

# **CITY OF HUNTINGTON PARK**

## **City Council**

### **Regular Meeting**

#### **Agenda**

**Tuesday, June 15, 2021**

6:00 p.m.

City Hall Council Chambers

6550 Miles Avenue, Huntington Park, CA 90255

**Graciela Ortiz**

Mayor

**Eduardo “Eddie” Martinez**

Vice Mayor

**Karina Macias**

Council Member



**Marilyn Sanabria**

Council Member

**Manuel “Manny” Avila**

Council Member

All agenda items and reports are available for review in the City Clerk's Office and [www.hpca.gov](http://www.hpca.gov). Any writings or documents provided to a majority of the City Council regarding any item on this agenda (other than writings legally exempt from public disclosure) will be made available for public inspection in the Office of the City Clerk located at 6550 Miles Avenue, Huntington Park, California 90255 during regular business hours, 7:00 a.m. to 5:30 p.m., Monday – Thursday, and at the City Hall Council Chambers during the meeting.

Any person who requires a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in the public meeting may request such modification, accommodation, aid or service by contacting the City Clerk's Office either in person at 6550 Miles Avenue, Huntington Park, California or by telephone at (323) 584-6230. Notification in advance of the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

**PLEASE SILENCE ALL CELL PHONES AND OTHER ELECTRONIC EQUIPMENT WHILE COUNCIL IS IN SESSION. Thank you.**

**PLEASE NOTE**--The numerical order of items on this agenda is for convenience of reference. Items may be taken out of order upon request of the Mayor or Members of the City Council. Members of the City Council and the public are reminded that they must preserve order and decorum throughout the Meeting. In that regard, Members of the City Council and the public are advised that any delay or disruption in the proceedings or a refusal to obey the orders of the City Council or the presiding officer constitutes a violation of these rules.

- The conduct of City Council meetings is governed by the portion of the California Government Code commonly known as the "Brown Act" and by the Huntington Park City Council Meeting Rules of Procedure.
- The City Council meeting is for conducting the City's business, and members of the audience must obey the rules of decorum set forth by law. This means that each speaker will be permitted to speak for three minutes to address items that are listed on the City Council agenda or topics which are within the jurisdictional authority of the City.
- No profanity, personal attacks, booing, cheering, applauding or other conduct disruptive to the meeting will be permitted. Any person not adhering to the Rules of Procedure or conduct authorized by the Brown Act may be asked to leave the Council Chambers.
- All comments directed to the City Council or to any member of the City Council must be directed to the Mayor (or Chairperson if Mayor is absent).

We ask that you please respect the business nature of this meeting and the order required for the proceedings conducted in the Council Chambers.

### **Public Comment**

*Certain provisions of the Brown Act are temporarily waived pursuant to Governor Newsom's Executive Order N-25-20 and N-29-20.*

*In the interest of Public Health and Safety in order to minimize the spread of the COVID 19 virus, you are strongly encouraged to observe the City Council meetings on the City of Huntington Park's website at [www.hpca.gov](http://www.hpca.gov).*

***PUBLIC COMMENT** – If you would like to comment on any listed Agenda Items or Non-Agenda Items, please email the City Clerk's office at [publiccomment@hpca.gov](mailto:publiccomment@hpca.gov) or by telephone, by calling (323) 584-6230, up until one (1) hour, prior to the start of the meeting. Public Comments will then be read during public comment and made part of the record.*

*The City of Huntington Park thanks you in advance for your cooperation.*

For both open and closed session, each speaker will be limited to three minutes per Huntington Park Municipal Code Section 2-1.207. Time limits may not be shared with other speakers and may not accumulate from one period of public comment to another or from one meeting to another. **This is the only opportunity for public input except for scheduled public hearing items.**

All comments or queries shall be addressed to the Council as a body and not to any specific member thereof. Pursuant to Government Code Section 54954.2(a)(2), the Ralph M. Brown Act, no action or discussion by the City Council shall be undertaken on any item not appearing on the posted agenda, except to briefly provide information, ask for clarification, provide direction to staff, or schedule a matter for a future meeting.

## **Additions/Deletions to Agenda**

Items of business may be added to the agenda upon a motion adopted by a minimum two-thirds vote finding that there is a need to take immediate action and that the need for action came to the attention of the City or Agency subsequent to the agenda being posted. Items may be deleted from the agenda upon the request of staff or Council.

## **Important Notice**

The City of Huntington Park shows replays of City Council Meetings on Local Access Channel 3 and over the Internet at [www.hpca.gov](http://www.hpca.gov). NOTE: Your attendance at this public meeting may result in the recording and broadcast of your image and/or voice.

## **CALL TO ORDER**

## **ROLL CALL**

Mayor Graciela Ortiz  
Vice Mayor Eduardo "Eddie" Martinez  
Council Member Karina Macias  
Council Member Marilyn Sanabria  
Council Member Manuel "Manny" Avila

## **INVOCATION**

## **PLEDGE OF ALLEGIANCE**

## **PRESENTATION(S)**

1. Pride Month Proclamation Presentation
2. CIF Scholar Athletes Presentation

## **PUBLIC COMMENT**

*Pursuant to the Governor's Executive Orders, any emailed public comment will be read into the record at this time.*

*Pursuant to Government Code Section 54954.3(a) Members of the public will have an opportunity to address the City Council on items listed on this agenda. For items on this agenda each speaker will be limited to three minutes per Huntington Park Municipal Code Section 2-1.207. Time limits may not be shared with other speakers and may not accumulate from one period of public comment to another or from one meeting to another.*

## **STAFF RESPONSE**

## **CONSENT CALENDAR**

All matters listed under the Consent Calendar are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items prior to the time the Council votes on the motion unless members of the Council, staff, or the public request specific items to be discussed and/or removed from the Consent Calendar for separate action.

## **OFFICE OF THE CITY CLERK**

1. Approve Minute(s) of the following City Council Meeting(s):

1-1. Regular City Council Meeting held June 1, 2021

## **FINANCE**

2. Approve Accounts Payable and Payroll Warrant(s) dated June 15, 2021

## **END OF CONSENT CALENDAR**

## **REGULAR AGENDA**

## **PUBLIC WORKS**

3. **APPROVE ACCEPTANCE OF WORK PERFORMED AS PART OF CIP 2018-08 HUNTINGTON PARK GREENWAY PROJECT**

### **RECOMMENDATION OF ITEM UNDER CONSIDERATION**

1. Approve acceptance of work performed by Marina Landscape, Inc. for the construction of CIP 2018-08 Huntington Park Greenway Project (project);
2. Authorize staff to execute the Notice of Completion and direct the City Clerk to file the NOC with the Los Angeles County Recorder's Office; and
3. Release Marina Landscape, Inc.'s 5% retention amount of \$167,186.99.

4. **CONSIDERATION AND APPROVAL TO PERFORM EMERGENCY REPLACEMENT OF A BROKEN 10-INCH DISTRIBUTION WATER VALVE AT 3505 SANTA ANA STREET**

### **RECOMMENDATION OF ITEM UNDER CONSIDERATION:**

1. Pursuant to Municipal Code Section 2-5.13 Emergency purchase, authorize the City Manager, Public Works Director and Finance Director to proceed without solicitation of bids to a contract of an emergency repair of a 10-inch water valve at 3505 Santa Ana Street;
2. Authorize Inframark as the City's water operator to make the necessary repairs for a not-to-exceed amount of \$18,150; and
3. Authorize City staff to process Inframark's invoice payable from Account No. 681-8030-461.43-20.



**5. CONSIDERATION AND APPROVAL TO EXECUTE THE REQUEST FOR SERVICES TO DESIGN CIP 2017-03 ATP CYCLE III CALTRANS PROJECT ID ATPL-5150(015)**

**RECOMMENDATION OF ITEM UNDER CONSIDERATION:**

1. Execute the request for services (RFS) for the design of the plans, specifications and engineer's estimate (PS&E) as part of CIP 2017-03 ATP Cycle III Caltrans Project ID ATPL-5150(015) to Infrastructure Engineers for a not-to-exceed amount of \$45,000;
2. Payable from Metro Transportation Development Act (TDA) Article 3 funds from Account No. 334-8080-431.76-19;
3. Authorize staff to submit the Fiscal Year TDA Article 3 Local Allocation Form-Claim and all other corresponding reports to Metro; and
4. Authorize the City Manager to execute the RFS.

**6. CONSIDERATION AND APPROVAL TO AWARD PROFESSIONAL SERVICES AGREEMENT TO PROVIDE MS4 COMPLIANCE SERVICES**

**RECOMMENDATION OF ITEM UNDER CONSIDERATION:**

1. Award a three (3) year professional service agreement (PSA) with an option of two, one-year extensions to provide compliance services as it relates to the current Los Angeles County Municipal Separate Storm Sewer System (MS4) Program to West & Associates Engineering, Inc. as the most responsive and responsible proposer for a not-to-exceed amount of \$118,000;
2. Payable from the fiscal year 2020-21 County of Los Angeles Safe Clean Water Account No. 111-8031-433.76-17; and
3. Authorize the City Manager to execute the PSA.

**7. CONSIDERATION AND APPROVAL TO AWARD PROFESSIONAL SERVICES AGREEMENT TO DRAFT THE LOCAL ROADWAY SAFETY PLAN**

**RECOMMENDATION OF ITEM UNDER CONSIDERATION:**

1. Award a professional service agreement (PSA) to draft the Local Roadway Safety Plan to Minagar & Associates, Inc. as the most responsive and responsible proposer for a not-to-exceed amount of \$49,366;
2. Payable with \$44,346 from the State of California Department of Transportation Grant Funds in Account No. 222-8010-431.56-41 and local match utilizing Measure R funds in the amount of \$5,020 from Account No. 222-8010-431.56-41; and

3. Authorize the City Manager to execute the PSA and other related Metro documents.

## **PARKS AND RECREATION**

### **8. RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE DODGERS RBI PROGRAM GRANT FROM THE LOS ANGELES DODGERS FOUNDATION FOR THE 2021 BASEBALL AND SOFTBALL SEASON AT SALT LAKE PARK.**

#### **RECOMMENDATION OF ITEM UNDER CONSIDERATION:**

1. Adopt Resolution No.2021-15, Authorizing the acceptance of the Dodgers RBI Grant from the Los Angeles Dodgers Foundation for the 2021 Baseball season at Salt Lake Park; and
2. Authorize the City Manager to execute all related grant documents.

### **9. RESOLUTION AUTHORIZING THE NAMING OF THE NEWLY CREATED LINEAR PARK**

#### **RECOMMENDATION OF ITEM UNDER CONSIDERATION:**

1. Adopt Resolution No. 2021-16, approving the naming of the newly created linear park which consists of 10-blocks/lots along the Los Angeles Department of Water and Power corridor, to be officially deemed "Veterans Park" in its entirety; and
2. Authorize each individual lot throughout the park, to be named specifically in honor of U.S. military men and women for their sacrifices, dedication and service to our country.

### **10. CONSIDERATION AND APPROVAL OF AUTHORIZATION AND RATIFICATION OF CERTAIN EXPENDITURES FOR SECURITY CAMERA SERVICES AT CITY PARKS**

1. Approve authorization of Lan Wan Enterprise IT Solutions for Security Camera Services; and
2. Authorize the City Manager to execute agreement.

## **POLICE DEPARTMENT**

### **11. APPROVE REQUEST TO PURCHASE ONE POLICE DEPARTMENT PATROL OPERATIONS DIVISION POLICE VEHICLE AND SUPPLEMENTARY EQUIPMENT**

1. Authorize the requisition of funds to purchase and equip one new Police Department Patrol Services Division police vehicle from the FORD MOTOR COMPANY, specifically South Bay Ford in Hawthorne, CA.; and
2. Authorize budget appropriation of \$72,239.52 from the Coronavirus Emergency Supplemental Funding Program Solicitation Grant; and
3. Authorize the Chief of Police to purchase the vehicle and associated equipment.

### **END OF REGULAR AGENDA**

### **DEPARTMENTAL REPORTS** (Information only)

### **WRITTEN COMMUNICATIONS**

### **COUNCIL COMMUNICATIONS**

**Council Member Manuel “Manny” Avila**

**Council Member Marilyn Sanabria**

**Council Member Karina Macias**

**Vice Mayor Eduardo “Eddie” Martinez**

**Mayor Graciela Ortiz**

### **ADJOURNMENT**

The City of Huntington Park City Council will adjourn to a Regular Meeting on Tuesday, July 6, 2021 at 6:00 P.M.

I, Sergio Infanzon, hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted at City of Huntington Park City Hall and made available at [www.hpca.gov](http://www.hpca.gov) not less than 72 hours prior to the meeting. Dated this 11th Day of June 2021.



Sergio Infanzon, Acting City Clerk



**ITEM NO. 1**



## **MINUTES**

Regular Meeting of the  
City of Huntington Park City Council  
Tuesday, June 1, 2021

The City Council conducted this meeting in accordance with California Governor Newsom's Executive Order N-25-20 and N-29-20.

The Rules of Decorum were played prior to the start of the Regular Meeting.

The regular meeting of the City Council of the City of Huntington Park, California was called to order at 6:01 p.m. on Tuesday, June 1, 2021, in the Council Chambers at City Hall, 6550 Miles Avenue, Huntington Park, California; Mayor Graciela Ortiz presiding.

**PRESENT:** Council Member(s): Manuel "Manny" Avila, Marilyn Sanabria, Karina Macias, Vice-Mayor, Eduardo "Eddie" Martinez and Mayor Graciela Ortiz.

**CITY OFFICIALS/STAFF:** Ricardo Reyes, City Manager; Raul Alvarez, Assistant City Manager; Araceli Almazan, City Attorney; Sergio Infanzon, Director of Community Development/Acting City Clerk; Cesar Roldan, Director of Public; Cosme Lozano, Chief of Police Works **ABSENT:** Nita McKay, Director of Finance & Administrative Services; Cynthia Norzagaray, Director of Parks & Recreation;

## **INVOCATION**

Invocation was led by Mayor Ortiz.

## **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by City Council Member Macias.

## **PRESENTATIONS**

1. Illegal Fireworks Taskforce Presentation by Chief Cosme Lozano
2. Earth Day Presentation by Director Cesar Roldan
3. Class of 2021 Graduation Presentation by Mayor Ortiz

**Valedictorian:** Esmeralda Casas, Miguel Medina, Jacqueline Gomez, Noe Martinez, Stephanie Velasquez, Nicole Jimenez, Anthony Juarez, Iliana Caballero Navarro, Alondra Romero.

**Salutatorian:** Alondra Echeverria, Andrea Ventura, Kimberly Marquez, Fatima Martinez, Ashley Farias, Janet Veloz, Kelly Martinez, Joanna Ramos,

## **PUBLIC COMMENT**



1. Diana Nguyen sent a congratulatory message to the Aspire Pacific Academy's Valedictorian and Salutatorian Jacky Gomez and Kimberly Marquez
2. Ms. Argueta & Mrs. Saucedo sent message to HPHS Valedictorian & Salutatorian Stephanie and Ashley
3. Adriana M., Leticia Valdez & Jose Rivera submitted comments regarding a homeless encampment at the Alley on 58th Street.

## **STAFF RESPONSE**

Chief of Police, Director Cesar Roldan, and Assistant City Manager Alvarez provided a response on the situation taking place at the alley on 58<sup>th</sup> Street and information on how the City is resolving this matter.

## **RECESS TO CLOSED SESSION**

### **At 7:07 p.m. Mayor Graciela Ortiz, recessed to closed session**

City Attorney Araceli Almazan asked the City to recess into closed session to discuss the matter listed under the close session portion of the agenda.

1. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION  
Government Code Section 54956.9(d)(1)  
Construction Industry Force Account Council v City of Huntington Park  
Los Angeles County Superior Court Case No. 20STCP03947

### **At 7:34 p.m. Mayor Graciela Ortiz reconvened to open session with all Council Members present.**

## **CLOSED SESSION ANNOUNCEMENT**

City Attorney Araceli Almazan made the following announcement: The minutes should reflect that with all five members of the Council present, the item listed on the close session portion of the agenda was discussed:

1. Item #1 - Council was briefed, no final action was taken, nothing further to report. It is appropriate to proceed with the open portion of the agenda.

## **CONSENT CALENDAR**

**Motion:** Council Member Sanabria moved to approve the consent calendar from June 1, 2021, Regular Meeting, seconded by Council Member Macias. Motion passed 5-0-0, by the following vote:

ROLL CALL:

AYES: Council Member(s): Avila, Sanabria, Macias,  
Vice Mayor Martinez and Mayor Ortiz

## OFFICE OF THE CITY CLERK

1. Approved Minute(s) of the following City Council Meeting(s):

1-1. Regular City Council Meeting held May 18, 2021

## FINANCE

2. Approved Accounts Payable and Payroll Warrant(s) dated June 1, 2021

### END OF CONSENT CALENDAR

### REGULAR AGENDA

## PUBLIC WORKS

3. **CONSIDERATION AND APPROVAL TO AWARD PROFESSIONAL SERVICES AGREEMENT TO INVENTORY AND OBTAIN PERMITS FOR INSTALLATION OF CONNECTOR PIPE SCREENS AND AUTOMATIC RETRACTABLE SCREENS ON CITY AND LOS ANGELES COUNTY FLOOD CONTROL CATCH BASINS IN COMPLIANCE WITH MUNICIPAL SEPARATE STORM SEWER SYSTEM PERMIT**

Director Cesar Roldan presented the item

**Motion:** Mayor Ortiz moved to award the professional service agreement (PSA) to inventory and inspect the City and Los Angeles County's catch basin network in compliance with the Municipal Separate Storm Sewer System (MS4) to West & Associates Engineering, Inc. as the lowest responsive and responsible proposer for a not-to-exceed amount of \$117,500, payable from the fiscal year 2020-21 County of Los Angeles Safe Clean Water Account No. 111-8031-433.76-17, and authorize the City Manager to execute the PSA, seconded by Council Member Macias. **Motion passed 5-0-0, by the following vote:**

ROLL CALL:

AYES: Council Member(s): Avila, Sanabria, Macias,  
Vice Mayor Martinez and Mayor Ortiz

4. **CONSIDERATION AND AUTHORIZATION TO SOLICIT DESIGN-BUILD PROPOSALS FOR THE CONSTRUCTION OF THE AQUATICS CENTER AND RELATED AMENITIES AT SALT LAKE PARK**

Director Cesar Roldan presented the item

**Motion:** Council Member Sanabria moved to authorize staff to publish and solicit Design-Build proposals from qualified design-build teams (including contractor and

architect/engineer) for the construction of the Aquatics Center and related amenities at Salt Lake Park, seconded by Council Member Avila. **Motion passed 5-0-0, by the following vote:**

ROLL CALL:

AYES: Council Member(s): Avila, Sanabria, Macias,  
Vice Mayor Martinez and Mayor Ortiz

**5. RESOLUTION TO APPROVE ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2021-22 FUNDED BY SENATE BILL 1 THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017**

Council Members Macias and Avila recused themselves from participating during the discussion and voting of this item.

Director Cesar Roldan presented the item

**Motion:** Mayor Ortiz moved to adopt Resolution No. 2021-09 approving the Fiscal Year 2021-22 project list for Senate Bill 1, the Road Repair and Accountability Act of 2017, and authorize staff to upload the resolution with the list of streets to the California Transportation Commission (CTC) website, seconded by Council Member Sanabria, **Motion passed 3-0-0, by the following vote:**

ROLL CALL:

AYES: Council Member(s): Sanabria,  
Vice Mayor Martinez and Mayor Ortiz

**6. APPROVE ACCEPTANCE OF WORK PERFORMED AS PART OF CIP 2018-07 DOWNTOWN HUNTINGTON PARK I-PARK SYSTEM**

Director Cesar Roldan presented the item

**Motion:** Council Member Avila moved to approve acceptance of work performed by Alfaro Communications Construction, Inc. for the construction of CIP 2018-07 Downtown Huntington Park i-Park System Implementation Call for Projects ID# F7312, authorize staff to execute the Notice of Completion, and direct the City Clerk to file the NOC with the Los Angeles County Recorder's Office, and release Alfaro Communications Construction, Inc.'s retention invoice for the amount of \$64,435.04, seconded by Council Member Sanabria, **Motion passed 5-0-0, by the following vote:**

ROLL CALL:

AYES: Council Member(s): Avila, Sanabria, Macias,  
Vice Mayor Martinez and Mayor Ortiz

## COMMUNITY DEVELOPMENT

### 7. CONSIDERATION AND APPROVAL OF FIREWORKS SALES PERMIT APPLICATIONS SUBMITTED BY LOCAL NON-PROFIT ORGANIZATIONS IN THE CITY OF HUNTINGTON PARK

Assistant City Manager Alvarez introduced Director Sergio Infanzon to present the item.

**Motion:** Mayor Ortiz moved to approve the Fireworks Sales Permit Applications Submitted by local non-profit organizations in the City of Huntington Park, and authorize the Community Development Department to process the applications and conducts the final inspection of the stands, seconded by Council Member Sanabria, **Motion passed 5-0-0, by the following vote:**

ROLL CALL:

AYES: Council Member(s): Avila, Sanabria, Macias,  
Vice Mayor Martinez and Mayor Ortiz

## POLICE DEPARTMENT

### 8. AUTHORIZATION TO RENEW AGREEMENT WITH THE CITY OF VERNON FOR INMATE HOUSING

**Motion:** Council Member Avila approve renewal of agreement with the City of Vernon for Inmate Housing Services; and authorize the City Manager to negotiate and execute agreement. seconded by Mayor Ortiz, **Motion passed 5-0-0, by the following vote:**

ROLL CALL:

AYES: Council Member(s): Avila, Sanabria, Macias,  
Vice Mayor Martinez and Mayor Ortiz

## END OF REGULAR AGENDA

## PUBLIC HEARING

### 9. PUBLIC HEARING FOR THE ACCEPTANCE OF THE IRREVOCABLE OFFER OF DEDICATION OF A SEGMENT OF PARCELS 6318-007-012 AND 6318-007-004 FOR PUBLIC RIGHT-OF-WAY AT 6241 MAYWOOD AVENUE

Mayor Ortiz announced a Public Hearing and opened the public hearing. Mayor Ortiz asked if any public comments were received for item No. 9, Acting City Clerk stated that no public comments were submitted for this item. Mayor Ortiz closed the Public Hearing.

**Motion:** Council Member Sanabria, moved to waive further readings, adopt Resolution No. 2021-10 accepting the offer of dedication of a segment of parcels 6318-007-012 and 6318-007-004 for public right-of-way purposes at 6241 Maywood Avenue and Direct staff to record all documents associated with the dedication, seconded by Council Member Avila, **Motion passed 5-0-0, by the following vote:**

ROLL CALL:

AYES: Council Member(s): Avila, Sanabria, Macias  
Vice Mayor Martinez and Mayor Ortiz

**10. APPROVE PUBLIC HEARING FOR THE ADOPTION OF THE URBAN WATER MANAGEMENT PLAN AND WATER SHORTAGE CONTINGENCY PLAN**

Mayor Ortiz announced a Public Hearing and opened the public hearing. Mayor Ortiz asked if any public comments were received for item No. 10, Acting City Clerk stated that no public comments were submitted for this item. Mayor Ortiz closed the Public Hearing.

**Motion:** Council Member Avila, moved to waive further readings, and adopt Resolution No. 2021-11 adopting the 2020 Urban Water Management Plan and Resolution No. 2021-12 adopting the Water Shortage Contingency Plan and direct staff to submit all plans to the State, seconded by Council Member Sanabria, **Motion passed 5-0-0, by the following vote:**

ROLL CALL:

AYES: Council Member(s): Avila, Sanabria, Macias  
Vice Mayor Martinez and Mayor Ortiz

**11. PUBLIC HEARING FOR THE ADOPTION OF THE AMERICA'S WATER INFRASTRUCTURE ACT RISK AND RESILIENCE ASSESSMENT REPORT**

Mayor Ortiz announced a Public Hearing and opened the public hearing. Mayor Ortiz asked if any public comments were received for item No. 11, Acting City Clerk stated that no public comments were submitted for this item. Mayor Ortiz closed the Public Hearing.

**Motion:** Council Member Sanabria, moved to waive further readings, and adopt Resolution No. 2021-13 adopting the America's Water Infrastructure Act Risk and Resilience Assessment Report; and direct the City Manager to sign the Certification of Community Water System Risk and Resilience Assessment in Compliance with America's Water Infrastructure Act of 2018 report and submit to the U.S. Environmental Protection Agency (EPA) seconded by Council Member Avila, **Motion passed 5-0-0, by the following vote:**

ROLL CALL:

AYES: Council Member(s): Avila, Sanabria, Macias  
Vice Mayor Martinez and Mayor Ortiz

## **END OF PUBLIC HEARING**

### **DEPARTMENTAL REPORTS –**

Public works provided an update on the stolen wires. Public Works is at 40% completion. Next step is to work at Pacific Blvd, the alleys in the downtown business district. Public Works will continue to work with the Police Department and with Southern California Edison. Next week Public Works will get closer to finishing at 100%.

Chief of Police provided an update on a Mayor's request for more traffic enforcement at Mountain View and State St. as well as for Gage and Bissell.

Community Development Director is asking the community to submit their surveys for the Housing Element. One way to submit your survey is by logging in to the City's web page at [www.hpca.gov](http://www.hpca.gov), and search for the housing element survey.

### **WRITTEN COMMUNICATIONS – None**

### **COUNCIL COMMUNICATIONS**

**Council Member Avila** congratulated Chief of Police and Public Works Director for their presentations.

**Council Member Sanabria** wished a Happy Pride Month. She also congratulated all graduates from K–12, and asked to use the stage out in front of the Police Department to take pictures.

**Council Member Macias** thanked all City Staff and Public Work staff for their hard work during the Earth Day event. She invited the community to be at the Farmer's Market to join Metro on Wednesday, June 2, who will be there at 12:00 p.m. asking for the community's feedback for two proposed stations at City of Huntington Park. She congratulated those who celebrate Happy Pride Month.

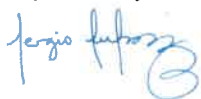
**Vice Mayor Martinez** thanked staff for always keeping the meetings safe. He wished anyone who celebrates, a Happy Pride Month. He also thanked all of our heroes who served in the armed forces and have provided our freedom.

**Mayor Ortiz** thanked Parks & Recreation and Public Works for coming together to the Memorial Day Ceremony. She also congratulated all graduates.

### **ADJOURNMENT**

Mayor Ortiz adjourned the meeting at 7:53 p.m. and will resume regular Meeting on Tuesday, June 15, 2021 at 6:00 p.m.

Respectfully submitted,



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Sergio Infanzon

Acting City Clerk



**ITEM NO. 2**



**City of Huntington Park  
List of Funds**

| <b>Fund</b> | <b>Description</b>                        |
|-------------|---|
| 111         | General Fund                              |
| 121         | Special Revenue Welfare Inmate            |
| 122         | Prevention Intervention                   |
| 152         | Greenway Linear Park Project              |
| 210         | Measure M                                 |
| 216         | Employees Retirement Fund                 |
| 217         | OPEB                                      |
| 219         | Sales Tax - Transit Proposition A         |
| 220         | Sales Tax - Transit Proposition C         |
| 221         | State Gasoline Tax Fund                   |
| 222         | Measure R                                 |
| 224         | Office of Traffic & Safety                |
| 225         | Cal Cops Fund                             |
| 226         | Air Quality Improvement Trust             |
| 227         | Office of Criminal Justice                |
| 228         | Bureau of Justice Fund                    |
| 229         | Police Forfeiture Fund                    |
| 231         | Parking System Fund                       |
| 232         | Art in Public Places Fund                 |
| 233         | Bullet Proof Vest Grant                   |
| 239         | Federal Community Development Block Grant |
| 242         | HUD Home Program                          |
| 275         | Successor Agency                          |
| 283         | Sewer Maintenance Fund                    |
| 285         | Solid Waste Management Fund               |
| 287         | Solid Waste Recycle Grant                 |
| 334         | Ped/Bike Path Fund                        |
| 475         | Public Financing Authority                |
| 535         | Street Lighting and Landscape             |
| 681         | Water Department Fund                     |
| 741         | Fleet Maintenance                         |
| 745         | Self-Insurance Fund                       |



**City of Huntington Park  
Demand Register  
WR 6-15-21**

| Payee Name                         | Invoice Number | Account Number     | Description                  | Transaction Amount |
|------------------------------------|----------------|--------------------|------------------------------|--------------------|
| ALFARO COMMUNICATIONS CONSTRUCTION | 1              | 206-0000-206.00-00 | IPARK-RETENTION PAYMENT      | 22,296.40          |
|                                    | 1              | 222-0000-206.00-00 | IPARK-RETENTION PAYMENT      | 42,138.64          |
|                                    |                |                    |                              | <b>\$64,435.04</b> |
| ALL CITY MANAGEMENT SERVICES, INC  | 70611          | 111-7022-421.56-41 | CROSSING GUARD SRVC-MAY21    | 6,176.80           |
| ALVAREZ-GLASMAN & COLVIN           | 2021-03-19748  | 111-0220-411.32-70 | LEGAL SERVICES -MAR 2021     | <b>\$6,176.80</b>  |
|                                    | 2021-03-19749  | 111-0220-411.32-70 | LEGAL SERVICES -MAR 2021     | 35,815.67          |
|                                    | 2021-03-19750  | 111-0220-411.32-70 | LEGAL SERVICES -MAR 2021     | 989.00             |
|                                    | 2021-03-19751  | 111-0220-411.32-70 | LEGAL SERVICES -MAR 2021     | 86.00              |
|                                    | 2021-03-19752  | 111-0220-411.32-70 | LEGAL SERVICES -MAR 2021     | 2,293.40           |
|                                    | 2021-03-19753  | 111-0220-411.32-70 | LEGAL SERVICES -MAR 2021     | 27,800.99          |
|                                    | 2021-03-19754  | 111-0220-411.32-70 | LEGAL SERVICES -MAR 2021     | 509.50             |
|                                    | 2021-03-19755  | 111-0220-411.32-70 | LEGAL SERVICES -MAR 2021     | 598.15             |
|                                    | 2019-10-19218  | 745-9031-413.32-70 | LEGAL SERVICES-CLAIMS        | 4,972.00           |
|                                    |                |                    |                              | 1,443.60           |
| AMAZON.COM SERVICES, INC.          | 1RJLDV9CY6IN   | 111-6020-451.61-35 | PARKS & REC OFFICE SUPPLIES  | <b>\$74,508.31</b> |
|                                    | 1HNJY6Q1HTC7   | 239-6060-490.74-10 | AFTER SCHOOL EQUIPMENT       | 110.24             |
|                                    | 1XJH9X9G3XR4   | 239-6060-490.74-10 | STORAGE EQUIPMENT            | 1,653.30           |
|                                    | 199GDHXXH3TR   | 239-6065-490.61-60 | SENIOR SUPPLIES              | 1,808.66           |
|                                    |                |                    |                              | 1,653.30           |
| AMERICAN EXPRESS                   | 00000003591    | 111-0110-411.61-20 | EARTH DAY EVENT SUPPLIES     | <b>\$5,225.50</b>  |
|                                    | 21105171114    | 111-0110-411.61-20 | EARTH DAY EVENT SUPPLIES     | 59.97              |
|                                    | 85309611115    | 111-0110-411.61-20 | EARTH DAY EVENT SUPPLIES     | 15.50              |
|                                    | NT_JF2IM0VS    | 111-0210-413.56-41 | ADMIN WEBSITE SUBSCRIPTION   | 160.00             |
|                                    | 2V0SZB85DHA    | 111-0210-413.61-20 | ADMIN OFFICE SUPPLIES        | 24.95              |
|                                    | 2X1SVV57GN9    | 111-0210-413.61-20 | ADMIN OFFICE SUPPLIES        | 43.79              |
|                                    | KQXP6O82353    | 111-0210-413.61-20 | ADMIN OFFICE SUPPLIES        | 98.99              |
|                                    | 10064782328    | 111-6020-451.61-35 | PARKS EMPLOYMENT PUBLICATION | 458.69             |
|                                    | 21105171106    | 111-6020-451.61-35 | PARKS EVENT AUDIO EQUIPMENT  | 75.00              |
|                                    | 887021455      | 111-6020-451.61-35 | FOOD PANTRY SUPPLIES         | 970.00             |
|                                    | P3537032923    | 111-6020-451.61-35 | PARKS EVENT PUBLICATION      | 85.00              |
|                                    | PHJQV6SK       | 111-6020-451.61-35 | FOOD PANTRY SUPPLIES         | 10.00              |
|                                    | C1244202421    | 111-6065-451.57-46 | MOTHER'S DAY EVENT SUPPLY    | 177.25             |
|                                    | 31099531098    | 111-7010-421.59-20 | PD TRAINING REGISTRATION     | 164.36             |
|                                    | 100642343910   | 111-7010-421.59-30 | PD TRAINING REGISTRATION     | 450.00             |
|                                    | 100642348864   | 111-7010-421.59-30 | PD TRAINING REGISTRATION     | 60.00              |
|                                    | 100642367598   | 111-7010-421.59-30 | PD TRAINING REGISTRATION     | 60.00              |
|                                    | 100642446560   | 111-7010-421.59-30 | PD TRAINING REGISTRATION     | 60.00              |
|                                    | 100655865296   | 111-7010-421.59-30 | PD TRAINING REGISTRATION     | 60.00              |
|                                    | 10156320210    | 111-7010-421.59-30 | PD TRAINING SUPPLIES         | 80.00              |
|                                    | FDf9JJJM       | 111-7010-421.59-30 | PD TRAINING REGISTRATION     | 58.04              |
|                                    | J18TSXQB       | 111-7010-421.59-30 | PD TRAINING REGISTRATION     | 100.00             |
|                                    | J18VARVG       | 111-7010-421.59-30 | PD TRAINING REGISTRATION     | 693.19             |
|                                    |                |                    |                              | 693.19             |

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| AMERICAN EXPRESS                 | JGCOSUBZ        | 111-7010-421.61-20 | PD SOFTWARE SUBSCRIPTION            | 597.00             |
|                                  | 415924912       | 111-7010-421.61-20 | PD ADOBE PRO SUBSCRIPTION           | 14.99              |
|                                  | 8240517-136     | 111-9010-419.61-60 | ADMIN OFFICE SUPPLIES               | 30.99              |
|                                  | 2DRL9HQZU2R     | 111-9010-490.61-60 | PPE SUPPLIES                        | 138.00             |
|                                  | 2J8AU5OL9FQ     | 111-9010-490.61-60 | PPE SUPPLIES                        | 198.50             |
|                                  | 33573518        | 239-6060-490.61-60 | BACKPACK DRIVE SUPPLIES             | 1,024.41           |
|                                  | 41027461736     | 239-6060-490.61-60 | AFTERSCHOOL CARE SUPPLIES           | 194.71             |
|                                  | 41027466763     | 239-6060-490.61-60 | AFTERSCHOOL CARE SUPPLIES           | 569.43             |
|                                  | 7AMQ47X2R5X     | 239-6060-490.61-60 | AFTERSCHOOL CARE SUPPLIES           | 1,447.28           |
|                                  | C1244           | 239-6060-490.61-60 | REFUND CREDIT                       | -87.60             |
|                                  | C1244164384     | 239-6060-490.61-60 | BACKPACK DRIVE SUPPLIES             | 218.37             |
|                                  | C1244266939     | 239-6060-490.61-60 | AFTERSCHOOL CARE SUPPLIES           | 383.67             |
|                                  | C1244267388     | 239-6060-490.61-60 | BACKPACK DRIVE SUPPLIES             | 1,031.94           |
|                                  | C1244281885     | 239-6060-490.61-60 | BACKPACK DRIVE SUPPLIES             | 499.13             |
|                                  | PHJQV6SK        | 239-6060-490.61-60 | BACKPACK DRIVE SUPPLIES             | 361.18             |
|                                  | 10010083623     | 239-6065-490.61-60 | SENIOR CARE SUPPLIES                | 37.49              |
|                                  | 10010103481     | 239-6065-490.61-60 | SENIOR CARE SUPPLIES                | 166.48             |
|                                  | 10030104258     | 239-6065-490.61-60 | SENIOR CARE SUPPLIES                | 70.08              |
|                                  | 10040103398     | 239-6065-490.61-60 | SENIOR CARE SUPPLIES                | 37.23              |
|                                  | 1748391500      | 239-6065-490.61-60 | SENIOR CARE SUPPLIES                | 223.74             |
|                                  | C1244           | 239-6065-490.61-60 | REFUND CREDIT                       | -26.28             |
|                                  | C1244126478     | 239-6065-490.61-60 | SENIOR CARE SUPPLIES                | 446.76             |
|                                  | C1244249456     | 239-6065-490.61-60 | SENIOR CARE SUPPLIES                | 282.48             |
|                                  | MIK37540524     | 239-6065-490.61-60 | SENIOR PROGRAM EQUIPMENT            | 220.46             |
|                                  | WSYE0TRC1EJN    | 239-6065-490.61-60 | SENIOR PROGRAM EQUIPMENT            | 423.21             |
|                                  |                 |                    |                                     | <b>\$13,161.57</b> |
| AMTECH ELEVATOR SERVICES         | 151400393423    | 111-8022-419.56-41 | ELEVATOR MAINTENANCE                | 908.76             |
|                                  |                 |                    |                                     | <b>\$908.76</b>    |
| ANSELMO VALDEZ                   | 1683-21498      | 681-0000-228.70-00 | WATER CREDIT BALANCE REFUND         | 75.23              |
|                                  |                 |                    |                                     | <b>\$75.23</b>     |
| ARAMARK UNIFORM & CAREER APPAREL | 586000115534    | 741-8060-431.56-41 | PW EMPLOYEE UNIFORMS                | 104.93             |
|                                  |                 |                    |                                     | <b>\$104.93</b>    |
| ARDON WELDING INC.               | 2157            | 535-8090-452.43-20 | COMMUNITY CENTER FENCING            | 4,998.00           |
|                                  |                 |                    |                                     | <b>\$4,998.00</b>  |
| ARROYO BACKGROUND INVESTIGATIONS | 2516            | 111-7010-421.56-41 | PRE-EMPLOYMENT BACKGROUND           | 550.00             |
|                                  | 2521            | 111-7010-421.56-41 | PRE-EMPLOYMENT BACKGROUND           | 1,100.00           |
|                                  |                 |                    |                                     | <b>\$1,650.00</b>  |
| ASCAP                            | 100005630337    | 111-6020-451.56-41 | PARKS MUSIC LICENSE                 | 734.00             |
|                                  |                 |                    |                                     | <b>\$734.00</b>    |
| AT&T                             | 000016419197    | 111-7010-421.53-10 | DISPATCH PHONE SRVC 4/4/21-5/3/21   | 538.00             |
|                                  | 000016499561    | 111-7010-421.53-10 | DISPATCH PHONE SRVC 4/20/21-5/19/21 | 395.69             |
|                                  | 5/21/21-6/20/21 | 111-9010-419.53-10 | COMMUNITY CENTER INTERNET SRVCS     | 159.08             |
|                                  | 5/23/21-6/22/21 | 111-9010-419.53-10 | PW YARD INTERNET SRVCS              | 60.27              |
|                                  | 5/28/21-6/27/21 | 111-9010-419.53-10 | Perez PARK INTERNET SRVCS           | 137.68             |

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| AT&T                         | 5/28/21-6/27/21 | 111-9010-419.53-10 | FREEDOM PARK INTERNET SRVCS        | 58.85              |
|                              | 6/1/21-6/31/21  | 111-9010-419.53-10 | SALT LAKE PARK INTERNET SRVCS      | 89.53              |
| AT&T MOBILITY                | 287304738513X05 | 111-7010-421.53-10 | PD WIRELESS PHONES                 | \$1,439.10         |
| BARBARA HUYNH                | 22909-14988     | 681-0000-228.70-00 | WATER CREDIT BALANCE REFUND        | 4,988.93           |
|                              |                 |                    |                                    | \$4,988.93         |
| BRINK'S INCORPORATED         | 4029003         | 111-9010-419.33-10 | MONEY TRANSPORTATION-MAY 2021      | \$648.75           |
|                              | 4029004         | 111-9010-419.33-10 | MONEY PROCESSING-MAY 2021          | 493.35             |
|                              |                 |                    |                                    | 142.00             |
| BROADCAST MUSIC INC          | 39506068        | 111-6010-451.56-41 | PARKS MUSIC RIGHTS                 | \$635.35           |
|                              |                 |                    |                                    | 724.00             |
| BUILDERS FENCE COMPANY, INC. | 1854525         | 535-8090-452.61-20 | POSTS FOR FENCING                  | \$724.00           |
|                              |                 |                    |                                    | 1,158.15           |
| CAROLINA ROBLES              | HP020025524     | 111-0000-351.10-10 | PARKING CITATION REFUND            | \$1,158.15         |
|                              |                 |                    |                                    | 55.00              |
| CENTRAL FORD                 | 372434          | 219-8085-431.43-21 | VEHICLE PARTS BUS 963              | \$55.00            |
|                              | 372477          | 219-8085-431.43-21 | VEHICLE PARTS BUS 963              | 279.35             |
|                              | 372628          | 219-8085-431.43-21 | VEHICLE PARTS BUS 001              | 285.45             |
|                              | 372635          | 219-8085-431.43-21 | VEHICLE PARTS BUS 001              | 48.51              |
|                              | 372749          | 219-8085-431.43-21 | VEHICLE PARTS BUS 001              | 279.35             |
|                              | 373158          | 219-8085-431.43-21 | VEHICLE PARTS BUS 001              | 41.45              |
|                              | 372342          | 219-8085-431.43-21 | VEHICLE PARTS BUS 002              | 135.01             |
|                              | 372359          | 741-8060-431.43-20 | VEHICLE PARTS UNIT 985             | 360.89             |
|                              | 372366          | 741-8060-431.43-20 | VEHICLE PARTS UNIT 976             | 98.34              |
|                              | 372422          | 741-8060-431.43-20 | VEHICLE PARTS MULTIPLE UNITS       | 510.94             |
|                              | 372428          | 741-8060-431.43-20 | VEHICLE PARTS UNIT 976             | 112.16             |
|                              | 372645          | 741-8060-431.43-20 | VEHICLE PARTS UNIT 990             | 37.77              |
|                              | 372936          | 741-8060-431.43-20 | VEHICLE PARTS UNIT 976             | 112.16             |
|                              |                 |                    | VEHICLE PARTS PD UNITS             | 353.31             |
|                              |                 |                    |                                    | \$2,654.69         |
| CHARTER COMMUNICATIONS       | 0511379051321   | 111-7010-421.53-10 | PD INTERNET -ANNEX BUILDING        | 154.98             |
|                              | 0511353051921   | 111-9010-419.53-10 | CITY HALL INTERNET 5/19/21-6/18/21 | 194.97             |
| COMMERCIAL TIRE COMPANY      | 1-166704        | 219-8085-431.43-21 | TIRES FOR BUSES                    | \$349.95           |
|                              |                 |                    |                                    | 1,002.42           |
| CONCENTRA MEDICAL CENTERS    | 71401602        | 111-2030-413.56-41 | PRE-EMPLOYMENT PHYSICAL            | \$1,002.42         |
|                              | 71485018        | 111-2030-413.56-41 | PRE-EMPLOYMENT PHYSICAL            | 546.00             |
|                              | 71545021        | 111-2030-413.56-41 | PRE-EMPLOYMENT PHYSICAL            | 94.00              |
|                              |                 |                    |                                    | 542.00             |
| COSMELITA SAMSON             | 12245-25010     | 681-0000-228.70-00 | WATER DEPOSIT REFUND               | \$1,182.00         |
|                              |                 |                    |                                    | 10.00              |
| DAILY JOURNAL CORPORATION    | B3475522        | 111-1010-411.54-00 | ORDINANCE PUBLICATION              | \$10.00            |
|                              |                 |                    |                                    | 115.00             |
| DATA TICKET INC.             | 124545          | 111-3010-415.56-41 | CODE CITATION PROCESSING           | \$115.00           |
|                              | 124437          | 111-5055-419.56-41 | CODE CITATION PROCESSING           | 48.50              |
|                              |                 |                    |                                    | 69.50              |



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| DATA TICKET INC.                    | 125147          | 111-9010-415.56-15 | CITATION PROCESSING-4/21      | 9,494.31           |
|                                     | 125147          | 111-9010-419.53-10 | CITATION PROCESSING-4/21      | 587.20             |
|                                     |                 |                    |                               | <b>\$10,199.51</b> |
| DATAPROSE, INC.                     | DP2101951       | 681-3022-415.53-20 | BILL POSTAGE-MAY 2021         | 1,860.84           |
|                                     | DP2101951       | 681-3022-415.56-41 | WATER BILLS-MAY 2021          | 1,233.75           |
|                                     |                 |                    |                               | <b>\$3,094.59</b>  |
| DE LAGE LANDEN                      | 72544739        | 111-9010-419.44-10 | CITY CLERK COPIER -JUN 2021   | 2,092.10           |
|                                     |                 |                    |                               | <b>\$2,092.10</b>  |
| DELTA DENTAL                        | BE004467915     | 111-0000-217.50-20 | DENTAL DPO BENEFITS-JUNE 2021 | 7,668.70           |
|                                     |                 |                    |                               | <b>\$7,668.70</b>  |
| DELTA DENTAL INSURANCE COMPANY      | BE004465512     | 111-0000-217.50-20 | DENTAL PMI BENEFITS-JUNE 2021 | 2,171.97           |
|                                     |                 |                    |                               | <b>\$2,171.97</b>  |
| DEPARTMENT OF ANIMAL CARE & CONTROL | 05252021        | 111-7065-441.56-41 | ANIMAL CARE/HOUSING-APR21     | 4,582.87           |
|                                     |                 |                    |                               | <b>\$4,582.87</b>  |
| DF POLYGRAPH                        | 2021/6          | 111-7010-421.56-41 | PRE-EMPLOYMENT POLYGRAPH      | 1,400.00           |
|                                     |                 |                    |                               | <b>\$1,400.00</b>  |
| DUNN EDWARDS CORPORATION            | 2009318880      | 111-8095-431.61-50 | PAINT GRAFFITI ABATEMENT      | 287.12             |
|                                     | 2009319385      | 111-8095-431.61-50 | PAINT GRAFFITI ABATEMENT      | 861.30             |
|                                     |                 |                    |                               | <b>\$1,148.42</b>  |
| E.J. WARD, INC.                     | 0074896-IN      | 741-8060-431.43-20 | FUEL TAGS-FLEET VEHICLES      | 2,992.88           |
|                                     |                 |                    |                               | <b>\$2,992.88</b>  |
| ELECNR BELCO ELECTRIC, INC          | 14-0467-006     | 202-0000-206.00-00 | HAWK SIGNAL-RETENTION         | 9,736.55           |
|                                     |                 |                    |                               | <b>\$9,736.55</b>  |
| EXCEL PAVING COMPANY                | 3               | 222-8010-431.76-12 | STREET ENHANCEMENT PROJ.      | 40,151.56          |
|                                     |                 |                    |                               | <b>\$40,151.56</b> |
| EXPRESS PIPE & SUPPLY CO., LLC      | S110596090.001  | 111-8024-421.43-10 | PLUMBING SUPPLIES             | 1,415.31           |
|                                     |                 |                    |                               | <b>\$1,415.31</b>  |
| EXPRESS TRANSPORTATION SERVICES LLC | HPE05012021     | 111-0000-362.20-15 | PROPERTY LEASE-APR 2021       | -2,000.00          |
|                                     | HPE05012021     | 111-0000-362.20-15 | VEHICLE LEASE-APR 2021        | -500.00            |
|                                     | HPE05012021     | 219-0000-340.30-00 | FARES COLLECTION-APR 2021     | -1,449.00          |
|                                     | HPE05012021     | 219-8085-431.56-43 | HP EXPRESS- APR 2021          | 33,045.46          |
|                                     | HPE05012021     | 220-8085-431.56-43 | HP EXPRESS-APR 2021           | 33,045.47          |
|                                     | HPE05012021     | 222-8010-431.56-43 | HP EXPRESS-APR 2021           | 33,045.47          |
|                                     |                 |                    |                               | <b>\$95,187.40</b> |
| FM THOMAS AIR CONDITIONING INC      | 42443           | 111-7024-421.56-41 | AC SRVCS-PD BUILDING          | 3,943.00           |
|                                     | 42441           | 111-8022-419.56-41 | AC SRVCS-CITY HALL            | 1,202.00           |
|                                     |                 |                    |                               | <b>\$5,145.00</b>  |
| GLOBALSTAR USA                      | 000000015530005 | 111-7010-421.53-10 | PD PHONE SRVCS                | 90.86              |
|                                     |                 |                    |                               | <b>\$90.86</b>     |
| GOODIES UNIFORMS                    | 2021-36628      | 111-7022-421.61-24 | EMPLOYEE UNIFORMS             | 347.20             |
|                                     | 2021-36629      | 111-7022-421.61-24 | EMPLOYEE UNIFORMS             | 945.31             |
|                                     | 2021-36743      | 111-7022-421.61-24 | EMPLOYEE UNIFORMS             | 1,448.91           |
|                                     |                 |                    |                               | <b>\$2,741.42</b>  |
| GRAINGER                            | 9915395983      | 741-8060-431.61-20 | PW OFFICE SUPPLIES            | 78.30              |
|                                     |                 |                    |                               | <b>\$78.30</b>     |

