	RET: SEWELL, KENNETH	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	150.00	150.00
5572	Voucher: 12/23/2025	0006513	RET: SHETTER, RANDOLI	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	150.00	150.00
5573	Voucher: 12/23/2025	00000869	RET: SMITH, CHARLES R	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	250.00	250.00
5574	Voucher: 12/23/2025	00004796	RET: SPEELMAN, PATRIC	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	250.00	250.00
	Voucher:							

5575	12/23/2025	00002147	RET: SPROWLS, KENNET	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	250.00	250.00
	Voucher:							
5576	12/23/2025	0008313	RET: SULLIVAN, DARREN	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	1,011.40	1,011.40
	Voucher:							
5577	12/23/2025	0006512	RET: TATTI, WILLIAM P.	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	150.00	150.00
	Voucher:							
5578	12/23/2025	0014457	RET: TEEPLES, JAMES	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	1,507.78	1,507.78
	Voucher:							
5579	12/23/2025	0014524	RET: TIMOTEO, VINEULA	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	300.00	300.00
	Voucher:							
5580	12/23/2025	0014403	RET: TORRES, DAVID E	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	200.00	200.00
	Voucher:							
5581	12/23/2025	0012959	RET: TREJO, RAMONA M	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	150.00	150.00
	Voucher:							
5582	12/23/2025	0014379	RET: URTEZ, YOLANDA	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	300.00	300.00
	Voucher:							
5583	12/23/2025	00003573	RET: VAN LIEROP, MARTI	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	426.70	426.70
	Voucher:							
5584	12/23/2025	0013776	RET: VARGAS, ALEX J.	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	300.00	300.00
	Voucher:							
5585	12/23/2025	0015164	RET: VERVERA, ISMAEL	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	1,507.78	1,507.78
	Voucher:							
5586	12/23/2025	00003959	RET: WADE, RICHARD	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	306.00	306.00
	Voucher:							
5587	12/23/2025	0007655	RET: WELLS, GREGORY	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	768.52	768.52
	Voucher:							
5588	12/23/2025	00004379	RET: WHALEN, HARVEY	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	150.00	150.00
	Voucher:							
5589	12/23/2025	0008821	RET: WILLIAMS, TIMOTH	Dec-25	12/8/2025	DEC 2025- RETIREE MEDICAL	1,507.78	1,507.78
	Voucher:							

Sub total for BANK OF THE WEST EFT: 62,188.45

98 EFTS in this report.

Grand Total BANK OF THE WEST EFT: 62,188.45

WARRANT REGISTER SUMMARY
CITY COUNCIL MEETING OF 12/23/2025

TOTAL PART I - PAYROLL- RELATED CHECKS		61,868.12
TOTAL PART II - PREPAID CHECKS (12/03/2025)		5,860.74
TOTAL PART III - PREPAID CHECKS (12/10/2025)		367,911.94
TOTAL PART IV -ACCOUNTS PAYABLE CHECKS & WIRE TRANSFERS		1,404,033.22
TOTAL PART V-PAYROLL- RELATED WIRE TRANSFERS		1,156,807.67
TOTAL PART VI -ACCOUNTS PAYABLE EFTs		62,188.45
	SUB - TOTAL	3,058,670.14
LESS: VOIDS		(8,419.58)
LESS: EMPLOYEE PAYROLL DEDUCTIONS		(465,486.36)
	GRAND TOTAL	2,584,764.20

SOUTH GATE CITY COUNCIL
WARRANT APPROVAL AND CANCELLATION

Warrant Number 112792 to Warrant Number 112963 inclusive, plus WireTransfers and EFTs totaling $2,584,764.20 as listed on the accompanying Accounts Payable Warrant Register of Dec 23, 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
111173	PLUMBERS DEPOT	8/12/2025	$2,833.33	LOST IN MAIL
110819	PLUMBERS DEPOT	6/30/2025	$2,305.58	LOST IN MAIL
112663	EMERGENCY RESPONSE CRIME	12/9/2025	$2,635.40	WRONG VENDOR
110796	SAN MIGUEL AVE ELEMENTARY	6/30/2025	$495.00	LOST IN MAIL
111326	KURT JANSSEN	8/26/2025	$150.27	LOST IN MAIL
	TOTAL OF VOIDED CHECKS		**$8,419.58**	
	*** TOTAL OF REPLACEMENT CHECKS**		**$0.00**	

* Replacement checks reported in previous warrant registers have no impact to the grand total.

12/16/25
ACCOUNTING AND FINANCE MANAGER

DIRECTOR OF ADMINISTRATIVE SERVICES

Pursuant to action of the City Council on JAN 13, 2026 at a regular or adjourned meeting, the City Treasurer was ordered to pay and/or cancel the above warrants, wire transfers & ETFs, as approved.

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Item No. 12b

Office of the
South Gate City Clerk

JAN - 7 2026

FILED 7:15 am

WARRANT REGISTER FOR COUNCIL MEETING 01/13/2026

PART I

apChkLst
12/15/2025 10:19:58AM

Final Check List
CITY OF SOUTH GATE

Bank : botw BANK OF THE WEST

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
112964	12/18/2025	0012107	CALIFORNIA STATE DISBUR:	Ben378870	12/18/2025	CA STATE DISB. UNIT: PAYMENT	944.13	944.13
	Voucher:							
112965	12/18/2025	00002138	FRANCHISE TAX BOARD	Ben378868	12/18/2025	GARNISHMENT - FRANCHISE TA	1,672.43	1,672.43
	Voucher:							
112966	12/18/2025	0014949	TEXAS CHILD SUPPORT SDI	Ben378872	12/18/2025	TX CHILD SUPPORT SDU: PAYMI	638.31	638.31
	Voucher:							

Sub total for BANK OF THE WEST: 3,254.87

3 checks in this report.

Grand Total All Checks: 3,254.87

Bank : botw BANK OF THE WEST

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
112967	12/17/2025	00003529	AT&T	960-449-6558-12/2	12/1/2025	BILLING PRD- DEC 2025	232.31	232.31
	Voucher:							
112968	12/17/2025	0012885	CANON FINANCIAL SERVICE	42292344	12/9/2025	12/17/25-01/16/26 - MONTHLY LE/	1,931.48	1,931.48
	Voucher:							
112969	12/17/2025	00004934	GAS COMPANY	083 407 6536 4 11	11/24/2025	BILLING PRD- 10/21/25-11/20/25	21.71	21.71
	Voucher:							
112970	12/17/2025	00004869	GOLDEN STATE WATER COM	73744100006 - 12/	12/3/2025	BILLING PRD-10/31/25-12/2/25	536.38	
	Voucher:			53744100008 - 12/	12/3/2025	BILLING PRD- 10/31/25 -12/02/25	406.51	
				63744100007 - 12/	12/3/2025	BILLING PRD-10/31/25-12/2/25	254.07	
				29007443710-12/2	12/4/2025	BILLING PRD-11/3/25-12/3/25	127.04	
				32809400008 - 12/	12/3/2025	BILLING PRD-10/31/25-12/02/25	71.76	1,395.76
112971	12/17/2025	0013036	J.A. SALAZAR CONSTRUCTI	586-4	9/30/2025	9/30/25 AMR REPLACEMENT PH/	263,182.95	263,182.95
	Voucher:							
112972	12/17/2025	00004338	SEQUEL CONTRACTORS IN(	647-4	10/1/2025	RRP PHASE IV	411,346.20	411,346.20
	Voucher:							
112973	12/17/2025	00004865	SO CALIF EDISON	12/1/25	12/9/2025	BILLING PERIOD - 11/01/25-11/30/	196,662.54	196,662.54
	Voucher:							
112974	12/17/2025	00000379	VERIZON BUSINESS	63258056	12/10/2025	BILLING PRD- 11/01/25 -11/30/25	84.46	84.46
	Voucher:							