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| HASA, INC.                          | 751232         | 681-8030-461.41-00 | SODIUM HYPOCLORITE          | 170.75              |
|                                     | 751233         | 681-8030-461.41-00 | SODIUM HYPOCLORITE          | 256.12              |
|                                     |                |                    |                             | <b>\$426.87</b>     |
| INFRAMARK LLC                       | 63962          | 681-0000-228.30-10 | NEW WATER SRVC-5731 BICKETT | 9,729.11            |
|                                     | 63966          | 681-0000-228.30-10 | NEW WATER SRVC-5731 BICKETT | 82,320.00           |
|                                     | 63967          | 681-0000-228.30-10 | NEW WATER SRVC-5731 BICKETT | 72,240.00           |
|                                     |                |                    |                             | <b>\$164,289.11</b> |
| INTEGRITY WASTE ENVIRON CONSULTANTS | 05252021       | 111-8027-431.56-41 | SOLID WASTE AUDITING SRVCS  | 13,027.50           |
| JCL TRAFFIC                         | 109239         | 111-8022-419.43-10 | SIGN SERVICES               | <b>\$13,027.50</b>  |
|                                     |                |                    |                             | 55.95               |
| KAJIWARA COMMUNICATIONS             | HP0003         | 111-9010-419.56-41 | CONSULTING SRVCS-MAY 21     | <b>\$55.95</b>      |
| KNIGHTSCOPE, INC.                   | INV984         | 229-0210-421.44-10 | K5 SERVICE SUBSCRIPTION     | 11,910.75           |
| LA COUNTY SHERIFF'S DEPT            | 212207BL       | 121-7040-421.56-41 | INMATE MEAL SRVC-APR 2021   | <b>\$11,910.75</b>  |
|                                     |                |                    |                             | 6,000.00            |
| LA COUNTY SHERIFF'S DEPT            | 212207BL       | 121-7040-421.56-41 | INMATE MEAL SRVC-APR 2021   | <b>\$6,000.00</b>   |
|                                     |                |                    |                             | 734.29              |
| LB JOHNSON HARDWARE CO.             | 114676         | 741-8060-431.43-20 | GARAGE TRAILER HINGE        | <b>\$734.29</b>     |
|                                     |                |                    |                             | 78.77               |
| M'S SILK SCREEN PRINTING            | 2022-15757     | 111-0000-321.10-00 | BUSINESS LICENSE REFUND     | <b>\$78.77</b>      |
|                                     |                |                    |                             | 48.00               |
| MARIA C HERNANDEZ                   | 11967-14544    | 681-0000-228.70-00 | WATER CREDIT BALANCE REFUND | <b>\$48.00</b>      |
|                                     |                |                    |                             | 103.34              |
| MARTHA P CORP                       | 05182021       | 111-8010-431.76-19 | CEMENT FOR STREETLIGHT      | <b>\$103.34</b>     |
|                                     |                |                    |                             | 3,936.00            |
| MARTIN RODRIGUEZ                    | 01252021       | 111-7010-421.59-20 | MILEAGE REIMBURSEMENT       | <b>\$3,936.00</b>   |
|                                     |                |                    |                             | 346.64              |
| MAYWOOD MUTUAL WATER COMPANY, NO. 1 | 05172021       | 283-8040-432.56-41 | WATER CONSUMPTION REPORTS   | <b>\$346.64</b>     |
|                                     |                |                    |                             | 1,200.00            |
| MORGAN PICKS TWO LLC                | 24137-9274     | 681-0000-228.70-00 | WATER DEPOSIT REFUND        | <b>\$1,200.00</b>   |
|                                     |                |                    |                             | 100.00              |
| NATIONWIDE ENVIRONMENTAL SERVICES   | 31521          | 220-8070-431.56-41 | BUS STOP MAINT-APR 2021     | <b>\$100.00</b>     |
|                                     | 31520          | 221-8010-431.56-41 | STREET SWEEPING-APR 2021    | 18,072.60           |
|                                     |                |                    |                             | 50,632.65           |
| NORTH STAR LAND CARE                | 1601-168       | 535-8090-452.56-60 | LANDSCAPING SRVC-MAY 2021   | <b>\$68,705.25</b>  |
|                                     |                |                    |                             | 23,057.75           |
| O'REILLY AUTO PARTS                 | 2959-390217    | 219-8085-431.43-21 | PARTS MULTIPLE UNITS        | <b>\$23,057.75</b>  |
|                                     | 2959-387079    | 741-8060-431.43-20 | PARTS MULTIPLE UNITS        | 145.93              |
|                                     | 2959-387294    | 741-8060-431.43-20 | PARTS MULTIPLE UNITS        | 129.16              |
|                                     | 2959-389400    | 741-8060-431.43-20 | PARTS MULTIPLE UNITS        | -111.98             |
|                                     | 2959-389800    | 741-8060-431.43-20 | PARTS MULTIPLE UNITS        | 71.98               |
|                                     | 2959-390085    | 741-8060-431.43-20 | PARTS MULTIPLE UNITS        | 93.16               |
|                                     | 2959-390338    | 741-8060-431.43-20 | PARTS MULTIPLE UNITS        | 113.66              |
|                                     | 2959-390389    | 741-8060-431.43-20 | PARTS MULTIPLE UNITS        | 54.40               |
|                                     | 2959-391999    | 741-8060-431.43-20 | PARTS MULTIPLE UNITS        | 38.06               |
|                                     |                |                    |                             | <b>551.46</b>       |

**City of Huntington Park  
Demand Register  
WR 6-15-21**

| Payee Name                          | Invoice Number | Account Number     | Description               | Transaction Amount |
|-------------------------------------|----------------|--------------------|---------------------------|--------------------|
| O'REILLY AUTO PARTS                 | 2959-392071    | 741-8060-431.43-20 | PARTS MULTIPLE UNITS      | 55.83              |
|                                     | 2959-392345    | 741-8060-431.43-20 | TRANSMISSION EXCHANGER    | 3,983.12           |
|                                     | 2959-393351    | 741-8060-431.43-20 | PARTS MULTIPLE UNITS      | 89.49              |
|                                     | 2959-393640    | 741-8060-431.43-20 | PARTS MULTIPLE UNITS      | 14.73              |
|                                     | 2959-394925    | 741-8060-431.43-20 | PARTS MULTIPLE UNITS      | 359.75             |
|                                     | 2959-395112    | 741-8060-431.43-20 | PARTS MULTIPLE UNITS      | 1,339.81           |
|                                     | 2959-395523    | 741-8060-431.43-20 | PARTS MULTIPLE UNITS      | 3.79               |
|                                     | 2959-395560    | 741-8060-431.43-20 | PARTS MULTIPLE UNITS      | 54.09              |
|                                     | 2959-395694    | 741-8060-431.43-20 | PARTS MULTIPLE UNITS      | 34.75              |
|                                     | 2959-395879    | 741-8060-431.43-20 | PARTS MULTIPLE UNITS      | 5.64               |
|                                     | 2959-396003    | 741-8060-431.43-20 | PARTS MULTIPLE UNITS      | 74.93              |
|                                     | 2959-396261    | 741-8060-431.43-20 | PARTS MULTIPLE UNITS      | 103.46             |
|                                     | 2959-396263    | 741-8060-431.43-20 | PARTS MULTIPLE UNITS      | 38.06              |
|                                     |                |                    |                           | <b>\$7,243.28</b>  |
|                                     |                |                    |                           |                    |
|                                     |                |                    |                           |                    |
|                                     |                |                    |                           |                    |
|                                     |                |                    |                           |                    |
| OK PRINTING DESIGN & DIGITAL PRINT  | 2085           | 111-7022-421.61-24 | PD BUSINESS CARDS PATROL  | 218.63             |
|                                     |                |                    |                           | <b>\$218.63</b>    |
| PARS                                | 47920          | 216-3010-415.32-40 | GASB 68 DISCLOSURE REPORT | 3,000.00           |
|                                     |                |                    |                           | <b>\$3,000.00</b>  |
| PENSKE CHEVROLET                    | 260407         | 741-8060-431.43-20 | PARTS MULTIPLE UNITS      | 334.17             |
|                                     | 260411         | 741-8060-431.43-20 | PARTS MULTIPLE UNITS      | 426.63             |
|                                     | 260466         | 741-8060-431.43-20 | PARTS MULTIPLE UNITS      | 142.99             |
|                                     | 260499         | 741-8060-431.43-20 | PARTS MULTIPLE UNITS      | 133.20             |
|                                     | 261249         | 741-8060-431.43-20 | PARTS MULTIPLE UNITS      | 68.74              |
|                                     | 261250         | 741-8060-431.43-20 | PARTS MULTIPLE UNITS      | 5.34               |
|                                     | 261279         | 741-8060-431.43-20 | PARTS MULTIPLE UNITS      | 628.43             |
|                                     | 261297         | 741-8060-431.43-20 | PARTS MULTIPLE UNITS      | 65.95              |
|                                     | 261408         | 741-8060-431.43-20 | PARTS MULTIPLE UNITS      | 178.08             |
|                                     |                |                    |                           | <b>\$1,983.53</b>  |
|                                     |                |                    |                           |                    |
| PITNEY BOWES                        | 3104738917     | 111-7040-421.44-10 | MAIL SYSTEM LEASE         | 593.32             |
|                                     |                |                    |                           | <b>\$593.32</b>    |
| PITNEY BOWES INC.                   | 3104744227     | 111-9010-419.44-10 | POSTAGE MACHINE LEASE     | 561.29             |
|                                     | 3104756359     | 111-9010-419.44-10 | INSERTING MACHINE LEASE   | 362.71             |
|                                     |                |                    |                           | <b>\$924.00</b>    |
| PSYCHOLOGICAL CONSULTING ASSOC, INC | 525231         | 111-7010-421.56-41 | PRE-EMPLOYMENT EVALUATION | 2,000.00           |
|                                     |                |                    |                           | <b>\$2,000.00</b>  |
| QDOXS                               | IN36331        | 111-8020-431.43-05 | PW COPIER - 5/18-6/17/21  | 21.90              |
|                                     | IN36331        | 285-8050-432.43-05 | PW COPIER - 5/18-6/17/21  | 21.90              |
|                                     | IN36331        | 681-8030-461.43-05 | PW COPIER - 5/18-6/17/21  | 21.90              |
|                                     |                |                    |                           | <b>\$65.70</b>     |
| QUINN POWER SYSTEMS                 | PC810917685    | 741-8060-431.43-20 | DISPLAY FOR GENERATOR     | 1,442.57           |
|                                     | WO370158508    | 741-8060-431.43-20 | PROGRAMMING DISPLAY       | 700.00             |
|                                     |                |                    |                           | <b>\$2,142.57</b>  |

**City of Huntington Park  
Demand Register  
WR 6-15-21**

| Payee Name                         | Invoice Number | Account Number     | Description                       | Transaction Amount |
|------------------------------------|----------------|--------------------|-----------------------------------|--------------------|
| RAMCAST ORNAMENTAL SUPPLY CO, INC. | 0916164-IN     | 111-8010-431.76-19 | STREETLIGHT POST COVERS           | 1,883.07           |
|                                    | 0917007-IN     | 111-8010-431.76-19 | STREETLIGHT POST COVERS           | 1,080.45           |
|                                    | 0917008-IN     | 111-8010-431.76-19 | STREETLIGHT POST COVERS           | 1,080.45           |
|                                    | 0917302-IN     | 111-8010-431.76-19 | STREETLIGHT POST COVERS           | 1,562.55           |
|                                    | 0917304-IN     | 111-8010-431.76-19 | STREETLIGHT POST COVERS           | 1,562.55           |
|                                    | 0917305-IN     | 111-8010-431.76-19 | STREETLIGHT POST COVERS           | 1,763.12           |
|                                    |                |                    |                                   | <b>\$8,932.19</b>  |
| RAYMOND GARCIA                     | 01122021       | 111-7010-421.59-20 | MILEAGE REIMBURSEMENT             | 117.60             |
|                                    | 01122021       | 111-7010-421.59-20 | PER DIEM - PISTOL COURSE          | 88.25              |
|                                    |                |                    |                                   | <b>\$205.85</b>    |
| SMART & FINAL                      | 3192200008702  | 111-7010-421.61-20 | MEETING EVENT SUPPLIES            | 92.33              |
|                                    |                |                    |                                   | <b>\$92.33</b>     |
| SOUTHERN CALIFORNIA EDISON         | 4/7/21-5/5/21  | 111-8022-419.62-10 | COURT HOUSE ELECTRIC SRVCS        | 1,346.72           |
|                                    |                |                    |                                   | <b>\$1,346.72</b>  |
| STAPLES ADVANTAGE                  | 8062428282     | 111-7010-421.61-20 | PD OFFICE SUPPLIES                | 584.90             |
|                                    | 8062428282     | 111-7022-421.61-27 | PD OFFICE SUPPLIES                | 1,858.62           |
|                                    | 8062428282     | 111-7030-421.61-20 | PD OFFICE SUPPLIES                | 33.23              |
|                                    | 8062428282     | 111-8020-431.61-20 | PW OFFICE SUPPLIES                | 240.91             |
|                                    | 8062428282     | 111-9010-419.61-20 | CITY WIDE OFFICE SUPPLIES         | 224.58             |
|                                    |                |                    |                                   | <b>\$2,942.24</b>  |
| SUPERION, LLC                      | 320015         | 111-9010-419.43-15 | FINANCIAL SYSTEM-MAY 2021         | 12,274.48          |
|                                    |                |                    |                                   | <b>\$12,274.48</b> |
| T2 SYSTEMS CANADA INC.             | IRIS0000087056 | 111-8010-415.56-41 | DIGITAL IRIS SRVC-MAY 21          | 2,250.00           |
|                                    |                |                    |                                   | <b>\$2,250.00</b>  |
| THE GAS COMPANY                    | 4/9/21-5/10/21 | 111-7024-421.62-10 | GAS SERVICES                      | 271.69             |
|                                    | 4/9/21-5/10/21 | 111-8020-431.62-10 | GAS SERVICES                      | 40.39              |
|                                    | 4/9/21-5/10/21 | 111-8022-419.62-10 | GAS SERVICES                      | 573.89             |
|                                    | 4/9/21-5/10/21 | 111-8023-451.62-10 | GAS SERVICES                      | 185.14             |
|                                    |                |                    |                                   | <b>\$1,071.11</b>  |
| THE HITT COMPANIES, INC            | OE-95014       | 111-6020-451.61-35 | ENGRAVING SERVICE                 | 19.75              |
|                                    |                |                    |                                   | <b>\$19.75</b>     |
| THE PLUMBING ONE & CONSTRUCTION    | 2007           | 681-8030-461.56-41 | WATER SRVC LATER REPLACEMENT      | 9,800.00           |
|                                    |                |                    |                                   | <b>\$9,800.00</b>  |
| TOWN HALL STREAMS                  | 13197          | 111-1010-411.56-41 | MEETING STREAM-JUN 2021           | 300.00             |
|                                    |                |                    |                                   | <b>\$300.00</b>    |
| ULINE                              | 134208451      | 239-6060-490.74-10 | AFTER SCHOOL STORAGE              | 1,766.34           |
|                                    | 134191903      | 239-6065-490.61-60 | SENIOR PRGRM STORAGE              | 1,607.26           |
|                                    |                |                    |                                   | <b>\$3,373.60</b>  |
| VASSILI ABRAMIDIS                  | 671-14810      | 681-0000-228.70-00 | CREDIT BALANCE REFUND             | 8.70               |
|                                    |                |                    |                                   | <b>\$8.70</b>      |
| VERIZON WIRELESS                   | 9879943015     | 111-5055-419.53-10 | CODE WIRELESS PHONES 4/17-5/16/21 | 208.76             |
|                                    |                |                    |                                   | <b>\$208.76</b>    |
| VISION SERVICE PLAN-CA             | 812395824      | 111-0000-217.50-30 | VISION PREMIUM-JUNE 2021          | 3,522.00           |
|                                    |                |                    |                                   | <b>\$3,522.00</b>  |

City of Huntington Park  
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| Payee Name                         | Invoice Number  | Account Number     | Description                 | Transaction Amount  |
|------------------------------------|-----------------|--------------------|-----------------------------|---------------------|
| WEAR CHIC                          | 20487-10092     | 681-0000-228.70-00 | WATER CREDIT BALANCE REFUND | 148.90              |
|                                    |                 |                    |                             | <b>\$148.90</b>     |
| WEST & ASSOCIATES ENGINEERING, INC | 2021-HP-UWMP-02 | 681-8030-461.56-41 | URBAN MGMT PLAN             | 7,300.00            |
|                                    |                 |                    |                             | <b>\$7,300.00</b>   |
|                                    |                 |                    |                             | <b>\$742,826.80</b> |

**ITEM NO. 3**







## **CITY OF HUNTINGTON PARK**

Public Works Department  
City Council Agenda Report

June 15, 2021

Honorable Mayor and Members of the City Council  
City of Huntington Park  
6550 Miles Avenue  
Huntington Park, CA 90255

Dear Mayor and Members of the City Council:

### **APPROVE ACCEPTANCE OF WORK PERFORMED AS PART OF CIP 2018-08 HUNTINGTON PARK GREENWAY PROJECT**

#### **IT IS RECOMMENDED THAT THE CITY COUNCIL:**

1. Approve acceptance of work performed by Marina Landscape, Inc. for the construction of CIP 2018-08 Huntington Park Greenway Project (project);
2. Authorize staff to execute the Notice of Completion and direct the City Clerk to file the NOC with the Los Angeles County Recorder's Office; and
3. Release Marina Landscape, Inc.'s 5% retention amount of \$167,186.99.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

At the December 17, 2019 City Council meeting, the City Council awarded the construction contract to Marina Landscape, Inc. (contractor). The project's objective aimed at mitigating the reduction of greenhouse gases by sequestering carbon, decreasing energy consumption and reducing vehicle miles traveled. City staff tailored the project focus on one of the grant's primary goals, which is the conversion of existing environments into green spaces that improve air and water quality and provide opportunities for walking, biking and recreational purposes.

The contractor was issued the Notice to Proceed on May 6, 2020 and scheduled work commenced on May 25, 2020. Infrastructure Engineers as the construction manager has deemed the project substantially completed in accordance with the improvement plans and contract specifications. There are no unresolved stop notices or outstanding construction claims against the contractor. Staff recommends accepting the project as substantially completed and releasing the final retention payment within the prescribed timeline.

**APPROVE ACCEPTANCE OF WORK PERFORMED AS PART OF CIP 2018-08  
HUNTINGTON PARK GREENWAY PROJECT**

June 15, 2021

Page 2 of 2

**LEGAL AND PROGRAM REQUIREMENTS**

Regarding the construction contract, it is recommended that the Mayor and Members of the City Council accept the project as satisfactory and complete. Upon acceptance of the project, staff will file the "Notice of Completion" (Attachment 1) with the County Recorder's Office for the project. Thirty-five (35) days after the recordation of the Notice of Completion by the County Recorder's Office, the City will release the Labor and Materials Bond to the bonding company and make final payment of the retention being withheld from the payment to Contractor, if no Stop Notices are filed within the 35-day period.


**FISCAL IMPACT/FINANCING**

At the December 17, 2019 City Council meeting, the contractor was awarded the construction contract for a not-to-exceed amount of \$3,281,475.70 as the lowest responsive, responsible bidder. The contractor's total contract invoices amounted to \$3,343,739.87. Project was completed within the project budget. Staff recommends processing and releasing contractor's final retention payment in the amount of \$167,186.99. No additional budget appropriation is requested at this time.

**CONCLUSION**

Upon City Council approval, staff will proceed with the recommended actions.

Respectfully submitted,



**RICARDO REYES**  
City Manager



**CESAR ROLDAN**  
Director of Public Works

**ATTACHMENTS**

- A. Notice of Completion CIP 2018-08 Huntington Park Greenway Project

## **ATTACHMENT A**



(NO FEE PURSUANT TO GOVT. CODE SECT. 6103)

RECORDING REQUESTED BY:

CITY OF HUNTINGTON PARK

AND WHEN RECORDED MAIL TO:

City Clerk's Office

Attn: City Clerk

(Name)

6550 MILES AVE.

(Street Address)

HUNTINGTON PARK, CA 90255-4393

(City, State, and Zip)

SPACE ABOVE THIS LINE FOR RECORDER'S USE

## NOTICE OF COMPLETION

(Notice pursuant to Civil Code Section 3093, must be recorded within 10 days after completion)

NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is the owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described.
2. The full name of the owner is: City of Huntington Park
3. The full address of the owner is: 6550 Miles Avenue, Huntington Park, CA 90255-4393
4. The nature of the interest or estate is:

(If Other Than Fee, Strike, "In Fee" And Insert, For Example, "Purchaser Under Contract of Purchase" Or Lessee")

5. The full names and full addresses of all co-owners, if any, who hold any title or interest with the above-named owner in the property are:

NAMES

ADDRESSES

6. A work of improvement on the property hereinafter described was completed on June 15, 2021

(Date)

The work done was: **CIP 2018-08 Huntington Park Greenway Linear Park Project**

7. The name of the contractor, if any, for such work of improvement is:

Marina Landscape, Inc.

(If no Contractor for work of improvement, insert "none")

12/17/2019

(Date of Contract)

8. The street address of said property is: **10 lots south of Walnut St, north of Santa Ana St and West of California Ave**
9. The property on which said work of improvement was completed is in the City of Huntington Park, County of Los Angeles, State of California.

Ricardo Reyes, City Manager  
City of Huntington Park

Date

## VERIFICATION

I have read the foregoing Notice of Completion and know its content. I am the Acting City Clerk of the City of Huntington Park and am authorized to make this verification for and on its behalf, and I make this verification for that reason. I declare under penalty of perjury under the law of the State of California that the foregoing is true and correct and was duly and regularly ordered to be recorded in the Office of the Los Angeles County Registrar-Recorder/County Clerk.

Sergio Infanzon, Acting City Clerk  
City of Huntington Park

Date



**ITEM NO. 4**







# CITY OF HUNTINGTON PARK

Public Works Department  
City Council Agenda Report

June 15, 2021

Honorable Mayor and Members of the City Council  
City of Huntington Park  
6550 Miles Avenue  
Huntington Park, CA 90255

Dear Mayor and Members of the City Council:

## **CONSIDERATION AND APPROVAL TO PERFORM EMERGENCY REPLACEMENT OF A BROKEN 10-INCH DISTRIBUTION WATER VALVE AT 3505 SANTA ANA STREET**

### **IT IS RECOMMENDED THAT THE CITY COUNCIL:**

1. Pursuant to Municipal Code Section 2-5.13 Emergency purchase, authorize the City Manager, Public Works Director and Finance Director to proceed without solicitation of bids to a contract of an emergency repair of a 10-inch water valve at 3505 Santa Ana Street;
2. Authorize Inframark as the City's water operator to make the necessary repairs for a not-to-exceed amount of \$18,150; and
3. Authorize City staff to process Inframark's invoice payable from Account No. 681-8030-461.43-20.

### **BACKGROUND**

As part of the water main replacement project on Hill Street and Cudahy Street, there was the need to shut of the mainline on California Avenue, just north of Santa Ana Street. Unfortunately, many of the City's water valves may not be close completely due to the existing condition of the aging infrastructure. The valve on California Avenue and Santa Ana Street started to leak and repairs were scheduled immediately.

All valves in a system should be inspected and exercised routinely. The frequency of inspection depends on the type of valve, though the expectation is to inspect the valves at least twice a year. The inspection should include completely closing, reopening and reclosing the valve until it seats properly. Record the number and direction of turns to closure is a vital part of the program.

### **LEGAL REQUIREMENT**

**CONSIDERATION AND APPROVAL TO PERFORM EMERGENCY REPLACEMENT OF A BROKEN 10-INCH DISTRIBUTION WATER VALVE AT 3505 SANTA ANA STREET**

June 15, 2021

Page 2 of 2

Public Contract Code, Division 2. General, Part 3. Contracting by Local Agencies, Chapter 2.5. Emergency Contracting Procedures [22050- 22050.]

22050.

(a) (1) In the case of an emergency, a public agency, pursuant to a four-fifths vote of its governing body, may repair or replace a public facility, take any directly related and immediate action required by that emergency, and procure the necessary equipment, services, and supplies for those purposes, without giving notice for bids to let contracts.

(2) Before a governing body takes any action pursuant to paragraph (1), it shall make a finding, based on substantial evidence set forth in the minutes of its meeting, that the emergency will not permit a delay resulting from a competitive solicitation for bids, and that the action is necessary to respond to the emergency.

(b) (1) The governing body, by a four-fifths vote, may delegate, by resolution or ordinance, to the appropriate county administrative officer, city manager, chief engineer, or other nonelected agency officer, the authority to order any action pursuant to paragraph (1) of subdivision (a).


**FISCAL IMPACT**

Inframark has repaired the leaking water valve and staff recommends processing the invoice for a not-to-exceed amount of \$18,150 payable from Account No. 681-8030-461.43-20.

**CONCLUSION**

Upon Council's direction, staff will proceed with actions as directed.

Respectfully submitted,



**RICARDO REYES**  
City Manager



**CESAR ROLDAN**  
Director of Public Works

**ATTACHMENT(S):**

- A. Inframark RFS
- B. GIS Map - California from Cudahy to Santa Ana

## **ATTACHMENT A**



# REQUEST FOR SERVICES



**To:** Cesar Roldan, Director of Public Works City of Huntington Park  
**Date:** 5/28/2021  
**From:** Joanna Rodarte, Project Manager  
**Project Description:** Emergency Replacement of (one) Broken 8"-10" Distribution Valve at 3505 Santa Ana Street

## PROJECT SCOPE

Inframark offers to execute the following work at 3505 Santa Ana Street, Huntington Park:

Emergency replacement of (one) broken 8"-10" distribution gate valve at the referenced location.

## PROJECT DETAILS

The RFS is for the above project scope and does not include any other work which is not listed herewith. A separate RFS shall be prepared for any additional work if required.

Project No.

Projected Date of Completion: 5/28/2021

Estimated Cost of Services: Not to exceed \$18,150.00

A handwritten signature in black ink, appearing to read "Joanna Rodarte".

Submitted by, Joanna Rodarte, Project Manager-Inframark

5/28/2021  
Date

## APPROVED TO PROCEED:

A handwritten signature in black ink, appearing to read "Cesar Roldan".

Cesar Roldan, Director of Public Works

5/28/2021  
Date

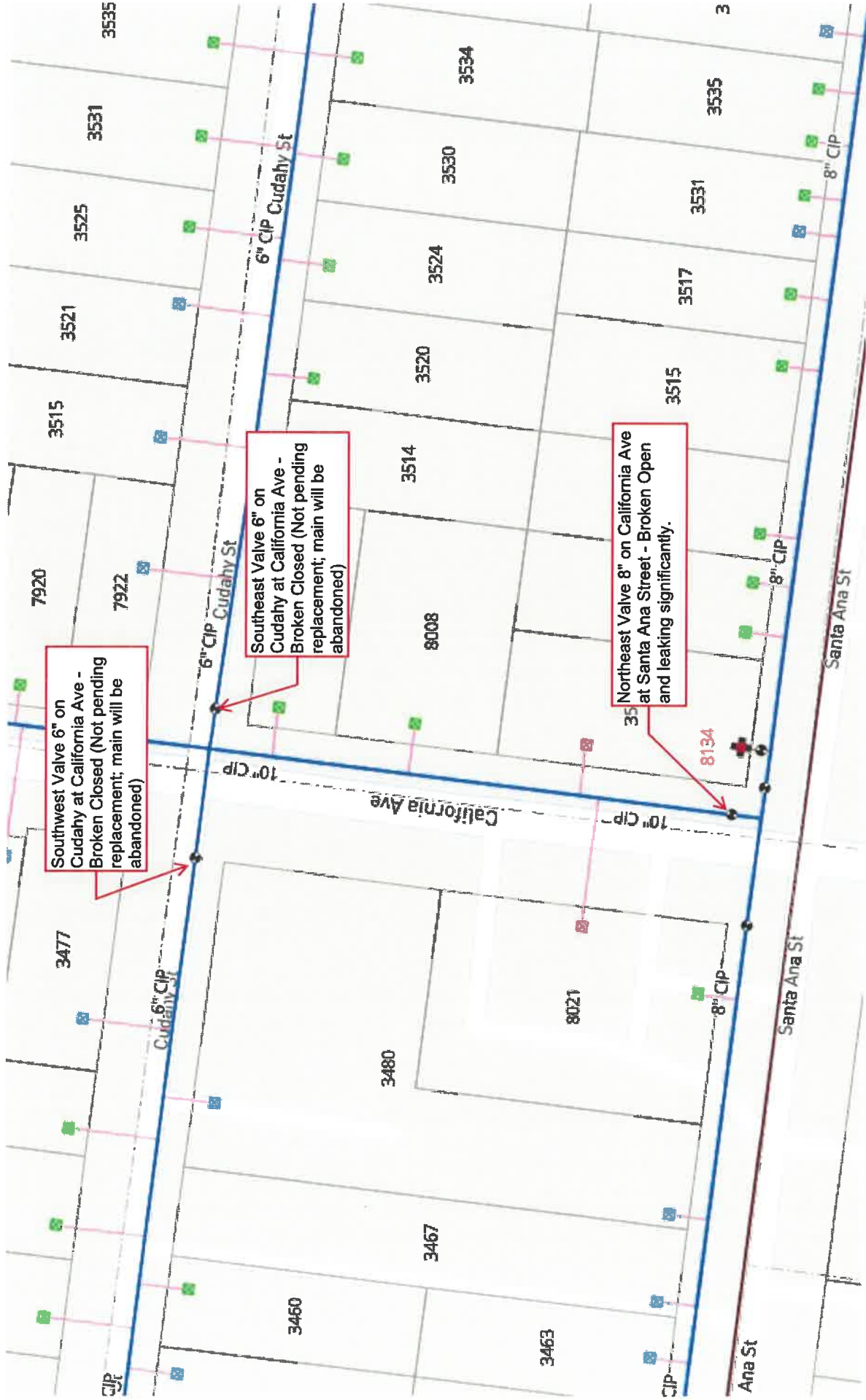



## **ATTACHMENT B**





# Cudahy Street & California Avenue Tie-In to Existing Main 5/27/2021



|  |           |            |   |
|--|-----------|------------|---|
| 1" = 81 ft   | Sub Title | 05/27/2021 |  |
| This map may represents a visual display of related geographic information. Data provided here on is not guarantee of acrtual field conditions. To be sure of complete accuracy, please contact the responsible staff for most up-to-date information. |           |            |   |



**ITEM NO. 5**





# CITY OF HUNTINGTON PARK

Public Works Department  
City Council Agenda Report

June 15, 2021

Honorable Mayor and Members of the City Council  
City of Huntington Park  
6550 Miles Avenue  
Huntington Park, CA 90255

Dear Mayor and Members of the City Council:

## **CONSIDERATION AND APPROVAL TO EXECUTE THE REQUEST FOR SERVICES TO DESIGN CIP 2017-03 ATP CYCLE III CALTRANS PROJECT ID ATPL-5150(015)**

### **IT IS RECOMMENDED THAT THE CITY COUNCIL:**

1. Execute the request for services (RFS) for the design of the plans, specifications and engineer's estimate (PS&E) as part of CIP 2017-03 ATP Cycle III Caltrans Project ID ATPL-5150(015) to Infrastructure Engineers for a not-to-exceed amount of \$45,000;
2. Payable from Metro Transportation Development Act (TDA) Article 3 funds from Account No. 334-8080-431.76-19;
3. Authorize staff to submit the Fiscal Year TDA Article 3 Local Allocation Form-Claim and all other corresponding reports to Metro; and
4. Authorize the City Manager to execute the RFS.

### **BACKGROUND**

This project was submitted for funding during Fiscal Year 2015-16 and is considered phase 2 to complete pedestrian safety enhancements at uncontrolled crosswalk locations throughout the City. City has completed the first phase as part of ATP Cycle II. The focus of the design is on pedestrian safety improvements at 20 uncontrolled crosswalk locations throughout the City. Uncontrolled crosswalks refer to legal crossings at an intersection where stop signs, traffic signals, or any traffic control device are not in place to control vehicles at pedestrian crossings. Improvements include the installation of raised pavement markers, Rectangular Rapid Flashing Beacons (RRFB) with LED lights around the sign, pedestrian scale lighting, double sided pedestrian crossing signing with downward facing arrows pointing to the crosswalk, advisory pedestrian ahead signing and pavement legends, yield here to pedestrian signing and striping of crosswalks in high visibility paint. This project will provide safer crossings with direct links to activity centers, schools, retail and grocery stores near transit stops. Improvements will be concentrated

## **CONSIDERATION AND APPROVAL TO EXECUTE THE REQUEST FOR SERVICES TO DESIGN CIP 2017-03 ATP CYCLE III CALTRANS PROJECT ID ATPL-5150(015)**

June 15, 2021

Page 2 of 3

along Pacific Boulevard, Miles Avenue, State Street, Gage Avenue, Alameda Street, Saturn Avenue, Zoe Avenue and Salt Lake Avenue (Attachment 1).

City staff is coordinating with Metro and Caltrans to seek project program concurrence and obtain authorization from the California Transportation Commission (CTC) to program the construction funding in the amount of \$945,000 during Fiscal Year 2021-22.

At the October 20, 2020 City Council meeting, the City Council awarded the Project Approval and Environmental Design (PA&ED) of CIP 2017-03 ATP Cycle III Project No. ATPL-5150(015) (Project) to Infrastructure Engineers (IE). Awarding the design of the PS&E to IE will assist the City by minimizing the timeline to obtain the finance letter and authorization to proceed from Caltrans by October of 2021. City staff has relayed the necessity of attaining support from IE as the engineering consulting firm most knowledgeable of the project scope of work. IE's experience with the design and oversight of the previous ATP Cycle II project will further assist in expediting the design of this project.

### **LEGAL REQUIREMENT**

The project had \$78,000 allocated towards the design phase. Due to several unforeseen reasons, this funding amount lapsed in December of 2020 while staff was working on the environmental phase of the project. Staff reached out to Caltrans Local Assistance and Caltrans Headquarters in Sacramento. The ATP guidelines are explicit regarding the timely use of funds and the City was granted a one-year extension of the design funds during Fiscal Year 2019-20. Caltrans would not permit the subsequent completion of the environmental and design phases and grant another extension. City has sought other non-general fund monies to supplement the design.

Typically, local municipalities are required to procure such services through a traditional Request for Qualifications (RFQ) or Request for Proposal (RFP) process. However, the City's Municipal Code provides exceptions to the RFP procurement process. Specifically, Huntington Park Municipal Code: 2-5.19 provides the following:

"(4) When subjective criteria are necessary to evaluate the proposals; Persons designated by the City Manager shall negotiate for the authorized service. Proposals shall be submitted whenever practicable from at least three (3) firms, except in those cases where a service firm has established such a successful past history of work with the City that it is clearly in the public interest not to negotiate with any other source. The contract for professional services should be awarded to the entity that will provide the best possible service to the City for the best value".

In this case, the City has an existing relationship with IE as the City's contract engineering and building & safety personnel and have requested a RFS to expedite the completion of the PS&E. Given IE's technical knowledge of this project, staff recommends authorization to execute the RFS and commence the PS&E.

### **FISCAL IMPACT**

**CONSIDERATION AND APPROVAL TO EXECUTE THE REQUEST FOR SERVICES  
TO DESIGN CIP 2017-03 ATP CYCLE III CALTRANS PROJECT ID ATPL-5150(015)**

June 15, 2021

Page 3 of 3

TDA Article 3 funds are used by cities within Los Angeles County for the planning and construction of pedestrian facilities. TDA, Article 3 funds are allocated annually on a per capita basis. There is \$79,155 in reserve from FY 2019 and FY 2020 and \$33,085 in FY 2021. TDA Article 3 funds may be used for the following activities relating to pedestrian facilities (including sidewalk wheelchair ramps):

- Engineering expenses leading to construction
- Retrofitting existing bicycle and pedestrian facilities, including installation of signage, to comply with the Americans with Disabilities Act (ADA)

Staff recommends awarding the contract agreement to Infrastructure Engineers for a not-to-exceed amount of \$45,000 payable from Account No. 334-8080-431.76-19.

**CONCLUSION**

Upon Council's direction, staff will proceed with actions as directed.

Respectfully submitted,



**RICARDO REYES**  
City Manager



**CESAR ROLDAN**  
Director of Public Works

**ATTACHMENT(S):**

- A. Project Map Location
- B. Infrastructure Engineers RFS

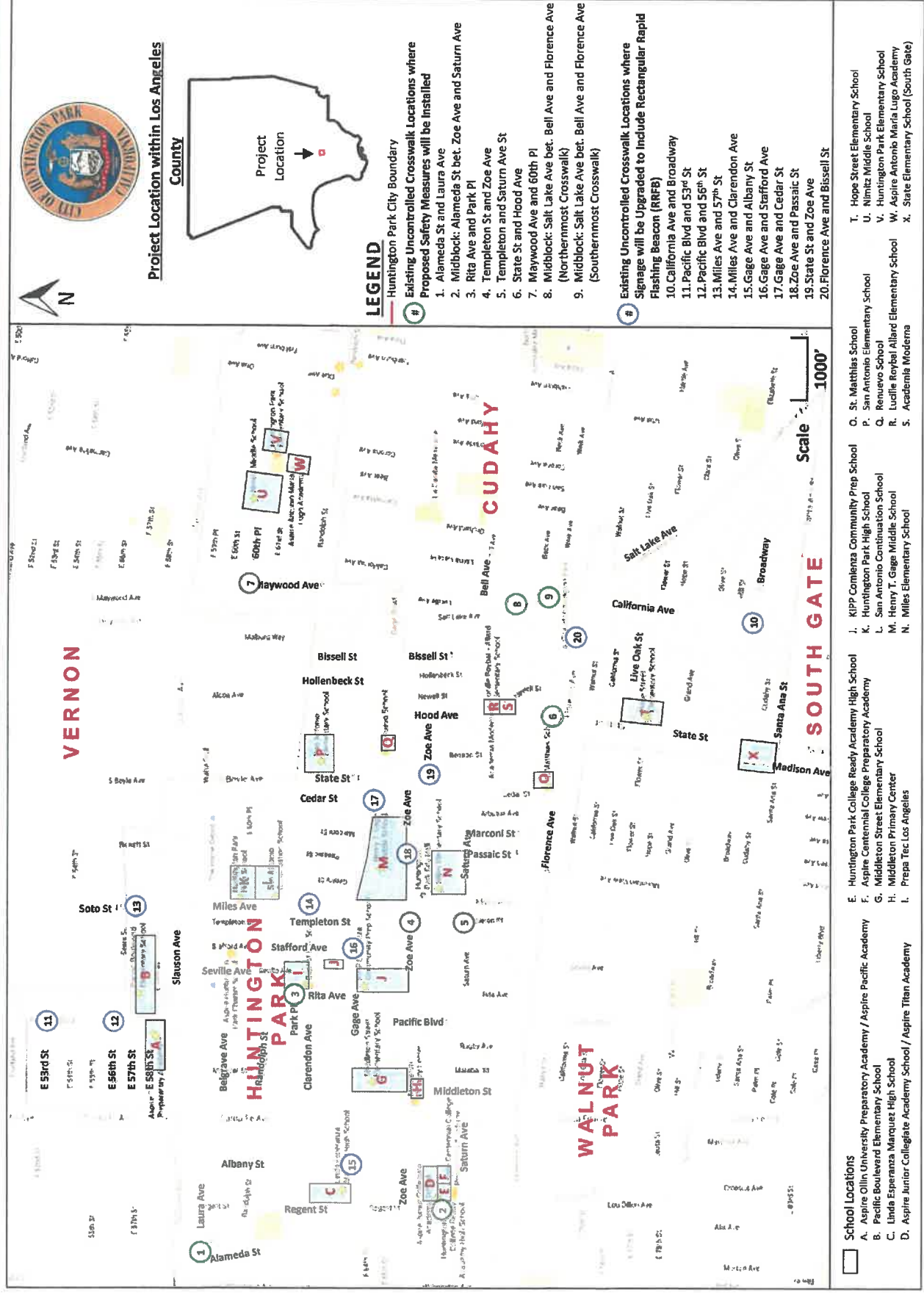




## ATTACHMENT A



**ATTACHMENT C: Project Location Map**  
**City of Huntington Park (Sponsoring Agency)**





## **ATTACHMENT B**



# REQUEST FOR SERVICES

## City of Huntington Park

**TO:** Ricardo Reyes, City Manager

**DATE:** June 7, 2021

**FROM:** Farzad Dorrani, Chief Operating Officer

**SUBJECT:** ATP Cycle 3 Project -Bid Document (Design Phase)

**Type of Project:** ☒ Public Works ☐ Community Development ☐ Traffic ☐ Park and Rec.

**Account Number:** \_\_\_\_\_

**Funding Source:** \_\_\_\_\_

**Description of Request:** The City of Huntington Park has been awarded an Active Transportation Program (ATP) Grant to complete Phase 2 of pedestrian safety enhancements at the remaining uncontrolled crosswalk locations in the City. The project will install Rectangular Rapid Flashing Beacons (RRFB) with LED lights, updating signing, and pavement markings at uncontrolled crosswalks and will eliminate hazardous conditions while improving pedestrian safety as identified in the Attachment "C" of the ATP Grant Application (See Exhibit "A") showing the 20 locations.

The Scope of work includes Design (preparation of PS&E). The IE Design Team shall provide all coordination with Edison if new electrical service is required at each intersection along with coordination with Los Angeles County Department of Public Works for traffic signal equipment testing and certifications. The IE Design team shall complete the 3-Phase utility notification and coordinate subsequent utility potholing for all proposed new RRFB poles with the City as part of the design services. The IE Design team will provide 80% and 100% plan PS&E submittals.

Infrastructure Engineers fee is identified in the table below:

| Task             | Description   | Fee              |
|------------------|---|------------------|
| 1                | Prepare Plans, Specifications and Cost Estimate (PS&E) Bid Document | \$ 40,000        |
| 2                | Project Management and Administration                               | \$ 5,000         |
| <b>Total Fee</b> |   | <b>\$ 45,000</b> |

This RFS is for the Design and preparation of PS&E bid document only and does not include any other tasks related to the project which is not listed herewith. A separate RFS shall be prepared for any additional tasks including perform potholing, fund administration (ROW Certification and E76 for Construction process and coordination with Caltrans) and obtain any outside agency permits per the design.

The schedule is as listed below: (The schedule is contingent on the Caltrans review process)

ROW Submittal by July 15, 2021

E76 Submittal by August 31, 2021

Bid Documents (PS&E) by October 31, 2021



## REQUEST FOR SERVICES

### To be completed by Infrastructure Engineers:

Project Number: \_\_\_\_\_  
Projected Date of Completion: October 31, 2021 \*  
Project Manager: Farzad Dorrani, MS  
Estimated Cost of Services: \$45,000

\* The schedule is contingent on the Caltrans review process.

Farzad Dorrani, Chief Operating Officer

6/7/2021

Date

### Approved to Proceed and/or Approval of Funding Sources:

#### RECOMMEND APPROVAL TO PROCEED

\_\_\_\_\_  
Ricardo Reyes, City Manager

\_\_\_\_\_  
Date



# REQUEST FOR SERVICES

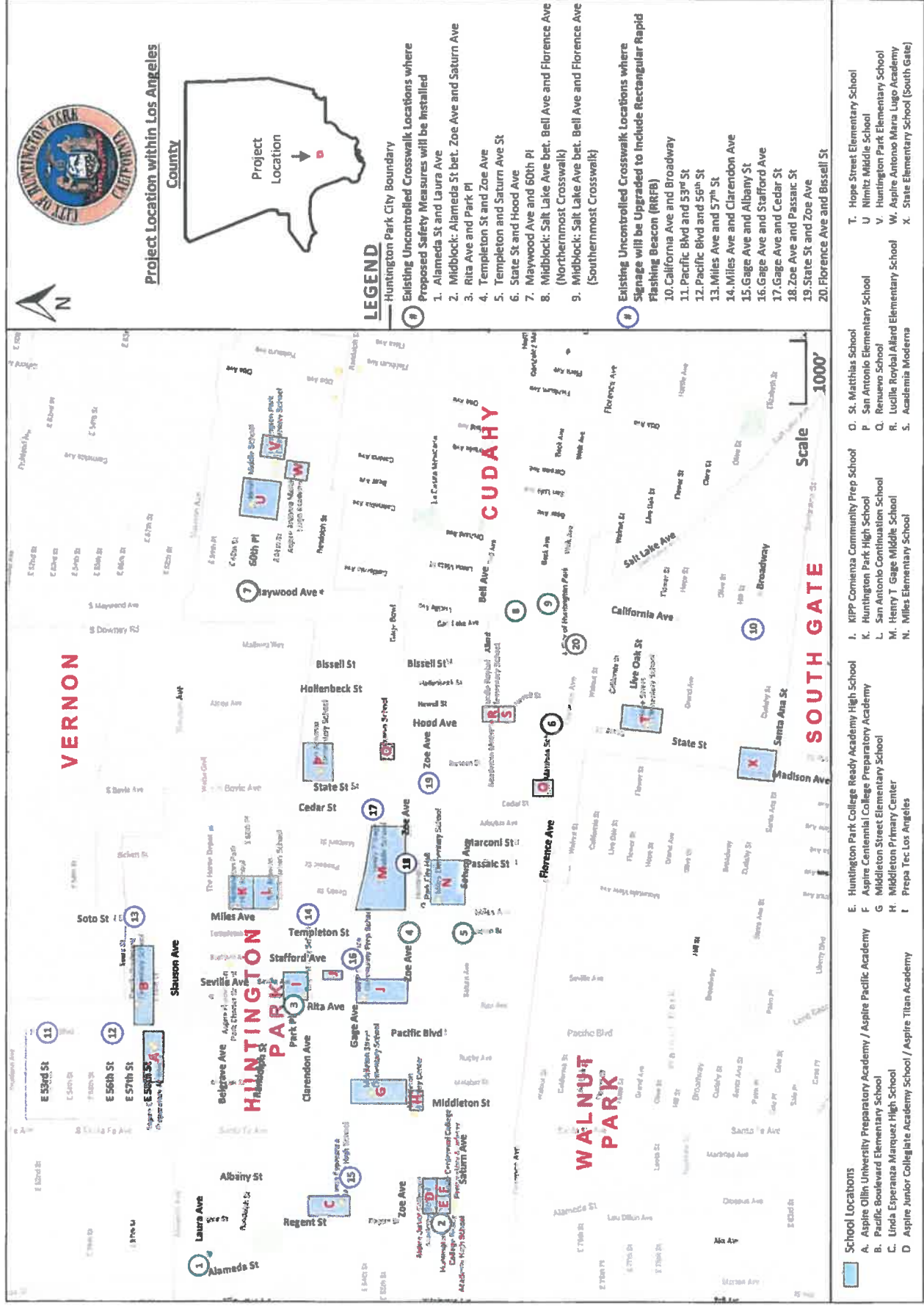
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INFRASTRUCTURE  
**ENGINEERS**

## EXHIBIT "A"

**ATTACHMENT C: Project Location Map**  
**City of Huntington Park (Sponsoring Agency)**



**ITEM NO. 6**





# CITY OF HUNTINGTON PARK

Public Works Department  
City Council Agenda Report

June 15, 2021

Honorable Mayor and Members of the City Council  
City of Huntington Park  
6550 Miles Avenue  
Huntington Park, CA 90255

Dear Mayor and Members of the City Council:

## **CONSIDERATION AND APPROVAL TO AWARD PROFESSIONAL SERVICES AGREEMENT TO PROVIDE MS4 COMPLIANCE SERVICES**

### **IT IS RECOMMENDED THAT THE CITY COUNCIL:**

1. Award a three (3) year professional service agreement (PSA) with an option of two, one-year extensions to provide compliance services as it relates to the current Los Angeles County Municipal Separate Storm Sewer System (MS4) Program to West & Associates Engineering, Inc. as the most responsive and responsible proposer for a not-to-exceed amount of \$118,000;
2. Payable from the fiscal year 2020-21 County of Los Angeles Safe Clean Water Account No. 111-8031-433.76-17; and
3. Authorize the City Manager to execute the PSA.