Sub total for BANK OF THE WEST: 874,857.41

8 checks in this report. **Grand Total All Checks:** 874,857.41

Bank : botw BANK OF THE WEST

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
112975	12/17/2025	0014231	EMERGENCY VEHICLE SPE(	12954-1	4/6/2025	SAFETY LIGHTING ON UNIT 706	2,635.40	2,635.40
	Voucher:							
112976	12/17/2025	0015124	JANSSEN, KURT	Ref000372252-reis	12/15/2025	UB REFUND CST #00065865-REI:	112.27	112.27
	Voucher:							
112977	12/17/2025	00000170	MISC - PKS & REC REFUND	82717977-SAN MI	6/10/2025	REFUND OF DEPOSIT (AFTER E	495.00	495.00
	Voucher:							
112978	12/17/2025	00003721	PLUMBERS DEPOT INC.	PD-58994-REISSL	6/16/2025	GAPVAX REPAIR AND PARTS	2,833.33	
	Voucher:			PD-58928-REISSL	6/11/2025	GAPVAX REPAIR AND PARTS	2,305.58	5,138.91
						Sub total for BANK OF THE WEST:		8,381.58

4 checks in this report. **Grand Total All Checks:** 8,381.58

WARRANT REGISTER FOR COUNCIL MEETING 01/13/2026

PART IV

Bank : botw BANK OF THE WEST

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
112979	1/1/2026 Voucher:	00000437	AFLAC	Ben379079	1/1/2026	AMERICAN FAMILY LIFE INS.: PA	966.80	966.80
112980	1/1/2026 Voucher:	00002417	AMERICAN FIDELITY ASSUR	Ben379069	1/1/2026	AMERICAN FIDELITY (ABT): PAYI	183.86	183.86
112981	1/1/2026 Voucher:	0012107	CALIFORNIA STATE DISBUR:	Ben379087	1/1/2026	CA STATE DISB. UNIT: PAYMENT	944.13	944.13
112982	1/1/2026 Voucher:	00000438	COLONIAL INSURANCE CO.	Ben379077	1/1/2026	COLONIAL INSURANCE CO: PAYI	2,060.45	2,060.45
112983	1/1/2026 Voucher:	00002138	FRANCHISE TAX BOARD	Ben379083	1/1/2026	GARNISHMENT - FRANCHISE TA	1,407.36	1,407.36
112984	1/1/2026 Voucher:	0014756	LIBERTY DENTAL PLAN, OF (	Ben379071	1/1/2026	LIBERTY DENTAL INSUR (MISC):	2,987.45	2,987.45
112985	1/1/2026 Voucher:	00002421	POLICE MANAGEMENT ASS(	Ben379081	1/1/2026	POLICE MANAGEMENT ASSOC. I	2,250.00	2,250.00
112986	1/1/2026 Voucher:	00000335	POLICE OFFICERS ASSOCIA	Ben379085	1/1/2026	POLICE ASSOCIATION DUES: PA	6,875.00	6,875.00
112987	1/1/2026 Voucher:	0011466	PRINCIPAL LIFE INSURANCE	Ben379063	1/1/2026	PRINCIPAL DENTAL PPO (MISC):	32,507.12	32,507.12
112988	1/1/2026 Voucher:	0011467	RELIANCE STANDARD	Ben379067	1/1/2026	LONG TERM DISABILITY: PAYME	6,121.49	6,121.49
112989	1/1/2026 Voucher:	00003152	SOUTH GATE POLICE EXPL(	Ben379073	1/1/2026	SGPD EXPLORER YOUTH PROG	395.00	395.00
112990	1/1/2026 Voucher:	0011468	SUPERIOR VISION SERVICE	Ben379065	1/1/2026	SUPERIOR VISION MISC.: PAYME	4,044.65	4,044.65
112991	1/1/2026 Voucher:	0014949	TEXAS CHILD SUPPORT SDI	Ben379089	1/1/2026	TX CHILD SUPPORT SDU: PAYME	638.31	638.31
112992	1/1/2026 Voucher:	00000334	UNITED WAY OF GREATER L	Ben379075	1/1/2026	UNITED WAY: PAYMENT	26.00	26.00

Sub total for BANK OF THE WEST: 61,407.62

14 checks in this report.

Grand Total All Checks: 61,407.62

Bank : botw BANK OF THE WEST

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
112993	1/13/2026	0011293	AGRI-TURF DISTRIBUTIN	110904	12/9/2025	PESTICIDES - FERTILIZERS & PEST CONTROL	1,010.67	1,010.67
	Voucher:							
112994	1/13/2026	00000185	ALL CITY MANAGEMENT	105166	11/25/2025	ALL CITY MANAGEMENT CROSSING GUARD CONTF	36,366.26	36,366.26
	Voucher:							
112995	1/13/2026	0012606	AMAZON CAPITAL SERVI	1X3N-DTDY-CX		CREDIT- INVOICE DATE 10/16/25	-110.74	
	Voucher:			1NQ4-CCJG-Q1	12/11/2025	SUPPLIES	696.29	
				1L6K-FF36-DL6	12/14/2025	SUPPLIES	442.88	
				1C9C-LJTL-DK	12/3/2025	STANDING DESK	210.41	
				1FRM-N96V-LP	12/10/2025	SUPPLIES	190.79	
				19GM-7TDR-9M	12/5/2025	SUPPLIES	173.92	
				1CHR-HCP7-9X	12/9/2025	SUPPLIES	59.40	
				19L3-116D-LKH	12/10/2025	MASON JARS	41.50	1,704.45
112996	1/13/2026	0007290	APW KNOX-SEEMAN	21792035	12/4/2025	MISC AUTO PARTS & LUBES	356.16	
	Voucher:			21792121	12/4/2025	MISC AUTO PARTS & LUBES	233.07	
				21805865	12/9/2025	MISC AUTO PARTS & LUBES	32.02	
				21805876	12/9/2025	MISC AUTO PARTS & LUBES	8.74	629.99
112997	1/13/2026	00005075	AT&T	000024520591	12/13/2025	11/13/25 - 12/12/25 - BAN 9391034764	782.15	
	Voucher:			000024520596	12/13/2025	11/13/25 - 12/12/25 - BAN 9391034766	151.20	
				000024520598	12/13/2025	11/13/25 - 12/12/25 - BAN 9391034761	31.88	
				000024520595	12/13/2025	11/13/25 - 12/12/25 - BAN 9391034760	21.71	
				000024520594	12/13/2025	11/13/25 - 12/12/25 - BAN 9391034762	1,218.95	
				000024520592	12/13/2025	11/13/25 - 12/12/25 - BAN 9391034763	1,202.22	
				000024520593	12/13/2025	11/13/25 - 12/12/25 - BAN 9391034765	1,054.55	4,462.66
112998	1/13/2026	0008827	AT&T NATIONAL COMPLI	595625	11/25/2025	INVESTIGATIVE SERVICES DR#25-10254	95.00	95.00
	Voucher:							
112999	1/13/2026	0010585	AUTOZONE STORES, INC	05488061447	12/4/2025	AUTO PARTS	824.50	
	Voucher:			05488060506	12/3/2025	AUTO PARTS	373.88	
				05488066667	12/9/2025	AUTO PARTS	155.93	
				05488066728	12/9/2025	AUTO PARTS	90.25	
				05488067434	12/10/2025	AUTO PARTS	59.74	
				05488061934	12/4/2025	AUTO PARTS	33.21	
				05488061932	12/4/2025	AUTO PARTS	20.94	
				05222964287	11/20/2025	AUTO PARTS	17.55	
				05488048231	11/20/2025	AUTO PARTS	14.20	
				05488054079	11/26/2025	AUTO PARTS	12.88	
				05488061964	12/4/2025	AUTO PARTS	10.09	
				05488053381	11/25/2025	AUTO PARTS	9.11	
				05488061828	12/4/2025	AUTO PARTS	5.36	1,627.64
113000	1/13/2026	0013815	AVENU INSIGHTS & ANAL	INV06-022146	12/5/2025	ACFR-DEMOGRAPHIC & ECONOMIC STATISTICS	940.00	940.00
	Voucher:							
113001	1/13/2026	0013072	AWP SAFETY	40019317	12/2/2025	REGULATORY/WARNING/GUIDE SIGNS AND HARDV	832.39	
	Voucher:			40019274	11/20/2025	REGULATORY/WARNING/GUIDE SIGNS AND HARDV	239.74	1,072.13
113002	1/13/2026	0010615	BEARCOM	5979468	12/18/2025	DEC 2025 ANNUAL FY 25/26 FCC CHANNEL SHA	2,554.81	