### **BACKGROUND**

At the December 1, 2020 City Council meeting, the City Council adopted the Los Angeles County Safe, Clean Water Program Annual Expenditure Plan for fiscal year 2020-21. Part of the plan funds qualified consultants to oversee and manage the National Pollutant Discharge Elimination System (NPDES) and other related services in compliance with the Los Angeles County MS4 program. Consultant must be familiar with the regulations as specified by the California Water Board – Los Angeles Region 4: [https://www.waterboards.ca.gov/losangeles/water\\_issues/programs/stormwater/municipal/losangeles.html](https://www.waterboards.ca.gov/losangeles/water_issues/programs/stormwater/municipal/losangeles.html)

On April 20, 2021, the City Council authorized staff to seek proposals from qualified consultants to perform these duties. On April 22, 2021, the City Clerk's Office published the Request for Proposal (RFP) in the local newspaper of general circulation and Public Work' posted the RFP on the City's website and other forms of electronic media. The RFP provided the guidance expected of professional engineering firms that perform similar type work.

## **CONSIDERATION AND APPROVAL TO AWARD PROFESSIONAL SERVICES AGREEMENT TO PROVIDE MS4 COMPLIANCE SERVICES**

June 15, 2021

Page 2 of 3

The City solicited proposals from qualified firms and the date to submit proposals was May 27, 2021. The City received four proposals in total but one did not meet the requirements of the RFP thus was disqualified for consideration. Below are the three proposals from the firms that met the requirements of the RFP.

1. West & Associates Engineering Inc.: \$118,000
2. CWE: \$167,736
3. Interwest: \$334,000

Based on the proposals evaluated, it is staff's recommendation to award the professional services agreement to West & Associates Engineering Inc. which was the lowest bidder that met the requirements of the RFP.

### **LEGAL REQUIREMENT**

Congress adopted the Brooks Act (P.L. 92-582), requiring the use of Qualifications-Based Selection (QBS) for the procurement of architect and engineering services. The use of QBS ensures that taxpayers receive highly technical architect and engineering services from the most experienced and most qualified firms at a fair and reasonable cost. California's QBS requirements can be found at Government Code sections 4525 et seq., also known as the Mini Brooks Act. City is awarding 1. West & Associates Engineering Inc. with the professional services agreement based on demonstrating competence and qualifications for this type of services.

### **FISCAL IMPACT**

On March 9, 2021, the City received \$419,513.82 from the County of Los Angeles for the City's portion of the FY 2020-21 Safe Clean Water Transfer Agreement No. 2020MP34. This allocation is part of the Los Angeles County Flood Control District's Safe and Clean Water Program funding from County voter initiate Measure W. Staff recommends awarding the contract agreement to West & Associates Engineering, Inc. as the most responsive and responsible proposer for a not-to-exceed amount of \$118,000 payable from Account No. 111-8031-433.76-17.

### **CONCLUSION**

Upon Council's direction, staff will proceed with actions as directed.

Respectfully submitted,



**RICARDO REYES**  
City Manager

**CONSIDERATION AND APPROVAL TO AWARD PROFESSIONAL SERVICES  
AGREEMENT TO PROVIDE MS4 COMPLIANCE SERVICES**

June 15, 2021

Page 3 of 3

A handwritten signature in black ink, appearing to read "Cesar Roldan", is positioned above the printed name.

**CESAR ROLDAN**

Director of Public Works

**ATTACHMENT(S):**

- A. West & Associates Engineering, Inc. Professional Services Agreement
- B. CASC, CWE & Interwest Proposals





## ATTACHMENT A





**PROFESSIONAL SERVICES AGREEMENT**  
**Management of the National Pollutant Discharge Elimination System and**  
**Other Related Services**

THIS PROFESSIONAL SERVICES AGREEMENT ("Agreement") is made and entered into this **15<sup>th</sup> day of June 2021** (hereinafter, the "Effective Date"), by and between the CITY OF HUNTINGTON PARK, a municipal corporation ("CITY") and **West & Associates Engineering, Inc.** (hereinafter, "CONTRACTOR"). For the purposes of this Agreement CITY and CONTRACTOR may be referred to collectively by the capitalized term "Parties." The capitalized term "Party" may refer to CITY or CONTRACTOR interchangeably.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions herein contained, CITY and CONTRACTOR agree as follows:

**I. ENGAGEMENT TERMS**

- 1.1 **SCOPE OF SERVICES:** Subject to the terms and conditions set forth in this Agreement and all exhibits attached and incorporated hereto, CONTRACTOR agrees to perform the services and tasks set forth in **Exhibit "A"** (hereinafter referred to as the "**Scope of Services**"). CONTRACTOR further agrees to furnish to CITY all labor, tools, supplies, equipment, services, tasks and incidental and customary work necessary to competently perform and timely complete the services and tasks set forth in the Scope of Services. For the purposes of this Agreement the aforementioned services and tasks set forth in the Scope of Services shall hereinafter be referred to generally by the capitalized term "Work."
- 1.2 **TERM:** This Agreement shall commence on **June 15, 2021 to June 30, 2023**, with the option of two, one-year extensions ending on **June 30, 2025**. It is the CONTRACTOR'S responsibility to request an extension at least (2) days in advance of the expiration of term of the Agreement (**Ending June 30, 2023**). Nothing in this Section shall operate to prohibit or otherwise restrict the CITY's ability to terminate this Agreement at any time for convenience or for cause.
- 1.3 **COMPENSATION:**
  - A. CONTRACTOR shall perform the various services and tasks set forth in the **Scope of Services Exhibit "A"**.
  - B. Section 1.3(A) notwithstanding, CONTRACTOR'S total compensation during the Term of this Agreement or any extension term shall not exceed the budgeted aggregate sum of **\$118,000 per year for Fiscal Year 2020-21 thru Fiscal Year 2024-25** (hereinafter, the "Not-to-Exceed Fiscal Year Sum"), unless such added expenditure is first approved by the CITY acting in consultation with the City Manager and the Director of Finance. In the event CONTRACTOR'S charges are projected to exceed the fiscal year Not-to-Exceed Fiscal Year Sum prior to the expiration of the Term or any single extension term, CITY may suspend CONTRACTOR'S performance pending CITY approval of any anticipated expenditures in excess of the Not-to-Exceed Fiscal Year Sum

or any other CITY-approved amendment to the compensation terms of this Agreement.

- 1.4 **PAYMENT OF COMPENSATION:** Following the conclusion of each calendar month, CONTRACTOR shall submit to CITY an itemized invoice indicating the services and tasks performed during the recently concluded calendar month, including services and tasks performed. If the amount of CONTRACTOR'S monthly compensation is a function of hours worked by CONTRACTOR'S personnel, the invoice shall indicate the number of hours worked in the recently concluded calendar month, the persons responsible for performing the Work, the rate of compensation at which such services and tasks were performed, the subtotal for each task and service performed and a grand total for all services performed. Within **thirty (30) calendar days** of receipt of each invoice, CITY shall notify CONTRACTOR in writing of any disputed amounts included in the invoice. Within **forty-five (45) calendar day** of receipt of each invoice, CITY shall pay all undisputed amounts included on the invoice. CITY shall not withhold applicable taxes or other authorized deductions from payments made to CONTRACTOR.
- 1.5 **ACCOUNTING RECORDS:** CONTRACTOR shall maintain complete and accurate records with respect to all matters covered under this Agreement during and for a period of three (3) years after the expiration or termination of this Agreement. CITY shall have the right to access and examine such records, without charge. CITY shall further have the right to audit such records, to make transcripts therefrom and to inspect all program data, documents, proceedings, and activities. The City shall own all accounting records maintained by the CONTRACTOR.
- 1.6 **ABANDONMENT BY CONTRACTOR:** In the event CONTRACTOR ceases to perform the Work agreed to under this Agreement or otherwise abandons the undertaking contemplated herein prior to the expiration of this Agreement or prior to completion of any or all tasks set forth in the Scope of Services, CONTRACTOR shall deliver to CITY immediately and without delay, all materials, records and other work product prepared or obtained by CONTRACTOR in the performance of this Agreement. Furthermore, CONTRACTOR shall only be compensated for the reasonable value of the services, tasks and other work performed up to the time of cessation or abandonment, less a deduction for any damages, costs or additional expenses which CITY may incur as a result of CONTRACTOR'S cessation or abandonment.

## **II. PERFORMANCE OF AGREEMENT**

- 2.1 **CITY'S REPRESENTATIVES:** The CITY hereby designates the City Manager and Director of Public Works (hereinafter, the "CITY Representatives") to act as its representatives for the performance of this Agreement. The City Manager shall be the chief CITY Representative. The CITY Representatives or their designee shall act on behalf of the CITY for all purposes under this Agreement. CONTRACTOR shall not accept directions or orders from any person other than the CITY Representatives or their designee.
- 2.2 **CONTRACTOR REPRESENTATIVE AND CONTACT INFORMATION:** CONTRACTOR hereby designates or designee to act as its representative for the performance of this Agreement (hereinafter, "CONTRACTOR Representative"). CONTRACTOR Representative shall have full authority to represent and act on behalf of the CONTRACTOR for all purposes under this Agreement. CONTRACTOR Representative or his designee shall supervise and direct the performance of the Work, using his best skill and attention, and shall be responsible for all means, methods, techniques, sequences and procedures and for the satisfactory coordination of all portions of the Work under this

Agreement. Notice to the CONTRACTOR Representative shall constitute notice to CONTRACTOR.

2.3 COORDINATION OF SERVICE; CONFORMANCE WITH REQUIREMENTS: CONTRACTOR agrees to work closely with CITY staff in the performance of the Work and this Agreement and shall be available to CITY staff and the CITY Representatives at all reasonable times. All work prepared by CONTRACTOR shall be subject to inspection and approval by CITY Representatives or their designees.

2.4 STANDARD OF CARE; PERFORMANCE OF EMPLOYEES: CONTRACTOR represents, acknowledges and agrees to the following:

- A. CONTRACTOR shall perform all Work skillfully, competently and to the highest standards of CONTRACTOR'S profession;
- B. CONTRACTOR shall perform all Work in a manner reasonably satisfactory to the CITY;
- C. CONTRACTOR shall comply with all applicable federal, state and local laws and regulations, including the conflict of interest provisions of Government Code section 1090 and the Political Reform Act (Government Code section 81000 *et seq.*);
- D. CONTRACTOR understands the nature and scope of the Work to be performed under this Agreement as well as any and all schedules of performance;
- E. All of CONTRACTOR'S employees and agents possess sufficient skill, knowledge, training and experience to perform those services and tasks assigned to them by CONTRACTOR; and
- F. All of CONTRACTOR'S employees and agents (including but not limited to SUB-CONTRACTOR) possess all licenses, permits, certificates, qualifications and approvals of whatever nature that are legally required to perform the tasks and services contemplated under this Agreement and all such licenses, permits, certificates, qualifications and approvals shall be maintained throughout the term of this Agreement and made available to CITY for copying and inspection.

The Parties acknowledge and agree that CONTRACTOR shall perform, at CONTRACTOR'S own cost and expense and without any reimbursement from CITY, any services necessary to correct any errors or omissions caused by CONTRACTOR'S failure to comply with the standard of care set forth under this Section or by any like failure on the part of CONTRACTOR'S employees, agents, and SUB-CONTRACTOR. Such effort by CONTRACTOR to correct any errors or omissions shall be commenced immediately upon their discovery by either Party and shall be completed within seven (7) calendar days from the date of discovery or such other extended period of time authorized by the CITY Representatives in writing and in their sole and absolute discretion. The Parties acknowledge and agree that CITY'S acceptance of any work performed by CONTRACTOR or on CONTRACTOR'S behalf shall not constitute a release of any deficiency or delay in performance. The Parties further acknowledge, understand and agree that CITY has relied upon the foregoing representations of CONTRACTOR, including but not limited to the representation that CONTRACTOR possesses the skills, training, knowledge and experience necessary to perform the Work skillfully, competently and to the highest standards of CONTRACTOR'S profession.

2.5 ASSIGNMENT: The skills, training, knowledge and experience of CONTRACTOR are

material to CITY's willingness to enter into this Agreement. Accordingly, CITY has an interest in the qualifications and capabilities of the person(s) who will perform the services and tasks to be undertaken by CONTRACTOR or on behalf of CONTRACTOR in the performance of this Agreement. In recognition of this interest, CONTRACTOR agrees that it shall not assign or transfer, either directly or indirectly or by operation of law, this Agreement or the performance of any of CONTRACTOR'S duties or obligations under this Agreement without the prior written consent of CITY. In the absence of CITY'S prior written consent, any attempted assignment or transfer shall be ineffective, null and void and shall constitute a material breach of this Agreement.

- 2.6 CONTROL AND PAYMENT OF SUBORDINATES; INDEPENDENT CONTRACTOR: The Work shall be performed by CONTRACTOR or under CONTRACTOR'S strict supervision. CONTRACTOR will determine the means, methods and details of performing the Work subject to the requirements of this Agreement. CITY retains CONTRACTOR on an independent CONTRACTOR basis and not as an employee. CONTRACTOR reserves the right to perform similar or different services for other principals during the term of this Agreement, provided such work does not unduly interfere with CONTRACTOR'S competent and timely performance of the Work contemplated under this Agreement and provided the performance of such services does not result in the unauthorized disclosure of CITY's confidential or proprietary information. Any additional personnel performing the Work under this Agreement on behalf of CONTRACTOR are not employees of CITY and shall at all times be under CONTRACTOR'S exclusive direction and control. CONTRACTOR shall pay all wages, salaries and other amounts due such personnel and shall assume responsibility for all benefits, payroll taxes, Social Security and Medicare payments and the like. CONTRACTOR shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: Social Security taxes, income tax withholding, unemployment insurance, disability insurance, workers' compensation insurance and the like.
- 2.7 REMOVAL OF EMPLOYEES OR AGENTS: If any of CONTRACTOR'S officers, employees, agents, or SUB-CONTRACTOR is determined by the CITY Representatives to be uncooperative, incompetent, a threat to the adequate or timely performance of the tasks assigned to CONTRACTOR, a threat to persons or property, or if any of CONTRACTOR'S officers, employees, agents, or SUBCONTRACTOR fail or refuse to perform the Work in a manner acceptable to the CITY, such officer, employee, agent, or SUB-CONTRACTOR shall be promptly removed by CONTRACTOR and shall not be reassigned to perform any of the Work.
- 2.8 COMPLIANCE WITH LAWS: CONTRACTOR shall keep itself informed of and in compliance with all applicable federal, state or local laws to the extent such laws control or otherwise govern the performance of the Work. CONTRACTOR'S compliance with applicable laws shall include without limitation compliance with all applicable Cal/OSHA requirements.
- 2.9 NON-DISCRIMINATION: In the performance of this Agreement, CONTRACTOR shall not discriminate against any employee, CONTRACTOR, or applicant for employment because of race, color, creed, religion, sex, marital status, sexual orientation, national origin, ancestry, age, physical or mental disability or medical condition.
- 2.10. INDEPENDENT CONTRACTOR STATUS: The Parties acknowledge, understand and agree that CONTRACTOR and all persons retained or employed by CONTRACTOR are, and shall at all times remain, wholly independent CONTRACTOR and are not officials, officers,

employees, departments or subdivisions of CITY. CONTRACTOR shall be solely responsible for the negligent acts and/or omissions of its employees, agents, CONTRACTOR and SUB-CONTRACTOR. CONTRACTOR and all persons retained or employed by CONTRACTOR shall have no authority, express or implied, to bind CITY in any manner, nor to incur any obligation, debt or liability of any kind on behalf of, or against, CITY, whether by CONTRACTOR or otherwise, unless such authority is expressly conferred to CONTRACTOR under this Agreement or is otherwise expressly conferred by CITY in writing.

### III. INSURANCE

- 3.1 DUTY TO PROCURE AND MAINTAIN INSURANCE: Prior to the beginning of and throughout the duration of the Work, CONTRACTOR will procure and maintain policies of insurance that meet the requirements and specifications set forth under this Article. CONTRACTOR shall procure and maintain the following insurance coverage, at its own expense:
- A. Commercial General Liability Insurance: CONTRACTOR shall procure and maintain Commercial General Liability Insurance ("CGL Coverage") as broad as Insurance Services Office Commercial General Liability coverage (Occurrence Form CG 0001) or its equivalent. Such CGL Coverage shall have minimum limits of no less than One Million Dollars (\$1,000,000.00) per occurrence and Two Million Dollars (\$2,000,000.00) in the general aggregate for bodily injury, personal injury, property damage, operations, products and completed operations, and CONTRACTOR dual liability.
  - B. Automobile Liability Insurance: CONTRACTOR shall procure and maintain Automobile Liability Insurance as broad as Insurance Services Office Form Number CA 0001 covering Automobile Liability, Code 1 (any auto). Such Automobile Liability Insurance shall have minimum limits of no less than Two Million Dollars (\$2,000,000.00) per accident for bodily injury and property damage.
  - C. Workers' Compensation Insurance / Employer's Liability Insurance: A policy of workers' compensation insurance in such amount as will fully comply with the laws of the State of California and which shall indemnify, insure and provide legal defense for both CONTRACTOR and CITY against any loss, claim or damage arising from any injuries or occupational diseases occurring to any worker employed by or any persons retained by CONTRACTOR in the course of carrying out the Work contemplated in this Agreement.
- 3.2 ADDITIONAL INSURED REQUIREMENTS: The CGL Coverage and the Automobile Liability Insurance shall contain an endorsement naming the CITY and CITY'S elected and appointed officials, officers, employees, agents and volunteers as additional insureds.
- 3.3 REQUIRED CARRIER RATING: All varieties of insurance required under this Agreement shall be procured from insurers admitted in the State of California and authorized to issue policies directly to California insureds. Except as otherwise provided elsewhere under this Article, all required insurance shall be procured from insurers who, according to the latest edition of the Best's Insurance Guide, have an A.M. Best's rating of no less than A: VII. CITY may also accept policies procured by insurance carriers with a Standard & Poor's rating of no less than BBB according to the latest published edition the Standard & Poor's rating guide. As to Workers' Compensation Insurance/ Employer's Liability Insurance, the CITY Representatives are authorized to authorize lower ratings than those set forth in this Section.

- 3.4 **PRIMACY OF CONTRACTOR'S INSURANCE:** All policies of insurance provided by CONTRACTOR shall be primary to any coverage available to CITY or CITY'S elected or appointed officials, officers, employees, agents or volunteers. Any insurance or self-insurance maintained by CITY or CITY'S elected or appointed officials, officers, employees, agents or volunteers shall be in excess of CONTRACTOR'S insurance and shall not contribute with it.
- 3.5 **WAIVER OF SUBROGATION:** All insurance coverage provided pursuant to this Agreement shall not prohibit CONTRACTOR officers, employees, agents, CONTRACTOR or SUB-CONTRACTOR from waiving the right of subrogation prior to a loss. CONTRACTOR hereby waives all rights of subrogation against CITY.
- 3.6 **VERIFICATION OF COVERAGE:** CONTRACTOR acknowledges, understands and agrees, that CITY'S ability to verify the procurement and maintenance of the insurance required under this Article is critical to safeguarding CITY'S financial well-being and, indirectly, the collective well-being of the residents of the CITY. Accordingly, CONTRACTOR warrants, represents and agrees that it shall furnish CITY with original certificates of insurance and endorsements evidencing the coverage required under this Article on forms satisfactory to CITY in its sole and absolute discretion. **The certificates of insurance and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf and shall be on forms provided by the CITY if requested.** All certificates of insurance and endorsements shall be received and approved by CITY as a condition precedent to CONTRACTOR'S commencement of any work or any of the Work. Upon CITY'S written request, CONTRACTOR shall also provide CITY with certified copies of all required insurance policies and endorsements.

#### IV. INDEMNIFICATION

- 4.1 The Parties agree that CITY and CITY'S elected and appointed officials, officers, employees, agents and volunteers (hereinafter, the "CITY Indemnitees") should, to the fullest extent permitted by law, be protected from any and all loss, injury, damage, claim, lawsuit, cost, expense, attorneys' fees, litigation costs, or any other cost arising out of or in any way related to the performance of this Agreement. Accordingly, the provisions of this indemnity provision are intended by the Parties to be interpreted and construed to provide the CITY Indemnitees with the fullest protection possible under the law. CONTRACTOR acknowledges that CITY would not enter into this Agreement in the absence of CONTRACTOR'S commitment to indemnify, defend and protect CITY as set forth herein.
- 4.2 To the fullest extent permitted by law, CONTRACTOR shall indemnify, hold harmless and defend the CITY Indemnitees from and against all liability, loss, damage, expense, cost (including without limitation reasonable attorneys' fees, expert fees and all other costs and fees of litigation) of every nature arising out of or in connection with CONTRACTOR'S performance of work hereunder or its failure to comply with any of its obligations contained in this Agreement.
- 4.3 CITY shall have the right to offset against the amount of any compensation due CONTRACTOR under this Agreement any amount due CITY from CONTRACTOR as a result of CONTRACTOR'S failure to pay CITY promptly any indemnification arising under this Article and related to CONTRACTOR'S failure to either (i) pay taxes on amounts received pursuant to this Agreement or (ii) comply with applicable workers' compensation laws.
- 4.4 The obligations of CONTRACTOR under this Article will not be limited by the provisions of any workers' compensation act or similar act. CONTRACTOR expressly waives its statutory immunity under such statutes or laws as to CITY and CITY'S elected and appointed officials,



officers, employees, agents and volunteers.

- 4.5 CONTRACTOR agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Article from each and every CONTRACTOR or any other person or entity involved by, for, with or on behalf of CONTRACTOR in the performance of this Agreement. In the event CONTRACTOR fails to obtain such indemnity obligations from others as required herein, CONTRACTOR agrees to be fully responsible and indemnify, hold harmless and defend CITY and CITY'S elected and appointed officials, officers, employees, agents and volunteers from and against any and all claims and losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of CONTRACTOR'S, SUB-CONTRACTOR or any other person or entity involved by, for, with or on behalf of CONTRACTOR in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys' fees incurred by counsel of CITY'S choice.
- 4.6 CITY does not, and shall not, waive any rights that it may possess against CONTRACTOR because of the acceptance by CITY, or the deposit with CITY, of any insurance policy or certificate required pursuant to this Agreement. This hold harmless and indemnification provision shall apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.
- 4.7 This Article and all provisions contained herein (including but not limited to the duty to indemnify, defend and hold free and harmless) shall survive the termination or normal expiration of this Agreement and is in addition to any other rights or remedies which the CITY may have at law or in equity.

## V. TERMINATION

- 5.1 TERMINATION WITHOUT CAUSE: CITY may terminate this Agreement at any time for convenience and without cause by giving CONTRACTOR a minimum of five (5) calendar day's prior written notice of CITY'S intent to terminate this Agreement. Upon such termination for convenience, CONTRACTOR shall be compensated only for those services and tasks which have been performed by CONTRACTOR up to the effective date of the termination. CONTRACTOR may not terminate this Agreement except for cause as provided under Section 5.2, below. If this Agreement is terminated as provided herein, CITY may require CONTRACTOR to provide all finished or unfinished Documents and Data, as defined in Section 6.1 below, and other information of any kind prepared by CONTRACTOR in connection with the performance of the Work. CONTRACTOR shall be required to provide such Documents and Data within fifteen (15) calendar days of CITY'S written request. No actual or asserted breach of this Agreement on the part of CITY pursuant to Section 5.2, below, shall operate to prohibit or otherwise restrict CITY'S ability to terminate this Agreement for convenience as provided under this Section.
- 5.2 EVENTS OF DEFAULT; BREACH OF AGREEMENT:
- A. In the event either Party fails to perform any duty, obligation, service or task set forth under this Agreement (or fails to timely perform or properly perform any such duty, obligation, service or task set forth under this Agreement), an event of default (hereinafter, "Event of Default") shall occur. For all Events of Default, the Party alleging an Event of Default shall give written notice to the defaulting Party (hereinafter referred to as a "Default Notice") which shall specify: (i) the nature of the Event of Default; (ii) the action required to cure the Event of Default; (iii) a date by which the Event of Default shall be cured, which shall not be less than

the applicable cure period set forth under Sections 5.2.B and 5.2C below or if a cure is not reasonably possible within the applicable cure period, to begin such cure and diligently prosecute such cure to completion. The Event of Default shall constitute a breach of this Agreement if the defaulting Party fails to cure the Event of Default within the applicable cure period or any extended cure period allowed under this Agreement.

**B. CONTRACTOR shall cure the following Events of Defaults within the following time periods:**

- i. Within three (3) business days of CITY'S issuance of a Default Notice for any failure of CONTRACTOR to timely provide CITY or CITY'S employees or agents with any information and/or written reports, documentation or work product which CONTRACTOR is obligated to provide to CITY or CITY'S employees or agents under this Agreement. Prior to the expiration of the 3-day cure period, CONTRACTOR may submit a written request for additional time to cure the Event of Default upon a showing that CONTRACTOR has commenced efforts to cure the Event of Default and that the Event of Default cannot be reasonably cured within the 3-day cure period. The foregoing notwithstanding, CITY shall be under no obligation to grant additional time for the cure of an Event of Default under this Section 5.2 B.i. that exceeds seven (7) calendar days from the end of the initial 3-day cure period; or
- ii. Within fourteen (14) calendar days of CITY'S issuance of a Default Notice for any other Event of Default under this Agreement. Prior to the expiration of the 14-day cure period, CONTRACTOR may submit a written request for additional time to cure the Event of Default upon a showing that CONTRACTOR has commenced efforts to cure the Event of Default and that the Event of Default cannot be reasonably cured within the 14-day cure period. The foregoing notwithstanding, CITY shall be under no obligation to grant additional time for the cure of an Event of Default under this Section 5.2B.ii that exceeds thirty (30) calendar days from the end of the initial 14-day cure period.

In addition to any other failure on the part of CONTRACTOR to perform any duty, obligation, service or task set forth under this Agreement (or the failure to timely perform or properly perform any such duty, obligation, service or task), an Event of Default on the part of CONTRACTOR shall include, but shall not be limited to the following: (i) CONTRACTOR'S refusal or failure to perform any of the services or tasks called for under the Scope of Services; (ii) CONTRACTOR'S failure to fulfill or perform its obligations under this Agreement within the specified time or if no time is specified, within a reasonable time; (iii) CONTRACTOR'S and/or its employees' disregard or violation of any federal, state, local law, rule, procedure or regulation; (iv) the initiation of proceedings under any bankruptcy, insolvency, receivership, reorganization, or similar legislation as relates to CONTRACTOR, whether voluntary or involuntary; (v) CONTRACTOR'S refusal or failure to perform or observe any covenant, condition, obligation or provision of this Agreement; and/or (vii) CITY'S discovery that a statement representation or warranty by CONTRACTOR relating to this Agreement is false, misleading or erroneous in any material respect.

- C. CITY shall cure any Event of Default asserted by CONTRACTOR within forty-five (45) calendar days of CONTRACTOR'S issuance of a Default Notice, unless the Event of Default cannot reasonably be cured within the 45-day cure period. Prior to the expiration of the 45-day cure period, CITY may submit a written request for additional time to cure the Event of Default upon a showing that CITY has commenced its efforts to cure the Event of Default and that the Event of Default cannot be reasonably cured within the 45-day cure period. The foregoing notwithstanding, an Event of Default dealing with CITY'S failure to timely pay any**

undisputed sums to CONTRACTOR as provided under Section 1.4, above, shall be cured by CITY within five (5) calendar days from the date of CONTRACTOR'S Default Notice to CITY.

- D. CITY, in its sole and absolute discretion, may also immediately suspend CONTRACTOR'S performance under this Agreement pending CONTRACTOR'S cure of any Event of Default by giving CONTRACTOR written notice of CITY'S intent to suspend CONTRACTOR'S performance (hereinafter, a "Suspension Notice"). CITY may issue the Suspension Notice at any time upon the occurrence of an Event of Default. Upon such suspension, CONTRACTOR shall be compensated only for those services and tasks which have been rendered by CONTRACTOR to the reasonable satisfaction of CITY up to the effective date of the suspension. No actual or asserted breach of this Agreement on the part of CITY shall operate to prohibit or otherwise restrict CITY'S ability to suspend this Agreement as provided herein.
- E. No waiver of any Event of Default or breach under this Agreement shall constitute a waiver of any other or subsequent Event of Default or breach. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.
- F. The duties and obligations imposed under this Agreement and the rights and remedies available hereunder shall be in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available by law. In addition to any other remedies available to CITY at law or under this Agreement in the event of any breach of this Agreement, CITY, in its sole and absolute discretion, may also pursue any one or more of the following remedies:
  - i. Upon written notice to CONTRACTOR, CITY may immediately terminate this Agreement in whole or in part;
  - ii. Upon written notice to CONTRACTOR, CITY may extend the time of performance;
  - iii. CITY may proceed by appropriate court action to enforce the terms of the Agreement to recover damages for CONTRACTOR'S breach of the Agreement or to terminate the Agreement; or
  - iv. CITY may exercise any other available and lawful right or remedy.

CONTRACTOR shall be liable for all legal fees plus other costs and expenses that CITY incurs upon a breach of this Agreement or in the CITY'S exercise of its remedies under this Agreement.

- G. In the event CITY is in breach of this Agreement, CONTRACTOR'S sole remedy shall be the suspension or termination of this Agreement and/or the recovery of any unpaid sums lawfully owed to CONTRACTOR under this Agreement for completed services and tasks.
- 5.3 SCOPE OF WAIVER: No waiver of any default or breach under this Agreement shall constitute a waiver of any other default or breach, whether of the same or other covenant, warranty, agreement, term, condition, duty or requirement contained in this Agreement. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.
- 5.4 SURVIVING ARTICLES, SECTIONS AND PROVISIONS: The termination of this Agreement

pursuant to any provision of this Article or by normal expiration of its term or any extension thereto shall not operate to terminate any Article, Section or provision contained herein which provides that it shall survive the termination or normal expiration of this Agreement.

## VI. MISCELLANEOUS PROVISIONS

- 6.1 **DOCUMENTS & DATA; LICENSING OF INTELLECTUAL PROPERTY:** All Documents and Data shall be and remain the property of CITY without restriction or limitation upon their use or dissemination by CITY. For purposes of this Agreement, the term "Documents and Data" means and includes all reports, analyses, correspondence, plans, drawings, designs, renderings, specifications, notes, summaries, strategies, charts, schedules, spreadsheets, calculations, lists, data compilations, documents or other materials developed and/or assembled by or on behalf of CONTRACTOR in the performance of this Agreement and fixed in any tangible medium of expression, including but not limited to Documents and Data stored digitally, magnetically and/or electronically. This Agreement creates, at no cost to CITY, a perpetual license for CITY to copy, use, reuse, disseminate and/or retain any and all copyrights, designs, and other intellectual property embodied in all Documents and Data. CONTRACTOR shall require all SUB-CONTRACTORS working on behalf of CONTRACTOR in the performance of this Agreement to agree in writing that CITY shall be granted the same right to copy, use, reuse, disseminate and retain Documents and Data prepared or assembled by any CONTRACTOR as applies to Documents and Data prepared by CONTRACTOR in the performance of this Agreement.
- 6.2 **CONFIDENTIALITY:** All data, documents, discussion, or other information developed or received by CONTRACTOR or provided for performance of this Agreement are deemed confidential and shall not be disclosed by CONTRACTOR without prior written consent by CITY. CITY shall grant such consent if disclosure is legally required. Upon request, all CITY data shall be returned to CITY upon the termination or expiration of this Agreement. CONTRACTOR shall not use CITY'S name or insignia, photographs, or any publicity pertaining to the Work in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of CITY.
- 6.3 **FALSE CLAIMS ACT:** CONTRACTOR warrants and represents that neither CONTRACTOR nor any person who is an officer of, in a managing position with, or has an ownership interest in CONTRACTOR has been determined by a court or tribunal of competent jurisdiction to have violated the False Claims Act, 31 U.S.C., section 3789 et seq. and the California False Claims Act, Government Code section 12650 et seq.
- 6.4 **NOTICES:** All notices permitted or required under this Agreement shall be given to the respective Parties at the following addresses, or at such other address as the respective Parties may provide in writing for this purpose:

**CONTRACTOR:**

West & Associates Engineering, Inc.  
78 Anacapa Court  
Foothill Ranch, CA 92610  
Attn: Phillip West, P.E., QSD/QSP  
Office: (949) 716-7670  
philw@westaeng.com

**CITY:**

City of Huntington Park  
Public Works Department  
6550 Miles Avenue  
Huntington Park, CA 90255  
Attn: Ricardo Reyes, City Manager  
Phone: (323) 582-6161

Such notices shall be deemed effective when personally delivered or successfully transmitted by facsimile as evidenced by a fax confirmation slip or when mailed, forty-eight (48) hours after deposit with the United States Postal Service, first class postage prepaid and addressed to the Party at its applicable address.

- 6.5 COOPERATION; FURTHER ACTS: The Parties shall fully cooperate with one another and shall take any additional acts or sign any additional documents as is reasonably necessary, appropriate or convenient to achieve the purposes of this Agreement.
- 6.6 SUBCONTRACTING: CONTRACTOR shall not SUB-CONTRACTOR any portion of the Work required by this Agreement, except as expressly stated herein, without the prior written approval of CITY. SUB-CONTRACTORS (including without limitation SUB-CONTRACTORS with Sub-CONTRACTOR'S), if any, shall contain a provision making them subject to all provisions stipulated in this Agreement, including provisions relating to insurance requirements and indemnification.
- 6.7 CITY'S RIGHT TO EMPLOY OTHER CONTRACTOR: CITY reserves the right to employ other CONTRACTOR in connection with the various projects worked upon by CONTRACTOR.
- 6.8 PROHIBITED INTERESTS: CONTRACTOR warrants, represents and maintains that it has not employed nor retained any company or person, other than a *bona fide* employee working solely for CONTRACTOR, to solicit or secure this Agreement. Further, CONTRACTOR warrants and represents that it has not paid nor has it agreed to pay any company or person, other than a *bona fide* employee working solely for CONTRACTOR, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, CITY shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of CITY, during the term of his or her service with CITY, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.
- 6.9 TIME IS OF THE ESSENCE: Time is of the essence for each and every provision of this Agreement.
- 6.10 GOVERNING LAW AND VENUE: This Agreement shall be interpreted and governed according to the laws of the State of California. In the event of litigation between the Parties, venue, without exception, shall be in the Los Angeles County Superior Court of the State of California. If, and only if, applicable law requires that all or part of any such litigation be tried exclusively in federal court, venue, without exception, shall be in the Central District of California located in the City of Los Angeles, California.
- 6.11 ATTORNEYS' FEES: If either Party commences an action against the other Party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing Party in such litigation shall be entitled to have and recover from the losing Party reasonable attorneys' fees and all other costs of such action.
- 6.12 SUCCESSORS AND ASSIGNS: This Agreement shall be binding on the successors and assigns of the Parties.
- 6.13 NO THIRD-PARTY BENEFIT: There are no intended third-party beneficiaries of any right or obligation assumed by the Parties. All rights and benefits under this Agreement inure exclusively to the Parties.

- 6.14 CONSTRUCTION OF AGREEMENT: This Agreement shall not be construed in favor of, or against, either Party but shall be construed as if the Parties prepared this Agreement together through a process of negotiation and with the advice of their respective attorneys.
- 6.15 SEVERABILITY: If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.
- 6.16 AMENDMENT; MODIFICATION: No amendment, modification or supplement of this Agreement shall be valid or binding unless executed in writing and signed by both Parties, subject to CITY approval. The requirement for written amendments, modifications or supplements cannot be waived and any attempted waiver shall be void and invalid.
- 6.17 CAPTIONS: The captions of the various articles, sections and paragraphs are for convenience and ease of reference only, and do not define, limits, augment, or describe the scope, content, or intent of this Agreement.
- 6.18 INCONSISTENCIES OR CONFLICTS: In the event of any conflict or inconsistency between the provisions of this Agreement and any of the exhibits attached hereto, the provisions of this Agreement shall control.
- 6.19 ENTIRE AGREEMENT: This Agreement including all attached exhibits is the entire, complete, final and exclusive expression of the Parties with respect to the matters addressed herein and supersedes all other agreements or understandings, whether oral or written, or entered into between CITY and CONTRACTOR prior to the execution of this Agreement. No statements, representations or other agreements, whether oral or written, made by any Party which are not embodied herein shall be valid or binding. No amendment, modification or supplement to this Agreement shall be valid and binding unless in writing and duly executed by the Parties pursuant to Section 6.15, above.
- 6.20 COUNTERPARTS: This Agreement shall be executed in three (3) original counterparts each of which shall be of equal force and effect. No handwritten or typewritten amendment, modification or supplement to any one counterpart(s) shall be valid or binding unless made to all three counterparts in conformity with Section 6.16, above. One fully executed original counterpart shall be delivered to CONTRACTOR and the remaining two original counterparts shall be retained by CITY.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed the day and year first appearing in this Agreement, above.

**CITY OF HUNTINGTON PARK:**

**WEST & ASSOCIATES ENGINEERING, INC.:**

\_\_\_\_\_  
By: Ricardo Reyes  
City Manager

\_\_\_\_\_  
By: Phillip West  
Principal/President

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

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

**APPROVED AS TO FORM:**

\_\_\_\_\_  
By: City Attorney

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

**EXHIBIT "A"**

**SCOPE OF WORK**

**WEST & ASSOCIATES ENGINEERING, INC.**



# City of Huntington Park

## Proposal for:

Professional Services for  
Management of the National  
Pollutant Discharge Elimination  
System and Other Related Services

CITY OF  
HUNTINGTON PARK

May 27, 2021

Submitted by:

West & Associates Engineering, Inc.

**WEST&ASSOCIATES**  
ENGINEERING, INC.



May 27, 2021

Cesar Roldan  
Director of Public Works  
City of Huntington Park  
6550 Miles Avenue  
Huntington Park, CA 90255

Subject: Professional Services for Management of the National Pollutant Discharge Elimination System and Other Related Services

Dear Mr. Roldan:

West & Associates is pleased to submit our Proposal for the Professional Services for Management of the National Pollutant Discharge Elimination System and Other Related Services for the City of Huntington Park.

We are a small firm (CA "S" Corp. - C3986570) with extensive streetscape experience which includes both street rehabilitation and street improvement projects. Overall, our team members have been involved with over one-hundred (100) public agency projects of this type in their respective careers. Many of these projects have been similar to this particular project. Our Project Manager, Mr. Steve Forster, has previously overseen similar services to those described in this RFP.

This current phase of the project essentially seeks to develop, update, inspect and monitor the NPDES programs of the city and provide other project management and engineering services on an "as needed" basis for the City of Huntington Park.

**I have read, understood, and agreed to all statements in this Request for Proposal and acknowledge receipt of all addendums/amendments as well as to the terms, conditions, and attachments referenced.** This proposal is valid for a period of no less than one-hundred & twenty (120) calendar days from the date of this submittal. We also acknowledge that **no addendums** have been issued for this RFP.

Thank you for this project opportunity. Please contact me if you have any questions.

Sincerely,

A handwritten signature in blue ink that reads "Phillip West".

Phillip West, P.E., QSD/QSP  
Principal/President  
West & Associates Engineering, Inc.  
Office: (949) 716-7670  
Cell: (714) 728-8082  
[philw@westaeng.com](mailto:philw@westaeng.com)

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*\*This Section includes resumes*

*\*\*Fee is provided in a separate envelope*

## SECTION 2: CONSULTANT'S BACKGROUND

### Company Background

West & Associates Engineering, Inc. or simply "West & Associates" was started in 2015 by Mr. Phillip West. We provide technical consulting services to clients throughout Southern California for a broad range of services, including planning, design, and construction. In particular, we **specialize** in the following types of work:



#### PIPELINES

Water Mains, Sewers, Storm Drains, etc.



#### FACILITIES

Wells, Pumping Stations, Lift Stations, Valve Vaults, Tanks, Reservoirs, Structures, etc.



#### GENERAL CIVIL

Streets & Streetscapes, Grading, Parks, Parking Lots, etc.



#### QSD/QSP NPDES SERVICES

Including preparation and inspection of SWPPPs, WQMPS, NPDES Compliance etc.

#### Services Listed Include ALL Major Phases of Work:

- Planning
- Design
- Construction Mgmt. & Inspection

#### Other Notable Services:

- Plan Check
- Staffing Augmentation

Nearly all of the past experience by the West project team members has been with public agencies. As such, **our focus is on public clients**. Mr. West and the project team members have experience with nearly **sixty (60)** public agencies throughout Southern California. A good portion of these clients are repeat clients that the team members have worked with over the years. Clients that Mr. West and the project team members have worked with include **Cities (44), Water Agencies (14), County Agencies (2)**.

Our Project Team members have served clients all over Southern California, regardless of the distance. Our main office is located in nearby Orange County. In fact, we have completed services for municipal agencies which are nearly **four (4) hours away from our office**. We are versatile and able to accommodate your needs!



## SECTION 3: QUALIFICATIONS AND EXPERIENCE OF CONSULTANT'S PERSONNEL

### Related Project Examples

We have experience with **nearly sixty (60) public agencies** in Southern California, including experience with the City of Huntington Park. Mr. West and Mr. Forster have over 50 years of combined experience in serving public agencies as staff and consultants. We are experienced and understand the needs of public agencies. The following experience includes past experience for Mr. West. A list of references with contact information is provided in **Section 7** of this proposal.



#### CITY OF HUNTINGTON PARK

6550 Miles Avenue, Huntington Park CA 90255

Cesar Roldan, Director of Public Works [\(323\) 584-6320](tel:3235846320)

[croldan@hpcg.gov](mailto:croldan@hpcg.gov)

West & Associates is currently involved with the City of Huntington Park on the following project(s):

#### 1. URBAN WATER MANAGEMENT PLAN – HUNTINGTON PARK

Engineering services for the preparation of the City's 2020 Urban Water Management Plan. The project involved an analysis of the City's water system, calculation of future growth, demands, and water supply, and a plan of action to manage supplies under various climatic and emergency conditions. The project also involved coordination with outside agencies and with the general public.



#### CITY OF LA MIRADA

13700 La Mirada Blvd, La Mirada, CA 90638

Steve Forster, (Former) Director of Public Works [\(562\) 587-4860](tel:5625874860)

The Project Manager, Mr. Steve Forster, was previously involved on the following project(s):

#### 1. NPDES SERVICES– LA MIRADA

Provided oversight, direction, Implementation, monitoring and inspection of the NPDES related services for the City of La Mirada since the inception of the Municipal Permitting.



#### CITY OF POMONA

505 South Garey Avenue Pomona, California 91766

Matt Pilarz, Senior Engineer [\(909\) 620-3652](tel:9096203652)

Mr. West was previously involved with the City of Pomona from 2008 to 2013 on the following project(s):

#### 1. VARIOUS WATER MAIN REPLACEMENT PROJECTS

Mr. West provided Engineering services for the several water main replacement projects. The projects involved the preparation of a Storm Water Pollution Prevention Plan (SWPPP).

## SECTION 3: QUALIFICATIONS AND EXPERIENCE OF CONSULTANT'S PERSONNEL



### CITY OF LAGUNA NIGUEL

30111 Crown Valley Parkway Laguna Niguel, CA 92677  
JC Herrera, Assistant Civil Engineer [\(949\) 362-4382](tel:949-362-4382)

West & Associates was involved with the City of Laguna Niguel in 2017 on the following project(s):

#### 1. REHABILITATION OF LA PLATA DRIVE & IVY GLENN DRIVE STORM DRAIN FACILITIES

Engineering services for the City's La Plata Drive and Ivy Glenn Drive Storm Drain Rehabilitation Project. The project involved review of the existing pipe conditions, review of CCTV video, research of rehabilitation options and costs, preparation of a preliminary design report, and preparation of Plans, Specifications, and Estimates. The project involved nearly 4,000 feet of pipe in two separate street segments in the City.

### Other Related Experience

The following table provides a listing of other relevant projects for the project team members:

| AGENCY                             | PROJECT NAME   |
|------------------------------------|--|
| City of Azusa                      | Gladstone Elementary Safe Routes to School Survey                  |
| City of Baldwin Park               | Street Condition Assessment  |
| City of Bellflower                 | Palo Verde Ave Rehabilitation                                      |
| City of La Palma                   | Indigo Lane Storm Drain Improvements                               |
| City of Montebello                 | Beach Street Pavement & Storm Drain Rehabilitation                 |
| City of Manhattan Beach            | FY 2014/2016 Storm Drain CIP                                       |
| City of Hawaiian Gardens           | Fedde Middle School Safe Routes to School                          |
| City of Irwindale                  | Martin Road Sewer Lift Station Replacement                         |
| City Rancho Palos Verdes           | Infrastructure Report Card (Including Storm Drain System Analysis) |
| City of Sierra Madre               | Grand View Ave. Sewer Replacement                                  |
| City of Simi Valley                | Lost Canyons Drive Storm Drain Improvements                        |
| <b>11 DIFFERENT CLIENTS SERVED</b> | <b>11 RELATED PROJECTS</b>   |

## SECTION 4: PROJECT APPROACH

### Project Understanding

In accordance with the RFP and as further clarified by the City, we understand that the City is seeking qualified consulting services for the documentation, inspection, management of the City's NPDES programs as well as engineering related project management services.

West and Associates will conduct scoping meetings with the City and County (Engineering and Public Works) to properly understand, evaluate and review all required documents as a first step.

Our staff is committed to analyzing the City of Huntington Park's inventory of catch basins, outfalls, current programs, industrial waste sites and past permits related to the requirements of the City's regional watershed requirements, MS4 permit, LA County NPDES permit and any State and Federal requirements. Field inspections will be conducted on industrial waste sites and meet with business owners for compliance with the current NPDES requirements. The inspector will document the site to ensure compliance with the permit and record the information for future reporting in the annual permit. This will be completed and uploaded daily via the inspector's daily reports. The team will photo document each location for the project file.

A key component of West and Associates approach is working with the public in an advisory and educational fashion rather than to take an adversarial approach in meeting with the City's business owners. West and Associates will also take an active role in attending ALL regional watershed meetings and "look after" the City's best interests. Public outreach will be a critical component of working with the business owners and our inspectors are bilingual in English and Spanish to meet the demographic requirements of the community.

The project team will analyze, conduct and partner with other agencies on behalf of the City of Huntington Park for storm water monitoring events. These events will include site investigations of illegal discharge, illegal connections and routine storm water events. These events will be documented and reported to the necessary agencies during the annual permit process or immediately in the event of things such as a sanitary sewer overflow. Outfall monitoring and water quality will be completed as described in the RFP and pursuant to the RWQCB requirements of at least three (3) events per year. This will be completed on the appropriate forms and provided during the annual permit process.

The project team will register with and submit all appropriate applications, permits, forms and recorded documentation annually by November 30 of each year. This shall include all development activities and new construction as required for the annual permit process. In addition, West and Associates will develop a "checklist" for the City that will include the any LID plans, CEQA findings, MS4 requirements, BMP's, and all necessary environmental protocols that are required of the agency.

## SECTION 4: PROJECT APPROACH

West and Associates prides itself on ensuring that our projects are “turn key” and that the final product is timeless and complete. To that extent, we are committed to ensuring that Huntington Park is kept abreast of all changes in regulatory laws during the scope of our work and including these updates to the City as we progress. In addition, we will evaluate each inspection for “out of the box” environmental opportunities for the City and business community. These may include other types of mitigation measures that will either save expenses on initial capital outlay or improve storm water discharge beyond what is required should it be cost effective. Examples of these treatments are non-mechanical devices such as infiltration areas, reclaimed water opportunities and use of storm water for irrigation of natural vegetation. Our engineering approach is simple, “develop long term strategies that will be timeless and innovative while ensuring the project budget is met”.

### Project Approach

From our research of the project sites, the project locations documented pursuant the City’s existing data base. In each case, a document data sheet will be incorporated for each business, stormwater event, illicit discharge or connection. Data will include, but not be limited to, the following:

- Field Review Forms shall include for Industrial Waste Inspections:
- Location
- Condition
- Date of inspection
- Business name
- Business type (SIC Code)
- Recommended improvements
- Alternate opportunities
- Violation if present
- Ownership
- Field notes
- Relevant information on follow up

To accomplish the Scope of Work, we intend to begin preliminary work on this project upon notice of contract award (instead of upon Notice to Proceed). Typically, this is about one to two weeks prior to the Kickoff Meeting. The preliminary work will include requesting data from the City and County in advance of the Kickoff Meeting and review of the project requirements. This approach will result in a more productive Kickoff Meeting and a more accurate analysis of data. Most importantly, **an early start will save time**. Our approach is **illustrated below**.