	Voucher:			5979465	12/1/2025	BEARCOM ANNUAL MAINTENANCE AGREEMENT	1,655.79	
				5979466	12/1/2025	DEC 2025 ANNUAL FY 25/26 FCC CHANNEL SHA	358.82	
				5979464	12/1/2025	DEC 2025 ANNUAL FY 25/26 FCC CHANNEL SHA	353.17	
				5979470	12/1/2025	DEC 2025 ANNUAL FY 25/26 FCC CHANNEL SHA	211.71	5,134.30
113003	1/13/2026	0013995	CALIFORNIA BARRICADE	90591	12/5/2025	WATER WELLS FOR WINTER WONDERLAND EVEN	1,164.00	1,164.00
	Voucher:							
113004	1/13/2026	00000780	CALTEX PLASTICS	294839	12/10/2025	INVENTORY PO/ TRASH BAGS	5,316.00	5,316.00
	Voucher:							
113005	1/13/2026	0012885	CANON FINANCIAL SERV	42311065	12/12/2025	12/20/25-01/19/26 MONTHLY LEASE PAYMENT	339.52	339.52
	Voucher:							
113006	1/13/2026	0015317	CARDENAS, REBECCA	Ref000378912	11/24/2025	UB REFUND CST #00065319 - 3130 KANSAS AV	169.88	169.88
	Voucher:							
113007	1/13/2026	0006239	CENTRAL FORD	71334	12/4/2025	AUTO PARTS	493.97	
	Voucher:			67023	12/10/2025	AUTO PARTS	457.83	
				66731	12/2/2025	AUTO PARTS	252.82	
				66807	12/3/2025	AUTO PARTS	206.70	
				66556	11/24/2025	AUTO PARTS	12.56	1,423.88
113008	1/13/2026	0012980	CHARTER COMMUNICAT	1169967010921	9/21/2025	09/21/25 - 10/20/25 - CITY FIBER CIRCUIT	2,898.29	
	Voucher:			1169967011121	11/21/2025	11/21/25 - 12/20/25 - CITY FIBER CIRCUI	2,897.74	
				1083084011201	12/1/2025	12/01/25- 12/31/25 - NETWORK SERVICES (A	894.49	
				1083084011001	10/1/2025	SEPT 2025 - FIBER OPTICS FOR RADIO COMMU	892.76	
				1875886011121	11/21/2025	11/27/25 - 12/26/25 - CABLE SERVICE FOR	439.69	
				1884265011201	12/1/2025	DECEMBER 2025 - SCADA INTERNET	161.26	
				1884266011114	11/14/2025	SUBLEASE 2 ACCT# 188426601	156.25	
				1884287010921	9/21/2025	AUGUST 2025 - FIBER OPTICS FOR RADIO COM	129.99	
				1884287011121	11/21/2025	11/27/25- 12/26/25 - PD INTERNET SERVICE	129.99	8,600.46
113009	1/13/2026	0013515	CITY TIRES	49564	12/8/2025	AUTO ALIGNMENT AND TIRES	89.00	89.00
	Voucher:							
113010	1/13/2026	0014642	CMR: ESQUIVEL, CYNTHI	12/11/2025	12/11/2025	12/11/25 - PARKS COMMISSION MEETING	75.00	75.00
	Voucher:							
113011	1/13/2026	00004154	CMR: FLORES II, ALAN D	12/11/2025	12/11/2025	12/11/25 - PARKS COMMISSION MEETING	75.00	75.00
	Voucher:							
113012	1/13/2026	0013812	CMR: PELAYO, EDGAR	12/11/2025	12/11/2025	12/11/25 - PARKS COMMISSION MEETING	75.00	75.00
	Voucher:							
113013	1/13/2026	0012949	CMR: RUIZ, LIZETTE	12/11/2025	12/11/2025	12/11/25 - PARKS COMMISSION MEETING	75.00	75.00
	Voucher:							
113014	1/13/2026	0015322	CMR: TRUJILLO, ERIC H	12/11/2025	12/11/2025	12/11/25 - PARKS COMMISSION MEETING	75.00	75.00
	Voucher:							
113015	1/13/2026	0011922	CONCENTRA MEDICAL C	89071844	12/3/2025	12/01/25 - 12/02/25 - MEDICAL SVCS NEW	1,032.00	1,032.00
	Voucher:							
113016	1/13/2026	00005110	COUNTY OF L.A. DEPT OI	IN260000253	11/4/2025	SEPT 2025 LABOR & EQUIPMENT ALAMEDA/FIRE	1,353.58	1,353.58
	Voucher:							
113017	1/13/2026	00003702	D & M TIRES & MUFFLER:	4044	12/4/2025	TIRE REPAIR SUPPLIES	40.00	40.00
	Voucher:							
113018	1/13/2026	0013681	DANIELS TIRE SERVICE,	200555993	11/26/2025	AUTOMOTIVE TIRES	439.50	439.50
	Voucher:							
113019	1/13/2026	00000178	DAVE BANG ASSOCIATES	CA19540	12/2/2025	PLAYGROUND REPLACEMENT PARTS FOR SG PAR	8,932.76	8,932.76
	Voucher:							
113020	1/13/2026	0012407	DAVIS FARR LLP	3945	12/8/2025	JUNE 30TH 2025- THIRD PROGRESS BILLING	19,791.00	19,791.00
	Voucher:							
113021	1/13/2026	0013814	DE NOVO PLANNING GR(	4971	11/30/2025	PLANNING SERVICES - ON-CALL ENVIRONMENTA	1,211.25	1,211.25

	Voucher:							
113022	1/13/2026	0015318	DIAZ, ENRIQUE	Ref000378913	11/24/2025	UB REFUND CST #00059992 - 9212 SAN ANOTN	170.45	170.45
	Voucher:							
113023	1/13/2026	0013734	DONALD CHRISTOPHER	SGPD2025-034	11/30/2025	PROFESSIONAL SERVICES FOR BACKGROUND	1,435.00	
	Voucher:			SGPD2025-036	11/30/2025	PROFESSIONAL SERVICES FOR BACKGROUND	1,435.00	
				SGPD2025-035	11/30/2025	PROFESSIONAL SERVICES FOR BACKGROUND	1,435.00	
				SGPD2025-037	11/30/2025	PROFESSIONAL SERVICES FOR BACKGROUND	1,435.00	
				SGPD 2025-03'	12/9/2025	PROFESSIONAL SERVICES FOR BACKGROUND	1,435.00	
				SGPD 2025-03:	12/9/2025	PROFESSIONAL SERVICES FOR BACKGROUND	1,400.00	8,575.00
113024	1/13/2026	0015311	DUENAS, RAFAELA	Ref000378906	11/24/2025	UB REFUND CST #00051174 - 8975 STATE S .	81.20	81.20
	Voucher:							
113025	1/13/2026	0005392	DVDCREATIVE	423277	10/31/2025	THRU OCTOBER 2025 - DESIGN SERVICES FOR	8,895.00	8,895.00
	Voucher:							
113026	1/13/2026	00004129	EMERGENCY RESPONSE	T2025-600	12/3/2025	CRIME AND TRAFFIC BIO HAZARD CLEANUP	850.00	850.00
	Voucher:							
113027	1/13/2026	00001917	ENTENMANN - ROVIN CO	0192042-IN	12/2/2025	BADGES	837.90	837.90
	Voucher:							
113028	1/13/2026	0010017	ENTERPRISE FM TRUST	513145-120325	12/3/2025	25-26 RENEWAL: ENTERPRISE LEASE- DB (REF	2,504.60	
	Voucher:			586300-120325	12/3/2025	25-26 RENEWAL: ENTERPRISE LEASE-ADMIN (R	1,209.33	3,713.93
113029	1/13/2026	0013810	EXECUTIVE MANAGEMEI	25-716	12/7/2025	11/16/25- 11/29/25 - SECURITY SERVICES F	4,764.38	4,764.38
	Voucher:							
113030	1/13/2026	0010558	FACTORY MOTOR PARTS	12 W25514	12/11/2025	FACTORY AUTO PARTS	646.63	
	Voucher:			12-6894257	12/1/2025	FACTORY AUTO PARTS	574.18	
				167-216985	12/9/2025	FACTORY AUTO PARTS	414.04	
				167-216624	12/4/2025	FACTORY AUTO PARTS	209.94	1,844.79
113031	1/13/2026	00000619	FALCON FUELS, INC.	90545	12/8/2025	REGULAR UNLD 10% ETH -8620 CALIFORNIA	21,888.60	
	Voucher:			90544	12/8/2025	REGULAR UNLD 10% ETH -8620 CALIFORNIA	9,310.68	
				90568	12/8/2025	REGULAR UNLD 10% ETH -8620 CALIFORNIA	3,580.54	34,779.82
113032	1/13/2026	00002026	FEDERAL EXPRESS COR	8-980-66484	9/5/2025	FEDEX 09/05/2025 - PRIORITY OVERNIGHT F	9.77	
	Voucher:			8-998-56130	9/19/2025	FEDEX 09/19/2025 - PRIORITY OVERNIGHT F	9.77	19.54
113033	1/13/2026	0005869	FERGUSON WATERWOR	0065240	11/26/2025	RESTOCK FIRE HYDRANTS	12,667.59	
	Voucher:			0065244	11/19/2025	INVENTORY PO/ COPPER	8,140.13	20,807.72
113034	1/13/2026	00003770	FLEMING ENVIRONMENT	23446	12/8/2025	UNDERGROUND STORAGE TANK MAINTENANCE	1,835.00	
	Voucher:			23490	12/10/2025	UNDERGROUND STORAGE TANK MAINTENANCE	580.00	2,415.00
113035	1/13/2026	0015312	FLORES, DIGNA	Ref000378907	11/24/2025	UB REFUND CST #00065539 - 9529 ELIZABETH	132.15	132.15
	Voucher:							
113036	1/13/2026	0015297	FORREST L STORY, PUBI	3548	12/22/2025	TRAINING WORKSHOPS DEC 8-9 2025	3,600.00	3,600.00
	Voucher:							
113037	1/13/2026	0010237	FRONTIER COMMUNICAT	562-197-120525	12/5/2025	12/05/25 - 01/04/26 - INTERNET SERVICES	567.20	567.20
	Voucher:							
113038	1/13/2026	0015315	FUENTES, JOSE	Ref000378910	11/24/2025	UB REFUND CST #00065976 - 2854 ARDMORE A	162.36	162.36
	Voucher:							
113039	1/13/2026	0009215	G&M OIL COMPANY, LLC	012-079	12/9/2025	THRU OCTOBER 2025 - CAR WASH	133.00	
	Voucher:			012-078	12/9/2025	THRU NOVEMBER 2025 - CAR WASH	126.00	
				012-080	12/9/2025	THRU NOVEMBER 2025 - CARWASH	42.00	301.00
113040	1/13/2026	0013954	GANNETT FLEMING, INC.	079472-01-14	7/10/2025	8/22/25 CONSTRUCTION MANAG & INSPECTION	5,335.80	5,335.80
	Voucher:							
113041	1/13/2026	0014956	GO2ZERO STRATEGIES,	2024593	7/31/2025	SOLID WASTE MANAGEMENT CONSULTING SERVIC	4,190.00	
	Voucher:			20251104-117	10/31/2025	SOLID WASTE MANAGEMENT CONSULTING SERVIC	3,062.50	
				20251202-150	11/30/2025	SOLID WASTE MANAGEMENT CONSULTING SERVIC	1,616.25	8,868.75
113042	1/13/2026	00002890	GRAINGER	9716763058	11/18/2025	SPECIALTY HARDWARE	1,242.12	

	Voucher:			9722806669	11/24/2025	SPECIALTY HARDWARE	1,142.47		
				9733224514	12/5/2025	SPECIALTY HARDWARE	665.68		
				9730781979	12/3/2025	SPECIALTY HARDWARE	182.08	3,232.35	
113043	1/13/2026	0013098	GREEN'S DRY CLEANING	539244	11/30/2025	NOVEMBER 2025 - JAIL CLEANING OF GARMENT	925.80	925.80	
	Voucher:								
113044	1/13/2026	0014788	HANDCUFF WAREHOUSE	588531	12/3/2025	PACK OF 100 SAFARILOAND TRANZPORT HOOD-	905.00	905.00	
	Voucher:								
113045	1/13/2026	0015316	HERNANDEZ, ARACELI	Ref000378911	11/24/2025	UB REFUND CST #00064494 - 2720 SOUTHERN	169.43	169.43	
	Voucher:								
113046	1/13/2026	0015320	HERNANDEZ, MARIA	Ref000378915	12/1/2025	UB REFUND CST #00060498 - 10430 SAN JUAN	168.08	168.08	
	Voucher:								
113047	1/13/2026	00000268	HOME DEPOT CREDIT SE	1362895	8/28/2025	STREET SUPPLIES	172.53		
	Voucher:			6372084	12/11/2025	STREET SUPPLIES	143.58		
				5363708	12/22/2025	MISC SUPPLIES	127.53		
				1341719	8/8/2025	MISC SUPPLIES	121.79		
				2363682	12/15/2025	WATER DEPARTMENT SUPPLIES	116.54		
				7042441	12/10/2025	STREET SUPPLIES	55.18		
				5020893	12/2/2025	ELECTRICAL SUPPLIES	53.37		
				3362620	7/17/2025	MISC SUPPLIES	13.11		
				8372067	12/9/2025	MISC SUPPLIES	10.38		
				8363665	12/9/2025	STREET SUPPLIES	439.34		
				4010080	12/3/2025	WATER DEPARTMENT SUPPLIES	371.60		
				9523678	12/8/2025	WATER DEPARTMENT SUPPLIES	351.03		
				2363646	12/5/2025	ELECTRICAL SUPPLIES	340.59		
				9363655	12/8/2025	MISC SUPPLIES	248.53		
				9363658	12/8/2025	MISC SUPPLIES	214.88	2,779.98	
113048	1/13/2026	0015225	INSTAGRID, INC	IN-2025050028	10/29/2025	PORTABLE INSTAGRID BATTERY FOR STREET EQ	2,768.75	2,768.75	
	Voucher:								
113049	1/13/2026	0013562	INTER-GRAPHICS COMP/	INV-0000518	12/10/2025	2025 WINTER QUARTERLY PRINTING OF THE CO	17,750.32	17,750.32	
	Voucher:								
113050	1/13/2026	00004578	INTERWEST CONSULTIN	1288278B	2/17/2025	FEB 28 2025 INSPECTION SERVICES PERMIT #	13,717.50		
	Voucher:			2522979	10/22/2025	SEP 2025 MID-BLOCK CROSSWALK FOR GARFIEL	975.00	14,692.50	
113051	1/13/2026	0015248	ISLAND CONSULTING AN	12925	12/9/2025	THREE TRIMETRIX EQ ASSESSMENTS	1,125.00	1,125.00	
	Voucher:								
113052	1/13/2026	0008222	JCL TRAFFIC SERVICES	132370	12/19/2025	INVENTORY PO/ SAFETY CONES	4,117.69	4,117.69	
	Voucher:								
113053	1/13/2026	00000430	JOHN L. HUNTER AND AS	SG1MS412507	9/26/2025	JULY 2025 NPDES PROGRAM	19,572.31		
	Voucher:			SG1MS412509	12/15/2025	SEP 2025 NPDES PROGRAM	6,086.36		
				SG1MS412508	10/28/2025	JULY 2025 NPDES PROGRAM	4,013.50		
				SG1IW12507	9/26/2025	JULY 2025 INDUSTRIAL WASTE & FOG CONTROL	3,321.50		
				SG1UOR12505	6/30/2025	05/01/25 - 05/31 /25 - UOR PROGRAM SERVI	3,318.00		
				SG1UOR12506	6/30/2025	06/01/25 - 06/30/25 - USED-OIL RECYCLING	2,376.38		
				SG1BCR12507	1/5/2026	JULY 2025 BEVERAGE CONTAINER RECYCLING P	2,193.25		
				SG1IW12508	10/28/2025	AUG 2025 INDUSTRIAL WASTE & FOG CONTROL	947.25		
				SG1IW2509	12/15/2025	9/30/25 INDUSTRIAL WASTE & FOG CONTROL P	722.97		
				SG1BCR12508	10/28/2025	AUG 2025 BEVERAGE CONTAINER RECYCLING PR	264.00	42,815.52	
113054	1/13/2026	00004004	KELLY SPICERS	50475033	12/5/2025	INVENTORY PO/COPY PAPER	4,742.20	4,742.20	
	Voucher:								
113055	1/13/2026	0012763	KIMLEY-HORN AND ASSC	34066108	11/30/2025	THRU 11/30/25 - PROFESSIONAL SERVICES -	39,112.50	39,112.50	
	Voucher:								
113056	1/13/2026	0007294	KOA CORPORATION	JC11148-36	12/4/2025	11/28/25 PROFESSIONAL ENGINEERING SERVIC	5,753.72		