## SECTION 4: PROJECT APPROACH

### Scope of Work

We acknowledge the tasks described in the RFP. Our proposed Scope of Work will **include the entirety of the Scope described in the RFP**. In order to provide the **best possible services** for your needs, we will consolidate the Scope into the following phases:

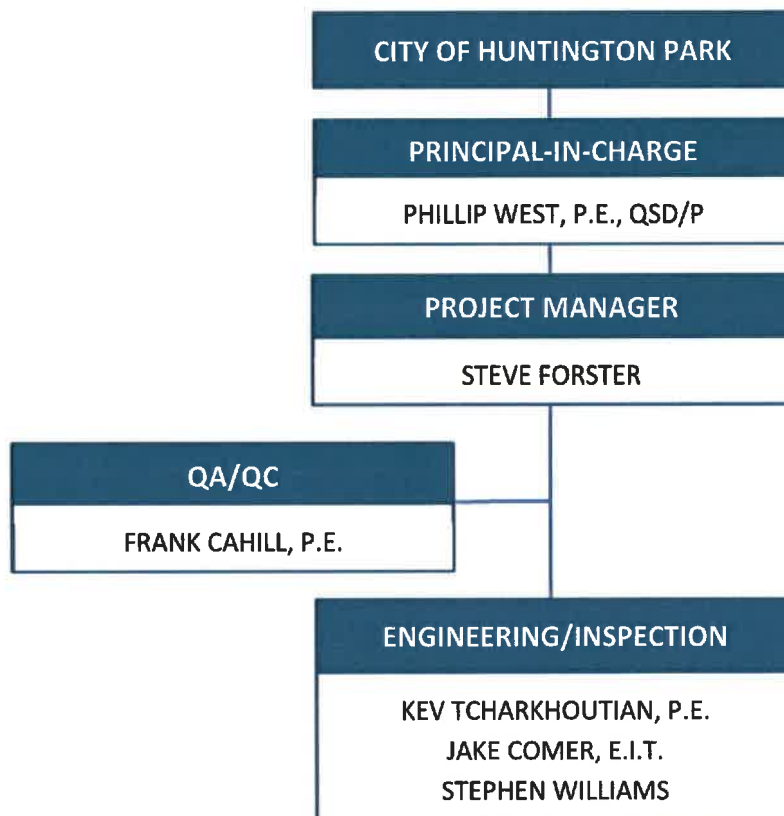
- **Task 1: Field Reviews & Surveys**
  1. Phase I – Due Diligence and Inspection
  2. Phase II – Preliminary Engineering and Preparation for Permitting
- **Task 2: Permitting and Regulations**
  3. Phase III – Final Engineering and Permitting

The Schedule in Section 8 of this Proposal shows the sequence and duration of the Phases above. As stated in the RFP, the schedule shows annual permit completion by November 30, 2021.

## SECTION 5: PROPOSED PERSONNEL

### Organizational Chart

The project team will consist of the individuals below:



Resumes of the above individuals are provided later in this section.

### Office Location and Contact Information

We are a small California "S" Corporation. Our office is located in Foothill Ranch (Lake Forest) in Orange County, California. Mr. Phillip West acts as the Principal/President of the firm.



- Started in 2015
- California "S" Corporation (Fed I.D. No. 81-5259524)
- Contact: Phillip West, P.E., QSD/QSP
- Office: (949) 716-7670
- Cell: (714) 728-8082
- [philw@westaeng.com](mailto:philw@westaeng.com)

**Phillip West, P.E., QSD/QSP**  
**Principal-In-Charge**

**EDUCATION:**  
California State University,  
Long Beach  
B.S. Civil Engineering

**REGISTRATION:**  
Registered Civil Engineer, California  
No. 77453  
Qualified SWPPP Developer (QSD)  
Qualified SWPPP Practitioner (QSP)  
Certificate No. 25034

**OVERVIEW:**

As Principal/President at West & Associates, Mr. West also serves as a Project Manager for all projects. The entirety of Mr. West's career has been **solely focused on public clients**, and he has served **nearly sixty (60) public agency clients** throughout his career. His experience has been very diverse and involves planning, design, construction management, field surveying, and even staffing augmentation. Most importantly for this particular project, a good portion of Mr. West's background involves a strong component of **storm drain design and/or construction management**.

**RELATED PROJECT EXPERIENCE**

Mr. West has been involved with the related projects described below. These projects are only a portion of Mr. West's overall experience:

**CITY OF HUNTINGTON PARK**

Project Management Engineering services for Phase IV of the City's ATP project. The services included Project Approval & Environmental Design (PA&ED) work in preparation for the solicitation of PS&E. The PA&ED phase will lay the groundwork for the completion of "complete streets" for six (6) streets, with a pedestrian focus, including bicycle routes, sharrows, curb bulbouts, zebra crosswalks, signal modifications, and signage.

Project Management and Engineering services for the preparation of the City's 2020 Urban Water Management Plan. The project involved an analysis of the City's water system, calculation of future growth, demands, and water supply, and a plan of action to manage supplies under various climatic and emergency conditions. The project also involved coordination with outside agencies and with the general public.

**CITY OF LAGUNA NIGUEL**

Engineering services for the City's La Plata Drive and Ivy Glenn Drive Storm Drain Rehabilitation Project. The project involved review of the existing pipe conditions, review of CCTV video, research of rehabilitation options and costs, preparation of a preliminary design report, and preparation of Plans, Specifications, and Estimates. The project involved nearly 4,000 feet of pipe in two separate street segments in the City.

**CITY OF MONTEBELLO**

Project Management and Engineering services for the City's Beach Street Pavement Rehabilitation Project. The project involves removal and replacement, grind and overlay, slurry seal, removal of trees, curb and gutter replacement, sidewalk replacement, sidewalk repair, driveway replacement, curb ramp replacement, restoration of pavement striping, and manhole adjustment on five separate streets in the City. The total length of the project was 5,000 feet. The project also involved **design of a replacement storm drain** connecting to the Rio Hondo Channel, including a hydrology study and sizing of the storm drain.

**CITY OF SIERRA MADRE**

Project Management and Engineering services for the City's FY 2019-20 Street Rehabilitation Project. The project involved pavement removal and replacement, grind and overlay, slurry seal, removal of trees, curb and gutter replacement, sidewalk replacement, sidewalk repair, driveway replacement, curb ramp replacement, restoration of pavement striping, and manhole adjustment on five separate streets in the City. The total length of the project was 10,000 feet.

**Steve Forster**  
**Project Manager****EDUCATION:**  
B.S. Business Administration,  
University of Phoenix, 1997**REGISTRATION:**  
ASCE, Member  
APWA, Member  
Certified Arborist, No. 2269A**OVERVIEW:**

Mr. Forster has 30 years-experience in municipal civil engineering design and construction. He served as the Public Works Director for the City of La Mirada for 23 years. Was responsible for CIP plans of more than \$50 million a year in the capacity of Public Works Director. Has relevant experience in all aspects of municipal public projects including buildings, public and private infrastructure, capital improvement planning, financing, grant management, engineering, and maintenance.

**KEY EXPERIENCE**

Mr. Forster has the following key experience:

**Public Works Director | City Of La Mirada | 1989-2013**

- Represented the City at various intergovernmental agencies and associations.
- Represented the Council at various functions and meetings.
- Prepared weekly reports related to the operations of the City.
- Oversight of training and staff development

**Senior Vice President | Infrastructure Engineers | 2015-Present**

- Represented the company as an executive level position.
- Responsible for the company's growth from 20 employees to 100 employees.
- Set company goals and developed business strategies.
- Operated the entire construction management and inspection department

**RECENT PROJECT EXPERIENCE**

Mr. Forster has recently provided Project Management Services for the following projects:

**City of Huntington Park: Aquatic Center and Football Field**

Providing project management, construction management, inspection, and administration of the project. The City of Huntington Park has begun construction on a \$24,800,000 Aquatics Center complex and associated football field at the 23-acre Salt Lake Park. The City has engaged Infrastructure Engineers to provide project management, construction management, inspection, and administration of the project as well as building plan checking services.

**City of Huntington Park: Greenway Linear Park**

Providing project management, construction management, inspection and administration for this \$3,200,000 project. The project is 10-block-long stretch of green space where almost every block has fitness equipment, artistic bike racks, playgrounds for children, passive open space, pedestrian and vehicle paths, display gardens and meditation areas.

**City of Huntington Park: Various Street Improvement Projects**

Designed, budgeted, and constructed the City's first major street rehabilitation project in over 10 years. This \$5,000,000 project was completed in 6 months from design to construction to ensure no loss revenue from various sources.

**City of Huntington Park: Water Line Replacement Project**

Providing project management, construction management, inspection, and administration of the \$3,500,00 project that entails reconstruction of over 1 mile of 8" domestic water supply.

**Frank Cahill, P.E.**  
**Quality Assurance/Control****EDUCATION:**  
University College Dublin,  
Ireland  
B.Eng. Civil Engineering**REGISTRATION:**  
Registered Civil Engineer, California  
No. 55373**OVERVIEW:**

Mr. Cahill has about **twenty-five years** of experience in California with civil engineering management, design and construction for site development, and **municipal projects** in the **water/wastewater** industry. He will be providing quality review of plans prior to submittal to the City.

**RELATED PROJECT EXPERIENCE**

Mr. Cahill has been involved with the related projects described below and on the following page. These projects are only a small portion of Mr. Cahill's overall experience:

**EAST ORANGE COUNTY WATER DISTRICT**

Mr. Cahill acted as the District Engineer for East Orange County Water District from 2017 to 2018, for a period of nearly two years. District Engineer duties included oversight of current projects, planning and budgeting of proposed projects, direction of staff and resources. During his tenure, Mr. Cahill oversaw the implementation of the District's Master Plan Update.

**IRVINE RANCH WATER DISTRICT**

Project Manager & QA/QC services for the Culver Drive Recycled Water Main Replacement project. The project involved replacement of approximately 1,200 feet of existing recycled water main with a new 12-inch PVC recycled water main, along with new recycled service laterals, air-vacs and a blow-off, and abandonment of existing facilities. The project also involved a complex connection in a busy intersection that required traffic control and the installation of a large 8-inch meter vault to an existing golf course.

**MOULTON NIGUEL WATER DISTRICT**

Project Manager for the Wood Canyon Domestic Water Booster Pump Station which included four 150 HP pumps, suction and discharge piping and valves, LPG standby generator, electrical system and controls, masonry building, grading and miscellaneous site work. Also provided construction management and inspection services.

**CITY OF SIMI VALLEY**

Prepared a Water Master Plan for a proposed development in the City. The proposed development included roughly 200 homes, new golf courses, a clubhouse, and club member suites. The master plan included nearly 5 miles of new mains, a booster station, a new reservoir, and revitalization of an existing reservoir.

Quality Assurance/Control services for the design of about 30,000 feet of new streets for a proposed housing development in the City. The street improvements included new street design, curb and gutter, parking pop-outs, and parking lots for a clubhouse at a private golf course. The project also included street rehabilitation work. Mr. Cahill overlooked the design of over 22,000 feet of water mains and over 3,000 feet of sewer improvements within the project vicinity.

**UNIVERSAL STUDIOS**

Prepared Domestic and Fire Water Master Plans as a Universal Studios Project Engineer. Recommended modifications to enhance the performance of the existing systems.

**Jake Comer, E.I.T.  
Civil Engineer****EDUCATION:**  
California State University,  
Long Beach  
B.S. Civil Engineering**REGISTRATION:**  
Engineer-In-Training, CA (No. 18-460-16)  
Licensed Engineer, CA (In Progress)**OVERVIEW:**

Mr. Comer serves as an engineer for various projects, including water, sewer, and storm drain projects. Mr. Comer has experience in hydrologic and hydraulic analyses, engineering design work with both AutoCAD and MicroStation, field data collection, and GIS analyses. **The majority of Mr. Comer's experience has been with public agencies.**

**RELATED PROJECT EXPERIENCE**

Mr. Comer has been involved with the related projects described below and on the following page. These projects are only a portion of Mr. Comer's overall experience:

**CITY OF CHINO**

Engineering services for the Yorba Avenue and Eucalyptus Avenue Sewer Main Replacement project. The project involved replacing approximately 5,000 feet of 10-inch and 15-inch sewer main with 15-inch and 21-inch VCP. The project also included a sewer study which evaluated design alternatives and calculated sewer flows and capacity of the existing and new main. Finally, the project also involved coordination with Union Pacific Rail Road for a railroad crossing.

**USACE LOS ANGELES DISTRICT**

Work included field investigations of several Maricopa and Mohave County Flood Control sites, analysis of flood conditions, and the design of new and rehabbed channels. Several areas within the project vicinity were at risk from large storm events and this project set out to rehabilitate existing facilities and to create new protection. Jake developed unit hydrographs and flood profiles within the risk areas. The information was then incorporated with AutoCAD Civil 3D software to generate plans. Coordination with the County officials and surveying contractors was also undertaken to efficiently and effectively provide a product to the client. Once constructed, flooding in these areas will be under control.

**ORANGE COUNTY PUBLIC WORKS DEPARTMENT (OCPW)**

Performed an investigation of the existing levee conditions along the E01 levee system and compiled information regarding pump stations and tributaries within the project vicinity. Jake implemented GIS mapping and information to perform hydraulic modeling with HEC-RAS, as well as an analysis of the interior drainage. He wrote several technical reports on these levees that were submitted to the OCPW. The project allowed for insight into future large storm events and the conditions of the levees during such events. OCPW was able to determine where areas of their levees need rehabilitation and which residents were in flood risk areas.

**IRVINE RANCH WATER DISTRICT (IRWD)**

Engineering Intern for one year. Duties included engineering analysis, CAD design, site inspections, preparation of specifications, and preparation of cost estimates. During his internship with IRWD Mr. Comer worked with the Engineering and Planning Department, Development Services, and Operation Center. He also worked on various sites including the Michelson Water Recycling Plant, Baker Water Treatment Plant, San Joaquin Reservoir, and the Biosolids and Energy Recovery Facility Construction site.



**Kev Tcharkhoutian, P.E.  
Engineer****EDUCATION:**  
California State University,  
Long Beach  
B.S. Civil Engineering, 1980**REGISTRATION:**  
Registered Civil Engineer, California  
No. 44598**OVERVIEW:**

Mr. Tcharkhoutian has over 40 years-experience in municipal civil engineering design and construction. He has served as City Engineer or Public Works Director for several agencies throughout Southern California. Mr. Tcharkhoutian has overseen a wide variety of projects including water, sewer, storm drain, streets, parks, and grading.

**RELATED PROJECT EXPERIENCE (CITY ENGINEER OR PUBLIC WORKS DIRECTOR)**

Mr. Tcharkhoutian has served as City Engineer or Public Works Director for the following agencies:

- City of Sierra Madre
- City of El Monte
- City of South El Monte
- City of Baldwin Park

**RELATED PROJECT EXPERIENCE (OTHER AGENCY EXPERIENCE)**

Mr. Tcharkhoutian has served as Principal, Senior, or Associate Engineer for the following agencies:

- City of Montebello
- City of Duarte
- City of Vernon
- City of Wildomar
- City of Colton
- City of South Gate
- City of Maywood
- City of Monrovia
- City of Ontario
- University of Southern California

**RECENT PROJECT EXPERIENCE**

Mr. Tcharkhoutian has recently provided Inspection Services for the following projects:

**CITY OF SIERRA MADRE**

Inspection services for the City's FY 2019-20 Street Improvements Project. The project involved the rehabilitation of over 10,000 feet of City streets, including full-depth replacement, grind and overlay, slurry seal, replacement of curb, gutter, sidewalk, and curb ramps.

Inspection services for the City's Sierra Vista Park Improvements Project. The project involved the expansion and rehabilitation of the existing parking lot, including the addition of new parking spaces, pavement grinding and overlay, construction of new curb islands, construction of new curb ramps, removal and replacement of driveways, and the re-arrangement of the direction of the parking spaces to provide for better traffic flow in the parking lot.

**Stephen Williams**  
**Assistant Engineer****EDUCATION:**  
Penn State University,  
B.S. Business (Organizational Leadership)**OVERVIEW:**

Mr. Williams provides Engineering, Drafting, Surveying, and QA/QC assistance for West & Associates Projects. Prior to his experience in the water/wastewater industry, Mr. Williams had worked in the manufacturing industry for about 10 years, wherein he supervised a team. His skills with the finer details add to the precision of work for the project team. To date, Mr. Williams has experience on the design of nearly **ten (10) miles of municipal pipelines** for four (4) public agencies.

**PROJECT EXPERIENCE**

Mr. Williams has been involved with the related projects described below:

**CITY OF ALHAMBRA**

Engineering services for the Winchester Avenue and Winthrop Drive Water Main Replacement project. The project involved replacing distribution mains and a transmission main along with new service laterals, hydrants, air-vacs and blow-offs, connections to existing mains, and abandonment of existing facilities. The total length of the project was approximately 10,000 feet.

**GOLDEN STATE WATER COMPANY**

Project assistant services for GSWC's Lawndale Area Water Main Replacements – Hawthorne Blvd Project, including review of plans and minor adjustments to Design of Plans per Caltrans' comments.

**CITY OF SIMI VALLEY**

Assistant engineering services for the design of about 30,000 feet of new streets for a proposed housing development in the City. The street improvements included new street design, curb and gutter, parking pop-outs, and parking lots for a clubhouse at a private golf course. The project also included street rehabilitation work. Mr. Cahill overlooked the design of over 22,000 feet of water mains and over 3,000 feet of sewer improvements within the project vicinity.

**CITY OF SIERRA MADRE**

Land surveying services for the City's FY 2019-20 Street Rehabilitation Project. The project involved grind and overlay, removal and replacement, slurry seal, curb and gutter replacement, sidewalk restoration, striping, and manhole adjustment over roughly 10,000 feet of City streets. This project received Caltrans funding.

Assisted in providing engineering services for the City's Recreation Center Parking Lot Improvements Project. The project involved grind and overlay, removal of curb and gutter, removal of grass parkway, removal of existing trees, construction of new parking spaces and curb islands, construction of new sidewalk and curb ramps, replacement of driveways, and installation of new striping.

**CITY OF RANCHO SANTA MARGARITA**

Assisted in providing engineering services for the City's Melinda Road Median Extension Project. The project involved the extension of an existing median in Melinda Road at Paseo Alegria near the 241 toll road. The project involved removal of concrete curbs, stamped concrete, landscaping, striping, existing asphalt pavement, and traffic signs. The project also involved the construction of new concrete curbs, new stamped concrete, installation of new asphalt pavement, grind and overlay of asphalt for smooth "feathered" transition for drainage, installation of new project signs and posts, curb painting, and restoration of pavement striping.



## SECTION 6: QUALITY ASSURANCE/QUALITY CONTROL

### Quality Assurance/Control of Procedures

The following are quality control methods that we plan on implementing for this project:

#### Direct Project Management

The project manager, Mr. Phillip West, will be directly involved on this project. Instead of periodic reviews and dictations to engineering staff, he will work alongside engineering staff to ensure the work is done properly. All staff members have access to the same files and can edit as the needs arise without things being “lost-in-translation”. This drastically reduces errors during the work process.

#### Maintain regular communication

We will strive to address all issues the first time, so that the issues do not have to be re-addressed down the road, thus saving time and money. To accomplish this, we will apply the following procedures:

- Important information will be made in writing via email in order to be accessible by all parties throughout the duration of the project.
- Strive for a high level of responsiveness and timeliness with all email and telephone communication. Typically, we respond to all phone calls or emails within a few hours or less. This reduces re-work if communication corrects a design issue that would have otherwise been resolved improperly.

### Quality Assurance/Control of Products

All work will go through a QA/QC process before submittal to the client. We strive to have all projects reviewed by an experienced individual not directly involved in the project, although general familiarity with the project and the client is desirable. During the QA/QC process, Adobe PDF software is utilized to review documents as opposed to printing hard copies. This is not done to be “green”, but rather to **save time and to keep records of our quality control**. This is also important if any quarantines persist during this project. The review of the construction documents shall focus on three key areas including: 1) quality of drafting, 2) quality of design, and 3) constructability.

## SECTION 7: REFERENCES

### References

The following are key references for this proposal:



#### **CITY OF HUNTINGTON PARK**

6550 Miles Avenue, Huntington Park CA 90255

Cesar Roldan, Director of Public Works [\(323\) 584-6320](tel:3235846320)

[croldan@hpca.gov](mailto:croldan@hpca.gov)



#### **CITY OF ALHAMBRA**

900 New Avenue, Alhambra, CA 91801

Thomas Amare, Engineer [626-300-1562](tel:6263001562)

[tamare@cityofalhambra.org](mailto:tamare@cityofalhambra.org)



#### **CITY OF SIERRA MADRE**

232 W. Sierra Madre Blvd. Sierra Madre CA 91024

Chris Cimino, Director of Public Works [626-355-7135](tel:6263557135)

[ccimino@cityofsierramadre.com](mailto:ccimino@cityofsierramadre.com)



#### **CITY OF CHINO**

13220 Central Avenue, Chino, CA 917110

Eduardo Diaz, Engineer [\(909\) 334-3534](tel:9093343534)

[ediaz@cityofchino.org](mailto:ediaz@cityofchino.org)



#### **LAKE ARROWHEAD COMMUNITY SERVICES DISTRICT**

27307 State Hwy. 189, Blue Jay, CA 92317

Aida Hercules-Dodaro, District Engineer [\(909\) 336-7100](tel:9093367100)

[ahercules@lakearrowheadcsd.com](mailto:ahercules@lakearrowheadcsd.com)

## SECTION 8: SCHEDULE

### Project Schedule

Our project schedule is based on a start date (Kickoff Meeting) of July 1, 2021. However, the project will actually start on June 16, 2021 should the award by Council for our firm be on the regularly scheduled Council meeting of June 15, 2021. The following are milestone dates:

- Annual permit submitted by November 30, 2021.
- Industrial Waste inspections by June 20, 2022
- Ongoing storm water monitoring and meeting attendance by fiscal year as needed

# SECTION 10: COMPLIANCE WITH RFP AND CONTRACT AGREEMENT

## Statement(s)

At this time, we have no objections to the terms or conditions of the RFP or to the City's standard agreement for professional services. Our insurance coverage meets or exceeds the minimum insurance requirements outlined in the City's agreement for professional services. A sample copy of our insurance certificate is shown below.

| ACORD  |   | CERTIFICATE OF LIABILITY INSURANCE  |  | DATE (MM/DD/YYYY)            |                              |   |
|--|---|---|--|------------------------------|------------------------------|---|
|  |   |   |  | 1/23/2020                    |                              |   |
| <p>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.</p> <p>IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).</p>  |   |   |  |                              |                              |   |
| <b>PRODUCER</b><br>IOA Insurance Services<br>130 Vantis, Suite 250<br>Aliso Viejo, CA 92656<br><br>www.ioasusa.com CA License #0E67786   |   | <b>CONTACT</b><br>NAME: (AVC) Stephanie Belen<br>PHONE: (949) 297-5962 FAX: (A/C. No.)<br>E-MAIL: stephanie.belen@ioasusa.com<br><b>INSURER(S) AFFORDING COVERAGE</b><br>INSURER A: RLI Insurance Company NAIC # 13056<br>INSURER B: Travelers Casualty and Surety Co America 31194<br>INSURER C:<br>INSURER D:<br>INSURER E:<br>INSURER F: |  |                              |                              |   |
| <b>INSURED</b><br>West & Associates Engineering, Inc.<br>78 Anacapa Court<br>Foothill Ranch CA 92810-2436  |   |   |  |                              |                              |   |
| <b>COVERAGES</b> <b>CERTIFICATE NUMBER: 53744426</b> <b>REVISION NUMBER:</b>   |   |   |  |                              |                              |   |
| <p>THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.</p>   |   |   |  |                              |                              |   |
| INSR LTR   | TYPE OF INSURANCE   | ADOL BURR INSD WVD  | POLICY NUMBER  | POLICY EFF DATE (MM/DD/YYYY) | POLICY EXP DATE (MM/DD/YYYY) | LIMITS  |
| A  | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY<br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br><input checked="" type="checkbox"/> Primary/Non-Contributory<br><input checked="" type="checkbox"/> Waiver of Subrogation<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC<br>OTHER: |   | PSB0006154<br>Scheduled All Endt<br>#PPB3130212<br>Professional Services performed by the Insured are Excluded   | 9/19/2019                    | 9/19/2020                    | EACH OCCURRENCE \$2,000,000<br>DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000<br>MED EXP (Any one person) \$10,000<br>PERSONAL & ADV INJURY \$2,000,000<br>GENERAL AGGREGATE \$4,000,000<br>PRODUCTS - COMP/OP AGG \$4,000,000<br>\$ |
| A  | <input type="checkbox"/> AUTOMOBILE LIABILITY<br><input type="checkbox"/> ANY AUTO<br><input type="checkbox"/> OWNED AUTOS ONLY<br><input checked="" type="checkbox"/> HIRED AUTOS ONLY<br><input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY  |   | PSB0006154<br>Included in General Liability  | 9/19/2019                    | 9/19/2020                    | COMBINED SINGLE LIMIT (Ea accident) \$2,000,000<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$<br>\$  |
| A  | <input type="checkbox"/> UMBRELLA LIAB<br><input checked="" type="checkbox"/> EXCESS LIAB<br><input type="checkbox"/> RETENTION \$  | <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE  | PSE0002695<br>Excludes Professional Liability  | 9/19/2019                    | 9/19/2020                    | EACH OCCURRENCE \$1,000,000<br>AGGREGATE \$1,000,000<br>\$  |
| A  | <input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below  | Y/N N/A   | PSW0004148<br>Waiver of Subrogation Endt #WC0403060484   | 9/19/2019                    | 9/19/2020                    | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER<br>E.L. EACH ACCIDENT \$1,000,000<br>E.L. DISEASE - EA EMPLOYEE \$1,000,000<br>E.L. DISEASE - POLICY LIMIT \$1,000,000                                       |
| B  | Professional Liability Claims-Made  |   | 106587562  | 9/19/2019                    | 9/19/2020                    | \$2,000,000 Each Claim<br>\$2,000,000 Aggregate   |
| <p>DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)</p> <p>Certificate Holder is an Additional Insured with respect to General Liability (GL), but only when required by written contract with the Insured prior to an occurrence as per Endorsement noted above. GL includes Separation of Insureds and Contractual Liability per limitations in the BusinessOwners' Coverage form. A Workers' Compensation Waiver of Subrogation as noted above is included for the person or organization named in the Schedule that are parties to a contract requiring this Endorsement, provided that contract is executed before the loss. Coverage is subject to all policy terms, conditions, limitations and exclusions. 30 Day Notice of Cancellation/10 Days for Non-Payment in accordance with policy provisions.</p> |   |   |  |                              |                              |   |
| <b>CERTIFICATE HOLDER</b><br>FP No. #20197003-PW-WA205 Baker Avenue Water Main Replacement Design Services<br>City of Chino, its elected or appointed officers, officials and employees<br>13220 Central Avenue<br>Chino CA 91710  |   |   | <b>CANCELLATION</b><br>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.<br><br>AUTHORIZED REPRESENTATIVE<br>(AVC) Alicia K. Igram  |                              |                              |   |

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# FEE PROPOSAL

## Detailed Fee Estimate

| Task No.   | ITEM   | PM    | ENG   | CAD   | INSP | QA/QC | SEC  | TOTAL |           |
|--|--|-------|-------|-------|------|-------|------|-------|-----------|
|  |  | \$150 | \$130 | \$102 | \$95 | \$130 | \$72 | HRS.  | \$        |
|  |  |       |       |       |      |       |      |       |           |
| NON-OPTIONAL WORK LISTED IN RFP                                |  |       |       |       |      |       |      |       |           |
|  |  |       |       |       |      |       |      |       |           |
| TASK 1 NPDES ANNUAL PERMIT                                     |  |       |       |       |      |       |      |       |           |
| 1  | Kickoff Meeting, Data Collection and Annual Permit       | 80    | 120   |       | 40   | 36    | 40   | 316   | \$38,960  |
| 2  | Receiving Water Monitoring                               | 8     | 12    |       | 24   |       | 12   | 56    | \$5,904   |
| 3  | Industrial and Commercial Facility Control Program       | 120   |       |       | 240  |       | 80   | 440   | \$46,560  |
| 4  | Illicit Connections/Discharge Program                    | 4     | 12    |       | 16   | 24    | 16   | 72    | \$7,952   |
| 5  | Public Information and Public Agency Activities Programs | 60    | 16    |       | 24   |       | 40   | 140   | \$16,240  |
| Subtotal Remove this line and combine above with below         |  | 272   | 160   | 0     | 344  | 60    | 188  | 1,024 | \$115,616 |
| Direct Costs (printing, reproduction, shipping, mileage, etc.) |  |       |       |       |      |       |      | N/A   | \$2,384   |
| TOTAL FOR AS-NEEDED WORK                                       |  | 272   | 160   | 0     | 344  | 60    | 188  | 1,024 | \$118,000 |

Non-Optional Work: **\$118,000**

## HOURLY RATE CHART AND EXPENSE REIMBURSEMENT SCHEDULE

| Position                  | Hourly Rates |
|---------------------------|--------------|
| Project Manager           | \$150        |
| Engineer                  | \$130        |
| Quality Assurance/Control | \$130        |
| Inspector (INSP)          | \$95         |
| Secretary                 | \$72         |

### Reimbursable Costs

|                  |              |
|------------------|--------------|
| Vehicle mileage  | \$ 0.58/mile |
| Reproduction     | cost + 15%   |
| Postage Delivery | cost + 15%   |

**NOTE: All rates are effective until December 31, 2021 or until the end of this contract.**

## **ATTACHMENT B**





## Proposal for:

### **MANAGEMENT OF THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM AND OTHER RELATED SERVICES**

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Submitted To:

### **HUNTINGTON PARK**

City's Clerks Office  
**Attn: Cesar Roldan**  
**Director of Public Works**  
6550 Miles Avenue  
Huntington Park, CA 90255

Submittal Date:

**May 27, 2021**

Submitted By:

### **CASC ENGINEERING AND CONSULTING**

**Michael Kolbenschlager, RLA,  
CPESC, QSD/P, ToR  
Environmental Director**  
633 West Route 66, Suite A  
Glendora, CA 91740  
O: 855.383.0101  
C: 903.910.1755  
[mkolbenschlager@cascinc.com](mailto:mkolbenschlager@cascinc.com)

[www.cascinc.com](http://www.cascinc.com)



The logo for CASC Engineering and Consulting features the word "CASC" in a large, white, serif font. A stylized graphic of a green and blue swoosh, resembling a river or a path, flows through the letters. Below the company name, the words "Engineering and Consulting" are written in a smaller, white, sans-serif font.

Engineering and Consulting

May 27, 2021

City of Huntington Park – City Clerk's Office  
Attn: Cesar Roldan, Director of Public Works  
6550 Miles Avenue  
Huntington Park, CA 90255

**PROPOSAL FOR: PROFESSIONAL SERVICES FOR MANAGEMENT OF THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM AND OTHER RELATED SERVICES**

Dear Mr. Roldan,

CASC Engineering and Consulting (CASC) is honored to have the opportunity to submit this proposal to the City of Huntington Park – Management of the National Pollutant Discharge Elimination (NPDES) System and other Related Services.

CASC is recognized as one of the leading NPDES consulting firms in the state of California. Our work with government agencies spans a multitude of programs, from multi-million dollar on-call contracts with Caltrans to small and medium-sized municipal support contracts. We bring to the City of Huntington Park extensive experience in all aspects of the LA County MS4 permit. From our office located nearby in the City of Glendora, we have been supporting numerous Stormwater Programs in Los Angeles County for over 20 years. The quality of our services is exemplified by our continuous work for many prominent clients, including:

| <i>Agency/Client</i>              | <i>Prominence</i>   | <i>Years Utilizing CASC for NPDES Compliance Support</i> |
|-----------------------------------|---|--|
| <i>Caltrans</i>                   | <i>Largest Transportation Department in the</i>             | <i>20</i>  |
| <i>UCLA</i>                       | <i>Largest University in California</i>                     | <i>16</i>  |
| <i>LAUSD</i>                      | <i>Largest School District in California</i>                | <i>15</i>  |
| <i>San Bernardino County</i>      | <i>Largest County (Area) In the USA</i>                     | <i>15</i>  |
| <i>Los Angeles County DPW</i>     | <i>Largest County (Population) in the USA</i>               | <i>11</i>  |
| <i>Southern California Edison</i> | <i>Largest Privately Held Utility Company in California</i> | <i>8</i>   |

We appreciate the opportunity to provide our proposal and qualifications and look forward to working with the City of Huntington Park. If you have any questions regarding our proposal, please feel free to contact Michael Kolbensschlag at (903) 910.1755 (mobile).

***"I HAVE READ, UNDERSTOOD, AND AGREED TO ALL STATEMENTS IN THIS REQUEST FOR PROPOSAL AND ACKNOWLEDGEMENTS AS WELL AS TO THE TERMS, CONDITIONS, AND ATTACHMENTS REFERENCED."***

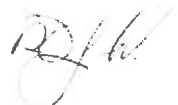
***"CASC ENGINEERING AND CONSULTING, INC, AGREES TO THE INSURANCE TERMS IN THE SAMPLE AGREEMENT."***

Sincerely,  
CASC ENGINEERING AND CONSULTING INC.



Michael Kolbensschlag, RLA, CPESC, QSD/P, ToR  
Environmental Director  
633 West Route 66, Suite A  
Glendora, CA 91740  
O: 855.383.0101 x5720  
C: 903.910.1755

CASC ENGINEERING AND CONSULTING, INC.



Rick Sidor, PE, QSD, CPESC  
President  
(Authorized to bind the firm)

## **CONSULTANTS BACKGROUND**

### **EXECUTIVE SUMMARY**

CASC Engineering and Consulting (CASC), a California **S corporation** was established in 1993 (27 years) to provide professional consulting services to a variety of industry sectors. CASC is a mid-sized consulting firm that combines the personal touch of a small firm with the stability of the large, publicly-traded consulting conglomerates.

CASC is a recognized leader in California's Storm Water National Pollutant Discharge Elimination System (NPDES) compliance industry, having guided government agencies, utility companies, school districts, developers, and contractors through the regulatory requirements of the NPDES permits for over 20 years. Our reputation is one of technical knowledge and field understanding melded together to provide cost-effective approaches that meet the regulatory requirements in a reasonable manner. We take pride in delivering solutions to water quality challenges that are sensible, practical, and performed by experienced professionals.



*CASC is not just a company of consultants. The firm and many of its staff are leaders in the storm water industry.*

CASC's extensive and relevant experience encompasses all aspects of NPDES regulatory compliance, including Municipal Program Development, Program Management, Coastal and Inland TMDLs, and Post-Construction BMP design, operations, and maintenance.

We are comprehensively familiar with Federal, State, and local NPDES permits. We have worked with the SWRCB and eight of the Regional Boards—including extensive work with the LARWQCB.

### **HISTORY OF COMPARABLE WORK —SERVICES TO CITIES AND COUNTIES**

CASC provides a wide variety of storm water services to municipal storm water programs in Southern California. Our municipal NPDES services range from comprehensive MS4 program management to simply supporting a City or County agency with a component of their Stormwater Program.

Our services cover program development, program management, compliance review and assessments, training, SWPPP and USMP reviews, BMP inspections, Storm Drain BMP retrofits, annual reports, commercial/industrial inspections, public information and outreach, construction inspections, and Agency representation at co-permittee meetings.

Our municipal NPDES services have been provided to over 50 governmental agencies in California, including the LA County Co-Permittee cities of Industry, Irwindale, San Dimas, Lawndale, El Monte, and Covina, as well as, the LA County Department of Public Works, LAUSD, UCLA, and the Burbank-Pasadena-Glendale Airport. CASC and its team have supported county storm water programs in Los Angeles, Ventura, San Bernardino, Riverside, and San Diego Counties.

For the cities of Covina, San Dimas, Ontario, Rialto, Colton, Moreno Valley, Temecula, Anaheim, and Industry, the firm has provided comprehensive storm water program inspection services. Storm water inspection services have included commercial, industrial, restaurant, construction, and post-construction BMP inspections. We have provided varying levels of advisory and staff training services to each and every one of our municipal clients.



For the cities of Montclair, Santa Clarita, Colton, San Bernardino, Redlands, Highland, Moreno Valley, Temecula, and Perris, CASC provides comprehensive USMP/WQMP review and plan check services. This role provides the firm with a closer look of the challenges that cities, developers, and consultants encounter in their efforts to comply with the post-construction requirements contained in municipal storm water permits and the general construction storm water permit.



## QUALIFICATIONS AND EXPERIENCE OF CONSULTANT'S PERSONNEL

### OVERVIEW

CASC's personnel bring to the City of Huntington Park extensive relevant work experience in administering NPDES programs for cities in Los Angeles County and throughout Southern California. As shown on the individual resumes, CASC staff members assigned to this project possess the education and certifications necessary to ensure exceptional background program knowledge. Their work history for cities in LA County, of similar magnitude and nature, will be utilized to efficiently administer the City of Huntington Park's NPDES program and related tasks. The work will be performed from our Glendora office, just 30 miles from Huntington Park. The following projects have the team's experience on programs directly related to the scope of services anticipated for this project. Additional related experience can be found in the resume section of this SOQ.

### RELEVANT PROJECTS BY CASC PERSONNEL

#### CITY OF EL MONTE, CA - TECHNICAL CONSULTING SERVICES RELATED TO NPDES COMPLIANCE

CASC has provided the city of El Monte with NPDES compliance assistance during the last two permit renewals. Services have included Program Development and Policy reviews as well as the following specific tasks:

**Green Streets Development and LID:** CASC performed a technical review of the City's draft and final LID Ordinance and Green Streets Policy, prepared the 2013 through 2018 MS4 Permit Annual Reports, and is attending numerous Stormwater meetings on behalf of the City of El Monte.

**WMP and IMP Development:** CASC prepared a draft WMP that includes customized strategies, control measures, and BMPs necessary to implement the requirements of the MS4 Permit. The WMP addresses requirements for both the Los Angeles River and Upper San Gabriel River Watersheds within the City of El Monte.

**WQ Plan reviews, Training, Inspections:** CASC also assists with LID document and SWPPP submittals, provides NPDES-related training to City staff, and assists with the enforcement program.

**GIS Database and Pollutant Modeling:** Using ArcGIS and ArcMap, CASC created an inventory of MS4 outfall locations with attributes such as outfall number, latitude/longitude, structure size, nearest cross street, etc. We created a GIS map showing surface water bodies within the City, HUC 12 boundaries, Watershed Management Area sub-watershed boundaries, land use, location of existing structural controls, and dry weather diversions.

**Inspection Prioritization, Commercial/Industrial Inspections, Public Outreach:** CASC was responsible for the inspection of commercial/industrial facilities. Duties included facility prioritization, database development and maintenance, research, scheduling, public information/educational material development and distribution, SWPPP review, and conducting over 500 commercial/industrial facility inspections.

**Safe, Clean Water Program (SCWP) Assistance and Project Related Outreach:** CASC prepared and submitted two applications for funding consideration to the Safe Clean Water Program (SCWP) using the web-based RPPMW application. CASC obtained Letters of Support for the projects and also canvassed the neighborhood near the project location, explaining the upcoming project, soliciting feedback, and obtaining project support signatures. CASC also prepared 5-year funding projections gave project presentations on behalf of the City.

#### CITY OF IRVINDALE, CA - TECHNICAL CONSULTING SERVICES RELATED TO NPDES COMPLIANCE

CASC has provided the city of Irwindale with NPDES compliance services since 2015. Services include program oversight and coordination of the Load Reduction Strategy study related to the LA River Bacteria TMDL. Other specific tasks have included:

**Implementation of the City's Integrated Monitoring Program:** This included coordination of cost sharing with other cities and groups performing collaborative Receiving Water and TMDL monitoring. CASC conducted Stormwater Outfall Monitoring and also prepared an Outfall Screening Inventory Database.

**Industrial/Commercial Facility Inspection Program:** Using business license data, CASC developed and prioritized a list of facilities for the Industrial/Commercial Facilities Database including a GIS map of facility locations. We developed an inspection form for inspectors, and conducted inspections at approximately 345 facilities.

**Illicit Connections and Illicit Discharge (IC/ID) Program:** CASC assists the City with the implementation of its IC/ID Program. We developed procedures for conducting source investigations, procedures for eliminating of IC/IDs, and mechanisms for public reporting of illicit discharges. CASC also developed a spill response plan for the City.

**Low Impact Development (LID) Ordinance and Green Streets (GS) Policy review:** CASC reviewed the City's LID Ordinance and GS Policy to ensure that future projects are in compliance with the MS4 Permit requirements.

#### CITY OF LAWDALE, CA - TECHNICAL CONSULTING SERVICES RELATED TO NPDES COMPLIANCE

CASC has provided the City of Lawndale with NPDES compliance services since 2015. Our work includes oversight of permit programs (MCMs), staff training and the following specific tasks:

**Overall MS4 Permit Compliance and Program Management:** CASC assists with the Coordinated Integrated Monitoring Program (CIMP) and Enhanced Watershed Management Program (EWMP).

**Industrial/Commercial Facility Inspection Program:** CASC developed a database and an electronic inspection form for inspectors, conducted inspections at approximately 150 identified Industrial/Commercial Facilities to ensure implementation of BMPs, eliminated illicit connections and/or discharges, and verified permit coverage.

**Urban Flood Protection Grant Program Application (part of Proposition 68):** CASC prepared and submitted an application for a city-wide Green Alley Improvement Program under the Urban Flood Mitigation Grant Program using the System for Online Application Review (SOAR) web-based module. CASC prepared and submitted a Community Engagement Plan as part of the grant application.

#### CITY OF INDUSTRY, CA - NPDES PROGRAM MANAGEMENT, PERMIT ASSESSMENT, REPORTING

CASC has provided the City of Industry with NPDES compliance program management and related services since 2003. As an extension of the City's staff, working with their planning, engineering, and other functional units, we are responsible for developing, implementing, and administering the City's MS4 NPDES program.

**MS4 Program Knowledge:** CASC's comprehensive duties at the City necessitate a complete understanding of the MS4 NPDES permit regulations. Our duties include program management, inspections, reporting, document preparation and SUSMP reviews. CASC represents the City in the LA Permit Group (LAPG) and participates in several committees including: LID, TMDL Incorporation, Permit Design Options, Monitoring, and Reporting.

**BMPs for Green Streets Development and LID:** CASC reviewed and provided recommendations to the City regarding the BMPs for the Draft and Final Green Street Policy & LID Ordinance and worked with City staff to develop ordinances, policies, and development documents to meet this unique City's specific needs. **City Ordinances, Policies, Forms, and Manuals:** CASC has been responsible for reviewing, analyzing, and developing language for Ordinances including the Storm Water and Urban Runoff Pollution Control Ordinance and Standard Urban Storm Water Mitigation Plan Implementation Ordinance, and LID Ordinance.

**Commercial/Industrial Inspections:** Responsibilities included tracking and inspecting over 700 industrial/commercial facilities, facility prioritization, database research, scheduling, educational material development, industrial inspections, and GIS/photomapping of illicit connection/illegal discharge locations.

**Training and Public Outreach:** CASC prepared Public Outreach and Education materials as well as annual and targeted Stormwater compliance training to City staff.

**Annual Reports:** Each year since 2003, CASC has prepared and submitted the annual reports formerly to the County, and now directly to the EWMP Watershed Lead via WRAMPS.

**SWPPP, SUSPM Preparation and Reviews:** CASC has been responsible for reviewing all SWPPPs and SUSMP/LID submittals, as well as for developing Construction SWPPPs, SUSMPs/LID documents, and contract specifications for all Public Works and Industry Urban Development Agency (IUDA) projects, and Successor Agency Projects.

#### LOS ANGELES COUNTY DEPT OF PUBLIC WORKS - MS4 NPDES PERMIT COMPLIANCE PROGRAM

CASC has provided storm water quality compliance services to LA County Department of Public Works (LADPW) for over 10 years. These services are in support of LADPW's road, bridge, traffic signal, flood control, sewer, and water construction projects. Our staff interact with local, state, and federal regulatory agencies (including the LARWQCB) and assist in the implementation and enforcement of NPDES permit requirements. Tasks include:

**Reports, Policies and Procedures, Reviews and Recommendations:** CASC has prepared a variety of reports and advised the department regarding new or changed regulatory requirements. We were a major contributor in the development and editing of the County's stormwater BMP Manual, SWPPP Preparation Manual, SWPPP template, Inspection Reporting form, BMP/SWPPP Staff Guide, and related Construction Special Provisions.

**LADPW Staff Training:** CASC assisted in the development and delivery of LADPW employee and contractor environmental-related training programs.

**SWPPP Reviews:** Our field staff assisted in the implementation and enforcement of various NPDES permit requirements and storm water pollution prevention plan (SWPPP) reviews.

**Field Compliance Inspections:** Our field inspectors reviewed construction sites, County facilities, and maintenance operations. CASC was also assigned to monitor environmentally related operations such as dewatering, excavation, and disposal of contaminated soil.

## APPROACH TO SCOPE OF SERVICES FOR NPDES PROGRAMS

CASC will assign a dedicated and experienced Project Manager for this Program of Services. Ed Suher, P.G., will serve as the Project Manager for this contract and be the main point of contact for City staff. The Technical Advisor, Michael Kolbensschlag, RLA, will review the progress of the contract on a monthly basis and ensure that adequate resources are available to complete scheduled tasks. All work produced will undergo QA/QC review by peers and then by the Technical Advisor/QA-QC Manager prior to being submitted to the City or any regulatory agency. CASC will perform the following tasks based on our understanding of the information provided in the RFP:

### TASK 1 — DEVELOP COMPLIANCE PLAN

CASC has extensive experience with the MS4 Permit and the Baseline requirements. The following approach will be taken to insure that the City of Huntington Park remains in compliance with the current and future permit requirements. Our qualified and experienced project manager, Ed Suher, will assign tasks to staff that are appropriately trained and capable of performing each task required in the RFP. Resumes for the staff to be assigned to this contract include the tasks to be assigned to the staff member as well as the experience that they have in performing those tasks.

Upon award of the contract CASC will schedule a kick-off meeting to discuss the following:  
CASC will schedule an inspection kickoff meeting between the Project Manager and the City's staff within one week of a Notice to Proceed to discuss the following items:

- Contact List and Coordination Procedures between City staff and CASC.
- Project schedule and critical tasks
- Status of the City's Integrated Monitoring Program (IMP)
- City's Industrial and Commercial Facility Database and GIS data
- Identification of any High Priority facilities (previous violations)
- Enforcement procedures and contacts
- History significant IC/IDs
- The City's current IC/ID investigation and response plan
- The City's current Spill Response Plan
- Existing educational materials that may have been developed
- Potential local City/community events for promoting the Stormwater Program
- Status of the Public Construction Activities Program
- Inventory of Public Facilities and Activities
- Municipal Employee and Contractor Training
- Schedule of regular meetings with staff, stakeholder meetings and City Council meetings

*CASC project staff are currently participating in MS4 Permit meetings including LA Permit Group, RWQCB Workshops and various Watershed Group meetings on behalf of the city. Where our staff is already attending these meetings, the cost of attending and preparing meeting notes will be shared between our various clients.*

#### Deliverables:

- *Kickoff Meeting Agenda*
- *Draft Project Schedule*
- *Kickoff meeting Notes and list of action items*
- *Notes from any MS4 permit related meetings*

#### **TASK 2 — IMPLEMENTATION OF THE CTIY'S INTEGRATED MONITORING PROGRAM**

CASC has been performing permit related monitoring, and/or coordinating permit required stormwater monitoring work for a number of Los Angeles Area Cities for over ten years. We will coordinate with the Integrated Monitoring regarding cost sharing, reporting of data and location of appropriate receiving water and Outfall monitoring locations.

Deliverables:

- *Attend IMP Coordination meetings and prepare notes for City staff.*
- *Coordinate the transfer of information and water quality data as required.*

#### **TASK 3 — INDUSTRIAL AND COMMERCIAL FACILITY CONTROL PROGRAM**

CASC will update the City's Industrial Can Commercial Facility Database on an ongoing basis as new facilities are registered in the City, or are located during the implementation of the inspection program. CASC will provide the City with updated GIS files after each inspection cycle. CASC recommends that in order to complete the required number of inspections (facilities must be inspected twice over the five year Permit term), CASC will perform approximately 28 facility inspections each year. We expect that approximately 20% of the facilities will require a follow up inspection to insure the implementation of appropriate BMPs. Approximately 5% of all inspected facilities may require progressive enforcement action in order to attain compliance with the City's MS4 Permit required Facility Stormwater Pollution Prevention Program ordinances. All facilities will be provided with verbal education guidance and written materials to assist with program understanding and implementation of appropriate BMPs.

Deliverables:

- *Copy of proposed educational materials to be distributed.*
- *Updated Facilities list and GIS database*
- *Copies of inspection forms*
- *Assistance with enforcement actions*

#### **TASK 4 — ILLICIT CONNECTIONS AND ILLICIT DISCHARGE (IC/ID) PROGRAM**

CASC has been tracking, investigating and assisting cities with IC/ID Program implementation for over 15 years. After review of the City's current program, we will implement the IC/ID program and make recommendations for any changes necessary to make the program comply with the current MS4 Permit.