	Voucher:			JC211195-20	9/12/2025	10/24/25 ENGINEERING SERVICES TRAFFIC IM	5,692.50	11,446.22
113057	1/13/2026	0008150	L.N. CURTIS & SONS	INV961173-2	6/23/2025	UNIFORM FOR PARK RANGER B. FLORES	650.00	
	Voucher:			INV949878	5/19/2025	BOOTS FOR JAILER N. ROSALES (UNIFORM	250.00	
				INV1016173	12/4/2025	UNIFORM AND ACCESSORIES	173.86	
				INV1016538	12/5/2025	UNIFORM AND ACCESSORIES	127.50	1,201.36
113058	1/13/2026	00001478	LAKESHORE	050378	12/2/2025	SUPPLIES FOR QUARTERLY TOT TIME & TINY T	989.81	989.81
	Voucher:							
113059	1/13/2026	0015321	LAUREL EMPLOYMENT L	12-15-2025	12/15/2025	PAYMENT PER SETTLEMENT AGREEMENT ATTACH	32,000.00	32,000.00
	Voucher:							
113060	1/13/2026	00004005	LEXIS NEXIS RISK SOLUT	1030003116	10/31/2025	10/01/25 - 10/31/25 - DESK OFFICER ONLIN	1,440.00	
	Voucher:			1030003342	11/30/2025	11/01/25 - 11/31/25 - DESK OFFICER ONLIN	1,440.00	2,880.00
113061	1/13/2026	0014756	LIBERTY DENTAL PLAN, (	DEC 2025	11/12/2025	DEC 2025 : PAYMENT FOR ACTIVE EE'S -	336.31	336.31
	Voucher:							
113062	1/13/2026	0014704	LOGHMANI & ASSOCIATE	14	12/8/2025	10/11/25 - 12/08/25 - CIRCLE PARK IMPRO	48,053.50	48,053.50
	Voucher:							
113063	1/13/2026	0014993	LOZA CONCRETE INC	INV-CIT1212	12/10/2025	REPLACEMENT OF BLOCK WALL AT 9836 SAN CA	12,375.00	
	Voucher:			INV-CIT1210	12/10/2025	REPLACEMENT OF BLOCK WALL AT 9936 SAN VI	9,450.00	
				INV-CIT1211	12/10/2025	REPLACEMENT OF BLOCK WALL 9836 SAN GABRI	8,100.00	29,925.00
113064	1/13/2026	00004269	M.L. BERNIE COMPANY IN	179520	12/1/2025	TIRE REPAIR AND SUPPLIES	735.00	735.00
	Voucher:							
113065	1/13/2026	0015310	MARTINEZ, LUIS D	Ref000378905	11/24/2025	UB REFUND CST #00031936 - 9616 MADISON A	40.00	40.00
	Voucher:							
113066	1/13/2026	00004060	MCMASTER-CARR SUPPI	56471534	12/8/2025	SPECIAL HARDWARE. NO WORK ON SG PROPERTY	412.83	
	Voucher:			56262914	12/3/2025	SPECIAL HARDWARE. NO WORK ON SG PROPERTY	172.74	585.57
113067	1/13/2026	0015314	MEJIA, VERONICA	Ref000378909	11/24/2025	UB REFUND CST #00061203 - 2914 MISSOURI	147.16	147.16
	Voucher:							
113068	1/13/2026	0011575	MERCHANTS BUILDING	930286	11/30/2025	NOV 2025 ANNUAL CUSTODIAL & MNTC SERVICE	26,909.00	26,909.00
	Voucher:							
113069	1/13/2026	00003815	MICHELSON LABORATOF	0741483	11/19/2025	TITLE 22 LAB ANALYSIS	1,650.00	
	Voucher:			0741482	11/19/2025	TITLE 22 LAB ANALYSIS	1,650.00	
				0742141	11/28/2025	TITLE 22 LAB ANALYSIS	1,650.00	
				0742140	11/28/2025	TITLE 22 LAB ANALYSIS	1,650.00	
				0741477	11/19/2025	TITLE 22 LAB ANALYSIS	462.00	7,062.00
113070	1/13/2026	00000170	MISC - PKS & REC REFUN	97888292-KIW/	12/15/2025	REFUND DEPOSIT (AFTER EVENT)	530.00	530.00
	Voucher:							
113071	1/13/2026	00000170	MISC - PKS & REC REFUN	96709968-GIRL	12/15/2025	REFUND DEPOSIT (AFTER EVENT)	319.00	319.00
	Voucher:							
113072	1/13/2026	00000170	MISC - PKS & REC REFUN	95861630 - AVI	12/10/2025	MATTHEW FLORES FOR YOUTH PRIVATE LESSON	125.39	125.39
	Voucher:							
113073	1/13/2026	00000170	MISC - PKS & REC REFUN	96028376-CARI	12/10/2025	CYNTHIA SANDOVAL - FOR YOUTH SEMI- PRIV	81.87	81.87
	Voucher:							
113074	1/13/2026	00000170	MISC - PKS & REC REFUN	96028504-FERI	12/10/2025	LUZAYRA FERNANDEZ FOR YOUTH SEMI-PRIVATE	81.87	81.87
	Voucher:							
113075	1/13/2026	0011448	MNS ENGINEERS, INC.	91880	11/14/2025	OCTOBER 2025 - SERVICES FOR DEMOLITION O	18,248.75	18,248.75
	Voucher:							
113076	1/13/2026	00004335	MOTOROLA SOLUTIONS,	8281808731	1/29/2024	02/03/24- 02/02/27 - 6 MOTOROLA HAND-HEL	17,742.39	17,742.39
	Voucher:							
113077	1/13/2026	0013808	MR. HOSE, INC	267852	12/11/2025	EQUIPMENT HOSE REPAIR AND FABRICATION	600.74	600.74
	Voucher:							
113078	1/13/2026	0011779	NACHO AUTOMOTIVE RE	41137	12/3/2025	VEHICLE SMOG INSPECTION & FAILED EMMISIO	80.00	
	Voucher:			41209	12/15/2025	VEHICLE SMOG INSPECTION & FAILED EMMISIO	60.00	

				41136	12/3/2025	VEHICLE SMOG INSPECTION & FAILED EMMISIO	40.00	
				41132	12/3/2025	VEHICLE SMOG INSPECTION & FAILED EMMISIO	40.00	
				41135	12/3/2025	VEHICLE SMOG INSPECTION & FAILED EMMISIO	40.00	
				41148	12/4/2025	VEHICLE SMOG INSPECTION & FAILED EMMISIO	40.00	
				41144	12/4/2025	VEHICLE SMOG INSPECTION & FAILED EMMISIO	40.00	
				41163	12/8/2025	VEHICLE SMOG INSPECTION & FAILED EMMISIO	40.00	
				41213	12/15/2025	VEHICLE SMOG INSPECTION & FAILED EMMISIO	40.00	
				41190	12/10/2025	VEHICLE SMOG INSPECTION & FAILED EMMISIO	40.00	460.00
113079	1/13/2026	0009990	NATURE'S SELECT PET F	245195	11/24/2025	DOG FOOD SUPPLIER	126.12	
	Voucher:			245861	12/1/2025	DOG FOOD SUPPLIER	126.12	252.24
113080	1/13/2026	0011139	NORM REEVES FORD SU	158540	12/8/2025	VEHICLE REPAIRS AND PARTS	3,476.13	3,476.13
	Voucher:							
113081	1/13/2026	0010281	NV5, INC.	484990	11/21/2025	CM AND CI FOR AMR REPLACEMENT PHASE IV	19,515.00	19,515.00
	Voucher:							
113082	1/13/2026	0010281	NV5, INC.	481464	11/5/2025	11/30/25 LOAD MONITORING TEST FOR HVAC D	4,550.00	4,550.00
	Voucher:							
113083	1/13/2026	00001414	OFFICE DEPOT	448911228001	11/20/2025	OFFICE SUPPLIES	358.90	
	Voucher:			445488871001	11/4/2025	OFFICE SUPPLIES	44.05	
				449280111001	11/26/2025	OFFICE SUPPLIES	73.65	
				446735653001	11/25/2025	OFFICE SUPPLIES	69.27	
				445711139001	11/4/2025	OFFICE SUPPLIES	68.00	
				448143191001	11/13/2025	OFFICE SUPPLIES	59.84	
				448070467001	11/12/2025	OFFICE SUPPLIES	55.92	
				445379186002	11/12/2025	OFFICE SUPPLIES	42.74	
				448070198001	11/13/2025	OFFICE SUPPLIES	40.10	
				445793427001	11/4/2025	OFFICE SUPPLIES	31.77	
				445793426001	11/4/2025	OFFICE SUPPLIES	23.35	
				446246751001	11/5/2025	OFFICE SUPPLIES	-150.52	
				446244447001	11/5/2025	OFFICE SUPPLIES	-699.25	
				447254192001	11/18/2025	OFFICE SUPPLIES	1,377.90	
				446660933001	11/13/2025	OFFICE SUPPLIES	939.74	
				446547249001	11/5/2025	OFFICE SUPPLIES	87.98	
				447537197001	11/13/2025	OFFICE SUPPLIES	77.21	
				444270906002	11/12/2025	OFFICE SUPPLIES	75.01	
				445379186001	11/4/2025	OFFICE SUPPLIES	314.15	
				449495115001	11/25/2025	OFFICE SUPPLIES	270.01	
				445431051001	11/4/2025	OFFICE SUPPLIES	264.26	
				445684716001	11/4/2025	OFFICE SUPPLIES	228.09	
				444270906001	11/11/2025	OFFICE SUPPLIES	220.68	
				444180811001	11/11/2025	OFFICE SUPPLIES	214.92	
				447539728001	11/13/2025	OFFICE SUPPLIES	176.69	
				446272838001	11/4/2025	OFFICE SUPPLIES	129.90	
				447258833001	11/6/2025	OFFICE SUPPLIES	122.51	
				445792902001	11/4/2025	OFFICE SUPPLIES	112.94	
				446948016001	11/3/2025	OFFICE SUPPLIES	93.64	
				447704808001	11/26/2025	OFFICE SUPPLIES	93.34	
				445487302001	11/4/2025	OFFICE SUPPLIES	91.25	4,908.04
113084	1/13/2026	0014075	ONEIT INC	60779-DV	8/10/2025	DATTO BUSINESS CONTINUITY DISASTER RECOV	19,152.00	19,152.00
	Voucher:							
113085	1/13/2026	0007984	O'REILLY AUTO PARTS	3063-248137	12/10/2025	AUTO PARTS	491.72	
	Voucher:			3063-247846	12/8/2025	AUTO PARTS	169.76	