Deliverables:

- *Recommended changes or updates to the City's IC/ID Program to detect, investigate and illuminate IC/IDs*
- *Recommended changes or updates to the City's Spill Response Plan*
- *Recommendations to identify mechanisms for public reporting of IC/IDs*

#### **TASK 5 — PUBLIC INFORMATION AND PARTICIPATION & PUBLIC AGENCY ACTIVITIES PROGRAMS**

##### **Subtask 5.1 — Public Construction Activities Management**

CASC will coordinate all public information and participation events provided by or coordinated by the County of Los Angeles to insure that they are made available to residents and business in the City. CASC will also examine the City's current Stormwater program to insure that they are up to date and continue to comply with the MS4 Permit requirements.

##### **Subtask 5.2 — Public Construction Activities Management**

CASC will review the City's program to insure that Public and Private Construction Projects are being tracked, inspected at the required frequencies, follow up inspections are scheduled when significant violations of stormwater regulations are noted, and that enforcement actions are implemented for noncompliance.



**Subtask 5.3 — Public Facility Inventory and Inspections**

CASC will review the City's list of Public Facilities and inspection records to insure that they are being inspected on an annual basis and that corrective measures are implemented where inadequate or missing BMPs are noted.

**Subtask 5.4 — Inventory of Existing Development for Retrofitting Opportunities**

CASC will review the current Inventory and update as necessary to provide additional locations or remove locations that may now be inappropriate for retrofitting.

**Subtask 5.5 — BMPs for Public Agency Facilities and Activities**

CASC will review the Facility and Activities BMPs being implemented by the City and evaluate them for compliance with MS4 Permit requirements. Where inadequacies are found, CASC will make recommendations for improvement.

**Subtask 5.6 — Landscape, Park and Recreational Facilities Management**

CASC will review the Landscape, Park and Recreational Facilities in-house and contracted services Management practices for proper application of pesticides, integrated pest management and other BMPs being implemented by the City and evaluate them for compliance with MS4 Permit requirements. Where inadequacies are found, CASC will make recommendations for improvement.

**Subtask 5.7 —Municipal Employee and Contractor Training**

CASC will review the City's current training program and records and recommend updates or improvements to comply with MS4 Permit requirements. CASC will prepare and deliver one Municipal Employee Stormwater Training class covering the requirements of the overall storm water management program. The training will be designed to promote a clear understanding of the activities that pollute storm water and identify opportunities to require, implement, and maintain appropriate BMPs in each employee's or contractor's line of work.

**Deliverables:**

- *Status report on the Construction Activities Program*
- *Status report on the Public Facility Inventory and inspections Program*
- *Update to Inventory of Existing Development for Retrofitting Opportunities*
- *Recommendations for BMPs for Public Agency Facilities and Activities*
- *One PowerPoint slide presentation on MS4 Permit topics, including handouts of slide presentation for employee reference and note taking.*



## QUALITY ASSURANCE/QUALITY CONTROL PROCEDURES

For the City of Huntington Park NPDES Program Management Support Services Contract, CASC will implement Quality Assurance procedures and processes, and execute Quality Control using sound judgment based upon past experience on similar contracts. This combination of QA (planning) and QC (executing), will ensure that Quality work is delivered to the City.

### A. GENERAL PROGRAM STAFFING

Quality Assurance and Quality Control inherently starts with the qualifications and experience of the key personnel. CASC brings to this project a team comprised of individuals experienced in the industry as a whole as well as with the City of Huntington Park. Our team will utilize the knowledge and tools from the storm-water industry and other municipal programs to deliver top quality services and support to this project.

#### Staffing Requirements

- Project Manager and Field Personnel shall meet the experience and credentials required to perform the required work
- Support Staff (Admin, IT, Data, Statistics, etc.) shall be experienced in the field or trade.

### B. QUALITY ASSURANCE (QA) PROCEDURES

#### 1. QA with City staff

- Define the Scope of Work and Budgets and understand the Project Objectives
- Define the Requirements, Deliverables, and Submittals, and Record Keeping
- Define Available Resources (Permits, Guidance Documents, Manuals, Plans)
- Define the Process and Schedule for completing the tasks
- Discuss the best way for all to communicate (phone, email)

#### 2. In-House QA

- Confirm CASC Internal Team Organization and Resource Allocation
- Confirm CASC Sub-consultant or Vendor Resource Allocation (if required)
- Relay the Criteria and Objectives as agreed with the City to the team
- Review Safety Practices, Training, and established Code of Conduct
- Documentation Procedure (Record Keeping)
- Review the Schedule and Procedures for Record Keeping
- Utilize Internal Documentation Procedure (Labor Detail)
- Utilize Checklists for various tasks

### C. QUALITY CONTROL (QC) PROCEDURES

#### 1. QC with City staff

- Kickoff Meeting: A project-scoping meeting will be proposed with City staff to formally introduce the project team members, review and discuss data exchange, review the project work plan and schedule, and establish project communications.
- Regular Meetings: We recommend at least quarterly progress meetings will with City staff and at key progress points as necessary to discuss work-in-progress and any actions/decisions needed.

#### 2. In-House QC

- Our QA/QC Manager will perform periodic quality control checks with the Project Manager to make sure that project quality assurance procedures are being implemented by the team. The Project Manager will implement the QA plan ensuring that the project team is utilizing the project controls, properly filing documents and communications, and utilizing checklists and proper documentation.
- Schedule and Budget: Our Project Manager is responsible for monthly invoices and informing the City of any scope or schedule changes and any budgetary impacts.

We at CASC pride ourselves in our ability to limit project challenges by forward-thinking and planning and our ability to resolve project issues by following established protocols in a professional and cooperative manner.

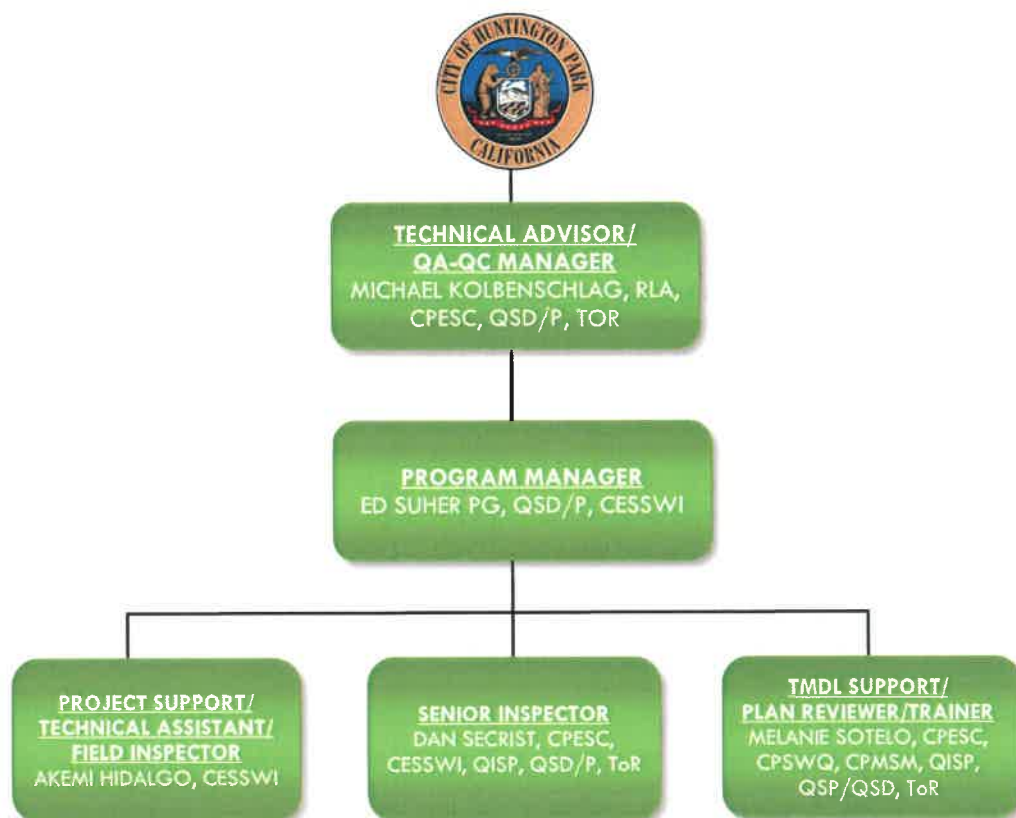
## PROPOSED PERSONNEL

### STAFF AND TEAM

Our proposed team brings to the City of Huntington Park an in-depth understanding of the Los Angeles County MS4 regulations, extensive experience with the MS4 Permit, TMDLs, Watershed Management, Safe Clean Water Program funding, and general NPDES/MS4 Programs.

### PROGRAM MANAGER

**Ed Suher, P.G., Program Manager**, will be the key point of contact responsible for managing the project. He will oversee the work through the life of the contract and he will assign staff in a manner that will meet the City's needs using experienced technical experts and cost effective supporting staff.



### KEY STAFF

| STAFF MEMBER          | RLA | PG | CPESC | CPMSM | CPSWQ | CESSWI | QSP | QSD | QISP | TOR |
|-----------------------|-----|----|-------|-------|-------|--------|-----|-----|------|-----|
| Ed Suher              |     | ✓  |       |       |       | ✓      | ✓   | ✓   |      |     |
| Michael Kolbensschlag | ✓   |    | ✓     |       |       |        | ✓   | ✓   |      | ✓   |
| Melanie Sotelo        |     |    | ✓     | ✓     | ✓     |        | ✓   | ✓   | ✓    | ✓   |
| Dan Secrist           |     |    | ✓     |       |       | ✓      | ✓   | ✓   | ✓    | ✓   |
| Akemi Hidalgo         |     |    |       |       |       | ✓      |     |     |      |     |



**ED SUHER, PG, CESSWI, QSP/D**  
**PROGRAM MANAGER**

Mr. Suher has over 36 years of professional experience including 22 years of experience in MS4 NPDES program management and support, compliance inspections, report preparation, training, and document development and reviews. Mr. Suher is a Licensed Professional Geologist, a QSD and a CESSWI who maintains a solid reputation for diagnosing regulatory issues and developing/administering practical solutions. His background also includes environmental consulting, MS4 Permit negotiations, regulatory compliance, watershed water quality characterization, monitoring program development and implementation, and environmental/geotechnical drilling and sampling related to site remediation.

**EDUCATION:**

- B.S. Geological Engineering, Colorado School of Mines, Golden, CO

**PROFESSIONAL REGISTRATIONS/  
AFFILIATIONS:**

- Professional Geologist #7280
- Qualified SWPPP Developer/Practitioner (QSD/P) #00466
- Certified Erosion Control and Sediment Stormwater Inspector (CESSWI) #1074

**RELEVANT EXPERIENCE**

**NPDES Compliance and MS4 Permit Program Administration, City of El Monte:** Mr. Suher is the Project Manager for the City's Watershed Management Program (WMP). In addition to developing a Watershed Management Program and an Integrated Monitoring Program (IMP) for the City, Mr. Suher is also involved with the development of the City's Low Impact Development (LID) Ordinance and Green Streets Policy. Mr. Suher also provides NPDES related support to the City and attends Technical Advisory Committee (TAC) Meetings and watershed meetings on behalf of the City. Mr. Suher also prepares the MS4 Annual Report and the Los Angeles River Trash TMDL Compliance Report for the City. Mr. Suher has prepared and submitted applications for funding consideration for two projects using the Safe Clean Water Program (SCWP) web-based project module. For the two funding applications, Mr. Suher also provided 5-year Project Expenditure Projections and prepared and delivered project specific presentations to the Watershed Area Steering Committee (WASC).

**Municipal NPDES Program Assistance, City of Irwindale:** Mr. Suher assists the Public Works Services Manager regarding compliance with the City's MS4 Permit and also the implementation of the City's Integrated Monitoring Program which includes Outfall and TMDL monitoring. Mr. Suher provides assistance regarding the City's IC/ID Program including assisting with the investigation of spills and other non-stormwater discharge complaints. Mr. Suher also prepares the MS4 Annual Report and the Los Angeles River Trash TMDL Compliance Report for the City. Duties also include attending LA Permit Group meetings and providing NPDES training to City staff and contractors.

**Municipal NPDES Program Management, City of Industry:** Mr. Suher provides MS4 Program Management support to the City of Industry. His responsibilities include attendance and participation at the LA Permit Group meetings on behalf of the City, training of City staff regarding new permit requirements, and the inspection of LID source control and treatment control BMPs at over 700 industrial/commercial facilities. His work also involves the review of SUSMP/LID documents and specifications for City and Successor Agency projects and oversight of construction site inspections on public and private construction projects. Mr. Suher also assists with preparation of the MS4 Annual Report. Mr. Suher is also the on-call inspector responsible for responding to all Illicit Connections/Illicit Discharges (IC/ID) within the City. Mr. Suher also drafts Notice of Violation Letters for signature and distribution by the City Engineer.

**Municipal NPDES Program Assistance, City of Lawndale:** Mr. Suher assists the City Public Works staff regarding compliance with the City's MS4 Permit and also the implementation of the City's Enhanced Watershed Management Program and Coordinated Integrated Monitoring Program which includes Receiving Water monitoring, TMDL monitoring, and Outfall monitoring. Duties also include attending watershed meetings and providing NPDES training to City staff and contractors. Mr. Suher also prepares the MS4 Annual Report for the City. Mr. Suher prepared and submitted an application for a city-wide Green Alley Improvement Program under the Urban Flood Mitigation Grant Program (part of Proposition 68) using the System for Online Application Review (SOAR) web-based module. Mr. Suher also developed a description of planned community involvement, outreach, and support for projects and provided a Project Budget and long-term Operation and Maintenance Plan.



**MICHAEL KOLBENSCHLAG, RLA,  
CPESC, QSD/P, TOR**  
TECHNICAL ADVISOR/QUALITY CONTROL QUALITY ASSURANCE MANAGER

Mr. Kolbenschlager has been the Director of Engineering Services for CASC's Burbank, California Office for over ten (10) years. Mr. Kolbenschlager is responsible for contract and project management of Water Quality and Storm Water Pollution Prevention programs for government and private clients in southern California.

Serving as the program manager for numerous LA County agencies, he has managed all aspects of compliance with the Los Angeles Municipal Separate Storm Sewer System (MS4) NPDES Permit. He manages numerous task orders on various California Department of Transportation statewide consultant contracts, including leading in the preparation of the 'Caltrans Construction Site Storm Water Enforcement Manual'. He is also responsible for providing the Caltrans Statewide Water Quality, Design, Construction, Encroachment Permit, and Maintenance Storm Water Assistance Teams (SWATs) with planning, facilitating, reporting, and tracking of action items at quarterly meetings.

Mr. Kolbenschlager is currently serving as Project Manager for our NPDES compliance contracts with the City of Camarillo, LA County Department of Public Works, UCLA's Capital Development Program, Caltrans Permit Required TMDL and Pilot Study Monitoring for Los Angeles and Ventura Counties, Los Angeles World Airports and LAUSD.

#### RELEVANT EXPERIENCE:

**Municipal NPDES Program Management, Cities of El Monte, Irwindale, Industry and Lawndale, CA:** Mr. Kolbenschlager has managed the Company's work supporting numerous MS4 programs in LA County. Under Mr. Kolbenschlager's supervision, CASC staff prepare Water Pollution Control Special Provisions and Water Pollution/Sediment Control plans for Municipal projects, review USMP and SWPPPs submitted by contractors and developers, and inspect construction project sites for compliance with the Construction General Permit, USMP structural BMP requirements, and the City Stormwater Code. The work has also included Commercial/Industrial Inspections, Storm Water Sampling and Analysis, Training, and representation of several cities at LA Permit Groups.

**County of Los Angeles, Department of Public Works, CA:** Mr. Kolbenschlager serves as Program Manager for CASC's contract with LACDPW. This work is in support of the County's CIP program for road, bridge, traffic signal, flood control, sewer, and water construction projects. CASC provides various on-call support services including SWPPP development, construction site WQ inspection, contract administration, and project and program scheduling services. Mr. Kolbenschlager has led LACDPW in the transition to the new General Construction Permit Coverage by re-certifying over 20 ongoing projects. He has also been a key editor of the County's SWPPP preparation manual, BMP Manual, Stormwater Construction Special Provisions and Staff Guide. He has developed and delivered Stormwater training to County Inspectors, Engineers and Contractors.

**Caltrans' LA County Trash TMDL- Storm Drain inlet survey, retrofit, design and construction support, Los Angeles County, CA:** Mr. Kolbenschlager managed this project in District 7 (Los Angeles and Ventura County). The work included field survey/siting studies, PS&E preparation, construction permit processing and as-builts. The work also included site installations for Caltrans trash and debris removal devices, monitoring, field sampling, lab analysis, and report preparation.

**University of California, Los Angeles, (UCLA):** Managing NPDES construction support for UCLA's Capital Development Program. The work includes SWPPP preparation, field reviews, training, inspections and reporting for the University's development projects.

#### EDUCATION:

- B.L.A./Utah State University/ Logan, Utah
- New Mexico State University/ Major: Physics and Engineering (PSL Physics Scholarship recipient)

#### PROFESSIONAL REGISTRATIONS/ AFFILIATIONS:

- Registered Landscape Architect State of California, License No. 2130
- Certified Professional in Erosion and Sediment Control (CPESC) No. 2890
- California Stormwater Quality Association Qualified SWPPP Developer and Qualified SWPPP Practitioner (QSD/P) Certification No. 00025
- California Stormwater Quality Association - Trainer of Record





**MELANIE SOTELO, CPSWQ, CPMSM, CPESC, QISP, QSD/P, TOR**  
**TMDL SUPPORT/PLAN REVIEWER/TRAINER**

Ms. Sotelo has more than 30 years of professional engineering related experience including over 14 years in the specialized field of NPDES Stormwater Permit Compliance. She possesses extensive knowledge of

California's Construction, Municipal (MS4) and Industrial permits, and has extensive experience in civil design, designing of site grading, installing waterlines, and roadway improvement design. She is responsible for overseeing the preparation or plan checking of numerous stormwater documents including SWPPPs, WQMPs, and SUSMPs, preparation of regulatory reports and applications, water quality training programs, water quality monitoring, and reporting programs.

#### RELEVANT EXPERIENCE

**Riverside County Transportation Department Interim NPDES Coordinator:**

CASC is currently under contract with County Transportation to provide Stormwater Program Manager services. Ms. Sotelo serves as Transportation Department's Interim NPDES Coordinator, as she trains existing staff on the implementation of County's three NPDES MS4 Permits. Ms. Sotelo is currently representing the Santa Ana River Watershed on the Public Information and Education committee, as well as at TAC meetings and upcoming Permit negotiations. Ms. Sotelo is also overseeing planning and mapping activities related to the Statewide Trash Amendments.

**City of Palm Springs Stormwater Program Manager:** CASC is currently under contract with the City of Palm Springs for NPDES services, with Ms. Sotelo serving as the City's Storm Water Program Manager. Ms. Sotelo is acting as an extension of staff to provide guidance and implement requirements of the Whitewater River Watershed to ensure the City remains in compliance with its MS4 Permit and Statewide Trash Amendments. Ms. Sotelo attends Desert Task Force Meetings as a representative of the City, with the task force preparing for the upcoming permit re-issuance. Ms. Sotelo's duties include oversight of construction inspections, commercial/industrial inspections, municipal staff training, policy and ordinance reviews and modifications, WQMP program guidance, IC/ID notifications and investigations, trash amendment services, and other activities related to general NPDES requirements.

**City of Hemet Stormwater Program Assistance:** CASC is currently under contract with the City of Hemet to provide Stormwater Program Management assistance services. Ms. Sotelo serves as the Project Manager for commercial/industrial and restaurant facility inspections conducted by CASC and City staff. Ms. Sotelo provides oversight and training to City staff, providing ongoing training of existing staff on the implementation of the Santa Ana River MS4 Permit. Ms. Sotelo represents the City at the Santa Ana River Technical Advisory Committee (TAC) meetings, the SAR/SMR BMP Development Subcommittee meetings, and the Lake Elsinore/Canyon Lake TMDL Task Force. Ms. Sotelo also provides oversight and guidance of the City's Statewide Trash Amendment planning and mapping activities.

**Caltrans 43A0327 Tier-1 TMDL Permit Monitoring in District 7, California:** The Department is conducting monitoring in TMDL watersheds to comply with Provision E.2.c. of the Caltrans NPDES Permit for Stormwater Discharge, adopted September 19, 2012 (effective July 1, 2013). A total of 31 TMDL sites are currently being monitored under four separate Task Orders in differing service (Consultant Contract) areas; the 13 sites located in District 7 are being monitored by CASC. The monitoring conducted under this Task Order is an important element of the Department's efforts to comply with TMDL requirements as set forth in the Caltrans Statewide Storm Water Permit, Order No. 2012-0011-DWQ as amended by Order No. 2014-0077-DWQ.

#### EDUCATION:

- B.S. with Honors, Environmental Science/ University of Phoenix, AZ
- M.S. Engineering in Progress (Fall 2020), UC Riverside

#### PROFESSIONAL REGISTRATIONS/ AFFILIATIONS:

- Certified Professional in Storm Water Quality (CPSWQ) No. 913
- Certified Professional in Municipal Stormwater Management (CPMSM) No. 406
- Certified Professional in Erosion and Sediment Control (CPESC) No. 5693
- California Stormwater Quality Association - Qualified SWPPP Developer and Qualified SWPPP Practitioner (QSD/ QSP) Certification No. 225
- California Stormwater Quality Association - Qualified Industrial Stormwater Practitioner (QISP) No. 00685
- California Stormwater Quality Association, Executive Program Committee/ Construction Subcommittee Co-Chair 2014-Present
- Western Chapter International Erosion Control Association - Director 2018-Present



**DAN SECRIST, CPESC, CESSWI, QSP/D, QISP, TOR**  
**SENIOR INSPECTOR**

Mr. Secrist has over 33 years of professional experience in NPDES compliance programs. He has been actively involved in NPDES related project management, inspections, reporting, and training. As a member of CASC's Water Quality Team for over 20 years, Mr. Secrist has provided leadership to numerous private and public sector clients such as the City of La Quinta, City of Covina, City of El Monte, and Caltrans. Mr. Secrist is an approved Trainer for the Certified Erosion and Sediment Storm Water Inspector (CESSWI) program by Envirocert International, a California Construction General Permit Trainer of Record (ToR), a California Industrial General Permit Trainer of Record (ToR), and a Qualified Industrial Storm Water Practitioner (QISP). Mr. Secrist's credentials and education, along with his professional experience, ensure expert services in all areas of NPDES compliance.

#### RELEVANT EXPERIENCE

**Industrial/Commercial Facilities Inspections, City of Covina:** Mr. Secrist was the project lead for performing inspections of the Critical Commercial and Industrial Sources in the City of Covina. Facilities include restaurants, automotive service facilities, retail gasoline outlets, nurseries and nursery garden centers, United States Environmental Protection Agency (USEPA) Phase I Facilities, other federally mandated facilities, and all other commercial or

industrial facilities the City determined may contribute a substantial pollutant load to the MS4. Mr. Secrist responsibilities include confirmation of the status of stormwater pollution control Best Management Practices (BMPs), document program compliance, verify the operator is implementing effective source control BMP for each corresponding activity, distribution of stormwater pollution prevention public education materials, and maintaining the database of facilities requiring inspections.

**City of La Quinta, Hazardous Material and Food Facility Inspections, Riverside County MS4 Permit for the Whitewater River Basin:** Mr. Secrist was the project manager for performing water quality inspections of targeted facilities in the City of La Quinta at frequencies established by the Riverside County MS4 Permit for the Whitewater River Basin. Mr. Secrist's responsibilities included reviewing the facility list from the Riverside County Department of Health (DEH), prioritizing the facilities to be inspected, preparing an inspection schedule, providing weekly assignments to the inspectors and bi-weekly progress report to the City. Mr. Secrist was also responsible for developing an inspectors procedures manual, developing coordination procedures with the City's Code Enforcement Division, and training the inspectors on the specific requirements of the MS4 Permit inspection program.

**NPDES Training for Riverside County Flood Control and Water Conservation District:** Mr. Secrist has provided NPDES Construction, NPDES Industrial/Commercial and NPDES Municipal training classes for the Permittees in the three permitted watersheds in Riverside County for over five years. Mr. Secrist trained Riverside County and City inspectors, waste management staff, City facility superintendents/foremen, corporate yard staff, streets/road staff, parks/landscape staff, code enforcement staff, and storm water program staff in areas related to permit requirements, regulations, municipal requirements, industrial and commercial inspection procedures and parameters, frequency of inspection, illicit connections, illegal discharges, SIC Codes, ordinances, enforcement, SWPPPs, and BMPs. For the last three years of the Compliance Assistance Program (CAP) program, Mr. Secrist provided CAP inspection training (restaurants and hazardous materials) to county and municipal inspectors.

**Certification Trainer:** Mr. Secrist is Qualified Industrial Stormwater Practitioner (QISP) and an authorized CASQA Trainer-of-Record and is authorized to provide the training mandated by the California Industrial General Permit for individuals seeking to become a QISP. Mr. Secrist is also a Qualified SWPPP Developer (QSD) and Qualified SWPPP Practitioner (QSP) and a CASQA Trainer-of-Record and is authorized to provide the training mandated by the California Construction General Permit for individuals seeking to become a QSD or QSP. Dan Secrist is a approved Certified Erosion, Sediment, and Storm Water Inspector (CESSWI) by EnviroCert International and is authorized to instruct the CESSWI Exam Review course. This course is taken by individuals seeking to earn their CESSWI credential.

#### EDUCATION:

- B.S./Engineering Technology Construction / California State Polytechnic University, Pomona

#### PROFESSIONAL REGISTRATIONS/ AFFILIATIONS:

- Certified Professional in Erosion and Sediment Control (CPESC) No. 2719
- Certified Erosion, Sediment, and Storm Water Inspector (CESSWI) No. 173
- Qualified SWPPP Developer and Qualified SWPPP Practitioner (QSD/P) Certification No. 00183
- California Construction General Permit Approved Trainer of Record (ToR)
- California Industrial General Permit Trainer of Record (IGP ToR)
- Qualified Industrial Storm Water Practitioner (QISP) ToR No. 110



**AKEMI HIDALGO, CESSWI**

**PROJECT SUPPORT/TECHNICAL ASSISTANT/  
FIELD INSPECTOR**

Ms. Hidalgo has been a part of the CASC's Water Quality Department for approximately 2 years. She has performed a variety of duties including BMP inspections, GIS mapping, and Daily Generation Rate (DGR) studies as part of the Los Angeles River Trash TMDL annual requirements. She also has experience in water quality monitoring including preparing and setting up the sites for the storm season, calibrating equipment, and stocking the sites with the appropriate sample containers. During monitoring events she is part of a team and assists with sample collection and delivery of samples to the laboratories. She is also involved with documenting post-storm activities and data submittals for numerous projects.

**EDUCATION:**

- BS/ Civil Engineering - Environmental Engineering/ California State Polytechnic University/ 2018
- AS/ Mathematics / El Camino College/ 2015
- AS/ General Education, Biology and Physical Science / El Camino College/ 2015

**PROFESSIONAL REGISTRATIONS/  
AFFILIATIONS:**

- Certified Erosion, Sediment, and Storm Water Inspector (CESSWI) No. 173

**RELEVANT PROJECTS:**

**Los Angeles Unified School District, Stormwater BMP Data Management:** In order to provide a comprehensive storm water maintenance database, Ms. Hidalgo has collected information from 80+ schools and has documented the data on GIS shape files. The GIS files includes BMP lists for each school site, entity responsible for maintenance, photos of installed BMPs, BMP manufacturer information, and maintenance instructions and schedule for each BMP type. Ms. Hidalgo also has investigated the performance of the BMPs at each school and documented all BMPs that did not appear to be performing as intended or designed. She has written reports on the condition of those BMPs and has made recommendations for corrective actions to make the BMPs functional.

**Los Angeles River Trash TMDL Compliance Report, Cities of El Monte and Irwindale, CA:** Ms. Hidalgo has assisted with the preparation of the Trash TMDL Compliance Report which consists of documenting the retrofitted catch basins as well as conducting the required Daily Generation Rate (DGR) studies. As part of the DGR studies, Ms. Hidalgo collected trash from representative areas and documented its weight, volume, and type. This information was used to determine compliance based on the Mass Balance determination.

**NPDES Outfall Monitoring, Cities of El Monte and Irwindale, CA:** Ms. Hidalgo conducts outfall sampling, obtains field measurements, and calculates estimated flow from outfalls. She is responsible for preserving the captured samples and delivering them to the laboratories under Chain of Custody documentation. Ms. Hidalgo compiles the field data into CEDEN formatted tables for submittal with lab data.

**Los Angeles County Sanitation Districts, Student Engineer - Monitoring Section:** Ms. Hidalgo worked with operation engineers to ensure compliance with National Pollutant Discharge Elimination System (NPDES) permits by analyzing processes, sensor and lab data for the 11 wastewater treatment plants. She obtained influent and effluent historical data from wastewater treatment plants database to investigate anomalous results. Ms. Hidalgo used National Oceanic and Atmospheric Administration (NOAA) and California Irrigation Management Information System (CIMIS) to obtain historical temperature data and participated in Recycled Water User Site Inspections and Cross Connection Tests of new recycled water sites under the guidance of LA County Department of Public Health and Central Basin Municipal Water District. Ms. Hidalgo also assisted in storm water sampling at Tulare Lake Compost Facility.

**Caltrans, District 7, Low Impact Development (LID) and Total Maximum Daily Load (TMDL) Monitoring Projects:** Ms. Hidalgo has been part of the storm water monitoring team and has been responsible for assisting with setting up the sites for the storm season, calibrating equipment, and stocking the sites with the appropriate sample containers. During monitoring events she is responsible for sample collection and delivery of samples to the laboratories under Chain of Custody documentation. Following the storm events, she prepares the Post Storm Technical Memorandums (PSTMs) including generation of hydrographs, summaries of samples captured and field data collected, and population of Electronic Data Deliverables (EDDs) using CEDEN format.



**CLIENT REFERENCES**

| AGENCY   | CONTACT INFORMATION   | SERVICES PROVIDED   | YEARS                     |
|--|---|---|---------------------------|
| City of El Monte                                       | Sal Mendez<br>Public Works and Utilities Director<br>1333 Valley Blvd.<br>El Monte, CA 91731<br>O: 626.806.2044<br><a href="mailto:salmendez@elmonteca.gov">salmendez@elmonteca.gov</a>   | Technical Consulting<br>Services Related to<br>NPDES Compliance   | 2013-Current              |
| City of Irwindale                                      | Elizabeth Rodriguez<br>Public Works Services Manager<br>Department of Public Works<br>5050 N. Irwindale<br>Irwindale, CA 91706<br>P: (626) 430-2211<br><a href="mailto:erodriguez@irwindaleca.gov">erodriguez@irwindaleca.gov</a> | Technical Consulting<br>Services Related to<br>NPDES Compliance   | 2015-Current              |
| City of Lawndale                                       | Grace Huizar<br>Administrative Analyst<br>Public Works Department<br>14717 Burin Ave<br>Lawndale, CA 90260<br>P: (310) 973-3273<br><a href="mailto:GHuizer@lawndalecity.org">GHuizer@lawndalecity.org</a>                         | Technical Consulting<br>Services Related to<br>NPDES Compliance   | 2015-Current              |
| City of Industry                                       | Josh Nelson, P.E.<br>City Engineer<br>15625 E. Stafford Street<br>City of Industry, CA 91744<br>P: (626) 333-2211<br><a href="mailto:jnelson@cityofindustry.org">jnelson@cityofindustry.org</a>                                   | NPDES Program<br>Management, Permit<br>Assessment, Reporting      | 2003-Current              |
| Los Angeles<br>County<br>Department of<br>Public Works | Oscar Enriquez<br>Supervisor, Environmental Compliance<br>1149 S Broadway<br>900 S. Freemont Ave<br>P: (626) 458-4970<br><a href="mailto:oenrique@dpw.lacounty.gov">oenrique@dpw.lacounty.gov</a>                                 | Environmental Compli-<br>ance and Stormwater<br>Permit Management | 2005-2016<br>2020-Current |



## **SCHEDULE AND SCHEDULE CONTROL**

CASC believes open communication within the project team and a clear line of communication between the team and the City is the key to a successful NPDES Program. We will provide monthly updates and conduct periodic progress meetings with City staff as outlined in the Scope of Services.

Regarding schedule control, CASC will always strive to provide final drafts of major documents at least 2 weeks prior to the submittal date with interim drafts provided periodically during development to facilitate an easier and less hectic review process.

| TASK  | SEQUENCING/CRITICAL PATHS   | ACTIVITIES/DELIVERABLES  | APPROXIMATE DATE   |
|---|---|--|--|
| <b>1. Develop a Baseline Compliance Plan to ensure compliance with MS4 Permit</b> | Review current Baseline Requirement Plan with the City  | Prepare draft plan (prior to kickoff meeting)<br><br>Prepare Final Compliance Plan   | Draft prior to kick-off meeting<br><br>Final within two weeks of kick-off  |
| Kick-off Meeting with City Staff  | <ul style="list-style-type: none"> <li>• Introduction of staff</li> <li>• Discuss Compliance Plan, Priorities</li> <li>• Exchange existing program materials</li> </ul>   | Prepare Meeting Agenda<br>Prepare Meeting Notes and Action Items<br>Confirm schedule of meetings, task priorities  | Within 2 weeks of NTP  |
| Attend MS4 Permit Meetings  |   | Prepare notes and forward to City Staff  | As Required  |
| Attend City Council Meetings  | Prepare any exhibits or documentation two weeks prior to meeting  | Presentation, or answer questions from Council   | As Required  |
| Attend Meetings with City Staff   | Discuss progress with contract tasks<br>Discuss any new permit developments   | Prepare agenda for meeting   | Monthly  |
| <b>2. Coordinate City's Integrated Monitoring Program</b>                         | <ul style="list-style-type: none"> <li>• Coordinate receiving water monitoring</li> <li>• Review outfall constituent list</li> <li>• Review Outfall Screening Inventory dB</li> </ul>   | <ul style="list-style-type: none"> <li>• Provide evaluation of Analytical Data</li> <li>• Assure compliance and regulatory reporting</li> </ul>  | <ul style="list-style-type: none"> <li>• Mid-Year (June)</li> <li>• Annual Report</li> </ul>   |
| <b>3. Industrial and Commercial Facilities Inspection Program</b>                 | <ul style="list-style-type: none"> <li>• Get updated business list from the City</li> <li>• Send letter to businesses regarding upcoming inspections</li> <li>• Prepare BMP materials for distribution</li> <li>• Upload partially completed inspection forms to tablets</li> </ul>   | <ul style="list-style-type: none"> <li>• Conduct facility inspections</li> <li>• Distribute BMP information to facilities</li> <li>• Updated ICFP database</li> <li>• Updated GIS database with location of business and status of inspections</li> <li>• Copies of Inspection forms</li> <li>• List of facilities needing possible enforcement action with attached photos</li> </ul> | Twice per permit term, or approximately 28 facility inspections per year.  |
| <b>4. Illicit Connections and Illicit Discharge (IC/ID) Program</b>               | <ul style="list-style-type: none"> <li>• Assist the City with the implementation of its IC/ID Program</li> </ul>  | <ul style="list-style-type: none"> <li>• Evaluations and recommendations to procedures for conducting source investigations for IC/IDs</li> <li>• Review and update procedures for eliminating IC/IDs</li> <li>• Update and identify mechanisms for public reporting of illicit discharges</li> <li>• Develop a spill response plan for the City</li> </ul>                            | To be prioritized and scheduled at Kick-off meeting  |
| <b>5. PIP &amp; Public Agency Activities Program</b>                              | <ul style="list-style-type: none"> <li>• Insure publication of LA County Programs</li> <li>• Review Public Construction Monitoring Program</li> <li>• Review City's Public Facilities Monitoring Program</li> <li>• Review City's Inventory of Development for Retrofit Opportunities</li> <li>• Review BMPs for Public Agency Facilities and Activities</li> <li>• Review Landscape, Park and Recreational Facilities Management</li> <li>• Review and conduct Municipal Employee and Contractor Training Program</li> </ul> | <ul style="list-style-type: none"> <li>• Evaluate existing programs for compliance with MS4 Permit requirements and recommend improvements as necessary</li> <li>• Prepare recommendation plan for implementation</li> <li>• Conduct Municipal Stormwater Training</li> </ul>  | To be prioritized and scheduled at Kick-off meeting<br><br>Each program will be re-evaluated annually or upon adoption of new permit Requirements<br><br>Training to be updated and conducted annually |

May 17, 2021

# CITY OF HUNTINGTON PARK

## Answers to Request for Information No. 1

### Request for Proposal Professional Services for Management of the National Pollutant Discharge Elimination System and Other Related Services

The following questions were posed by individuals interested in the Request for Proposal for Professional Services for Management of the National Pollutant Discharge Elimination System and Other Related Services. Answers to the questions are highlighted in yellow.

1. The task description begins with “Develop a plan outlining how the City will stay in compliance with Baseline Requirements per the current NPDES Permit, . . .”, but the major bullet below that (and the first 10 sub-bullets) describes the items that are to be included in the proposal. Can we assume that the “plan”, and the items listed in these bullets refer only to the proposal?

Consultant to describe and provide a narrative how a plan will be developed to comply with permit requirements. The actual plan will be developed if the consultant is awarded the proposal.

2. The eleventh sub-bullet “Conduct Scoping meeting with City to discuss any deviation from initial tasks.” Can we assume that this is to be an actual task to be performed post contract award?

Consultant to describe and provide a narrative. The actual scoping meeting will take place if the consultant is awarded the proposal.

3. The next five bullets start with “Support the City during the bidding process to secure a contractor”. Are we to assist with design, bidding and plan check services? Please clarify.

Remove the following:

Page 3 of RFP: Support the City during the bidding process to secure a contractor  
Page 4 of RFP: LACFCD is required to approve the contractor's shop drawings

4. Do you know how many outfalls greater than or equal to 36” in diameter the City has that are required to be monitored?

None.

5. How many Industrial and Commercial facilities are to be inspected?

69.

6. Can the City extend the page limit for the Project Approach?

Yes. 1 more page.

**Answers to RFI No. 1 shall hereby be made a part of the RFP and supersede, replace, and/or amend the provisions included in the original RFP.**

Please sign below and attach this "ACKNOWLEDGMENT OF RECEIPT", Responses to RFI's with the Proposal submittal documents. Failure to submit the signed Responses to RFI's Acknowledgement will render the contractor's bid as non-responsive.

Thank you for your cooperation.

ACKNOWLEDGMENT OF RECEIPT: Responses to RFI's

CASC Engineering and Consulting, Inc.

Company Name

5/27/2021

Date

Michael Kolbensschlag, RLA, CPESC, QSD/P, ToR

Print Name



Signature

**End of Request for Information No. 1**

**By order of the City of Huntington Park, Public Works Department**

By:   
Cesar Roldan, Director of Public Works

Date: May 17, 2021

### Compensation Schedule (Annual)

|                      |  |  |                                      |   |           |
|----------------------|--|--|--------------------------------------|---|-----------|
| Project Number:      |  |  | Assumptions for Budget Calculations: | Prepared  | 27-May-21 |
|                      | Management of the National Pollutant Discharge Elimination System and Other Related Services |  |                                      |   |           |
| Project Description: |  |  | Item #                               | Assumption  |           |
| Rate Schedule:       | See below  |  |                                      | Number of Critical sources to inspect = $69 \times 2$ Inspections / 5 years = 28 (Number of facilities to inspect each year.) |           |
| Contract Type:       | Time and Materials   |  |                                      | Reinspections at 20% ( $0.20 \times 28$ ) = 5   |           |
| Authorized Amount:   |  |  |                                      | Enforcement at 5% ( $0.05 \times 28$ ) = 2  |           |
| Client Name:         | CITY OF HUNTINGTON PARK  |  |                                      | IC/ID Investigations at 1 per year = 2  |           |
| Client Manager:      | Cesar Rodan  |  |                                      |   |           |
| CASC Manager:        | Ed Suher   |  |                                      |   |           |
| CASC Director:       | Michael Kolbenschiag   |  |                                      |   |           |
| CASC Principal:      | Rick Sidor   |  |                                      |   |           |
| CASC Office:         | Glendora   |  |                                      |   |           |
| Department:          | WQ   |  |                                      |   |           |

|                           |  |                      | Rates:       | \$165                         | \$155           | \$125                         | \$95      | \$85                |             |                 |
|---------------------------|--|----------------------|--------------|-------------------------------|-----------------|-------------------------------|-----------|---------------------|-------------|-----------------|
| Task No.                  | Task Description   | Frequency of service | Budget       | Program Manager/ Tech Advisor | Project Manager | Program Support/ Sr Inspector | Inspector | Admin/Tech. Assist. | TOTAL HOURS | TOTAL ITEM COST |
| 1                         | Management of NPDES Program                              |                      |              |                               |                 |                               |           |                     |             |                 |
| 1.1                       | Develop a Compliance Plan                                | Once                 | \$1,580      |                               | 8               |                               |           | 4                   |             | \$ 1,580.00     |
| 1.2                       | Conduct scoping meeting with City                        | Once                 | \$1,280      | 4                             | 4               |                               |           |                     |             | \$ 1,280.00     |
| 1.3                       | Attend MS4 Permit meetings                               | 1 x per month        | \$3,720      |                               | 24              |                               |           |                     |             | \$ 3,720.00     |
| 1.4                       | Attend City Council meetings                             | 2 x per year         | \$620        |                               | 4               |                               |           |                     |             | \$ 620.00       |
| 1.5                       | Attend meetings with City Staff                          | 1 x per month        | \$3,720      |                               | 24              |                               |           |                     |             | \$ 3,720.00     |
| 2                         | Implement City's Integrated Monitoring Program           |                      |              |                               |                 |                               |           |                     |             | \$ -            |
| 2.1                       | Coordinate with other monitoring groups                  | As required          | \$2,480      |                               | 16              |                               |           |                     |             | \$ 2,480.00     |
| 3                         | Industrial and Commercial Facility Program               |                      |              |                               |                 |                               |           |                     |             | \$ -            |
| 3.1                       | Update Industrial/Commercial Facility Database           | Annually             | \$680        |                               |                 |                               |           | 8                   |             | \$ 680.00       |
| 3.2                       | Conduct Inspections                                      | 2 x per 5 years      | \$4,900      |                               | 8               | 8                             | 28        |                     |             | \$ 4,900.00     |
| 3.3                       | Conduct Re-inspections                                   | 20% of Facilities    | \$880        |                               | 1               | 2                             | 5         |                     |             | \$ 880.00       |
| 3.4                       | Provide Enforcement Services                             | 5% of Facilities     | \$1,190      |                               | 2               | 4                             | 4         |                     |             | \$ 1,190.00     |
| 4                         | Illicit Connection and Illicit Discharge (IC/ID) Program |                      |              |                               |                 |                               |           |                     |             | \$ -            |
| 4.1                       | Identify IC/IDs through outfall monitoring program       | 2 x per year         | \$1,620      |                               | 4               | 8                             |           |                     |             | \$ 1,620.00     |
| 4.2                       | Update procedures for conducting Source investigations   | Annually             | \$1,380      |                               | 4               |                               | 8         |                     |             | \$ 1,380.00     |
| 4.3                       | Update procedures for eliminating IC/IDs                 | Annually             | \$1,380      |                               | 4               |                               | 8         |                     |             | \$ 1,380.00     |
| 4.4                       | Update procedures for public reporting of IC/IDs         | Annually             | \$1,380      |                               | 4               |                               | 8         |                     |             | \$ 1,380.00     |
| 4.5                       | Update the City's Spill Response Plan                    | Annually             | \$1,380      |                               | 4               |                               | 8         |                     |             | \$ 1,380.00     |
| 5                         | PIP & Public Agency Activities Program                   |                      |              |                               |                 |                               |           |                     |             | \$ -            |
| 5.1                       | Insure that LA County Programs are publicized            | Monthly              | \$1,860      |                               | 12              |                               |           |                     |             | \$ 1,860.00     |
| 5.2                       | Examine City's Public Construction Monitoring Program    | Monthly              | \$1,140      |                               |                 |                               | 12        |                     |             | \$ 1,140.00     |
| 5.3                       | Examine City's Public Facilities Monitoring Program      | Annually             | \$2,140      |                               | 4               |                               | 16        |                     |             | \$ 2,140.00     |
| 5.4                       | Oversee Inventory of Dev. For Retrofit Ops. Program      | Annually             | \$1,000      |                               | 4               |                               | 4         |                     |             | \$ 1,000.00     |
| 5.5                       | BMPs for Public Agency Facilities and Activities         | Annually             | \$1,760      |                               | 4               |                               | 12        |                     |             | \$ 1,760.00     |
| 5.6                       | L/S, Park, and Recreational Facilities Management        | Annually             | \$1,760      |                               | 4               |                               | 12        |                     |             | \$ 1,760.00     |
| 5.7                       | Municipal Employee and Contractor Training Program       | Annually             | \$2,000      |                               | 8               |                               | 8         |                     |             | \$ 2,000.00     |
|                           | Total Labor  |                      | \$ 39,850.00 |                               |                 |                               |           |                     |             | \$ 39,850.00    |
| Total hours               |  |                      |              | 4                             | 147             | 22                            | 133       | 12                  | 318         |                 |
| Total Annual Compensation |  |                      | \$ 39,850.00 |                               |                 |                               |           |                     |             |                 |

Michael Kolbenschiag Program Mgr/Tech Advisor, \$165/hr  
Ed Suher Program Support/Sr Inspector, \$155/hr  
Dan Secrist Inspector, \$125/hr  
Akemi Hidalgo Technical Assistant/Inspector, \$95/hr  
Staff Admin, \$82/hr



Creating  
a Better  
Tomorrow,  
**Today**™

Proposal for

Professional Services  
for Management of the  
**National Pollutant Discharge  
Elimination System** and  
Other Related Services

Submitted to:  
The City of Huntington Park

May 27, 2021



**CWE**  
1561 E. ORANGETHORPE AVENUE  
SUITE 240  
FULLERTON, CA 92831-5202  
(714) 526-7500 PHONE  
(714) 526-7004 FAX  
[www.cwecorp.com](http://www.cwecorp.com)

May 27, 2021

Cesar Roldan  
City of Huntington Park  
6550 Miles Avenue  
Huntington Park, CA 90255

**Professional Services for the Management of the National Pollutant Discharge Elimination System (NPDES) and Other Related Services**

Dear Cesar Roldan,

The City of Huntington Park (City) is seeking a consultant to provide NPDES and related services in compliance with the Los Angeles County Municipal Separate Storm Sewer System (MS4) program. CWE is that consultant. We have provided these services for the City before at a technically superior level while looking out for the best interest of the City. Our staff understands the regulations specified by the Regional Water Quality Control Board (RWQCB) Region 4, and how to position and establish the City for compliance.

We have significant experience in inspection, inventory, and preparing project specifications that comply with current RWQCB regulations in the MS4 permit. CWE is able to serve as an extension of staff and provide technical and environmental management services to the City. Our timely, cost effective services are exactly what the City needs to manage all aspects of your NPDES program.

We have read, understood, and agreed to all statements in this Request for Proposal (RFP) and acknowledge receipt of all addenda/amendment, as well as to the terms and conditions, and attachments referenced. As a founding Principal of CWE, I am authorized to contractually bind the firm to the terms and conditions stated in your RFP.

If you have any questions or require additional information, please contact me at (714) 526-7500 Ext. 212 or [vbapna@cwecorp.com](mailto:vbapna@cwecorp.com).

Respectfully submitted,  
**CWE**

Vik Bapna, PE, ENV SP, CPSWQ, QSD/P  
Principal



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Appendix A - Answers to Request for Information



## Firm Background



Since 2006, **CWE's** trusted and distinguished civil infrastructure, water resources, and environmental engineering services have enhanced the quality of life of our esteemed communities. We are privileged to have served over 150 public municipalities, utility companies, private businesses, and federal agencies who have benefitted from our promise of **Creating a Better Tomorrow, Today™**. Our award-winning industry leaders actively strive to cultivate the engineering protégés and environmental stewards of tomorrow. We work tirelessly to bring the mastery, creativity, and commitment

necessary to deliver forward-thinking results to enhance the communities we live, work, and play in, leaving them better for the next generation. This is the CWE standard.

CWE has been recognized by the Zweig Group as a "Hot Firm" three times and a "Best Firm To Work For" five years in a row. These honors not only highlight CWE's significant business growth, but also reflect our growing staff's sense of purpose and happiness at CWE. We are eager to demonstrate how engaged employees with the same goal of **Creating a Better Tomorrow, Today™** prompt clients to return, and show you what benefits our dedicated scientists and inspectors can bring to your table. You deserve nothing less than a trailblazing, solutions-oriented firm to provide thorough, comprehensive stormwater management and Waste Discharge Requirements (WDR) services that comply with Los Angeles MS4 NPDES Permit, and who will continue to keep you in compliance long after our contract with you has ended. CWE is that firm!