				3063-247062	12/2/2025	AUTO PARTS	128.41		
				3063-241672	10/23/2025	AUTO PARTS	55.90		
				3063-246987	12/2/2025	AUTO PARTS	45.80		
				3063-248237	12/11/2025	AUTO PARTS	21.56		
				3063-247295	12/4/2025	AUTO PARTS	5.53	918.68	
113086	1/13/2026 Voucher:	00005204	PD: CANCIO, ROGER	TNR 1272	12/16/2025	SEPT 15-17 2025 FIELD TRAINING PROGRAM S	301.00	301.00	
113087	1/13/2026 Voucher:	00003620	PD: CORELLA, CARLOS	TNR 1272	12/16/2025	SEPT 15-17 2025 FIELD TRAINING PROGRAM S	301.00	301.00	
113088	1/13/2026 Voucher:	00003935	PD: GARCIA, EVELYN	TNR 1255	12/16/2025	SEPT 2-5 2025 WOMEN LEADERS IN LAW ENFOR	112.00	112.00	
113089	1/13/2026 Voucher:	0012066	PD: HERRERA, MARIELA	TNR 1255	12/16/2025	SEPT 2-5 2025 WOMEN LEADERS IN LAW ENFOR	274.40	274.40	
113090	1/13/2026 Voucher:	0015330	PD: ITURRIAGA, NICHOLA	TNR 1271	12/16/2025	AUG 25- SEPT 5, 2025 ICI HOMICIDE & DEAT	264.80	264.80	
113091	1/13/2026 Voucher:	00003789	PD: MONTERROZA, JOHA	TNR 1255 A	12/17/2025	SEPT 2-5 2025 WOMEN IN LEADERS IN LAW PE	274.40	274.40	
113092	1/13/2026 Voucher:	0014151	PD: PEREZ, OLIVER	TNR 1253A	12/16/2025	AUG 11-15 2025 ICI GANG FOUNDATION SPECI	562.14	562.14	
113093	1/13/2026 Voucher:	00002824	PD: RODRIGUEZ, MANUE	TNR 1255	12/16/2025	SEPT 2-5 2025 WOMEN LEADERS IN LAW ENFOR	274.40	274.40	
113094	1/13/2026 Voucher:	0012067	PD: VASQUEZ, JAZMIN	TNR 1255	12/16/2025	SEPT 2-5 2025 WOMEN IN LEADERS LAW ENFOR	274.40	274.40	
113095	1/13/2026 Voucher:	0012920	PD: ZARAGOZA, JAMES	TNR 1271	12/16/2025	AUG 25- SEPT 5, 2025 ICI HOMICIDE & DEAT	264.80	264.80	
113096	1/13/2026 Voucher:	00004717	PETTY CASH- GENERAL I	10/21/25 - 12/04	10/21/2025	10/21/25 - 12/04/25 - PETTY CASH GENERA	720.68	720.68	
113097	1/13/2026 Voucher:	00004713	PETTY CASH- PARKS & R	11/12/25 -12/12	11/12/2025	11/12/25 - 12/12/25 - WATER FOR JOHN	272.07	272.07	
113098	1/13/2026 Voucher:	00003721	PLUMBERS DEPOT INC.	PD-60218	12/9/2025	GAPVAX REPAIR AND PARTS	2,842.96	2,842.96	
113099	1/13/2026 Voucher:	0009041	PRES TECH EQUIPMENT	INV-001456	12/10/2025	MATERIAL,PARTS AND SERVICING OF VALVE TR	625.40	625.40	
113100	1/13/2026 Voucher:	0011466	PRINCIPAL LIFE INSURAN	DEC 2025	11/28/2025	DEC 2025: ADJ FOR ACTIVE MISC EE'S PPO D	4,755.11	4,755.11	
113101	1/13/2026 Voucher:	00000416	RAPID-O-PRINT	35083	12/10/2025	PRINTING SERVICES	368.80	368.80	
113102	1/13/2026 Voucher:	0013627	RED WING BRANDS OF A	2025121010969	12/10/2025	SAFETY FOOTWEAR PROVIDER FOR SHOE VOUCH	500.00	500.00	
113103	1/13/2026 Voucher:	0012665	RS SCREEN PRINTING &E	SOGATEJAC	12/2/2025	STAFF UNIFORMS/ADULT SPORTS & FITNESS SH	179.86	179.86	
113104	1/13/2026 Voucher:	00004821	S & J SUPPLY COMPANY,	S100262249.00	12/4/2025	MISC HARDWARE	673.23	673.23	
113105	1/13/2026 Voucher:	0010623	SECTRAN SECURITY INC	25120628	12/15/2025	DEC 2025 SECTRAN - ARMORED TRUCK SERVICE	602.94		
				25112530	11/30/2025	NOV 2025 CHANGE ORDER FEE	45.71	648.65	
113106	1/13/2026 Voucher:	00004834	SECURITY SIGNAL DEVIC	R-00629176	1/1/2026	01/01/26-03/31/26 - ALARM SERVICE FOR O	872.52		
				S-01158586	11/18/2025	REPAIR AND MAINTENANCE NOT ON CONTRACT	189.00	1,061.52	
113107	1/13/2026 Voucher:	0014147	SHERWOOD HR CONSUL	11192025	11/19/2025	11/3/25 & 11/19/25 ORGANIZATIONAL DEVELO	6,750.00	6,750.00	
113108	1/13/2026 Voucher:	0015296	SIMPLER SYSTEMS, INC	3180	12/16/2025	NOV 2025 FINANC REPORTING SOFTWARE LICEN	1,267.20	1,267.20	

113109	1/13/2026	0015319	SOLIS, DIANA	Ref000378914	11/24/2025	UB REFUND CST #00063864 - 2732 INDIANA A	180.20	180.20
	Voucher:							
113110	1/13/2026	0015313	SOLIS, PEDRO JR	Ref000378908	11/24/2025	UB REFUND CST #00066562 - 9808 OTIS ST.	132.64	132.64
	Voucher:							
113111	1/13/2026	0013585	STERICYLE, INC.	8012769513	11/30/2025	SHREDDING DOCUMENTS	145.48	145.48
	Voucher:							
113112	1/13/2026	00004906	SWRCB FEES	WD-0305070	11/19/2025	07/01/25 - 06/30/26 - CITY ANNUAL PERMIT	21,150.00	21,150.00
	Voucher:							
113113	1/13/2026	0009039	TETRA TECH	52505214	11/4/2025	THRU 10/24/25 - SG PARKS WELLS	73,949.86	73,949.86
	Voucher:							
113114	1/13/2026	00003851	THOMSON REUTERS	852894819	12/1/2025	11/01 - 11/30, 2025 - ONLINE/SOFTWARE SU	759.00	759.00
	Voucher:							
113115	1/13/2026	00000493	U.S. BANK	7980958	11/25/2025	11/1/2025-10/31/2026 - INVESTMENT CUSTO	1,375.00	1,375.00
	Voucher:							
113116	1/13/2026	00004964	UNDERGROUND SERVIC	820250213	9/1/2025	DIG ALERTS	610.00	
	Voucher:			25-260547	9/1/2025	DIG ALERTS	173.62	783.62
113117	1/13/2026	0013792	UNIFIRST CORPORATIOI	CSG1125	12/4/2025	NOV 2025 PROCUREMNT OF CITY-ISSUED UNIFO	1,472.27	1,472.27
	Voucher:							
113118	1/13/2026	0010265	UNITED PACIFIC SERVICI	1011-1-1011-4	11/30/2025	ANNUAL CITYWIDE TREE MAINTENANCE	77,585.00	
	Voucher:			25-1205-1	12/5/2025	PALM TREE REMOVAL AT HAWKINS RESERVOIR	8,190.00	85,775.00
113119	1/13/2026	00003928	US BANK TRUST N.A.	788757000-JAN	1/1/2026	JAN 2026- COSG 2005 PENSION OBLIGATION R	167,768.00	167,768.00
	Voucher:							
113120	1/13/2026	00001848	VERIZON WIRELESS	6129273656	11/23/2025	10/24/2025-11/23/2025-ACCT# 572436405-00	7,098.75	7,098.75
	Voucher:							
113121	1/13/2026	00002634	VULCAN MATERIALS COI	5221832	12/8/2025	ASPHALT, BASE, EMULSION PRODUCT	658.49	
	Voucher:			573739	11/30/2025	ASPHALT, BASE, EMULSION PRODUCT	27.03	685.52
113122	1/13/2026	0014146	W.G. ZIMMERMAN ENGIN	25-11-897	12/8/2025	NOV 2025 YEAR 2: TRAFFIC ENGINEER SUPPOR	6,460.00	6,460.00
	Voucher:							
113123	1/13/2026	00002593	WAXIE'S SANITARY SUPI	83681013	12/9/2025	INIVENTORY PO/ JANITORIAL SUPPLIES	10,267.10	10,267.10
	Voucher:							
113124	1/13/2026	0010476	WECK LABORATORIES IN	W5L0553	12/8/2025	WATER SAMPLES	145.00	
	Voucher:			W5L0207	12/3/2025	WATER SAMPLES	115.00	
				W5L0206	12/3/2025	WATER SAMPLES	30.00	290.00
113125	1/13/2026	0014573	WEST & ASSOCIATES EN	1025.12.005	12/5/2025	ANNUAL URBAN WATER USE OBJECTIVE REPORT	1,950.00	1,950.00
	Voucher:							
113126	1/13/2026	0009526	WEST COAST LIGHTS & S	28472	10/8/2025	SUPPLIES LIGHTS,PARTS AND EQUIPMENT FOR	168.91	168.91
	Voucher:							
113127	1/13/2026	00000032	WEST COAST MAILERS	12112	12/8/2025	09/19/25-10/20/25 & 09/25/25 10/23/25	3,296.30	
	Voucher:			12110	12/8/2025	10/07/25-11/04/25 & 10/09/25 -11/06/25	2,899.80	
				12111	12/8/2025	09/30/25-10/29/25 & 10/01/25 -10/30/25	2,747.54	
				12109	12/22/2025	10/14/25-11/11/25 & 10/15/25 -11/12/25	2,622.25	11,565.89
113128	1/13/2026	00004593	WESTERLY METER SERV	18004	11/13/2025	MISC. PRECISION TEST	70.00	
	Voucher:			18014	12/2/2025	MISC.PRECISION TEST	70.00	140.00
113129	1/13/2026	00000561	WESTERN EXTERMINAT(	85482591	12/30/2025	ANNUAL PEST CONTROL SERVICE AGREEMENT FY	165.40	165.40
	Voucher:							
113130	1/13/2026	00001522	WHITE CAP CONSTRUCT	50034605397	12/9/2025	POSTS TO SECURE PLANTS ON TWEEDY BLVD FO	1,434.24	
	Voucher:			50034596660	12/9/2025	SPECIAL TOOLS	1,120.20	
				50034622320	12/10/2025	POSTS TO SECURE PLANTS ON TWEEDY BLVD FO	860.55	3,414.99
113131	1/13/2026	00001280	WILLDAN	00341281	9/11/2025	THUR- 09/11/25 - I-710 FIRESTONE BLVD -	28,900.00	
	Voucher:			00236826	12/15/2025	THRU 11/30/25 - PROFESSIONAL SERVICES FO	16,500.00	
				00341771	12/12/2025	STAFF AUGMENTATION - ST SUPERINTENDENT	13,260.00	