We are a Minority (MBE) and Small Business Enterprise (SBE).



- ✓ Current understanding of LA RWQCB requirements
- ✓ Identical knowledge required to successfully complete our previous contract with the City of Huntington Park



- ✓ Assisted over 50 municipalities with stormwater compliance programs in Southern California
- ✓ Local clients include the Cities of Huntington Park, Azusa, Burbank, Covina, Gardena, Glendora, Huntington Beach, and San Gabriel



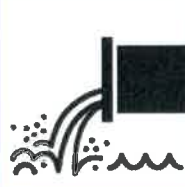
- ✓ Over 7,000 commercial/industrial inspections conducted in last 15 years
- ✓ Over 15,000 combined FOG, IC/ID, and post-construction BMP inspections conducted in the past 15 years
- ✓ Over 250 WQMPs reviewed and developed since 2007



- ✓ Eight stormwater projects CWE designed received 21 awards from APWA, ASCE, ENR, CASQA, and *Storm Water Solutions* magazine
- ✓ Twelve stormwater projects CWE designed received \$52,000,000 in grant funding



- ✓ CWE's certified QISPs and CGP/IGP-ToRs have trained over 600 municipal client staff
- ✓ Thorough training skills help our clients stay in compliance long after our contract ends



- ✓ CWE staff has provided incident response for over 50 illegal discharges
- ✓ Inspectors and additional staff living in Orange County can provide assistance within an hour



- ✓ Have provided on-call emergency services to the City of Huntington Park for four years
- ✓ CWE key personnel are accessible by phone or email 24 hours a day, 7 days a week



- ✓ Provided NPDES Program audit assistance to the City of Santa Clarita and County of San Bernardino
- ✓ Senior-level personnel will assist with these audits, if necessary





## **Team Subconsultant: Roadway Construction Service – Traffic Control**

CWE understands how to deliver services under this contract, including traffic control services to ensure proper safety during inspections. We have engaged Roadway Construction Service (Roadway) which offers complete turnkey traffic control services.

These services include single lane closures, multiple lane closures, two-way flagging operations, freeway lane closures, ramp closures, construction notice sign installation, and concrete & water-filled k-rail installation. Roadway monitors each closure to keep devices in proper position, assist with ingress/egress from the work area, and flag pedestrians and vehicles to ensure a safe completion to the project. Set and leave closures are also available if desired.

Roadway Construction Service's American Traffic Safety Services Association (ATSSA) Certified Traffic Control Technicians and Supervisors will always be available to address safely and correctly all your public right-of-way job site needs. Roadway offers emergency response and is available 24 hours a day, 365 days a year.

Roadway Construction Service employs multiple experienced and certified traffic control design specialists and Civil/Traffic Engineers. All Roadway's temporary traffic control plans are site specific showing all current conditions, drawn to scale, and in accordance with the most recent Federal & State guidelines, and the requirements of the responsible Agency. Roadway is committed to using all new and available technology to produce the plans in the safest and most efficient manner possible to assist with completing your project the Roadway way, on-time, on budget, safely.

Currently, Caltrans and every City and County agency require encroachment permits to work on or close any portion of public right-of-way. The permit process is a time intensive, frustrating, and detail-oriented process that most companies do not have the time or manpower to complete. Roadway Construction Service's personnel not only know the process, but also have built and maintained relationships with these agency personnel for many years. Those relationships allow Roadway to obtain your permits quicker and easier. Why deal with the headache and running back and forth when you can have Roadway Construction Service obtain your permits while you focus on what you do best?

## Qualifications & Experience of Personnel

CWE's formidable team is comprised of certified engineers and scientists who have 200 combined years of experience assisting municipal clients with NPDES permit regulatory compliance, coordinating with and providing educational materials for co-permittees and the public, managing intricate stormwater programs, conducting inspections for I/C facilities and post-construction BMPs, providing incident responses for illegal discharges, preparing applications to obtain grant funding, and implementing Envision™-certified infrastructure framework for green streets and other CIPs. CWE houses nine (9) Professional Engineers (PE), eight (8) Envision™ Sustainability Professionals (ENV SP), two (2) Certified Professionals in Stormwater Quality (CPSWQ), nine (9) QSD/Ps, three (3) Certified Erosion and Sediment Stormwater Inspectors (CESSWI), one (1) Qualified Industrial Stormwater Practitioners (QISP), one (1) Certified Professional in Erosion and Sediment Control (CPESC), and one (1) Qualified Environmental Professional (QEP), all at the City's disposal.

All personnel listed here work from the CWE office in Fullerton, California. Any replacement of personnel would first be approved by the City.

**Jason Pereira, PE, CPSWQ, QSD/P, QISP, CGP/IGP-ToR provides QA/QC.** As a recognized leader in stormwater and watershed management, he will again be responsible for **quality assurance and quality control** for all services and deliverables provided to the City. Jason has 25 years of experience providing a wide variety of stormwater and NPDES compliance-related services to city clients, including expansive stormwater consulting; I/C and FSE facility inspections; pollution source control recommendations; reporting, monitoring, and analysis of stormwater programs and practices; preparing SWPPPs; Total Maximum Daily Load (TMDL) development and implementation; conducting training programs for City staff; and public education and outreach.

He was a former Assistant Watershed Manager for the implementation of TMDL Implementation Plans for the Ballona Creek, Marina del Rey, and Santa Monica Bay Watersheds for the County of Los Angeles, and as a technical expert, Jason has presented numerous workshops on critical stormwater issues at CASQA Annual Conferences and other events. In 2015, Jason was recognized in *Storm Water Solutions* magazine as an "Industry Icon" in the stormwater field.



**Gerald "Gerry" Greene**  
DEnv, PE, QEP, QSD/P

**Gerry Greene, DEnv, PE, QEP, QSD/P is your Project Manager.** He has over 30 years of experience assisting Southern California public agencies with Illicit Connection and Illegal Discharge (IC/ID) surveys and other inspections for clients including the Cities of Huntington Park, Azusa, Huntington Beach, Covina, Downey, Glendora, and San Gabriel. Gerry oversees inspection staff and reviews documentation for a wide variety of stormwater inspection types, including food service establishments. He has also managed FOG and stormwater compliance training for restaurant and commercial facility owners and operators.

Prior to joining CWE, Gerry worked for 10 years as a Principal Civil Engineer and Stormwater Manager for the City of Downey, where he provided implementation and renewal, program education and outreach, and training assistance as they all related to the MS4 Permit. In 2015, he was recognized as an "Industry Icon" by *Storm Water Solutions* magazine.

Gerry served as the Project Manager for a similar contract with the City of Huntington Park. His experience on this and other similar contracts translates to an understanding of the permit requirements and City's needs.

## City of Huntington Park

Professional Services for Management of the NPDES and Other Related Services



**Allen Xie**  
PE, QSD/P, QISP

**Allen Xie is our Inspections Support.** He has 11 years of experience conducting post-construction BMP inspections, Stormwater Pollution Prevention Plan (SWPPP) development, inspections, providing support to Mandarin-speaking facility owners and operators. Allen has conducted over 400 inspections to assess BMP implementation and effectiveness and good housekeeping measures. Additional environmental duties have included developing SWPPPs for industrial and municipal facilities, conducting environmental monitoring for industrial facilities, conducting site assessments, analyzing lab and field data to comply with regulatory permits, and preparing and submitting compliance reports. Allen previously provided the City of Huntington Park with MS4 NPDES Permit Inspection Services.

**Ryan Kearns is our Monitoring Support.** He has over two years of experience in watershed management, environmental compliance, and water quality sampling. In 2016, Ryan received his bachelor's of science degree in Chemical Engineering from the University of California, Riverside. Prior to joining CWE, Ryan worked as the Project Coordinator for Inland Empire Waterkeeper, where he conducted surface water quality monitoring, stormwater litigation monitoring and public outreach within the middle to upper Santa Ana Watershed. He currently assists lead scientists and engineers in environmental compliance permitting, water quality sampling, and preparing water quality monitoring plans and reports. Ryan is assisting the City of Gardena with their MS4 Permit Monitoring Program



**Ryan Kearns**



**Nan Jia**  
PE

**Nan Jia is our Monitoring Support.** She received her Master's degree in Environmental Engineering from University of California, Irvine in December 2018. After graduation, she started working at CWE as an environmental engineer. Nan's duties include, but are not limited to conducting over 175 I/C facility inspections, incorporating data into databases of clients' choice, technical report writing, database management, water quality monitoring, and water quality data analysis. She has assisted licensed engineers to develop SWPPPs and helped municipalities with stormwater compliance, providing support to Cantonese-speaking facility owners and operators. Nan is the Monitoring Lead for CIMP implementation services provided for the LAR UR2 WMA,

**Alexa Reasoner provides Public Outreach.** She is an environmental scientist with broad experience conducting research for environmental, aerial, and topographic reports; assisting on environmental planning projects; fire insurance map development; SWPPP development and reporting; inputting data entry into clients' desired databases; conducting field sampling; and completing chain-of-custody paperwork for sampling events. She recently received a GIS accreditation from the University of California, Los Angeles Extension Program, making her well-equipped to handle data set collection and mapping responsibilities using existing software and applications. Alexa is currently assisting the City of Gardena with public outreach materials as part of their permit requirements.



**Alexa Reasoner**

Our staff's experience with other similar projects, as discussed above and in their resumes in Proposed Personnel section, demonstrates their ability to manage and oversee services that comply with your NPDES permit issued by the California Water Board- Los Angeles Region 4. We understand the City's needs and are prepared to provide services on schedule.

## Project Approach

### Task 1: Baseline MS4 Permit Compliance Plan Development

As a member of the Los Angeles River Upper Reach 2 Watershed Management Area (LAR UR2 WMA), the City of Huntington Park has an approved Watershed Management Program (WMP) Plan that only needs revision. As shown in Tables F-27 to F-29 of the draft fifth term MS4 Permit, the LAR UR2 WMA WMP Plan was among the most cost-effective plans submitted, and CWE has further assisted the City, and LAR UR2 WMA, in reducing its implementation costs by shifting Industrial General Permit (IGP) pollutant loads to the state, securing nearly \$10M in grants, and \$30M in construction support.

The City objective of complying with draft MS4 Permit baseline monitoring requirements would entail four primary efforts: 1) Developing, by January 1, 2023, an MS4 Permit Integrated Monitoring Program (IMP) Plan, acceptable to the LARWQCB Executive Officer, demonstrating hydraulic isolation of the City from other Permittees (RFP Task 2); 2) Eliminating City non-exempt non-stormwater discharges by March 23, 2023; 3) Capturing runoff from the half inch storm for fifty percent of the City, to comply with the Los Angeles River Metals Total Maximum Daily Load (LAR Metals TMDL), by January 11 of either 2024 or 2028; and 4) Capturing the half inch storm over the City, by March 23, 2037, to comply with the LAR Bacteria TMDL and other numeric Water Quality Based Effluent Limitations (WQBELs). Receiving Water Limitations (RWL) exceedances are ignored, as they integrate watershed actions and noncompliance would lead back to Permittee WQBEL compliance assessment.

The second effort results from informal adoption of the Upper Los Angeles River (ULAR) LAR Bacti TMDL Segment B Phase I Load Reduction Strategy (LRS) by the LAR UR2 WMA, rather than prepare and submit its own. LARWQCB approach approval, along with LAR UR2 WMA implementation demonstration, has not been determined. ULAR has piloted a Phase II "Alternative" LRS, showing the western LAR UR2 WMA as a pathogen source area, however its implementation will be explicitly limited to the ULAR. Assuming the LAR UR2 WMA is unable to show LAR Bacti TMDL WQBEL compliance by March 23, 2022, they may submit a Phase II, Segment B, LRS to the LARWQCB by March 23, 2023. Since page F-138 of the draft MS4 Permit asserts that "the allowable number of exceedance days for outfalls is zero and therefore no exceedances of the WQBELs are permitted"; it is crucial that the City eliminate all non-exempt non-stormwater discharges by 2023. This would be most cost-effectively implemented through construction of a dry-weather diversion, of the LACFCD Project 1 outfall, at the Bell Foundry Company at 5310 Southern Avenue in the City of South Gate. Alternatively, two or three diversions could be constructed in the intersections of Albany Street at Florence Avenue, Santa Ana Street at Salt Lake Avenue, and Loma Vista Avenue at Randolph Street.

The third effort, to demonstrate fifty percent area compliance with LAR Metals TMDL wet-weather WQBELs by January 11, 2024, was relaxed following Board approval of the LAR UR2 WMA WMP Plan, while the CWE Safe Clean Water Program (SCWP) Salt Lake Park (SLP) Project schedule anticipated construction completion in time to achieve the final WQBEL compliance deadline of January 11, 2028. However, this 2024 deadline would come back into force, under a baseline permit scenario. Assuming the Lower LAR Watershed Area Steering Committee (LLAR WASC) reaffirms SLP prioritization secured for the LAR UR2 WMA by City Staff and CWE at its May 25, 2021 meeting, the City would be in an excellent position to request a Time Schedule Order (TSO) from the LARWQCB to allow completion of that project before the final LAR Metals TMDL deadline of January 11, 2028.

The fourth effort, developing sufficient capture volume to retain the half inch storm by March 23, 2037, to comply with the final LAR Bacti TMDL would only consist of planning and fiscal support development during the potential five-year term of this Professional Services Agreement (PSA). While dry-weather diversions and TMDL Allowable Exceedance Days (AEDs) may provide some flexibility, it will become important to implement the 2017 City Randolph Corridor Rail to Train Study in such a way as to retain runoff from the northeaster portion of the City. After infiltration within the Linear Greenspace project was precluded by the agreement concluded between the City and (City of Los Angeles) Department of Water and Power (LAC DWP), stormwater runoff from the southcentral portion of the City would most likely be best addressed through a series of Green of LID street projects, while the western portion of City would be addressed through the purchase and conversion of several industrial parcels.



## **Task 2: Implement a Huntington Park Integrated Monitoring Program**

The LAR UR2 WMA Coordinated Integrated Monitoring Program (CIMP) Plan was developed to assess compliance with basin plan receiving water objectives for the LARUR2-RW site at the extension of Southern Avenue, while the fixed site at Ford Park and six rotating outfall locations are assessed against TMDL WQBELs. Huntington Park drains almost exclusively to the LARUR2-FWO, or Far West Outfall, site in Salt Lake Park Avenue, between Ardine and Patata Streets, in the City of Cudahy; along with portions of the Cities of Bell, Cudahy, Maywood, Vernon, and the Unincorporated County area of Walnut Park. Since the Permit assumes that exceedances are equally the responsibility of all dischargers to a location, and WMP member cities are expected to be implementing runoff and pollution controls through at least 2028 and 2037, to comply with Metals and Bacteria TMDLs respectively, demonstrating MS4 Permit baseline compliance for the City will be very challenging, and subject to Board approval.

The deadline for submitting new, or revised, Integrated Monitoring Program (IMP) plans for LARWQCB approval is eighteen months after the Permit Effective Date, suggesting that the City should plan to continue LAR UR2 CIMP implementation through at least July 1, 2023. At our July 7, 2022 meeting, CWE would verify City monitoring objectives and begin new City IMP development, providing review drafts during September, so that the finalized version is ready for LARWQCB submission in December. Based on the jurisdictional and physical complexity of the Salt Lake Avenue storm drain catchment, demonstrating City baseline permit compliance, would likely require between six and eight new jurisdictionally peripheral "outfall" sites, so that runoff water quality could be assessed as it enters, and discharges, from the City. Furthermore, while CWE negotiated a very cost-effective LARUR2 CIMP Plan, due to having the six stormwater outfall sites monitored only once per storm season, a Board approved City IMP Plan, demonstrating baseline permit compliance, would be significantly more expensive to implement and dependent on effective runoff and pollutant source controls by the seventy Industrial General Permittees (IGPs) within the City. Until proven otherwise, the Board will likely attribute those IGP discharges to the City pollutant load.

## **Task 3: Industrial and Commercial Facilities Control Program**

CWE first implemented the City MS4 Permit Industrial/Commercial (I/C) facilities program, which in early 2020 consisted of over thirteen hundred records, with nearly three hundred active commercial and seventy industrial facilities. LARWQCB members and staff pointed to the program as being exemplary and followed our enforcement process when suggesting how Permittees could most effectively implement Senate Bill 205. This program also shifted large City areas from being Reasonable Assurance Analysis (RAA) modeled as highly polluting to compliant, providing significant load reductions. Based on the City May 17, 2021 Answers to Request of Information No. 1, our proposal assumes forty food service, ten automotive repair, ten traditional (Notice of Intent or NOI) IGP, and ten No Exposure Certification (NEC) IGP facilities are present; necessitating about forty primary and follow up inspections per year, based on permit requirements. Additional inspections would be provided on a negotiated time and materials basis. CWE's I/C Facility Tracking Database exceeds current and proposed MS4 Permit requirements, is GIS compatible, documents LARWQCB actions to reduce City inspection costs, and has been successfully used by the City Finance Department to recover inspection costs. Our inspection date, inspector name, and facility name folder hierarchy allows fast and easy recovery of past inspection forms, photographs, enforcement actions, and determination of progressive IGP implementation.

## **Task 4: Illicit Connection and Illicit Discharge Program**

The first City Illicit Connection/illicit Discharge (IC/ID) records are attributed to CWE I/C inspectors, who developed an effective and efficient reporting process with Code Officers. CWE also developed and made several permit-required non-stormwater source control and elimination presentations for Public Works field staff and contractors. Since the City intends to follow a baseline permit implantation approach and E. coli bacteria are ubiquitous in runoff, self-initiated non-stormwater outfall monitoring, which must be reported, could only be incriminating. Assuming the LAR UR2 and LLAR WMP Permittees prepare Segment B second round Load Reduction Strategy Studies, or achieve WQBELs, their non-stormwater dischargers are compliant, while those from the City are not. CWE will update the existing City IC/ID source investigation, elimination, and spill response plan along with identifying additional IC/Ed reporting mechanisms, in a timely manner as required by the fifth term MS4 Permit.

## **Task 5: Public Information, Participation & Agency Activities Programs**

CWE will remain informed of, and participate in, the Los Angeles County MS4 Public Information and Participation Program (PIPP) and provide permit required informational source control outreach to residential and business communities, in coordination with the City Project Manager and Webmaster. At agency request, our staff have previously reviewed and provided recommendations and program support in implementing its Public Construction and Maintenance Activities Management, Public Facilities Inventory and Inspection, Redevelopment Retrofitting Opportunities, Agency BMP, Recreational Management, Employee and Contractor Training Programs. In April 2019, when the Board issued several LAR Trash TMDL reporting Notice of Violations (NOVs), including one to the City, CWE immediately offered and was eventually authorized to redirect our contractual resources to prepare required status and implementation planning reports that, in combination with identifying legal and regulatory oversights by State Board enforcement staff, resulted in abandonment of the enforcement action; although we continued to advocate for implementation of required compliance measures.

## Proposed Personnel

### Gerald "Gerry" Greene

DEnv, PE, QEP, QSD/P

Project Manager

Dr. Gerald "Gerry" Greene has 32 years of experience providing comprehensive water quality services to Southern California public agencies. His experience includes the development of monitoring plans, conducting water quality sampling, providing water quality monitoring plan review, performing feasibility studies, assisting agencies with environmental compliance and permitting, and designing landmark urban runoff treatment facilities. Prior to joining CWE, Gerry served as Principal Civil Engineer for the City of Downey for over a decade, and he is well-versed in LACDPW preferences, policies, and procedures. Gerry is also a seasoned biologist with three decades of experience. His impressive background in wildlife biology and habitat restoration ensures his water quality projects are constructed and implemented in a sustainable manner that enhances the local environment. His expansive knowledge of local, societal, and physical conditions adds a valuable dimension to the assistance he provides to Los Angeles County clients.

#### Relevant Experience

**City of Huntington Park MS4 Permit Inspection Services** Project Manager providing urban stormwater inspection services to assist the City of Huntington Park with Municipal Separate Storm Sewer System (MS4) Permit compliance. Successfully completed 549 inspections and facility visits in only six weeks. Tasks managed include: establishing inspection criteria, preparing inspection checklists and forms, compiling a comprehensive plan and maps for discharge inspections based on hot spots and priority areas determined through inventory databases, conducting industrial and commercial facility inspections, comprehensive field inspections, including drainage characteristics reviews and post-construction Best Management Practices (BMPs), identification of pollutants and illicit discharges into the storm drain system, documenting observed conditions, and incorporating data into an electronic database containing geographic references that allow the information to be mapped and integrated into a Geographic Information System (GIS) tracking system.

**Los Angeles River Upper Reach 2 Watershed Management Program and Coordinated Integrated Monitoring Program** Project Manager for development of Reasonable Assurance Analysis (RAA), Watershed Management Program (WMP), and Coordinated Integrated Monitoring Program (CIMP) Plans for the Los Angeles River Upper Reach 2 Watershed Management Area (LAR UR2 WMA), which includes the Cities of Bell, Bell Gardens, Commerce, Cudahy, Huntington Park, Maywood, Vernon, and the Los Angeles County Flood Control District (LACFCD). RAA and WMP tasks included assessing Municipal Separate Storm Sewer System (MS4) National Pollutant Discharge Elimination System (NPDES) Permit Water Quality-Based Effluent Limits (WQBELs) and Receiving Water Limitations (RWLs) exceedances, then developing a two-decade Best Management Practice (BMP) implementation plan, emphasizing multi-benefit regional projects, to demonstrate permit compliance and support the attainment of Basin Plan beneficial use objectives. Prepared successful: Proposition 1 Stormwater Implementation Grant application that resulted in a nearly \$10M grant for WMP project implementation and a Safe Clean Water Program (SCWP) Regional BMP Project application that secured another \$10M for WMP project implementation. CIMP tasks included preparing a project-specific Health and Safety Plan (HaSP), Quality Assurance Project Program (QAPP) Plan, obtaining LACFCD Access Permits, devising a cost-effective and permit compliant monitoring plan for Los Angeles Regional Water Quality Control Board approval.



#### Years of Experience

32

#### Education

DEnv, Environmental Science and Engineering, 1994  
University of California,  
Los Angeles

MS, Biology, 1986,  
California State University,  
Long Beach

BA, Biology and Economics,  
1981,  
University of California,  
Los Angeles

#### Registrations

Civil Engineer, CA, 55597

Qualified Environmental  
Professional, 11960237

Qualified SWPPP Developer/  
Practitioner, 00176

#### Awards and Recognition

*Storm Water Solutions*  
magazine, "Industry Icon,"  
2015

## City of Huntington Park

### Professional Services for Management of the NPDES and Other Related Services

Ongoing services include project management, coordination and meetings, pre-sampling event preparation, tracking inclement weather and activating sampling teams, collecting and analyzing dry- and wet-weather water quality samples from one receiving water, one fixed, and six rotating stormwater outfall sites, preparing field logs and site assessment photos, coordination with multiple laboratories and QA/QC of water quality results, data management and report preparation, semi-annual data reporting, water quality data submission in CEDEN format, draft and final annual report preparation, and CIMP evaluation and revision.

**City of Gardena MS4 Permit Industrial-Commercial Facility Inspection Services** Project Manager for 500 I/C facility inspections to help the City comply with the MS4 program. Tasks include: sending up to 300 Initial Commercial and Potential IGP Non-File letters, conducting 100 initial commercial and 200 Initial Potential IGP Non-File inspections, incorporating data into an electronic database containing geographic references that allow information to be mapped and integrated into a GIS tracking system, developing and sending up to 200 second IGP Potential Non-File Inspection Notification and NOV/Referral letters, and conducting second potential IGP Non-File or Initial IGP inspections.

**City of Rosemead MS4 NPDES Permit Inspection Services** Project Manager for providing I/C, redevelopment construction, and post-construction BMP inspections for the City of Rosemead. Tasks included I/C inspections of approximately 200 food service, 100 automotive repair, 20 retail gasoline outlets, and 6 nursery facilities; up to 4 redevelopment construction inspections one per month; post-construction BMP inspections; and incorporating inspection data into an electronic database containing geographic references that allow information to be mapped and integrated into a GIS tracking system. Additional tasks performed included: staff training on construction/erosion plan review and permitting, erosion/sediment control plan inspections, and staff IC/ID response by one of CWE's registered QISPs; developing activity-specific public education content regarding source control BMPs and use and disposal of pollutants relevant to Rio Hondo Reach 3 and downstream receiving water impairments; redevelopment planning; public facility inventory and inventory of regional BMP development opportunities; identifying regional BMP projects for strategic and cost-effective analyses; public activity management; installing full capture devices and conducting DGR studies for trash TMDL compliance; IC/ID investigation and elimination; and annual reports submitted to the Upper Los Angeles River EWMP Group Lead Agency

**Rio Hondo/San Gabriel River Water Quality Group Coordinated Integrated Monitoring Program Implementation** Project Manager providing the Rio Hondo/San Gabriel River Water Quality Group with Coordinated Integrated Monitoring Program (CIMP) implementation services. This group is comprised of the Cities of Arcadia, Azusa, Bradbury, Duarte, Monrovia, and Sierra Madre, County of Los Angeles, and Los Angeles County Flood Control District (LACFCD). Services provided included: preparing a project-specific Health and Safety Plan; recommending, specifying, and procuring/leasing monitoring equipment; obtaining permits from the LACFCD; installing receiving water, Total Maximum Daily Load (TMDL), and stormwater outfall sampling stations; and conducting Rio Hondo Pre-Load Reduction Strategy (LRS) monitoring, Geographic Information System (GIS) outfall inventory, and non-stormwater outfall screening and monitoring. Ongoing services include: project management, coordination and meetings, pre-sampling event preparation, tracking inclement weather and activating sampling teams, collecting and analyzing dry- and wet-weather samples from five receiving water and TMDL sites (including Peck Road Park Lake and five stormwater outfall sites), preparing field logs and site assessment photos, coordination with multiple laboratories and Quality Assurance/Quality Control (QA/QC) of water quality results, data management and report preparation, semi-annual data reporting, water quality data submission in CEDEN format, and draft and final annual report preparation.

**South Bay Cities Watershed Management Group Coordinated Integrated Monitoring Program** Project Manager for the development of a Coordinated Integrated Monitoring Program (CIMP) plan in accordance with the Municipal Separate Storm Sewer System (MS4) National Pollutant Discharge Elimination System (NPDES) Permit for the South Bay Beach Cities Watershed Management Group, which includes the Cities of Hermosa Beach, Manhattan Beach, Redondo Beach, and Torrance, and the Los Angeles County Flood Control District (LACFCD). Tasks included developing a CIMP that evaluates the impacts of discharges from the MS4 on receiving waters, and assesses compliance with receiving water limitations and Water Quality-Based Effluent Limits (WQBELs) established, implements Total Maximum Daily Load (TMDL) wet-weather and dry-weather Waste Load Allocations (WLAs), characterizes pollutant loads in MS4 discharges, identifies sources of pollutants in MS4 discharges, and measures and improves the effectiveness of pollutant controls measures.



## **Jason Pereira**

**PE, CPSWQ, QSD/P, QISP, CGP/IGP-ToR**

**QA/QC Manager**

Jason Pereira has 25 years of experience in developing and implementing stormwater management programs for compliance with MS4 NPDES Permit requirements. His contributions to the stormwater community have been broad-reaching, including preparing model stormwater management programs, implementing guidelines for new development and redevelopment, and presenting workshops on critical stormwater issues at CASQA conferences and other events. Jason's experience includes providing technical and project management support clients in the areas of IGP inspections and compliance, post-construction BMP inspections, FOG ordinance inspections, TMDL development and implementation, stormwater compliance inspections and training, and data analysis.

### **Relevant Experience**

**City of Glendora NPDES and Water Quality Administration** Project Manager for ongoing NPDES Permit and Water Quality Administration services to assist with Los Angeles County Municipal NPDES Stormwater Permit, IGP, and CGP compliance. Tasks managed include: providing support for the Development Planning and Construction, Industrial/Commercial Facilities Control, Public Agency Activities, IC/ID Elimination, and Public Education Programs; providing program management and regulatory support; conducting a portion of more than 500 FOG inspections and 350 industrial/commercial facility stormwater compliance inspections; corporate yard facility SWPPP preparation; SWPPP and SUSMP plan check review; staff training; representation at Permittee meetings; and TMDL implementation assistance.

**City of Huntington Park MS4 Permit Inspection Services** QA/QC Manager providing urban stormwater inspection services to assist the City of Huntington Park with MS4 Permit compliance. Tasks include: establishing inspection criteria, preparing inspection checklists and forms, compiling a comprehensive plan and maps for discharge inspections based on hot spots and priority areas determined through inventory databases, conducting industrial and commercial facility inspections, comprehensive field inspections, including drainage characteristics reviews and post-construction BMPs, identification of pollutants and illicit discharges into the storm drain system, documenting observed conditions, and incorporating data into an electronic database containing geographic references that allow the information to be mapped and integrated into a GIS tracking system.

**City of Covina Stormwater Compliance Training and Inspections** Principal Engineer for training and inspection services provided to the City of Covina for the Development Construction and I/C Facilities Control Programs under the Los Angeles County MS4 Permit. Prepared materials and trained City personnel to successfully perform compliance and enforcement inspections. Conducted industrial/commercial facility inspections while being shadowed by City personnel to demonstrate inspection implementation and enforcement actions in compliance with the MS4 Permit. Instruction was provided in a classroom setting and supplemented with hands-on training. Materials focused on tracking and documenting construction and industrial/commercial facility inspections, database management, inspection procedures, common deficiencies, follow up inspections, notices of violation, progressive enforcement, interagency coordination, and referrals of violations.



### **Years of Experience**

25

### **Education**

BS, Civil Engineering,  
University of California,  
Los Angeles

### **Registrations**

Civil Engineer, CA, 61509

Certified Professional in  
Storm Water Quality, 527

Qualified SWPPP Developer/  
Practitioner, 21

Qualified Industrial  
Stormwater Practitioner, 090

Industrial General Permit  
Trainer of Record, 090

Construction General Permit  
Trainer of Record

### **Awards and Recognition**

*Storm Water Solutions*  
magazine, "Industry Icon,"  
2015

## **Allen Xie**

### **PE, QSD/P, QISP**

#### **Inspections**

Allen Xie has 12 years of experience in SWPPP development, inspections, monitoring, hydraulic analysis, and civil design. He has performed duties including developing SWPPPs for industrial and municipal facilities, conducting environmental monitoring for industrial facilities, conducting groundwater monitoring, performing hydraulic analysis, conducting site assessments, preparing PS&Es, conducting hydraulic studies, analyzing lab and field data to comply with regulatory permits, preparing traffic control studies, preparing and submitting compliance reports, and preparing seismic calculations for treatment structures. Allen has conducted inspections in remote locations for utility substations, landfills, and wastewater treatment plants to assess BMP implementation and effectiveness and good housekeeping measures.

#### **Relevant Experience**

**City of Huntington Park MS4 NPDES Permit Inspection Services** Inspector providing urban stormwater inspection services to assist the City of Huntington Park with MS4 Permit compliance. Successfully completed 549 inspections and facility visits over six consecutive weeks in 2016 as part of an organized team. Tasks performed included establishing inspection criteria, preparing inspection checklists and forms, conducting IGP and FOG inspections, comprehensive field inspections, including drainage characteristics reviews and post-construction BMPs, identification of pollutants and illicit discharges into the storm drain system, documenting observed conditions, providing educational materials, and incorporating data into an electronic database containing geographic references that allow the information to be mapped and integrated into a GIS tracking system.

**Los Angeles River Upper Reach 2 CIMP Implementation** Senior Engineer for CIMP implementation services provided for a group comprised of the Cities of Bell, Bell Gardens, Commerce, Cudahy, Huntington Park, Maywood, Vernon, and the LACFCD. Services provided have included preparing a project-specific HASP; QAPP preparation; obtaining access and encroachment permits from the USACE, LACFCD, and local municipalities; GIS outfall inventory; and non-stormwater discharge outfall screening. Ongoing services include meeting coordination, weather tracking, dry- and wet-weather water quality monitoring at two fixed and six rotating stormwater outfall sites, preparing field logs and site assessment photos, laboratory coordination, QA/QC of results, data management, report preparation, semi-annual CEDEN format data submission, and draft and final annual report preparation.

**City of Glendora NPDES and Water Quality Administration** Project Engineer for ongoing NPDES Permit and Water Quality Administration services to assist with Los Angeles County Municipal NPDES Stormwater Permit, IGP, and CGP compliance. Tasks include: providing support for the Development Planning and Construction, Industrial/Commercial Facilities Control, Public Agency Activities, IC/ID Elimination, and Public Education Programs; providing program management and regulatory support; conducting a portion of more than 500 FOG inspections and 350 industrial/commercial facility stormwater compliance inspections; corporate yard facility SWPPP preparation; SWPPP and SUSMP plan check review; staff training; representation at Permittee meetings; and TMDL implementation assistance. Performed a Program Effectiveness Assessment of the City's Stormwater Management Plan and assessed the FOG Control Program to determine compliance with SSO requirements.



#### **Years of Experience**

12

#### **Years with CWE**

4

#### **Education**

MS, Civil Engineering, 2012,  
California State University,  
Fullerton

BS, Civil Engineering, 2009,  
California State Polytechnic  
University, Pomona

#### **Registrations**

Civil Engineer, CA, 85112

Qualified SWPPP  
Developer/Practitioner,  
C85112/27157

Qualified Industrial  
Stormwater Practitioner,  
PE85112

## City of Huntington Park

Professional Services for Management of the NPDES and Other Related Services

## Ryan Kearns

### Monitoring

Ryan Kearns has five years of experience in watershed management, environmental compliance, and water quality sampling. In 2016, Ryan received his bachelor's of science degree in Chemical Engineering from the University of California, Riverside. Prior to joining CWE, Ryan worked as the Project Coordinator for Inland Empire Waterkeeper, where he conducted surface water quality monitoring, stormwater litigation monitoring and public outreach within the middle to upper Santa Ana Watershed. He now holds the position of Scientist I and assists lead scientists and engineers in environmental compliance permitting, water quality sampling, and preparing water quality monitoring plans and reports.

### Relevant Experience

**Los Angeles River Upper Reach 2 CIMP Implementation** Monitoring for CIMP implementation services provided for the LAR UR2 WMA, through the GWMA. This group is comprised of the Cities of Bell, Bell Gardens, Commerce, Cudahy, Huntington Park, Maywood, Vernon, and the LACFCD. Services provided have included preparing a project-specific HASP; QAPP preparation; obtaining access and encroachment permits from the USACE, LACFCD, and local municipalities; GIS outfall inventory; and non-stormwater discharge outfall screening. Ongoing services include meeting coordination, weather tracking, dry- and wet-weather water quality monitoring at two fixed and six rotating stormwater outfall sites, preparing field logs and site assessment photos, laboratory coordination, QA/QC of results, data management, report preparation, semi-annual CEDEN format data submission, and draft and final annual report preparation.

**City of Gardena MS4 Permit Monitoring Program Services** Monitoring and Inspection Support providing the City of Gardena with increasing levels of LARWQCB Coastal Los Angeles County Phase I MS4 NPDES Permit services. After being confronted by the LARWQCB, regarding irregular and incomplete consultant provided monitoring data, the City approached CWE staff to review their monitoring and MS4 Permit Industrial/Commercial (I/C) Facility Inspection Programs. After conferring with Board staff to preclude conflicts for our ongoing clients, an initial compliance assessment of these programs was prepared, updated City Management on the findings, and, on short notice, assumed responsibility for their implementation.

**City of Rosemead MS4 NPDES Permit Inspection Services** Inspector for providing I/C, redevelopment construction, and post-construction BMP inspections for the City of Rosemead. Inspection tasks included I/C inspections of approximately 200 food service, 100 automotive repair, 20 retail gasoline outlets, and 6 nursery facilities; up to 4 redevelopment construction inspections one per month; post-construction BMP inspections; and incorporating inspection data into an electronic database containing geographic references that allow information to be mapped and integrated into a GIS tracking system. Additional tasks performed included: staff training on construction/erosion plan review and permitting, erosion/sediment control plan inspections, and staff IC/ID response by one of CWE's registered QISPs; developing activity-specific public education content regarding source control BMPs and use and disposal of pollutants relevant to Rio Hondo Reach 3 and downstream receiving water impairments; redevelopment planning; public facility inventory and inventory of regional BMP development opportunities; identifying regional BMP projects for strategic and cost-effective analyses; public activity management; installing full capture devices and conducting DGR studies for trash TMDL compliance; IC/ID investigation and elimination; and annual reports submitted to the Upper Los Angeles River EWMP Group Lead Agency.



### Years of Experience

5

### Years with CWE

2

### Education

BS, Chemical Engineering,  
2016, University of California,  
Riverside



## Nan Jia

### PE

#### Monitoring

Nan Jia has four years of experience in technical report writing database management, water quality monitoring, and water quality data analysis. Her duties have included preparing compliance documents, including: SWPPPs, Exceedance Response Action Plans, and MS4 Program Effectiveness Assessment Annual Reports; assisting municipalities to develop inspection programs and conducting I/C inspections; conducting CGP inspections for linear projects under the supervision of a QSP; performing water sampling for various watershed groups and construction projects; compiling and reviewing data on SMARTS, preparing water quality monitoring data into CEDEN format, and using Excel to conduct statistical data analysis; and leading water quality studies, such as pollutant load analysis for runoff diversion project and BMP effectiveness studies for green street projects. Additionally, Nan has provided support to Cantonese-speaking facility owners and operators, so the regulations and requirements of federal and state-mandated permits are not lost in translation.

#### Relevant Experience

**Los Angeles River Upper Reach 2 CIMP Implementation** Monitoring Lead for CIMP implementation services provided for the LAR UR2 WMA, through the GWMA. This group is comprised of the Cities of Bell, Bell Gardens, Commerce, Cudahy, Huntington Park, Maywood, Vernon, and the LACFCD. Services provided have included preparing a project-specific HASP; QAPP preparation; obtaining access and encroachment permits from the USACE, LACFCD, and local municipalities; GIS outfall inventory; and non-stormwater discharge outfall screening. Ongoing services include meeting coordination, weather tracking, dry- and wet-weather water quality monitoring at two fixed and six rotating stormwater outfall sites, preparing field logs and site assessment photos, laboratory coordination, QA/QC of results, data management, report preparation, semi-annual CEDEN format data submission, and draft and final annual report preparation.

**City of Huntington Park MS4 NPDES Permit Inspection Services** Inspector providing 20 to 30 MS4 Permit maintenance inspections for I/C facilities and a variety of other inspection services per year. To alleviate an inspection backlog using funds that would otherwise be lost, CWE developed a business outreach program and then utilized eight staff members to successfully completed 549 facility inspections and visits in only six weeks. Tasks include: updating the City Business License Database to conform with MS4 Permit requirements; establishing business inspection criteria and priorities; developing effective industry-specific outreach letters; preparing inspection checklists and forms; conducting comprehensive field inspections of the facilities, including drainage characteristics reviews, pollutant source identification, and illicit discharge control; documenting observed conditions for education or enforcement; and developing geographic references to facilitate future integration into a GIS tracking system.

**City of Gardena MS4 Permit Monitoring Program Services** Monitoring Lead and Inspection Support providing the City of Gardena with increasing levels of LARWQCB Coastal Los Angeles County Phase I MS4 NPDES Permit services. After being confronted by the LARWQCB, regarding irregular and incomplete consultant provided monitoring data, the City approached CWE staff to review their monitoring and MS4 Permit Industrial/Commercial (I/C) Facility Inspection Programs. After conferring with Board staff to preclude conflicts for our ongoing clients, an initial compliance assessment of these programs was prepared, updated City Management on the findings, and, on short notice, assumed responsibility for their implementation.



#### Years of Experience

4

#### Years with CWE

3

#### Education

MS, Civil and Environmental Engineering, 2018,  
University of California, Irvine

BS, Environmental Sciences,  
2016, University of  
Minnesota-Twin Cities

#### Registrations

Civil Engineer, CA, 92333

## Alexa Reasoner

### Public Outreach

Alexa Reasoner is an environmental scientist with broad experience conducting research for environmental, aerial, and topographic reports; assisting on environmental planning projects; fire insurance map development; SWPPP development and reporting; inputting data entry into clients' desired databases; conducting field sampling; and completing chain-of-custody paperwork for sampling events. She recently received a GIS accreditation from the University of California, Los Angeles Extension Program, making her well-equipped to handle data set collection and mapping responsibilities using existing software and applications.

### Relevant Experience

**City of Gardena MS4 Permit, Water Quality Monitoring, and Compliance Services** Environmental Scientist for the development of public outreach materials as part of the requirements for Public Information and Participation Program to maintain coverage under the NPDES Phase I MS4 Permit. Tasks include advertising and announcing stormwater pollution prevention and disseminate information of proper handling and disposing of possible pollutants.

### City of Visalia Citywide Stormwater Management Plan Development

Environmental Scientist for the development of the Enforcement Response Plan to maintain coverage under the NPDES Phase II MS4 General Permit and to establish legal authority to employ enforcement actions to correct violations pertaining to non-stormwater or unauthorized discharges. The 2013 Phase II Small MS4 General Permit identifies permit requirements, including program management, public education and outreach, public involvement and participation, illicit discharge detection and elimination, construction site stormwater runoff control, pollution prevention/good housekeeping for the Permittee Operations Program, post-construction stormwater management, water quality monitoring, program effectiveness assessment and improvement, TMDL compliance, and an annual reporting program. Tasks include: preparing a Stormwater Management Plan and documenting implementation progress and program effectiveness, facilitating public participation during plan development, and preparing a five-year estimate of financial and staffing needs for plan implementation.



### Years of Experience

4

### Years with CWE

1

### Education

BS, Environmental Science and Policy, 2015,  
California State University,  
Long Beach

### Registrations

OSHA 40-Hour HAZWOPER,  
No. 2102191363122

## Quality Assurance/Quality Control

As part of CWE's quality control process, our QA/QC Manager is a senior staff not involved in the day-to-day project work. This task includes coordination time of the project manager, and QA/QC review time for the QA/QC Manager, Jason Pereira. All work performed by the CWE team will be conducted using our thorough, proven Quality Management Process (QMP). The QMP ensures that quality work products and services are delivered to our clients on a consistent basis. The QMP is the essential foundation for the execution of any CWE project, and it consists of two parts: Quality Assurance and Quality Control.

- Quality Assurance (QA) consists of the written procedures that drive quality. Specific procedures start with a joint City and CWE project kick-off meeting to verify that everyone understands the intent, objectives, tasks, budgets, schedules, milestones, and deliverables; the kick-off meeting also identifies the individuals who are responsible for implementing each part of the work. The QA procedures also require a standardized checking process, including technical reviews.
- Quality Control (QC) is the system for verifying that the quality assurance procedures are being implemented. Quality control activities are the actual checking and validation of the work product at every stage of its development. These critical activities include internal quality control reviews by senior experts; they also include a rigorous cross-checking process for making sure that all comments, revisions or corrections to any contract documents are correctly completed. This same checking process will also be used to document actions taken for all comments made by City reviewers.

Our QA/QC procedures will be based on CWE's QMP and the City's standards and preferences. CWE will incorporate City's quality control procedures into the QMP including development of QA/QC checklists, discipline and interdisciplinary checks, and calculation checks. Incorporating City procedures into CWE's quality procedures results in a high-quality project that the City's Project Manager can easily review for compliance.

## Schedule Control

Project Manager Gerry Greene will use comprehensive Microsoft Project schedules to regularly monitor progress and upcoming work items. This has proven successful in keeping track of forthcoming critical issues and decisions. He will keep the City apprised of planned work, project progress, and deliverables. He will notify the City of any critical issues and changes in the anticipated project progress and delivery of key tasks.

## References

CWE has performed NPDES management and related services for several public agencies. These include the City of Huntington Park, Gardena and Glendora, and the Los Angeles River Upper Reach 2 Watershed Management Area cities.



**Dates:** 2016 - 2020  
**Reference:** Cesar Roldan  
Director of Public Works  
**Email:** croidan@hpcd.org

**City of Huntington Park MS4 Permit Inspection Services** CWE provided MS4 Permit Industrial and Commercial Facility Program Inspections and other services to the City of Huntington Park. To assist the City in demonstrating compliance, CWE developed a business outreach program and then utilized eight staff members to eventually completing over 1,300 inspections and action database records. Tasks included: updating the City Business License Database to conform with MS4 Permit requirements; establishing business inspection criteria and priorities; developing effective industry-specific outreach letters; preparing inspection checklists and forms; conducting comprehensive field inspections of the facilities, including drainage characteristics reviews, pollutant source identification, and illicit discharge control; documenting observed conditions for education or enforcement; and developing geographic references to facilitate future integration into a GIS tracking system.

**CWE Personnel Involved:** Gerald Greene, Jason Pereira, Allen Xie, Nan Jia



**Dates:** February 2015 – Present  
**Reference:** Gina Nila  
City of Commerce Deputy Director  
of Public Works Operations  
**Telephone:** (323) 722-4805 Ext. 2839

**Los Angeles River Upper Reach 2 Watershed Management Area Watershed Management Plan and Coordinated Integrated Monitoring Program** CWE developed the Watershed Management Program (WMP) and Coordinated Integrated Monitoring Program (CIMP) Plans for the Los Angeles River Upper Reach 2 Watershed Management Area (LAR UR2 WMA), including the Cities of Bell, Bell Gardens, Commerce, Cudahy, Huntington Park, Maywood, Vernon, and the Los Angeles County Flood Control District (LACFCD). Tasks included identifying and assessing Best Management Projects, Enhanced Minimum Control Measures, and Watershed Control Measures, for Permittee implementation, to allow compliance with Municipal Separate Storm Sewer System (MS4) National Pollutant Discharge Elimination System (NPDES) Permit requirements; then developing and implementing a CIMP to determine whether Receiving Water Limitations (RWL) are being exceeded and whether Permittee discharges in excess of MS4 NPDES Permit Water Quality-Based Effluent Limits (WQBELs) are causing or contributing to those exceedances and preventing the attainment of beneficial use objectives. .

**CWE Personnel Involved:** Gerald Greene, Jason Pereira, Allen Xie, Nan Jia, Ryan Kearns



## City of Huntington Park

Professional Services for Management of the NPDES and Other Related Services



**Dates:** July 2018 – 2021  
**Reference:** Kevin Kwak  
Principal Civil Engineer  
**Telephone:** (310) 217-9643

**City of Gardena MS4 Permit I/C Inspection Services** In July 2018, CWE was asked to assess the existing City of Gardena Municipal Separate Storm Sewer System (MS4) Permit Industrial/Commercial (I/C) Facilities Inspection Program. We found less than half of the required facilities had been inspected and the permit required tracking database woefully under-attributed. CWE expanded the database to be permit compliant, added Geographic Information System (GIS) attributes, inserted over 160 IGP records from the State Water Resources Control Board's (SWRCB's) Stormwater Multiple Application Reporting and Tracking Systems (SMARTS) database, and conducting 67 overdue inspections. This initial and highly productive contract effort led the City to issue CWE a second contract to undertake an additional 500 I/C facility inspections. Current tasks include: sending up to 300 Initial Commercial and Potential Industrial General Permit (IGP) Non-Filer letters, conducting 100 initial commercial, 200 IGP Non-Filer, and anticipated 200 more IGP Non-Filer Notice of Violation (NOV) inspections, incorporating data into a permit compliant electronic tracking system.

**CWE Personnel Involved:** Gerald Greene, Nan Jia, Ryan Kearns, Alexa Reasoner



**Dates:** December 2010 – June 2020  
**Reference:** Alison Sweet, PE  
Public Works Director  
**Telephone:** (626) 914-8246

**City of Glendora NPDES and Water Quality Administration** CWE provided NPDES Permit and Water Quality Administration services to assist the City of Glendora with the Los Angeles County MS4 Permit, Construction General Permit (CGP), IGP, and General Permit for Drinking Water System Discharges. Overall services included providing support for the Planning and Land Development, Development Construction, Commercial/Industrial Facilities Control, Public Agency Activities, Illicit Connection/Illegal Discharge (IC/ID) Elimination, and Public Information and Participation Programs. Tasks included program management and regulatory support, Permittee-owned facility Stormwater Pollution Prevention Plan (SWPPP) preparation, SWPPP and Low Impact Development (LID) Plan review, Enforcement Response Plan development, training, construction and industrial/commercial facility stormwater inspections, representation at Permittee meetings, and TMDL implementation assistance. Inspection information was entered into a Microsoft Access database, and an ArcGIS layer was developed using an attribute table with each commercial/industrial facility's coordinates.

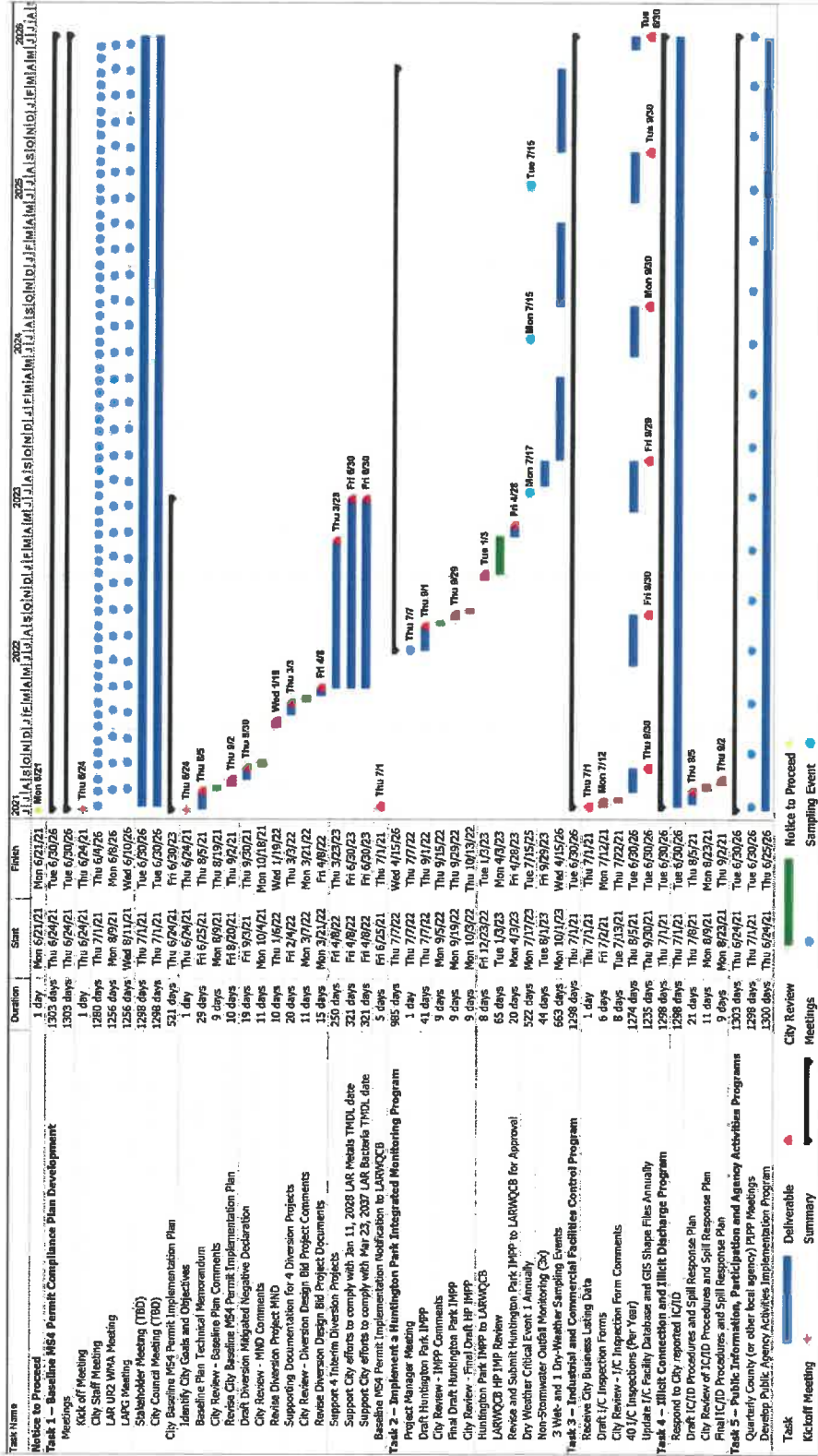
**CWE Personnel Involved:** Gerald Greene, Jason Pereira, Allen Xie



**City of Huntington Park**  
Professional Services for Management of the NPDES and Other Related Services

## Schedule

The schedule below details when the specific tasks will be completed. We factored in additional time that may be required due to reasonably foreseeable delays. The schedule identifies all critical task sequencing and critical paths required to ensure the work is completed in a timely manner. It outlines the tasks, activities, deliverables, milestones and duration required for the completion and submission of each of the deliverables identified in the Scope of Services. The schedule also factors in reasonable review and feedback periods for draft deliverables by City staff, as well as legally mandated review and comment period, including those that may be required by third party regulatory agencies.



## Fee Schedule/Cost Proposal

Our Fee Schedule/Cost Proposal was delivered in a separate, sealed envelope to the City.



# **Appendix A**

## **Answers to Request for Information**



May 17, 2021

# CITY OF HUNTINGTON PARK

## Answers to Request for Information No. 1

### Request for Proposal Professional Services for Management of the National Pollutant Discharge Elimination System and Other Related Services

The following questions were posed by individuals interested in the Request for Proposal for Professional Services for Management of the National Pollutant Discharge Elimination System and Other Related Services. Answers to the questions are highlighted in yellow.

1. The task description begins with "Develop a plan outlining how the City will stay in compliance with Baseline Requirements per the current NPDES Permit, . . .", but the major bullet below that (and the first 10 sub-bullets) describes the items that are to be included in the proposal. Can we assume that the "plan", and the items listed in these bullets refer only to the proposal?

Consultant to describe and provide a narrative how a plan will be developed to comply with permit requirements. The actual plan will be developed if the consultant is awarded the proposal.

2. The eleventh sub-bullet "Conduct Scoping meeting with City to discuss any deviation from initial tasks." Can we assume that this is to be an actual task to be performed post contract award?

Consultant to describe and provide a narrative. The actual scoping meeting will take place if the consultant is awarded the proposal.

3. The next five bullets start with "Support the City during the bidding process to secure a contractor". Are we to assist with design, bidding and plan check services? Please clarify.

Remove the following:

Page 3 of RFP: Support the City during the bidding process to secure a contractor  
Page 4 of RFP: LACFCD is required to approve the contractor's shop drawings

4. Do you know how many outfalls greater than or equal to 36" in diameter the City has that are required to be monitored?

None.

5. How many Industrial and Commercial facilities are to be inspected?

69.

6. Can the City extend the page limit for the Project Approach?

Yes. 1 more page.

Answers to RFI No. 1 shall hereby be made a part of the RFP and supersede, replace, and/or amend the provisions included in the original RFP.

Please sign below and attach this "ACKNOWLEDGMENT OF RECEIPT", Responses to RFI's with the Proposal submittal documents. Failure to submit the signed Responses to RFI's Acknowledgement will render the contractor's bid as non-responsive.

Thank you for your cooperation.

ACKNOWLEDGMENT OF RECEIPT: Responses to RFI's

CWE  
\_\_\_\_\_  
Company Name

05/27/2021  
\_\_\_\_\_  
Date

Vik Bapna, Principal  
\_\_\_\_\_  
Print Name

  
\_\_\_\_\_  
Signature

End of Request for Information No. 1

By order of the City of Huntington Park, Public Works Department

By:   
\_\_\_\_\_  
Cesar Roldan, Director of Public Works

Date: May 17, 2021  
\_\_\_\_\_



1561 E. Orangethorpe Ave., Suite 240  
Fullerton, California 92831  
T. (714) 526-7500 | F. (714) 526-7004  
[www.cwecorp.com](http://www.cwecorp.com)



**City of Huntington Park**  
**Management of National Pollutant Discharge Elimination System and Other Related Services**  
**Fee Schedule/Cost Proposal**

|   | Task Budget Totals | Principal | Sr. Project Manager | Senior Env Sci | Env Analyst | GIS Specialist | Project Coordinator | Mileage  | ODCs     | Emergency Restoration Services |
|---|--------------------|-----------|---------------------|----------------|-------------|----------------|---------------------|----------|----------|--------------------------------|
| Fiscal Years 2021-2024 Tasks and Hourly Rates                         | Total              | \$285     | \$275               | \$174          | \$106       | \$137          | \$110               | \$0.56   |          |                                |
| MS4 Permit Baseline Compliance Tasks                                  | \$3,495            | 3         |                     |                |             |                | 24                  |          |          |                                |
| 1.1 Develop City baseline MS4P compliance plan                        | \$8,576            |           | 16                  | 24             |             |                |                     |          |          |                                |
| 1.2 Develop/update timely MS4P compliance schedule                    | \$8,576            |           | 16                  | 24             |             |                |                     |          |          |                                |
| 1.3 Incorporate MS4 requirements in documents                         | \$5,001            |           | 3                   | 24             |             |                |                     |          |          |                                |
| 1.4 Certify construction environmental clearances                     | \$4,176            |           |                     | 24             |             |                |                     |          |          |                                |
| 1.5 LAR UR2, LAPG, Staff, Stakeholder, City Council Meetings          | \$40,344           |           | 48                  | 156            |             |                |                     |          |          |                                |
| 2 Implement Integrated Monitoring Program (IMP)                       | \$12,564           |           | 12                  | 24             | 48          |                |                     |          |          |                                |
| 2.1 Develop City IMP for LARWQCB Approval                             | \$36,688           |           | 40                  | 80             | 80          | 24             |                     |          |          |                                |
| 2.2 Receiving Water Quality Monitoring                                | \$161,768          |           | 40                  | 336            | 336         |                |                     | \$2,688  | \$30,000 | \$24,000                       |
| 2.3 Non-stormwater outfall monitoring (3x)                            | \$19,689           |           | 8                   | 24             | 24          |                |                     | \$269    | \$6,000  | \$4,500                        |
| 3 MS4P Industrial/Commercial Facility Control Program                 | \$6,600            |           | 24                  |                |             |                |                     |          |          |                                |
| 3.1 Maintain City I/C facility tracking database                      | \$4,984            |           | 8                   | 16             |             |                |                     |          |          |                                |
| 3.2 Conduct I/C facility inspections (40/year)                        | \$20,388           |           | 12                  | 40             | 90          |                |                     | \$588    |          |                                |
| 3.3 I/C facility enforcement inspection support services (50/year)    | \$9,317            |           | 8                   | 40             |             |                |                     | \$157    |          |                                |
| 4 Illicit Connections and Illicit Discharge (IC/ID) Program           | \$5,270            |           | 3                   | 24             |             |                |                     | \$269    |          |                                |
| 4.1 Implement non-stormwater discharge detection program              | \$10,020           |           | 12                  | 24             | 24          |                |                     |          |          |                                |
| 4.2 Update IC/ID source investigation & elimination procedures        | \$6,680            |           | 8                   | 16             | 16          |                |                     |          |          |                                |
| 4.3 Identify additional public illicit discharge reporting mechanism  | \$2,240            |           |                     | 8              | 8           |                |                     |          |          |                                |
| 4.3 Update existing City spill response plan                          | \$6,680            |           | 8                   | 16             | 16          |                |                     |          |          |                                |
| 5 Public Information Participation & Public Agency Activities Program | \$825              |           | 3                   |                |             |                |                     |          |          |                                |
| 5.1 Public Information and Participation Program Public Outreach      | \$6,720            |           |                     | 24             | 24          |                |                     |          |          |                                |
| 5.2 Public Agency Activities  | \$6,720            |           |                     | 24             | 24          |                |                     |          |          |                                |
| Fiscal Years 2021-2024 Subtotal Fee and Hours                         | \$387,320          | 3         | 269                 | 948            | 690         | 24             | 24                  | \$3,970  | \$36,000 | \$28,500                       |
| Fiscal Year 2024-2025 Tasks and Hourly Rates                          |                    | \$308     | \$297               | \$188          | \$114       | \$148          | \$119               | \$0.56   |          |                                |
| MS4 Permit Baseline Compliance Tasks                                  | \$1,260            | 1         |                     |                |             |                | 8                   |          |          |                                |
| 1.1 Develop City baseline MS4P compliance plan                        | \$2,692            |           | 4                   | 8              |             |                |                     |          |          |                                |
| 1.2 Develop/update timely MS4P compliance schedule                    | \$2,692            |           | 4                   | 8              |             |                |                     |          |          |                                |
| 1.3 Incorporate MS4 requirements in documents                         | \$1,801            |           | 1                   | 8              |             |                |                     |          |          |                                |
| 1.4 Certify construction environmental clearances                     | \$1,504            |           |                     | 8              |             |                |                     |          |          |                                |
| 1.5 LAR UR2, LAPG, Staff, Stakeholder, City Council Meetings          | \$14,528           |           | 16                  | 52             |             |                |                     |          |          |                                |
| 2 Implement Integrated Monitoring Program (IMP)                       | \$4,516            |           | 4                   | 8              | 16          |                |                     |          |          |                                |
| 2.2 Receiving Water Quality Monitoring                                | \$170,040          |           | 40                  | 336            | 336         |                |                     | \$2,688  | \$30,000 | \$24,000                       |
| 3 MS4P Industrial/Commercial Facility Control Program                 | \$1,346            |           | 2                   | 4              |             |                |                     |          |          |                                |
| 3.1 Maintain City I/C facility tracking database                      | \$970              |           | 2                   | 2              |             |                |                     |          |          |                                |
| 3.2 Conduct I/C facility inspections (40/year)                        | \$6,656            |           | 4                   | 10             | 30          |                |                     | \$168    |          |                                |
| 3.3 I/C facility enforcement inspection support services (50/year)    | \$3,571            |           | 2                   | 15             |             |                |                     | \$157    |          |                                |
| 4 Illicit Connections and Illicit Discharge (IC/ID) Program           | \$2,070            |           | 1                   | 8              |             |                |                     | \$269    |          |                                |
| 4.1 Implement non-stormwater discharge detection program              | \$3,604            |           | 4                   | 8              | 8           |                |                     |          |          |                                |
| 5 Public Information Participation & Public Agency Activities Program | \$297              |           | 1                   |                |             |                |                     |          |          |                                |
| 5.1 Public Information and Participation Program Public Outreach      | \$2,416            |           |                     | 8              | 8           |                |                     |          |          |                                |
| 5.2 Public Agency Activities  | \$2,416            |           |                     | 8              | 8           |                |                     |          |          |                                |
| Fiscal Year 2024-2025 Subtotal Fee and Hours                          | \$222,379          | 1         | 85                  | 491            | 406         | 0              | 8                   | \$3,282  | \$30,000 | \$24,000                       |
| Fiscal Year 2025-2026 Tasks and Hourly Rates                          |                    | \$319     | \$308               | \$194          | \$117       | \$154          | \$123               | \$0.56   |          |                                |
| MS4 Permit Baseline Compliance Tasks                                  | \$1,303            | 1         |                     |                |             |                | 8                   |          |          |                                |
| 1.1 Develop City baseline MS4P compliance plan                        | \$2,784            |           | 4                   | 8              |             |                |                     |          |          |                                |
| 1.2 Develop/update timely MS4P compliance schedule                    | \$2,784            |           | 4                   | 8              |             |                |                     |          |          |                                |
| 1.3 Incorporate MS4 requirements in documents                         | \$1,860            |           | 1                   | 8              |             |                |                     |          |          |                                |
| 1.4 Certify construction environmental clearances                     | \$1,552            |           |                     | 8              |             |                |                     |          |          |                                |
| 1.5 LAR UR2, LAPG, Staff, Stakeholder, City Council Meetings          | \$15,016           |           | 16                  | 52             |             |                |                     |          |          |                                |
| 2 Implement Integrated Monitoring Program (IMP)                       | \$4,656            |           | 4                   | 8              | 16          |                |                     |          |          |                                |
| 2.2 Receiving Water Quality Monitoring                                | \$173,504          |           | 40                  | 336            | 336         |                |                     | \$2,688  | \$30,000 | \$24,000                       |
| 3 MS4P Industrial/Commercial Facility Control Program                 | \$2,464            |           | 8                   |                |             |                |                     |          |          |                                |
| 3.1 Maintain City I/C facility tracking database                      | \$1,392            |           | 2                   | 4              |             |                |                     |          |          |                                |
| 3.2 Conduct I/C facility inspections (40/year)                        | \$6,850            |           | 4                   | 10             | 30          |                |                     | \$168    |          |                                |
| 3.3 I/C facility enforcement inspection support services (50/year)    | \$3,683            |           | 2                   | 15             |             |                |                     | \$157    |          |                                |
| 4 Illicit Connections and Illicit Discharge (IC/ID) Program           | \$2,129            |           | 1                   | 8              |             |                |                     | \$269    |          |                                |
| 4.1 Implement non-stormwater discharge detection program              | \$3,720            |           | 4                   | 8              | 8           |                |                     |          |          |                                |
| 5 Public Information Participation & Public Agency Activities Program | \$308              |           | 1                   |                |             |                |                     |          |          |                                |
| 5.1 Public Information and Participation Program Public Outreach      | \$2,488            |           |                     | 8              | 8           |                |                     |          |          |                                |
| 5.2 Public Agency Activities  | \$2,488            |           |                     | 8              | 8           |                |                     |          |          |                                |
| Fiscal Year 2025-2026 Subtotal Fee and Hours                          | \$228,961          | 1         | 91                  | 489            | 406         | 0              | 8                   | \$3,282  | \$30,000 | \$24,000                       |
| Five Fiscal Year (2021-2026) Total Fee and Hours                      | \$838,680          | 5         | 445                 | 1,928          | 1,502       | 24             | 40                  | \$10,534 | \$96,000 | \$76,500                       |



### Assumption and Limitations

Recognizing that the City RFP specified a limited Scope of Services to complement its MS4 Permit baseline requirements compliance demonstration, we assume several limitations to result in a cost effective and easily compared proposal.

- No annual, semi-annual data, or SCWP compliance reporting is provided.
- CWE is not responsible for the legally certified representations made by the City.
- The LARWQCB may disapprove, impose additional conditions on, or extend its regulatory processes resulting in unanticipated cost overrides, that would be identified to the City prior to implementing those new process or activities.
- The number of I/C facility inspection are limited as characterized in the proposal.
- The design and construction of facilities to demonstrate baseline permit compliance, are beyond this proposed Scope of Services, which is limited to conceptualization and numeric evaluation.
- The first two years of CIMP implementation will continue to be funded by the City through the Gateway Water Management Authority.
- The following three years of City IMP Implementation are estimates based on typical requirements for Board Approval. Imposition of additional requirements by the Board may necessitate budget or task renegotiation.
- City will waive any necessary access, encroachment, or construction permit fees.

May 27, 2021

Proposal to Provide  
**Management of the National Pollutant Discharge  
Elimination System and Other Related Services**



Prepared for the  
**City of Huntington Park**  
Cesar Roldan, Director of Public Works  
6550 Miles Avenue  
Huntington Park, CA 90255

By  
**Interwest Consulting Group, Inc.**



James G. Ross  
Public Works Group Leader  
1 Jenner, Suite 160  
Irvine, CA 92618  
O | 714.899.9039  
C | 714.742.1551

May 27, 2021

Cesar Roldan, Director of Public Works  
City of Huntington Park  
6550 Miles Avenue  
Huntington Park, CA 90255



**RE: Proposal to Provide Management of the National Pollutant Discharge Elimination System and Other Related Services**

Dear Mr. Roldan,

Interwest Consulting Group (Interwest) is pleased to present this proposal to the City of Huntington Park (City) to provide consulting services to augment City staff related to the City's NPDES Program. The staff proposed provides these same services to multiple public agencies in Southern California, as detailed in our proposal.

Senior Engineer Kamran Saber, PE, QSD/QSP, will serve as the Interwest Project Manager and day-to-day contact for the City of Huntington Park. Kamran is certified by the California Stormwater Quality Association (CASQA) as a Qualified SWPPP Developer (QSD) and Qualified SWPPP Practitioner (QSP). His professional history includes City Engineer experience at the Cities of Covina, Placentia, Villa Park, San Gabriel, and the Town of Yucca Valley. Interwest's Public Works Group Leader James G. Ross will serve as Interwest's Principal-in-Charge for this engagement.

**James G. Ross**  
*Principal-in-Charge*  
1 Jenner, Suite 160, Irvine, CA 92618  
C | 714.742.1551  
jross@interwestgrp.com

**Kamran Saber, PE, QSD/QSP**  
*Project Manager | Proposal Contact*  
1 Jenner, Suite 160, Irvine, CA 92618  
C | 714.293.1014  
ksaber@interwestgrp.com

I am an Officer of Interwest Consulting Group and able to bind the firm to all commitments made in this proposal. **I HAVE READ, UNDERSTOOD, AND AGREED TO ALL STATEMENTS IN THIS REQUEST FOR PROPOSAL AND ACKNOWLEDGE RECEIPT OF ALL ADDENDUMS/AMENDMENTS AS WELL AS TO THE TERMS, CONDITIONS, AND ATTACHMENTS REFERENCED.** My direct telephone number is 970.292.2209. Should the City select Interwest to provide these services, we would request negotiation of terms related to 4.5 (Insurance), 5.3-5.4 (Indemnity), and 7.11 (Time is of the Essence).

We appreciate the opportunity to present our proposal for your review and consideration. We stand ready and available to complete the work outlined in the RFP and we appreciate the opportunity to serve the City of Huntington Park. Please do not hesitate to contact us if you have questions.

Sincerely,

**Tom Wilkas**  
Chief Financial Officer  
Interwest Consulting Group

1 Jenner | Suite 160  
Irvine, CA 92618

714 899 9839

## CONSULTANT'S BACKGROUND

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### OVERVIEW OF OUR NPDES SERVICES



Interwest Consulting Group has been in business since 2002 and is a corporation founded by individuals with a passion for serving municipalities. We currently employ more than 450 employees, serving more than 200 cities, counties and state agencies. The members of our proposed team have provided recent NPDES/MS4 services to a number of similar clients throughout Southern California, including the Cities of Costa Mesa, Moreno Valley, Eastvale, Canyon Lake and Wildomar.

Our NPDES/MS4 services include:

- Reviewing WQMP documents, construction erosion and sedimentation prevention plans and SWPPPs
- Providing plan check services for Storm Water Pollution Prevention Plans (SWPPP) and Water Quality Management Plans (WQMP)
- Performing SWPPP inspections
- Performing WQMP construction inspections
- Providing post-construction inspections and monitoring
- Providing IC/ID response and outfall monitoring
- Monitoring SWPPP and BMP implementations
- Monitoring compliance with the NPDES permit
- Ensuring contractor compliance with contract plans and specifications
- Representing client jurisdictions at NPDES/MS4 TMDL Task Force and TAC meetings
- Preparing annual progress reports for Regional Water Quality Control Boards

In our experience, a clear understanding of proposed public project objectives is critical prior to the preparation of SWPPP and/or WQMP documents. Our staff meets with developers, property owners, and the general public to address specific drainage issues and to answer any questions regarding the City's Storm Drain Ordinance and Drainage laws. One common issue we encounter is that some projects were conditioned in the past (perhaps up to 10 years ago), and water quality requirements or other parameters may have changed between the time of original project conditioning and the present, which may require additional work and/or documentation. We work creatively with clients to accommodate for such circumstances, and always strive to provide positive solutions, rather than bowing to restrictive legalisms.

Timing coordination between City inspection teams and the water quality inspection team are paramount to ensure that water quality inspections are efficient and thorough, without the need to revisit sites multiple times, thereby delaying projects and increasing cost.

## QUALIFICATIONS AND EXPERIENCE OF CONSULTANT'S PERSONNEL

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Below we provide brief introductions to our key staff. Resumes for each member of our team, including our Principal-in-Charge, are provided in the ***Proposed Personnel*** section.

**KAMRAN SABER, PE, QSD/QSP** | Civil Engineer | Qualified SWPPP Developer/Practitioner

- CA Registered Civil Engineer | 47567
- Qualified SWPPP Developer/Practitioner (QSD/QSP) | 24012

Kamran has over 30 years of experience in the design and management of major multi-disciplinary public works projects. His experience includes transportation design, structural design, utility engineering, hydraulic, hydrology, cost estimating, contract specifications, constructability analysis, peer reviews, development review, environmental process and reviews, report writing, RFP preparation, construction management and support services. Kamran has a broad background in CIP management, planning, design and construction on a wide variety of projects including land development, street improvement and rehabilitation, sewer and storm drain studies and design, grading and drainage. He is certified by the California Stormwater Quality Association (CASQA) as a Qualified SWPPP Developer (QSD) and Qualified SWPPP Practitioner (QSP). Kamran also has extensive training and hands-on experience in project/resource management and Total Quality Management and is a Certified Facilitator. Kamran's professional history includes City Engineer experience at the Cities of Covina, Placentia, Villa Park, San Gabriel, and the Town of Yucca Valley. He has extensive expertise in federally and state funded projects through his work managing over 100 federally funded projects throughout his career.

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**TOM MARNOCHA, QSP, CESSWI** | Senior Engineer | Public Works Inspector | Qualified SWPPP Practitioner

- Qualified SWPPP Practitioner | 22064
- Certified Erosion, Sediment & Storm Water Inspector | 2305
- NICET, Level II Certification

Tom brings more than 35 years of experience in the areas of construction management, inspection, planning, schedule analysis, project management, billings and payments, contract administration and compliance, field engineering, quality assurance, and materials testing for a variety of public works, residential and transportation projects. He possesses a vast array of certifications, including his certifications in QSP (Qualified SWPPP Practitioner) and CESSWI (Certified Erosion, Sediment, and Storm Water Inspector). These two certifications allow Tom to serve as an inspector, monitoring Storm Water Prevention Plans ensuring they are adhering to all California rules and regulations. Tom's diverse background allows him to bring a deep understanding and expertise to cities and government agencies on large, complex, high-value construction projects. Projects range from small city projects to multi-million-dollar projects including parks, fire stations, street improvements, and community buildings. Tom is an expert in using the Contract Manager Document Control System which facilitates his ability to collaboratively work with all parties ensuring projects are well managed and brought to a successful completion.

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**ROBERT LITTLE, QSP, CPII, ICC** | Public Works Inspector | Qualified SWPPP Practitioner

- Qualified SWPPP Practitioner | 27741
- ICC Soils Special Inspector | 8207149

Robert has more than 20 years of public works experience and has had the opportunity to oversee a wide variety of commercial and residential construction, landscape, irrigation, grading, treatment plant, reservoir, water, sewer, and storm drain projects. He is a Qualified SWPPP Practitioner (QSP). Robert is an APWA Certified Public Infrastructure Inspector (CPII) and holds a current certification from the International Code Council (ICC) as a Soils Special Inspector.

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**LUIS ORTIZ** | Stormwater Compliance Inspector

Luis serves as a Stormwater Compliance Inspector, with experience in general Public Works duties and Construction Inspection. His knowledge of public work processes and stormwater compliance inspection processes translate into the ability to provide vital assistance to municipal staff and the general public. Luis has the ability to work with the members of the regulated community, while maintaining the utmost degree of professionalism.

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**TOM MEBANE** | Public Works Inspector

Tom brings an extensive background in construction management and inspection services, possessing over 21 years of experience in providing roadway, traffic control, drainage, utility and paving inspection services on Caltrans projects, and 25 years in heavy construction. He has coordinated field operations and supervised field engineers on multimillion-yard grading projects including rock fill placement, canyon clean out and removal, and sub drain placement and inspection. He can perform as an SWPPP coordinator on projects of any size. Tom has performed field sampling for field and laboratory materials testing analysis (i.e., concrete, expansion index, maximum density, R-value determination, pH, and sulfate) in conjunction with grading requirements. He has also personally performed laboratory testing for expansion index, maximum density, moisture and density, and classification, as well as grading and paving. He has prepared final project reports, including final drafting. Tom has acted as the liaison with developers, municipal agencies, contractors, and utility companies. He provided complete supervision and safety of 21 employees and is a team leader. Additionally, he has been an instructor of numerous college-accredited courses, and prepared and originated instruction manuals.

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**GONZALO MURILLO** | Public Works Inspector

Gonzalo is a construction observer with an extensive background in the construction industry. He brings 20 years of hands-on, diverse knowledge and is experienced with both small and large public works projects such as stormwater, housing developments, concrete flatwork, traffic control, street work/repair, parks, and lights. His experience allows him to bring a clear understanding and considerable depth to any project, contributing to the success and safety of all projects. Gonzalo has a strong work ethic, is detail-oriented, possesses natural leadership skills, and enjoys project teamwork and working independently. He maintains a productive environment by providing thorough inspections, maintains excellent communication, and delivers a high level of customer service in a professional manner.

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## PROJECT APPROACH

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### OUR UNDERSTANDING OF THE PROJECT

The City of Huntington Park serves as the coordinating agency for the Watershed Management Plan and Coordinated Integrated Monitoring Program development for the Los Angeles River Upper Reach 2 Watershed Management Group, which includes the Los Angeles County Flood Control District, and the cities of Bell, Bell Gardens, Cudahy, Commerce, Maywood and Vernon.

The City of Huntington Park seeks a consultant to augment City staff in managing and overseeing the National Pollutant Discharge Elimination System (NPDES) and other related services in compliance with the Los Angeles County Municipal Separate Storm Sewer System (MS4) program. Staff from the selected consultant would serve under the direction of the Director of Public Works to fulfill NPDES permit obligations, as well as providing technical and environmental management services.

### PROJECT APPROACH BY TASK

Below, we detail the way in which our proposed staff would achieve the services requested by the City, including the time estimated to complete each task.

#### Task 1 – Develop NPDES/MS4 Compliance Plan

Under the direction of the Director of Public Works, Interwest staff will assist in the development and maintenance of the City's NPDES/MS4 Compliance Plan. The purpose of this plan is to ensure that the City stays in compliance with Baseline Requirements per the current NPDES permit, or the most recently approved Los Angeles Regional Water Quality Control Board MS4 Permit.

Interwest staff will help develop a schedule for completing mandates in a timely manner based on deadlines set forth in the Los Angeles Countywide NPDES MS4 Permit, Order No. R4-2012-0175, or any recently approved MS4 Permit Order, and based on the City's baseline requirements status.

In coordination with City management, we will schedule a scoping meeting with City staff to discuss any deviation from initial tasks, and adjust the tentative schedule accordingly.

On an ongoing basis, Interwest staff will maintain a checklist certifying that all environmental clearances/permits (CEQA) have been completed.

As needed, Interwest staff will attend MS4 permit meetings, stakeholder meetings, City Council meetings and City staff meetings to ensure that communication between all parties is clear and consistent, and that priorities related to NPDES/MS4 compliance are conveyed to all parties.

#### Task 2 – Implement the City's Integrated Monitoring Program

Under the direction of the Director of Public Works, Interwest staff will coordinate with designated groups on Receiving Water Monitoring, to assess whether water quality objectives are being achieved and beneficial uses are being supported, and to track trends in constituent concentrations over time.

We understand that Receiving Water Monitoring will be performed at in-stream mass emission stations identified by the City. Interwest staff will prepare a schedule and constituent list for Outfall monitoring at sites in the approved Coordinated Integrated Monitoring Program (CIMP).



For the purposes of Non-Storm water Outfall Based Monitoring Field Screening and Monitoring, Interwest staff will locate outfalls greater than or equal to 36 inches in diameter and map these instances using GIS. Outfalls will be monitored a total of three times, a minimum of 72 hours after a rain event. During observations, Interwest staff will complete Outfall Screening Forms.

### Task 3 – Industrial and Commercial Facility Control Program

Under the direction of the Director of Public Works, throughout the course of the contract, Interwest staff will assist in the ongoing development and maintenance of the City's Industrial and Commercial Facility Control Program.

Using business listing data provided by the City, Interwest staff will update the City's Industrial and Commercial Facility Database, including creation and/or maintenance of a GIS map of the specified locations. We will conduct site visits as necessary for confirmation.

To ensure the implementation of Best Management Practices, Interwest staff will conduct inspections of Industrial and Commercial Facilities identified by the City. Our inspectors will verify permit coverage, and identify and eliminate illicit connections and/or illicit discharges (IC/ID).

On a regular basis, where necessary, Interwest inspectors will monitor and provide enforcement services to ensure Industrial and Commercial Facilities with the City of Huntington Park continue to implement BMPs and verify no illicit connections and/or discharges are occurring within the City's watersheds or sub-watersheds.

### Task 4 – Illicit Connections and Illicit Discharge (IC/ID) Program

As the coordinating agency for the Watershed Management Plan and Coordinated Integrated Monitoring Program development for the Los Angeles River Upper Reach 2 Watershed Management Group, the City of Huntington Park has implemented and continues to provide the following services related to permit requirements for Illicit Connections / Illicit Discharges (IC/ID):

- Develop an Implementation Program which specifies how revisions of the IC/ID SQMP are implemented;
- Train targeted employees in the permit requirements for IC/ID;
- Field screen the storm drain system for illicit connections in underground storm drains in priority areas;
- Field screen the storm drain system for illicit connections in underground storm drains larger than 36 inch diameter;
- Investigate illicit connections 21 days after discovery;
- Terminate illicit connections 180 days after confirmation;
- Respond to illicit discharges within one business day of discovery; and
- Investigate illicit discharges as soon as practicable.

Under the direction of the Director of Public Works, throughout the course of the contract, Interwest staff will assist in the performance of these services, including but not limited to: implementation of a Non-Storm Water Outfall-based Monitoring Program to detect IC/IDs; updating procedures for conducting source investigations for IC/IDs and eliminating IC/IDs; updating additional mechanisms for public reporting of illicit discharges; and updating the City's spill response plan. At the City's request,

we will assist the City in the development of materials to help educate employees, businesses, and the public about the hazards of illegal discharges and improper waste disposal.

### Task 5 – Public Information and Participation & Public Agency Activities Programs

Interwest staff will assist the Director of Public Works with the City's Public Information and Participation Program and the Public Agency Activities Program. The services relevant to this Task will be provided throughout the course of the contract, as needed, at the request of the Director of Public Works.

At the start of services, our staff will research and familiarize themselves with the City's *Public Information and Participation Program* and will act to coordinate all public information and participation events provided by the County of Los Angeles. Our primary objective will be to ensure that these programs are presented to the City's residents and business community in a timely manner.

For the City's *Public Agency Activities Program*, Interwest staff will ensure that the City is up-to-date and continues to remain in compliance with the following programs:

- BMPs for Public Agency Facilities and Activities
- Inventory of Existing Development for Retrofitting Opportunities
- Landscape, Park, and Recreational Facilities Management
- Municipal Employee and Contractor Training
- Public Construction Activities Management
- Public Facility Inventory and Inspections

## PROPOSED PERSONNEL

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Following this page, we have provided resumes for each of the following key personnel we propose to provide these services to the City of Huntington Park.

**Kamran Saber, PE, QSD/QSP** ..... Project Manager | Civil Engineer | Qualified SWPPP Developer/Practitioner

**James G. Ross** ..... Principal-in-Charge | Public Works Group Leader

**Tom Marnocha, QSP, CESSWI** ..... Senior Engineer | Public Works Inspector | Qualified SWPPP Practitioner

**Robert Little, QSP, CPII, ICC** ..... Public Works Inspector | Qualified SWPPP Practitioner

**Luis Ortiz** ..... Stormwater Compliance Inspector

**Tom Mebane** ..... Public Works Inspector

**Gonzalo Murillo** ..... Public Works Inspector

## Kamran Saber, PE, QSD/QSP

CIVIL ENGINEER | QUALIFIED SWPPP DEVELOPER

Kamran has over 30 years of experience in the design and management of major multi-disciplinary public works projects. His experience includes transportation design, structural design, utility engineering, hydraulic, hydrology, cost estimating, contract specifications, constructability analysis, peer reviews, environmental process and reviews, report writing, RFP preparation, construction management and support services. Kamran has a broad background in CIP management, planning, design and construction on a wide variety of projects including land development, street improvement and rehabilitation, sewer and storm drain studies and design, grading and drainage. Kamran has extensive expertise in federally and state funded projects through his work managing over 100 federally funded projects throughout his career. Kamran's professional history includes City Engineer experience at the Cities of Encinitas, Covina, Placentia, Villa Park, San Gabriel, and the Town of Yucca Valley.

### PROFESSIONAL HISTORY

#### Senior Project Manager / Interwest Consulting Group / 2016-Present

Kamran has served numerous clients in Riverside, LA, and Orange Counties, providing project management, plan review, development review and internal support in the Cities of Wildomar, Eastvale, Costa Mesa, Fountain Valley, Encinitas, and Maywood, just to name a few.

### ROADWAYS & MUNICIPAL PROJECT EXPERIENCE

**Central Avenue Corridor Improvement, City of Compton, Compton, CA, 2015** – Project Manager and Pavement Engineer for the reconstruction of Central Avenue from 131st Street to Compton Boulevard to address roadway rehabilitation needs in an expedited manner. The project consisted of two segments: Segment 1 from 131st Street to Rosecrans Avenue and Segment 2 from Rosecrans Avenue to Compton Boulevard. An innovative low impact development (LID) approach was selected for the pavement rehabilitation consisting of 2-inch ARHM over 4-inch in-situ recycled asphalt (Cold Central Plant Recycled, CCPR) on top of 8-inch in-situ cement treated base, also known as Full Depth Reclamation (FDR). Ninety percent of the proposed structural section was recycled from the existing road materials with no material hauled out from the project.

**San Gabriel Boulevard Rehabilitation, Mission Drive to Las Tunas Drive, City of San Gabriel, San Gabriel, CA, 2010** – Project Manager and Construction Manager for the 1.5-mile rehabilitation of San Gabriel Boulevard in the heart of the City of San Gabriel. The project included rehabilitation of pavement using the cost saving method of Full Depth Reclamation (FDR) with the construction cost of approximately \$1.9M. Project included pavement rehabilitation and reconstruction, reconstruction of centerline to increase cross fall and to improve cross drainage, curb, gutter and sidewalk repair, addition of gutter plate where missing, addition of cross gutters where missing or nonfunctioning, addition and/or upgrading of curb ramp and reconstruction of damaged driveway aprons. The project design included water quality green feature such as permeable concrete gutters.

**Maple Avenue Roadway Rehabilitation Project, City of El Segundo, El Segundo, CA, 2012** – Project Manager responsible for the preparation of plans, specifications, and estimate (PS&E) and management of the design staff, survey crews and sub consultants, Landscape Architect, and Geotechnical. Kamran performed QA/QC, prepared project specifications and cost estimates, and coordinated the project with various City departments (Water, Planning, Maintenance, landscaping, and sewer). The main objectives of the project were rehabilitation of existing



INTERWEST

Years of Experience: 30+

#### Education

- MS, Civil Engineering, California State University, Sacramento
- BS, Civil Engineering, Polytechnic Tehran

#### Registrations/Certifications

- CA Registered Professional Civil Engineer | 47567
- Qualified SWPPP Developer/Practitioner (QSD/QSP) | 24012

#### Professional Affiliations

- American Society of Civil Engineers (ASCE)
- American Public Works Association (APWA)
- Society of American Value Engineers (SAVE)
- Society of American Military Engineers (SAME)
- Railroad Association of Southern California (RASC)

INTERWEST

pavement, extensive drainage improvements, installation of landscaped median, sidewalks, and installation of flashing red lights at mid-block crossings, public outreach and ADA ramps. The design and construction were completed within schedule and budget.

**West Roses Road Rehabilitation, Mission Drive to Del Mar Avenue, City of San Gabriel, San Gabriel, CA, 2010** – Project Manager for the preparation of plans, specifications, and estimate (PS&E) and construction management of 3,600 linear feet of collector roadway. Project included pavement rehabilitation, curb, gutter and sidewalk repair, addition of gutter plate where missing, addition of cross gutters, addition of curb ramps and reconstruction of damaged driveway.

**Arterial Rehabilitation Projects and Annual Street Resurfacing Projects, City of Lake Forest, Lake Forest, CA, 2007** – Project Manager for the preparation of plans, specifications, and estimate (PS&E) for the City of Lake Forest's annual street resurfacing projects, as well as the design for Arterial Highway Rehabilitation Projects (AHRP) along Murlands Boulevard, El Toro Road, and Rancho Santa Margarita Parkway. These projects involved pavement resurfacing using rubberized asphalt, slurry sealing, adjusting manholes and monument preservation, restriping and the installation of loop detectors.

#### RAIL | TRANSIT PROJECT EXPERIENCE

**Metrolink Station, City of Covina, Covina, CA, 2015** – Civil Design Manager and Construction Manager responsible for the proposed station design improvements at the Metrolink Station in Covina, California. Proposed improvements included parking rehabilitation, lighting, signage, striping, landscape, irrigation, traffic signal and entrance improvement.

**Bradford Avenue Pedestrian Bridge over BNSF Tracks, Alameda Corridor Transportation Authority (ACTA), Placentia, CA, 2008** – Project Manager for this federally funded project involved extensive negotiation and coordination with Railroad Company and adjacent KB Homes development. Project involved executing the signed Intermodal Container Transfer Facility (ICTF) Joint Powers Authority (JPA) with the Railroad Company for construction easements per Caltrans guidelines, securing right-of-way and easements from developer, and obtaining State and Federal approval (E-76) to proceed with construction.

#### GRADE SEPARATIONS PROJECT EXPERIENCE

**Montebello/Union Pacific Railroad (UPRR) Corridor Grade Separation Feasibility Study Report, City of Montebello, Montebello, CA, 2014** – Task Manager responsible for developing a grade separated corridor along UPRR (Los Angeles Subdivision) and considering various alternatives including a complete trench, partial trench and individual grade separations at Montebello Boulevard, Greenwood Avenue, Maple Avenue and Vale Avenue. The project included developing conceptual plans in accordance with UPRR and AREMA standards as well as cost estimates. Close coordination with the City of Montebello, Alameda Corridor East Construction Authority, UPRR and CPUC was a critical part of the project which required timely concept approval.

**SR-710 Gap Alternatives, Los Angeles County Metropolitan Transportation Authority, Los Angeles, CA, 2014-2015** – Task Manager (JMD Inc.) responsible for developing light rail transit, railroad and Transportation System Management/Transportation Demand Management (TSM/TDM) alternatives for the nearly five-mile-long freeway gap between Interstate 10 (Los Angeles/Alhambra) and Interstate 210 (Pasadena). Kamran was responsible for developing conceptual light rail transit (LRT), grade separation, track, roadway and intersection alignments to address local needs and hot spots through the cities of Los Angeles, Alhambra, South Pasadena and Pasadena. LRT and track alignment plans were designed in accordance with LA Metro, as well as UPRR and AREMA standards, respectively. Cost estimating of each alternative was also provided including the development of an environmental document for the project. Kamran was responsible for facilitating close coordination with the Cities, UPRR and CPUC to obtain reviews and conceptual approvals in a timely manner.



## James G. Ross

### PUBLIC WORKS GROUP LEADER

James has supported municipalities and public agencies at an executive management level for the past 35 years, specializing in Public Works and Water Departments. His experience includes successfully managing staffs of over 400 people and Capital Improvement Program budgets of approximately \$200 million. He has served on the Board of Directors and has been President of the Public Works Officers for the League of California Cities.

### PROFESSIONAL HISTORY

#### Public Works Group Leader / Interwest Consulting Group / 2015-Present

Since 2015, James has been responsible for managing Public Works Services for Interwest's Southern California Region, and has served in Interim Department Head assignments for Cities such as Encinitas and Costa Mesa. He has managed Organizational Development studies for the City of Encinitas and the Drainage Development Section of Sacramento County's Department of Water Resources.

#### Special Advisor / Management Partners / 2011-2015

James conducted organizational assessments and provided interim support for local Governments, specializing in Public Works and Water Departments. Projects included Fountain Valley Public Works Department review and support, San Carlos Public Works/Community Development Efficiency Study, Orange Alternative Service Deliveries Study, Glendora Water Division Efficiency Study, San Juan Capistrano interim Public Works Department support, Newport Beach Municipal Operations Department Organizational Assessment, Benicia Public Works Organizational Assessment, Long Beach Organizational Assessment, and the Napa City/County Service Sharing Study.

#### Interim Executive Program Manager / Imperial Irrigation District / 2009-2011

James managed 445 staff of the Water Department, responsible for a 3,000-mile system of irrigation and drainage canals. He was retained under an original 6 month contract by the General Manager to conduct an organizational assessment and make recommended changes to improve customer service and operational efficiencies. He helped implement an agreement that made it possible to transfer conserved water from Imperial's farming Community to urban water users in Southern California. The contract was renewed twice by the GM before James elected not to renew again.

#### Executive Director of Public Works / City of Santa Ana / 1988-2009

James was responsible for construction and maintenance of street, water and sewer systems, as well as creating enterprise funds for Refuse, Sanitation and Sewers. Annual budget including CIP was ~\$200 million. Major facility projects included a \$100 million Police Detention and Administration Building, the City Hall Ross Annex, a new Corporation Yard, the remodel of the Main Library and numerous Community Park Facilities. Major Street projects included the \$100 million widening of the Bristol Corridor and an innovative \$100 million 5-year program to repair and rebuild the City's residential street system.



INTERWEST

Years of Experience: 50+

#### Education

- MPA, California State University, Long Beach
- BS, Civil Engineering, California State University, Long Beach

#### Professional Affiliations

- **League of California Cities**  
Public Works Officers, President | 1998  
Board of Directors, Member | 2001-2003  
James Martin Award Winner for Excellence & Service to the League & Public Works Profession | 2006
- **American Public Works Association California Chapter**  
Top Leader of the Year Award | 2004  
Nominated, National Top 10 Director of the Year | 2008
- **Santa Ana North Rotary Club**  
President | 2000

#### Other Professional History

- **Principal Projects Manager** / City of Irvine / 1981-1988
- **Associate Engineer** / City of Costa Mesa / 1978-1981
- **Assistant Engineer** / Port of Los Angeles / 1971-1978
- **Assistant Engineer** / City of Los Angeles / 1970-1971

#### Areas of Expertise

- Project Management
- Program Management
- Organizational Development

INTERWEST

## Tom Marnocha, QSP, CESSWI

SR. ENGINEER | CONSTRUCTION MANAGER | CONSTRUCTION INSPECTOR

Tom brings more than 35 years of experience in the areas of construction management, inspection, planning, schedule analysis, project management, billings and payments, contract administration and compliance, field engineering, quality assurance, and materials testing for a variety of public works, residential and transportation projects. He possesses a vast array of certifications, including his certifications in QSP (Qualified SWPPP Practitioner) and CESSWI (Certified Erosion, Sediment, and Storm Water Inspector). These two certifications allow Tom to serve as an inspector, monitoring Storm Water Prevention Plans ensuring they are adhering to all California rules and regulations.

### PROJECT EXPERIENCE

**Sr. Engineer | Construction Manager | Construction Inspector / Interwest Consulting Group / 2011-Present**

Tom provides a variety of services to clients in the Southern California region, including construction management, public works construction management and observation, inspection, and SWPPP inspections. He currently provides public works construction management and inspection services on a variety of projects throughout the City of Yorba Linda, including but not limited to:

- **Bastanchury Road improvement Project** – Provided CM services for the road widening and resurface, filterra installation, new sidewalk, curb and gutter and streetlights. Traffic signal improvements.
- **Culver City, Pedestrian Improvement Project** – Provided CM services for multiple locations for new handicap ramps and street corner configurations. Pedestrian crossing signal pole improvements.
- **Culver City, Washington Place Resurface** – Street widening and resurface with sidewalk, handicap ramp and curb & gutter installation. Signal improvements for pedestrian crossings.
- **Town Center Yorba Linda** – Provide oversight and CM services for the Town Center development which is a multiple phase multi-year improvement project development.
- **Richfield Widening Project** – Approximately 500 lineal feet (LF) of new curb and gutter, sidewalk and retaining wall. Coordinated utility relocations, survey and materials testing.
- **Hidden Hills Storm Drain Lining Project** – 1500 LF of storm drain lining which includes the flushing, video documentation and lining installation.
- **Bastanchury Road** – Project involved the installation of two intersections of new traffic signal poles and head, traffic loops, interconnect communication conduit, construction of new horse trail with fencing, sidewalk and handicap ramp construction.
- **Richfield/Buena Vista Street Light Improvement Project** – Project included relocating Edison power lines, installation of new traffic signal poles, signal heads and safety lighting, traffic loops and advanced loops and restriping.



INTERWEST

Years of Experience: 35+

### Education

- AS, Civil Engineering Technology, Northwest Wisconsin Technical Institute

### Registrations/Certifications

- Certified Erosion, Sediment & Storm Water Inspector | 2305
- Qualified SWPPP Practitioner | 22064
- Caltrans Post Earthquake Inspections & Safety Evaluation
- Caltrans Sampling & Testing Construction Materials
- NICET, Level II Certification
- AWS, Certified Associate Welding Inspector
- Nuclear Density Gauge Operator, Troxler Electronic Laboratories

### Previous Major Projects

- **Pier Avenue Streetscape** (Hermosa Beach)
- **Civic Center Median** (Garden Grove)
- **Euclid Intersection Improvements** (Garden Grove)
- **Freedom Park** (Palm Desert)
- **Santa Rosa Villa Housing Project** (Rancho Mirage)
- **Public Library** (Rancho Mirage)
- **Hathaway Park Improvements** (Lomita)
- **"H" Street Bridge** (Sacramento)

INTERWEST



## Robert Little, ICC, QSP, CPII

CONSTRUCTION INSPECTOR | QUALIFIED SWPPP PRACTITIONER

Robert has more than 20 years of public works experience and has had the opportunity to oversee a wide variety of commercial and residential construction, landscape, irrigation, grading, treatment plant, reservoir, water, sewer, and storm drain projects.