				00341453	10/21/2025	THRU 10/03/25 - LA COUNTY BRIDGE MAINTEN	9,180.00	
				00341282	9/11/2025	THRU 08/29/25 - LA COUNTY BRIDGE MAINTEN	8,160.00	
				010-64148	11/17/2025	PROFESSIONAL SERVICES TO CONDUCT A FEE S	2,050.00	78,050.00
113132	1/13/2026	00000062	ZIEGLER'S HARDWARE&	6447	12/4/2025	MISC HARDWARE	22.12	
	Voucher:			6457	12/6/2025	MISC HARDWARE	19.91	
				6443	12/4/2025	MISC HARDWARE	16.37	58.40
113133	1/13/2026	00000063	ZUMAR INDUSTRIES INC	11316	12/4/2025	TRAFFIC SIGNS ANCHORS AND POLES FOR TRAF	780.05	780.05
	Voucher:							
10471509	12/11/2025	00002335	PITNEY BOWES	NOV/DEC 2025	11/30/2025	NOV/ DEC 2025 RESERVE ACCOUNT (# 3471907	3,500.00	3,500.00
	Voucher:							

Sub total for BANK OF THE WEST: 1,100,275.97

141 checks & 1 wire in this report

Grand Total All Checks & Wire: 1,100,275.97

Bank : botw BANK OF THE WEST

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
3051	12/18/2025	00000004	NATIONWIDE RETIREMENT S	Ben378874	12/18/2025	DEF COMP NATIONWIDE: PAYME	110,397.13	110,397.13
	Voucher:							
3052	12/18/2025	00000343	PUBLIC EMPLOYEES RETIRI	Ben378876	12/18/2025	PERS RETIREMENT: PAYMENT	296,190.99	296,190.99
	Voucher:							
3053	12/18/2025	00001186	EMPLOYMENT DEVELOPME	Ben378878	12/18/2025	SDI: PAYMENT	70,835.27	70,835.27
	Voucher:							
3054	12/18/2025	00002370	INTERNAL REVENUE SERVI(	Ben378880	12/18/2025	MEDICARE: PAYMENT	197,703.10	197,703.10
	Voucher:							
3056	12/18/2025	00004836	SEIU LOCAL 721 CTW CLC-2	Ben378882	12/18/2025	SEIU DUES: PAYMENT	3,018.93	3,018.93
	Voucher:							
3057	12/18/2025	00004996	SEIU-COPE LOCAL 721, LA/C	Ben378884	12/18/2025	SEIU- COPE LOCAL 721 DEDUCT	88.01	88.01
	Voucher:							
3058	12/18/2025	00004988	CHILD SUPPORT ON-LINE, S	Ben378886	12/18/2025	CHILD SUPPORT-ONLINE: PAYMI	1,036.12	1,036.12
	Voucher:							

Sub total for BANK OF THE WEST: 679,269.55

7 checks in this report. **Grand Total All Wires:** 679,269.55

WARRANT REGISTER FOR COUNCIL MEETING 01/13/2026

PART VII

Bank : botw BANK OF THE WEST

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
3045	12/4/2025	00004708	PERS HEALTH PLAN	Ben378332	12/4/2025	DEC 2025 MEDICAL HMO ANTHE	580,324.66	580,324.66
	Voucher:							
3059	1/1/2026	00004836	SEIU LOCAL 721 CTW CLC-2	Ben379093	1/1/2026	SEIU DUES: PAYMENT	2,998.95	2,998.95
	Voucher:							
3060	1/1/2026	00002370	INTERNAL REVENUE SERVI(	Ben379095	1/1/2026	MEDICARE: PAYMENT	168,784.49	168,784.49
	Voucher:							
3061	1/1/2026	00000343	PUBLIC EMPLOYEES RETIRI	Ben379097	1/1/2026	PERS RETIREMENT: PAYMENT	308,103.04	308,103.04
	Voucher:							
3062	1/1/2026	00001186	EMPLOYMENT DEVELOPME	Ben379099	1/1/2026	SDI: PAYMENT	64,065.72	64,065.72
	Voucher:							
3063	1/1/2026	00000004	NATIONWIDE RETIREMENT !	Ben379101	1/1/2026	DEF COMP NATIONWIDE: PAYME	93,045.84	93,045.84
	Voucher:							
3064	1/1/2026	00004996	SEIU-COPE LOCAL 721, LA/C	Ben379103	1/1/2026	SEIU- COPE LOCAL 721 DEDUCT	88.01	88.01
	Voucher:							
3065	1/1/2026	00004988	CHILD SUPPORT ON-LINE, S	Ben379105	1/1/2026	CHILD SUPPORT-ONLINE: PAYMI	1,036.12	1,036.12
	Voucher:							

Sub total for BANK OF THE WEST: 1,218,446.83

8 checks in this report.

Grand Total All Wires: 1,218,446.83

WARRANT REGISTER SUMMARY
CITY COUNCIL MEETING OF 01/13/2026

TOTAL PART I - PAYROLL- RELATED CHECKS		3,254.87
TOTAL PART II - PREPAID CHECKS (12/17/2025)		874,857.41
TOTAL PART III - REISSUE (12/17/2025)		8,381.58
TOTAL PART IV - PAYROLL- RELATED CHECKS		61,407.62
TOTAL PART V -ACCOUNTS PAYABLE CHECKS & WIRE TRANSFERS		1,100,275.97
TOTAL PART V-PAYROLL- RELATED WIRE TRANSFERS		679,269.55
TOTAL PART V-PAYROLL- RELATED WIRE TRANSFERS		1,218,446.83
	SUB - TOTAL	3,945,893.83
LESS: VOIDS		0.00
LESS: EMPLOYEE PAYROLL DEDUCTIONS		(913,503.07)
	GRAND TOTAL	3,032,390.76

SOUTH GATE CITY COUNCIL
WARRANT APPROVAL AND CANCELLATION

Warrant Number 112964 to Warrant Number 113133 inclusive, plus WireTransfers and EFTs totaling $3,032,390.76 as listed on the accompanying Accounts Payable Warrant Register of Jan 13, 2026 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
	TOTAL OF VOIDED CHECKS		$0.00	
	* TOTAL OF REPLACEMENT CHECKS		$0.00	

* Replacement checks reported in previous warrant registers have no impact to the grand total.

Rick Singh 1/6/26
ACCOUNTING AND FINANCE MANAGER

1/6/26
DIRECTOR OF ADMINISTRATIVE SERVICES

Pursuant to action of the City Council on JAN 13, 2026 at a regular or adjourned meeting, the City Treasurer was ordered to pay and/or cancel the above warrants, wire transfers & ETFs, as approved.