### PROFESSIONAL HISTORY

#### Construction Observer / Interwest Consulting Group / 2018-Present

Robert provides comprehensive public works inspections to several public agency clients.

#### Construction Inspector / Carl Wallace and Associates / 2016-2018

As a contract public works inspector, Robert observed road improvement projects in the Cities of Yorba Linda, Corona, and Garden Grove; landscape/Irrigation projects in the City of Corona; and several projects in the City of Rialto of various size and scope. For each project, he ensured contractor compliance with plans, specifications and contract documents, including certified payroll.

#### Senior Engineering Technician / Geotek, Inc. / 2015-2016

Robert acted as a grading and materials testing technician for the construction of the Fort Hunter Liggett training barracks and headquarters, and for several residential and commercial projects.

#### Sr. Engineering Technician / Earth Systems South West / 2013-2015

Robert provided construction observation and materials testing for several public and private projects in Southern California. He provided grading observation at the Revelle project, a multi-million dollar residential tract in Rancho Mirage, and at the Eagle Canyon Dam for the Riverside County Flood Control and Water Conservation District in Cathedral City. He also provided soils, concrete, and asphalt testing at Indio High School for the Desert Sands Unified School District, and soils and asphalt testing for the Banning Unified School District.

#### Senior Engineering Technician / Ninyo & Moore / 2007-2012

Robert observed and tested for quality control and assurance at the reclaimed water line in Upland, CA for the Inland Empire Utility Agency, and for the I-5 expansion in Anaheim, CA for Caltrans. He was the quality assurance inspector for Southern California Electric in the expansion project from the high desert to the Arizona state line. He also acted as a materials testing technician for the Los Angeles Unified School District for several facility improvement projects.

#### Senior Field Technician and Field Technician Supervisor / LGC Inland, Inc. / 2002-2007

Robert was responsible for observation and testing of many residential and commercial grading projects in Southern CA. He supervised up to 20 technicians, and provided scheduling, work product review, and assistance with project documentation.

#### Construction Inspector / Krieger and Stewart, Inc. / 1997-2002

Robert acted as Construction Inspector for the Desert Water Agency and the Yucaipa Water District, checking for contract compliance and project specifications in the construction of several district projects, including treatment plants, reservoirs, water, sewer, and storm drain projects in Southern California. He maintained as-built drawings and assisted in the completion of final project documentation. His responsibilities included inspection of fittings, appurtenances, line and grade, etc.



INTERWEST

Years of Experience: 20+

#### Registrations/Certifications

- Qualified SWPPP Practitioner (QSP) | 27741

International Code Council, 8207149

- ICC Soils Special Inspector
- NICET III Materials Technician
- Caltrans Certified Materials Technician
- CPN Certified M/D Gauge Operator and Radiation Safety Officer
- MWD Certified Engineering Technician
- ACI Level I Field Concrete Technician
- APWA Certified Public Infrastructure Inspector (CPII)
- SAR Riverside County Watershed Protection: Training for Construction Site Inspectors, Certificate of Completion

INTERWEST

## Luis Ortiz

### STORMWATER COMPLIANCE INSPECTOR

Luis has experience in Stormwater Compliance, general Public Work duties, and Construction Inspection. Luis also brings an in-depth knowledge of public work processes and stormwater compliance inspection processes which translates to providing vital assistance to all staff and the general public. He retains the ability to answer all service requests for residents, while delivering the utmost degree of professionalism.

#### PROFESSIONAL HISTORY

##### Stormwater Compliance Inspector / Interwest Consulting Group / 2018-Present

Luis's primary responsibilities include commercial and industrial inspections for Water Quality Compliance in NPDES for several cities in Riverside County. This includes SWPPP inspections, WQMP construction inspections and post construction inspections and monitoring, as well as ICID Response and outfall monitoring. He is knowledgeable of the MS4 permit requirements in both the Santa Ana and Santa Margarita Watersheds. In addition, he has inspected, and approved the completion of work done under the encroachment permits. He meets with developers, property owners, and the general public to address specific drainage issues and to answer any questions regarding the City's Storm Drain Ordinance and Drainage laws. Luis has worked for the City of Eastvale and Wildomar where he did both NPDES and Public Works inspections. He also observed underground work for the Pechanga Band of Luiseño Indians. Luis provides daily inspections and prepares detailed written and photographic documentations of all job-related activities. He also has experience performing general Public Work duties as well as Construction inspections since he first began his employment with Interwest. Luis performs final inspections, ensuring completion of necessary corrections, as well as inspection of construction activities to ensure compliance with all applicable standards and specifications.

##### Shipper / NRI, Inc. / 2018

Luis was responsible for ensuring that all outbound shipments were processed and routed according to client and customer needs. He collaborated with the supervisor daily, and worked within the vendor compliance processes, policies, and procedures to ensure complete compliance on all shipments that were leaving the facility. Luis consolidated and summarized shipment requirements of customers' requests, as well as ensured that custom retailer carton labels were generated and applied in the correct position. He confirmed that all outbound products were loaded and shipped according to the assigned carrier.

##### Operator / Exel Logistics / 2013-2017

Luis operated powered equipment, such as forklifts, for the purpose of moving, locating, relocating, stacking, and counting products. He was responsible for checking all inbound and outbound products ensuring products were free of damage and infestation. Luis was also responsible for ensuring that the product code dates were properly recorded and that all products matched customer requirements. He ensured proper rotation and the placement of goods and completed paperwork for outbound loads and inspection reports of all equipment.



INTERWEST

Years of Experience: 3

#### Registrations/Certifications

- Construction Quality Asphalt Pavement, Asphalt Institute, 2019
- Slurry Technology, The International Slurry Surfacing Association (ISSA)
- Certified Erosion, Sediment and Stormwater Inspectors (CESSWI), Currently Enrolled

## Tom Mebane

### CONSTRUCTION INSPECTOR

Tom brings an extensive background in construction management and inspection services, possessing over 21 years of experience in providing roadway, traffic control, drainage, utility and paving inspection services on Caltrans projects, and 25 years in heavy construction. He has coordinated field operations and supervised field engineers on multi-million yard grading projects including rock fill placement, canyon clean out and removal, and sub drain placement and inspection. He can perform as an SWPPP coordinator on projects of any size.

He has performed field sampling for field and laboratory materials testing analysis (i.e., concrete, expansion index, maximum density, R-value determination, pH, and sulfate) in conjunction with grading requirements. He has also personally performed laboratory testing for expansion index, maximum density, moisture and density, and classification, as well as grading and paving. He has prepared final project reports, including final drafting.

Tom has acted as the liaison with developers, municipal agencies, contractors, and utility companies. He provided complete supervision and safety of 21 employees and is a team leader. Additionally, he has been an instructor of numerous college-accredited courses, and prepared and originated instruction manuals.

### PROJECT EXPERIENCE

- Waterline Replacement Projects / City of Pomona
- Street Rehabilitation and Engineered Slope Replacement Projects / City of Garden Grove
- Valley Center Road Widening, Phase 2 / County of San Diego
- Valley Center Road Widening, Phase 1 / County of San Diego
- SR-91 Widening from Brockton Undercrossing to the 60/91/215 Interchange
- I-15/Murrieta Hot Springs Road and I-215/Murrieta Hot Springs Road Interchange Projects / City of Murrieta
- Lenwood Road Project / City of Barstow
- Route 71 Project / San Bernardino Associated Governments
- Various Projects / Caltrans District 7
- Various Projects / City of Fontana

### PROFESSIONAL HISTORY

#### Construction Inspector / Interwest Consulting Group / 2012-Present

Tom performs a variety of construction management and inspection services to Interwest's Southern California clients. Some example projects include:

- Target Shopping Center** | Tom provided inspection services to the City of Pomona related to storm drain and sewer line site work for the Rio Rancho Road Target Shopping Center Complex. He also coordinated all project-related underground utilities.
- Pomona Valley Hospital** | Tom inspected a two-story OSHPD 3 building. He provided inspection services related to storm drain, sewer line, private streets and site work.
- Rancho Camino Project** | Included two 3 story new office buildings and one Mental Health building that is 400,000 sq. ft. Tom provided inspection services related to storm drain, sewer line, private streets and site work.



INTERWEST

Years of Experience: 21

#### Education

- AS, Agriculture

#### Registrations/Certifications

- ACI, Certified Concrete Field Testing
- Nuclear Densometer Certification
- Certified South Coast Air Basin Dust Control (Fugitive Dust Control)
- Claims Awareness Certification
- Lead Awareness Training
- BSNF Railroad Safety
- Asbestos Awareness Training

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## Gonzalo Murillo Jr.

### CONSTRUCTION INSPECTOR

Gonzalo is a construction observer with an extensive background in the construction industry. He brings over 20 years of hands-on, diverse knowledge and is experienced with both small and large public works projects such as: housing development, concrete flatwork, traffic control, storm water, street work/repair, parks, and lights. His vast experience allows him to bring a clear understanding and considerable depth to any project, contributing to the success and safety of all projects.

### PROFESSIONAL HISTORY

#### Public Works Inspector / Interwest Consulting Group / 2012-Present

Gonzalo performs construction observation services to several southern California clients.

#### Public Works Inspector / City of Chino, CA / 2007-2008

Provided public works inspection for various projects throughout the city. Supervised pipeline installations and performed pipeline testing.

#### Public Works Inspector / Consulting Firm / 2005-2007

Provided inspection on various client projects which included the inspection of curb and gutter, wheelchair ramps, city sidewalks, catch basins, traffic control, and road/lane closures. Supervised street improvements, base grading, and pavement finishing.

#### Labor Foreman / AW Davies / 1988-2005

Supervised the installation of various water pipelines, sewer, and storm drains. Finish Grader on a variety of projects. Machine operator of backhoe excavators and loaders.

### PUBLIC WORKS INSPECTION EXPERIENCE

- Archibald/Limonite Road / City of Eastvale
- Hamner/Swan Lake / City of Eastvale
- Sumner/65<sup>th</sup> Street / City of Eastvale
- Citywide Encroachment Permits / Fiber Optic Installation / City of Eastvale
- Hellman Avenue and Schleisman Rd / City of Chino
- Archibald Ave and Schleisman Rd / City of Eastvale
- Limonite Ave and Bellegrave Ave / City of Eastvale
- River Road West of Archibald Ave / City of Eastvale



INTERWEST

Years of Experience: 20+

#### Registrations/Certifications

- SWPPP Training
- BMP Training

## QUALITY ASSURANCE/QUALITY CONTROL

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### Quality Control

We understand that the City anticipates the completion of the following project deliverables:

- **Task 1 – Develop NPDES Compliance Plan**
  - Develop project schedule for approval
  - Hold scoping meeting with City to discuss any deviation from initial tasks
  - Maintain checklist certifying that all environmental clearances/permits (CEQA) have been completed
  - Attend MS4 permit meetings; stakeholder meetings; City Council meetings; City staff meetings
- **Task 2 – Implement the City’s Integrated Monitoring Program**
  - Coordinate with designated groups on Receiving Water Monitoring
- **Task 3 – Industrial and Commercial Facility Control Program**
  - Update the City’s Industrial and Commercial Facility Database
  - Conduct inspections on identified Industrial and Commercial Facilities
  - Monitor and provide Enforcement Services
- **Task 4 – Illicit Connections and Illicit Discharge (IC/ID) Program**
  - Implement a Non-Storm Water Outfall-based Monitoring Program to detect IC/IDs
  - Update procedures for conducting source investigations for IC/IDs and eliminating IC/IDs
  - Update additional mechanisms for public reporting of illicit discharges
  - Update the City’s spill response plan
- **Task 5 – Public Information and Participation & Public Agency Activities Programs**
  - Examine the City’s Public Agency Activities Program to ensure up-to-date compliance

### Quality Control

Interwest’s Project Manager and Principal-in-Charge commit to ensuring that the deliverables listed above will be scoped appropriately and completed to the City’s satisfaction. Interwest’s Project Manager will be responsible for providing quality assurance/quality control oversight for all project deliverables to ensure the City remains in compliance with the MS4 permits. Our Project Manager will ensure that all Interwest plan reviewers and inspectors have a clear understanding of the City MS4 permit requirements and will perform a comprehensive review to ensure compliance. Any potential conflicts or concerns will be discussed with City staff promptly to minimize potential project delays.

### Budget Controls

As a provider of consultant services to municipal clients, Interwest understands the importance of recognition of and adherence to project budgets and related constraints. Our services are designed to be efficient and cost-effective for our clients. Where possible, at the City’s request, we can establish NTE budgets for specific project services or provide services under City-issued purchase orders, to ensure cost control. We understand that the citizens of the City of Huntington Park are ultimately paying for our services, and we take that fiscal responsibility seriously.



## REFERENCES

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Our proposed staff has extensive experience providing similar services to local clients. We encourage the City of Huntington Park to contact the references listed below to provide testimony of our capability to perform the work, adhere to schedules and budgets, and exceed expectations.

### CITY OF COSTA MESA

### I-405 Improvement Project

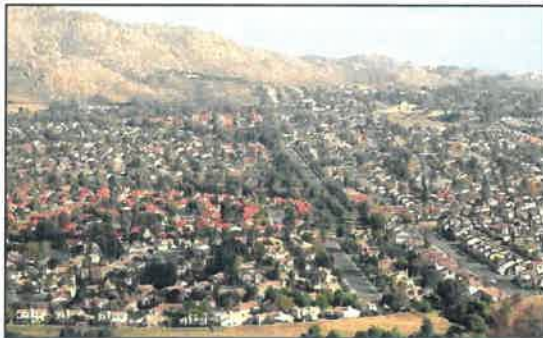
Since 2017, Interwest has provided a diverse range of engineering services in connection with the I-405 Improvement Project in Costa Mesa. Proposed staff have provided project management services and oversight on behalf of the City of Costa Mesa, reviewing plans against current water quality standards within the City jurisdiction and coordinated meetings with the Design-Build team for project coordination. Additional services include reviewing design drawing and plan check of I-405 corridor improvements including impacts to adjacent local streets, rights of way impacts, interchanges, and utilities such as sewer, water and storm drains at current design stage level; review of traffic control plans for subsurface explorations; and coordination with OCTA and the Contractor (Parsons) regarding project submittals, traffic signal timing plans and corresponding review responses delivery.



*Client Reference:* **Bart Mejia, City Engineer** | 714.754.5291 | [baltazar.mejia@costamesaca.gov](mailto:baltazar.mejia@costamesaca.gov)

### CITY OF MORENO VALLEY

### Engineering Plan Check and Inspection Services



Interwest began serving the City of Moreno Valley in 2016. Since 2019, we have provided plan check services for all improvement plans related to private development (excluding building and related plans), including of a variety of street improvement plans (widening, rehabilitation, and new); grading plans (mass grading, rough grading and precise grading); parcel/final maps; dedications, easements, vacations, quitclaims and parcel mergers; lot line adjustments; storm drainage plans; Hydrology and

Hydraulic calculations and reports; Engineer's reports; and storm water pollution prevention plans and Water Quality Management Plans (WQMP, NPDES, MS4); as well as a variety of other types of construction improvement plans, erosion and sediment control plans, sewer improvement plans, traffic signal improvement plans, and on-site improvement (grading and paving) plans. In addition to individual plan check review, Interwest provides independent review of technical studies and reports (including sewer studies, traffic studies, geotechnical reports, storm-water pollution prevention/NPDES plans, and water quality management plans) and renders appropriate review of the analysis and proposed mitigation.

*Client Reference:* **Michael Lloyd, PE, Land Development Division Manager** | 951.413.3120 | [michaell@moval.org](mailto:michaell@moval.org)

## INTERWEST

## CITY OF EASTVALE

## NPDES – Stormwater Compliance Support Services

From 2019 through 2021, Interwest has provided commercial and industrial inspections for Water Quality Compliance in NPDES for several cities in Riverside County including the City of Eastvale. This includes SWPPP inspections, WQMP construction inspections and post construction inspections and monitoring, as well as IC/ID Response and outfall monitoring.



Our staff is knowledgeable of the MS4 permit requirements in both the Santa Ana and Santa Margarita Watersheds. Our staff meets with developers, property owners, and the general public to address specific drainage issues and to answer any questions regarding the City's Storm Drain Ordinance and Drainage laws.

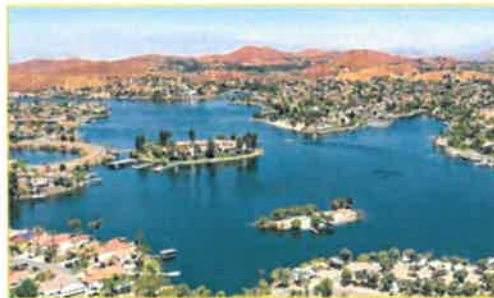
We coordinate with the City of Eastvale to ensure that our services are provided in an economical manner that aligns with the City's funding constraints. Timing coordination between the City inspection team and the water quality inspection team are paramount to ensure that water quality inspections are efficient and thorough, without the need to revisit sites multiple times, thereby increasing project cost.

*Client Reference:* **Bryan Jones, City Manager** | 915.703.4411 | [bjones@eastvaleca.gov](mailto:bjones@eastvaleca.gov)

## CITY OF CANYON LAKE

## WQMP Supervisor and Inspection Services

Interwest has provided WQMP Supervisor and Inspection Services to the Public Works Department since 2019. Services include reviewing WQMP documents, construction erosion and sedimentation prevention plans and SWPPPs. Interwest staff represents the City and attend NPDES/MS4, Lake Elsinore/Canyon Lake TMDL Task Force, and TAC meetings on behalf of the City, and prepares annual progress reports for the Regional Water Quality Control Board and the County.



*Client Reference:* **Chris Mann, City Manager** | 951.244.2955 | [chrismann@cityofcanyonlake.com](mailto:chrismann@cityofcanyonlake.com)



Having served the City of Wildomar in many capacities since 2008, Interwest staff currently provides the City's entire NPDES/MS4 implementation activities. Sample projects for which NPDES/MS4 services are provided include:

- **Bundy Canyon Rd. Widening, Segment 1**  
(ongoing)
- **RCFC&WCD Lateral C-1 Storm Drain Project**  
(2014-2016)
- **Road Rehabilitation and Maintenance Projects** (2018-ongoing)



*Client Reference:* Gary Nordquist, City Manager | 951.677.7751 | [gnordquist@cityofwildomar.org](mailto:gnordquist@cityofwildomar.org)

## SCHEDULE AND SCHEDULE CONTROL

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Based services requested in the City's RFP, we estimate the following project delivery timetable:

### **Task 1 – Develop NPDES Compliance Plan**

Approximately two (2) months: Development of the City's NPDES Compliance Plan will be completed within two (2) months of the contract start date. We estimate approximately 80 hours required from our proposed Sr. Engineer; 40 hours from our Project Manager; and 10 hours from our Principal-in-Charge.

### **Task 2 – Implement the City's Integrated Monitoring Program**

Monthly: On a monthly basis, we estimate that implementation and monitoring of the City's Integrated Monitoring Program will require approximately 40 hours from our proposed Inspectors; 20 hours from our Sr. Engineer; and 10 hours from our Project Manager.

### **Task 3 – Industrial and Commercial Facility Control Program**

Monthly: On a monthly basis, we estimate that monitoring and inspection in support of the City's Industrial and Commercial Facility Control Program will require approximately 40 hours from our proposed Inspectors; 10 hours from our Sr. Engineer; and 5 hours from our Project Manager.

### **Task 4 – Illicit Connections and Illicit Discharge (IC/ID) Program**

Monthly: On a monthly basis, we estimate that monitoring and inspection in support of the City's Illicit Connections and Illicit Discharge (IC/ID) Program will require approximately 40 hours from our proposed Inspectors; 10 hours from our Sr. Engineer; and 5 hours from our Project Manager.

### **Task 5 – Public Information and Participation & Public Agency Activities Programs**

Monthly: On a monthly basis, we estimate that support for the City's Public Information and Participation Program and the Public Agency Activities Program will require approximately 20 hours from our Sr. Engineer; and 5 hours from our Project Manager.

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In our Fee Schedule/Cost Proposal (submitted separately), we have estimated the cost of our services based on the estimated hours per task shown above. It should be noted that these estimates are subject to change based on the City's requirements, preferences, and requests for specific services. Our hourly rates will remain unchanged, whether the City increases or decreases the hours required during the term of the contract. We have included redundant inspection staff on our team for the purpose of scalability. Upon notice of selection, Interwest project management will work directly with City project management to develop a schedule that is amenable to both parties, and assures the City of cost certainty during the contract term.

# CITY OF HUNTINGTON PARK

## Answers to Request for Information No. 1

### Request for Proposal Professional Services for Management of the National Pollutant Discharge Elimination System and Other Related Services

The following questions were posed by individuals interested in the Request for Proposal for Professional Services for Management of the National Pollutant Discharge Elimination System and Other Related Services. Answers to the questions are highlighted in yellow.

1. The task description begins with "Develop a plan outlining how the City will stay in compliance with Baseline Requirements per the current NPDES Permit, . . .", but the major bullet below that (and the first 10 sub-bullets) describes the items that are to be included in the proposal. Can we assume that the "plan", and the items listed in these bullets refer only to the proposal?

Consultant to describe and provide a narrative how a plan will be developed to comply with permit requirements. The actual plan will be developed if the consultant is awarded the proposal.

2. The eleventh sub-bullet "Conduct Scoping meeting with City to discuss any deviation from initial tasks." Can we assume that this is to be an actual task to be performed post contract award?

Consultant to describe and provide a narrative. The actual scoping meeting will take place if the consultant is awarded the proposal.

3. The next five bullets start with "Support the City during the bidding process to secure a contractor". Are we to assist with design, bidding and plan check services? Please clarify.

Remove the following:

Page 3 of RFP: Support the City during the bidding process to secure a contractor  
Page 4 of RFP: LACFCD is required to approve the contractor's shop drawings

4. Do you know how many outfalls greater than or equal to 36" in diameter the City has that are required to be monitored?

None.

5. How many Industrial and Commercial facilities are to be inspected?

69.

6. Can the City extend the page limit for the Project Approach?

Yes. 1 more page.

**Answers to RFI No. 1 shall hereby be made a part of the RFP and supersede, replace, and/or amend the provisions included in the original RFP.**

Please sign below and attach this "ACKNOWLEDGMENT OF RECEIPT", Responses to RFI's with the Proposal submittal documents. Failure to submit the signed Responses to RFI's Acknowledgement will render the contractor's bid as non-responsive.

Thank you for your cooperation.

ACKNOWLEDGMENT OF RECEIPT: Responses to RFI's

Interwest Consulting Group, Inc.

Company Name

May 26, 2021

Date

Tom Wilkas, Chief Financial Officer

Print Name



Signature

**End of Request for Information No. 1**

**By order of the City of Huntington Park, Public Works Department**

By:   
Cesar Roldan, Director of Public Works

Date: May 17, 2021

## FEE SCHEDULE/COST PROPOSAL

### TASK-SPECIFIC COST ESTIMATE

| Task  | Staff Classification   | Est. Hours | Subtotal |
|---|------------------------|------------|----------|
| <i>Task 1 – Develop NPDES Compliance Plan</i><br>(note: one-time cost)  | Sr. Engineer           | 80         | \$22,900 |
|   | Project Manager        | 40         |          |
|   | Principal-in-Charge    | 10         |          |
| <i>Task 2 – Implement the City's Integrated Monitoring Program</i><br>(monthly estimate)                        | Public Works Inspector | 40         | \$8,950  |
|   | Sr. Engineer           | 20         |          |
|   | Project Manager        | 10         |          |
| <i>Task 3 – Industrial and Commercial Facility Control Program</i> (monthly estimate)                           | Public Works Inspector | 40         | \$6,375  |
|   | Sr. Engineer           | 10         |          |
|   | Project Manager        | 5          |          |
| <i>Task 4 – Illicit Connections and Illicit Discharge (IC/ID) Program</i> (monthly estimate)                    | Public Works Inspector | 40         | \$6,375  |
|   | Sr. Engineer           | 10         |          |
|   | Project Manager        | 5          |          |
| <i>Task 5 – Public Information and Participation &amp; Public Agency Activities Programs</i> (monthly estimate) | Sr. Engineer           | 20         | \$4,225  |
|   | Project Manager        | 5          |          |

### FULLY BURDENED HOURLY RATES FOR PROJECT STAFF

The rates displayed in the fee schedule below reflect Interwest's current fees, which will remain fixed for the first 12 months of the contract term. Hourly rates are typically reviewed yearly on July 1 and may be subject to revision in subsequent contract years, pending prior notification to and subsequent negotiation with City management.

| CLASSIFICATION                        | HOURLY BILLING RATE |
|---------------------------------------|---------------------|
| <b>Engineering</b>                    |                     |
| Principal-in-Charge .....             | \$ 230              |
| Principal Engineer .....              | 205                 |
| Project Manager .....                 | 185                 |
| Supervising Engineer .....            | 175                 |
| Sr. Engineer .....                    | 165                 |
| Licensed Land Surveyor .....          | 175                 |
| Engineering Associate I/II/III .....  | 115-135             |
| Senior Public Works Inspector .....   | 115                 |
| Public Works Inspector I/II/III ..... | 85-105              |
| Grading Plans Examiner .....          | 150                 |



**ITEM NO. 7**







# CITY OF HUNTINGTON PARK

Public Works Department  
City Council Agenda Report

June 15, 2021

Honorable Mayor and Members of the City Council  
City of Huntington Park  
6550 Miles Avenue  
Huntington Park, CA 90255

Dear Mayor and Members of the City Council:

## **CONSIDERATION AND APPROVAL TO AWARD PROFESSIONAL SERVICES AGREEMENT TO DRAFT THE LOCAL ROADWAY SAFETY PLAN**

### **IT IS RECOMMENDED THAT THE CITY COUNCIL:**

1. Award a professional service agreement (PSA) to draft the Local Roadway Safety Plan to Minagar & Associates, Inc. as the most responsive and responsible proposer for a not-to-exceed amount of \$49,366;
2. Payable with \$44,346 from the State of California Department of Transportation Grant Funds in Account No. 222-8010-431.56-41 and local match utilizing Measure R funds in the amount of \$5,020 from Account No. 222-8010-431.56-41; and
3. Authorize the City Manager to execute the PSA and other related Metro documents.

### **BACKGROUND**

At the regularly scheduled August 18, 2020 City Council meeting, the City Council authorized staff to submit a competitive Local Roadway Safety Plan (LRSP) application to the State of California Department of Transportation (Caltrans) for consideration. At the January 19, 2021 City Council meeting, the City Council authorized the City Manager to execute the State of California Department of Transportation Program Supplement No. V77 to Administering Agency-State Agreement for State Funded Projects No. 00480S to receive funds to draft and complete the LRSP.

Federal regulations require each State to have a Strategic Highway Safety Plan (SHSP). The statewide data-driven traffic safety plan coordinates the efforts between the City and the State to ultimately reduce traffic accident fatalities and serious injuries on all public roads. The State provides all cities with the opportunity to competitively apply for funding that addresses unique highway safety needs in our jurisdiction, while contributing to the success of the State's overall SHSP goals and objectives.

# **CONSIDERATION AND APPROVAL TO AWARD PROFESSIONAL SERVICES AGREEMENT TO DRAFT THE LOCAL ROADWAY SAFETY PLAN**

June 15, 2021

Page 2 of 3

The LRSP systematically identifies and analyzes safety obstacles in our community and provides recommendations on safety enhancement measures that mitigate the City's traffic and safety concerns. Preparing a LRSP facilitates the development of a prioritized list of improvements and actions that focus on improving the City's specific traffic safety needs while helping achieve statewide safety measures. The LRSP offers a proactive approach to addressing our needs and demonstrates our responsiveness to safety challenges.

On May 4, 2021, the City Council authorized staff to seek proposals from qualified consultants to perform these duties. On May 7, 2021, the City Clerk's Office published the Request for Proposal (RFP) in the local newspaper of general circulation and Public Work' posted the RFP on the City's website and other forms of electronic media. The RFP provided the guidance expected of professional engineering firms that perform similar type work.

The City solicited proposals from qualified firms and the date to submit proposals was June 7, 2021. The City received one proposal.

1. Minagar & Associates, Inc.: \$49,366

City staff has relayed that support from an outside consultant is necessary to complete the tasks as outlined in the RFP. Based on the proposal evaluated, it is staff's recommendation to award the PSA to Minagar & Associates, Inc. (Attachment 1).

## **LEGAL REQUIREMENT**

Congress adopted the Brooks Act (P.L. 92-582), requiring the use of Qualifications-Based Selection (QBS) for the procurement of architect and engineering services. The use of QBS ensures that taxpayers receive highly technical architect and engineering services from the most experienced and most qualified firms at a fair and reasonable cost. California's QBS requirements can be found at Government Code sections 4525 et seq., also known as the Mini Brooks Act. City is awarding Minagar & Associates, Inc. with the professional services agreement based on demonstrating competence and qualifications for this type of services.

## **FISCAL IMPACT**

On January 4, 2021, the City received Program Supplement No. V77 to Administering Agency-State Agreement for State Funded Projects No. 00480S (Attachment 2). The amount of the State Funds is \$53,000, with a local matching fund amount of \$6,000. Staff recommends awarding the contract agreement to Minagar & Associates, Inc. as the most responsive and responsible proposer for a not-to-exceed amount of \$49,366; \$44,346 payable from Account No. 222-8010-431.56-41 and \$5,020 from Account No. 222-8010-431.56-41. Once the City Council authorizes the expenditures of Measure R funds, staff will submit the appropriate documents to Metro for processing and programming.

## **CONCLUSION**

**CONSIDERATION AND APPROVAL TO AWARD PROFESSIONAL SERVICES  
AGREEMENT TO DRAFT THE LOCAL ROADWAY SAFETY PLAN**

June 15, 2021

Page 3 of 3

Upon Council's direction, staff will proceed with actions as directed.

Respectfully submitted,



**RICARDO REYES**  
City Manager



**CESAR ROLDAN**  
Director of Public Works

**ATTACHMENT(S):**

- A. Minagar & Associates, Inc. PSA
- B. Agreement No. 00480S



## **ATTACHMENT A**







## **PROFESSIONAL SERVICES AGREEMENT DRAFT THE LOCAL ROADWAY SAFETY PLAN**

THIS PROFESSIONAL SERVICES AGREEMENT ("Agreement") is made and entered into this **15<sup>th</sup> day of June 2021** (hereinafter, the "Effective Date"), by and between the CITY OF HUNTINGTON PARK, a municipal corporation ("CITY") and **Minagar & Associates, Inc.** (hereinafter, "CONSULTANT"). For the purposes of this Agreement CITY and CONSULTANT may be referred to collectively by the capitalized term "Parties." The capitalized term "Party" may refer to CITY or CONSULTANT interchangeably.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions herein contained, CITY and CONSULTANT agree as follows:

### **I. ENGAGEMENT TERMS**

- 1.1 **SCOPE OF SERVICES:** Subject to the terms and conditions set forth in this Agreement and all exhibits attached and incorporated hereto, CONSULTANT agrees to perform the services and tasks set forth in **Exhibit "A"** (hereinafter referred to as the "**Scope of Services**"). CONSULTANT further agrees to furnish to CITY all labor, tools, supplies, equipment, services, tasks and incidental and customary work necessary to competently perform and timely complete the services and tasks set forth in the Scope of Services. For the purposes of this Agreement the aforementioned services and tasks set forth in the Scope of Services shall hereinafter be referred to generally by the capitalized term "Work."
- 1.2 **TERM:** This Agreement shall commence on **June 15, 2021 to February 17, 2022**. It is the CONSULTANT'S responsibility to request an extension at least (2) days in advance of the expiration of term of the Agreement (**Ending February 17, 2022**). Nothing in this Section shall operate to prohibit or otherwise restrict the CITY's ability to terminate this Agreement at any time for convenience or for cause.
- 1.3 **COMPENSATION:**
  - A. CONSULTANT shall perform the various services and tasks set forth in the **Scope of Services Exhibit "A"**.
  - B. Section 1.3(A) notwithstanding, CONSULTANT'S total compensation during the Term of this Agreement or any extension term shall not exceed the budgeted aggregate sum of **\$49,366** (hereinafter, the "Not-to-Exceed Sum"), unless such added expenditure is first approved by the CITY acting in consultation with the City Manager and the Director of Finance. In the event CONSULTANT'S charges are projected to exceed the fiscal year Not-to-Exceed Sum prior to the expiration of the Term or any single extension term, CITY may suspend CONSULTANT'S performance pending CITY approval of any anticipated expenditures in excess of the Not-to-Exceed Sum or any other CITY-approved amendment to the compensation terms of this Agreement.
- 1.4 **PAYMENT OF COMPENSATION:** Following the conclusion of each calendar month, CONSULTANT shall submit to CITY an itemized invoice indicating the services and tasks performed during the recently concluded calendar month, including services and tasks

performed. If the amount of CONSULTANT'S monthly compensation is a function of hours worked by CONSULTANT'S personnel, the invoice shall indicate the number of hours worked in the recently concluded calendar month, the persons responsible for performing the Work, the rate of compensation at which such services and tasks were performed, the subtotal for each task and service performed and a grand total for all services performed. Within **thirty (30) calendar days** of receipt of each invoice, CITY shall notify CONSULTANT in writing of any disputed amounts included in the invoice. Within **forty-five (45) calendar day** of receipt of each invoice, CITY shall pay all undisputed amounts included on the invoice. CITY shall not withhold applicable taxes or other authorized deductions from payments made to CONTRACTOR.

- 1.5 ACCOUNTING RECORDS: CONSULTANT shall maintain complete and accurate records with respect to all matters covered under this Agreement during and for a period of three (3) years after the expiration or termination of this Agreement. CITY shall have the right to access and examine such records, without charge. CITY shall further have the right to audit such records, to make transcripts therefrom and to inspect all program data, documents, proceedings, and activities. The City shall own all accounting records maintained by the CONTRACTOR.
- 1.6 ABANDONMENT BY CONTRACTOR: In the event CONSULTANT ceases to perform the Work agreed to under this Agreement or otherwise abandons the undertaking contemplated herein prior to the expiration of this Agreement or prior to completion of any or all tasks set forth in the Scope of Services, CONSULTANT shall deliver to CITY immediately and without delay, all materials, records and other work product prepared or obtained by CONSULTANT in the performance of this Agreement. Furthermore, CONSULTANT shall only be compensated for the reasonable value of the services, tasks and other work performed up to the time of cessation or abandonment, less a deduction for any damages, costs or additional expenses which CITY may incur as a result of CONSULTANT'S cessation or abandonment.

## II. PERFORMANCE OF AGREEMENT

- 2.1 CITY'S REPRESENTATIVES: The CITY hereby designates the City Manager and Director of Public Works (hereinafter, the "CITY Representatives") to act as its representatives for the performance of this Agreement. The City Manager shall be the chief CITY Representative. The CITY Representatives or their designee shall act on behalf of the CITY for all purposes under this Agreement. CONSULTANT shall not accept directions or orders from any person other than the CITY Representatives or their designee.
- 2.2 CONSULTANT REPRESENTATIVE AND CONTACT INFORMATION: CONSULTANT hereby designates **Fred Minagar** or designee to act as its representative for the performance of this Agreement (hereinafter, "CONSULTANT Representative"). CONSULTANT Representative shall have full authority to represent and act on behalf of the CONSULTANT for all purposes under this Agreement. CONSULTANT Representative or his designee shall supervise and direct the performance of the Work, using his best skill and attention, and shall be responsible for all means, methods, techniques, sequences and procedures and for the satisfactory coordination of all portions of the Work under this

Agreement. Notice to the CONSULTANT Representative shall constitute notice to CONTRACTOR.

2.3 COORDINATION OF SERVICE; CONFORMANCE WITH REQUIREMENTS: CONSULTANT agrees to work closely with CITY staff in the performance of the Work and this Agreement and shall be available to CITY staff and the CITY Representatives at all reasonable times. All work prepared by CONSULTANT shall be subject to inspection and approval by CITY Representatives or their designees.

2.4 STANDARD OF CARE; PERFORMANCE OF EMPLOYEES: CONSULTANT represents, acknowledges and agrees to the following:

- A. CONSULTANT shall perform all Work skillfully, competently and to the highest standards of CONSULTANT'S profession;
- B. CONSULTANT shall perform all Work in a manner reasonably satisfactory to the CITY;
- C. CONSULTANT shall comply with all applicable federal, state and local laws and regulations, including the conflict of interest provisions of Government Code section 1090 and the Political Reform Act (Government Code section 81000 *et seq.*);
- D. CONSULTANT understands the nature and scope of the Work to be performed under this Agreement as well as any and all schedules of performance;
- E. All of CONSULTANT'S employees and agents possess sufficient skill, knowledge, training and experience to perform those services and tasks assigned to them by CONTRACTOR; and
- F. All of CONSULTANT'S employees and agents (including but not limited to SUB-CONTRACTOR) possess all licenses, permits, certificates, qualifications and approvals of whatever nature that are legally required to perform the tasks and services contemplated under this Agreement and all such licenses, permits, certificates, qualifications and approvals shall be maintained throughout the term of this Agreement and made available to CITY for copying and inspection.

The Parties acknowledge and agree that CONSULTANT shall perform, at CONSULTANT'S own cost and expense and without any reimbursement from CITY, any services necessary to correct any errors or omissions caused by CONSULTANT'S failure to comply with the standard of care set forth under this Section or by any like failure on the part of CONSULTANT'S employees, agents, and SUB-CONTRACTOR. Such effort by CONSULTANT to correct any errors or omissions shall be commenced immediately upon their discovery by either Party and shall be completed within seven (7) calendar days from the date of discovery or such other extended period of time authorized by the CITY Representatives in writing and in their sole and absolute discretion. The Parties acknowledge and agree that CITY'S acceptance of any work performed by CONSULTANT or on CONSULTANT'S behalf shall not constitute a release of any deficiency or delay in performance. The Parties further acknowledge, understand and agree that CITY has relied upon the foregoing representations of CONTRACTOR, including but not limited to the representation that CONSULTANT possesses the skills, training, knowledge and experience necessary to perform the Work skillfully, competently and to the highest standards of CONSULTANT'S profession.

2.5 ASSIGNMENT: The skills, training, knowledge and experience of CONSULTANT are

material to CITY's willingness to enter into this Agreement. Accordingly, CITY has an interest in the qualifications and capabilities of the person(s) who will perform the services and tasks to be undertaken by CONSULTANT or on behalf of CONSULTANT in the performance of this Agreement. In recognition of this interest, CONSULTANT agrees that it shall not assign or transfer, either directly or indirectly or by operation of law, this Agreement or the performance of any of CONSULTANT'S duties or obligations under this Agreement without the prior written consent of CITY. In the absence of CITY'S prior written consent, any attempted assignment or transfer shall be ineffective, null and void and shall constitute a material breach of this Agreement.

- 2.6 CONTROL AND PAYMENT OF SUBORDINATES; INDEPENDENT CONTRACTOR: The Work shall be performed by CONSULTANT or under CONSULTANT'S strict supervision. CONSULTANT will determine the means, methods and details of performing the Work subject to the requirements of this Agreement. CITY retains CONSULTANT on an independent CONSULTANT basis and not as an employee. CONSULTANT reserves the right to perform similar or different services for other principals during the term of this Agreement, provided such work does not unduly interfere with CONSULTANT'S competent and timely performance of the Work contemplated under this Agreement and provided the performance of such services does not result in the unauthorized disclosure of CITY's confidential or proprietary information. Any additional personnel performing the Work under this Agreement on behalf of CONSULTANT are not employees of CITY and shall at all times be under CONSULTANT'S exclusive direction and control. CONSULTANT shall pay all wages, salaries and other amounts due such personnel and shall assume responsibility for all benefits, payroll taxes, Social Security and Medicare payments and the like. CONSULTANT shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: Social Security taxes, income tax withholding, unemployment insurance, disability insurance, workers' compensation insurance and the like.
- 2.7 REMOVAL OF EMPLOYEES OR AGENTS: If any of CONSULTANT'S officers, employees, agents, or SUB-CONSULTANT is determined by the CITY Representatives to be uncooperative, incompetent, a threat to the adequate or timely performance of the tasks assigned to CONTRACTOR, a threat to persons or property, or if any of CONSULTANT'S officers, employees, agents, or SUBCONSULTANT fail or refuse to perform the Work in a manner acceptable to the CITY, such officer, employee, agent, or SUB-CONSULTANT shall be promptly removed by CONSULTANT and shall not be reassigned to perform any of the Work.
- 2.8 COMPLIANCE WITH LAWS: CONSULTANT shall keep itself informed of and in compliance with all applicable federal, state or local laws to the extent such laws control or otherwise govern the performance of the Work. CONSULTANT'S compliance with applicable laws shall include without limitation compliance with all applicable Cal/OSHA requirements.
- 2.9 NON-DISCRIMINATION: In the performance of this Agreement, CONSULTANT shall not discriminate against any employee, CONTRACTOR, or applicant for employment because of race, color, creed, religion, sex, marital status, sexual orientation, national origin, ancestry, age, physical or mental disability or medical condition.
- 2.10. INDEPENDENT CONSULTANT STATUS: The Parties acknowledge, understand and agree that CONSULTANT and all persons retained or employed by CONSULTANT are, and shall at all times remain, wholly independent CONSULTANT and are not officials, officers,

employees, departments or subdivisions of CITY. CONSULTANT shall be solely responsible for the negligent acts and/or omissions of its employees, agents, CONSULTANT and SUB-CONTRACTOR. CONSULTANT and all persons retained or employed by CONSULTANT shall have no authority, express or implied, to bind CITY in any manner, nor to incur any obligation, debt or liability of any kind on behalf of, or against, CITY, whether by CONSULTANT or otherwise, unless such authority is expressly conferred to CONSULTANT under this Agreement or is otherwise expressly conferred by CITY in writing.

### III. INSURANCE

- 3.1 **DUTY TO PROCURE AND MAINTAIN INSURANCE:** Prior to the beginning of and throughout the duration of the Work, CONSULTANT will procure and maintain policies of insurance that meet the requirements and specifications set forth under this Article. CONSULTANT shall procure and maintain the following insurance coverage, at its own expense:
- A. **Commercial General Liability Insurance:** CONSULTANT shall procure and maintain Commercial General Liability Insurance ("CGL Coverage") as broad as Insurance Services Office Commercial General Liability coverage (Occurrence Form CG 0001) or its equivalent. Such CGL Coverage shall have minimum limits of no less than One Million Dollars (\$1,000,000.00) per occurrence and Two Million Dollars (\$2,000,000.00) in the general aggregate for bodily injury, personal injury, property damage, operations, products and completed operations, and CONSULTANT dual liability.
  - B. **Automobile Liability Insurance:** CONSULTANT shall procure and maintain Automobile Liability Insurance as broad as Insurance Services Office Form Number CA 0001 covering Automobile Liability, Code 1 (any auto). Such Automobile Liability Insurance shall have minimum limits of no less than Two Million Dollars (\$2,000,000.00) per accident for bodily injury and property damage.
  - C. **Workers' Compensation Insurance / Employer's Liability Insurance:** A policy of workers' compensation insurance in such amount as will fully comply with the laws of the State of California and which shall indemnify, insure and provide legal defense for both CONSULTANT and CITY against any loss, claim or damage arising from any injuries or occupational diseases occurring to any worker employed by or any persons retained by CONSULTANT in the course of carrying out the Work contemplated in this Agreement.
- 3.2 **ADDITIONAL INSURED REQUIREMENTS:** The CGL Coverage and the Automobile Liability Insurance shall contain an endorsement naming the CITY and CITY'S elected and appointed officials, officers, employees, agents and volunteers as additional insureds.
- 3.3 **REQUIRED CARRIER RATING:** All varieties of insurance required under this Agreement shall be procured from insurers admitted in the State of California and authorized to issue policies directly to California insureds. Except as otherwise provided elsewhere under this Article, all required insurance shall be procured from insurers who, according to the latest edition of the Best's Insurance Guide, have an A.M. Best's rating of no less than A: VII. CITY may also accept policies procured by insurance carriers with a Standard & Poor's rating of no less than BBB according to the latest published edition the Standard & Poor's rating guide. As to Workers' Compensation Insurance/ Employer's Liability Insurance, the CITY Representatives are authorized to authorize lower ratings than those set forth in this Section.

- 3.4 **PRIMACY OF CONSULTANT'S INSURANCE:** All policies of insurance provided by CONSULTANT shall be primary to any coverage available to CITY or CITY'S elected or appointed officials, officers, employees, agents or volunteers. Any insurance or self-insurance maintained by CITY or CITY'S elected or appointed officials, officers, employees, agents or volunteers shall be in excess of CONSULTANT'S insurance and shall not contribute with it.
- 3.5 **WAIVER OF SUBROGATION:** All insurance coverage provided pursuant to this Agreement shall not prohibit CONSULTANT officers, employees, agents, CONSULTANT or SUB-CONSULTANT from waiving the right of subrogation prior to a loss. CONSULTANT hereby waives all rights of subrogation against CITY.
- 3.6 **VERIFICATION OF COVERAGE:** CONSULTANT acknowledges, understands and agrees, that CITY'S ability to verify the procurement and maintenance of the insurance required under this Article is critical to safeguarding CITY'S financial well-being and, indirectly, the collective well-being of the residents of the CITY. Accordingly, CONSULTANT warrants, represents and agrees that it shall furnish CITY with original certificates of insurance and endorsements evidencing the coverage required under this Article on forms satisfactory to CITY in its sole and absolute discretion. **The certificates of insurance and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf and shall be on forms provided by the CITY if requested.** All certificates of insurance and endorsements shall be received and approved by CITY as a condition precedent to CONSULTANT'S commencement of any work or any of the Work. Upon CITY'S written request, CONSULTANT shall also provide CITY with certified copies of all required insurance policies and endorsements.

#### IV. INDEMNIFICATION

- 4.1 The Parties agree that CITY and CITY'S elected and appointed officials, officers, employees, agents and volunteers (hereinafter, the "CITY Indemnitees") should, to the fullest extent permitted by law, be protected from any and all loss, injury, damage, claim, lawsuit, cost, expense, attorneys' fees, litigation costs, or any other cost arising out of or in any way related to the performance of this Agreement. Accordingly, the provisions of this indemnity provision are intended by the Parties to be interpreted and construed to provide the CITY Indemnitees with the fullest protection possible under the law. CONSULTANT acknowledges that CITY would not enter into this Agreement in the absence of CONSULTANT'S commitment to indemnify, defend and protect CITY as set forth herein.
- 4.2 To the fullest extent permitted by law, CONSULTANT shall indemnify, hold harmless and defend the CITY Indemnitees from and against all liability, loss, damage, expense, cost (including without limitation reasonable attorneys' fees, expert fees and all other costs and fees of litigation) of every nature arising out of or in connection with CONSULTANT'S performance of work hereunder or its failure to comply with any of its obligations contained in this Agreement.
- 4.3 CITY shall have the right to offset against the amount of any compensation due CONSULTANT under this Agreement any amount due CITY from CONSULTANT as a result of CONSULTANT'S failure to pay CITY promptly any indemnification arising under this Article and related to CONSULTANT'S failure to either (i) pay taxes on amounts received pursuant to this Agreement or (ii) comply with applicable workers' compensation laws.
- 4.4 The obligations of CONSULTANT under this Article will not be limited by the provisions of any workers' compensation act or similar act. CONSULTANT expressly waives its statutory immunity under such statutes or laws as to CITY and CITY'S elected and appointed officials,

officers, employees, agents and volunteers.

- 4.5 CONSULTANT agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Article from each and every CONSULTANT or any other person or entity involved by, for, with or on behalf of CONSULTANT in the performance of this Agreement. In the event CONSULTANT fails to obtain such indemnity obligations from others as required herein, CONSULTANT agrees to be fully responsible and indemnify, hold harmless and defend CITY and CITY'S elected and appointed officials, officers, employees, agents and volunteers from and against any and all claims and losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of CONSULTANT'S, SUB-CONSULTANT or any other person or entity involved by, for, with or on behalf of CONSULTANT in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys' fees incurred by counsel of CITY'S choice.
- 4.6 CITY does not, and shall not, waive any rights that it may possess against CONSULTANT because of the acceptance by CITY, or the deposit with CITY, of any insurance policy or certificate required pursuant to this Agreement. This hold harmless and indemnification provision shall apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.
- 4.7 This Article and all provisions contained herein (including but not limited to the duty to indemnify, defend and hold free and harmless) shall survive the termination or normal expiration of this Agreement and is in addition to any other rights or remedies which the CITY may have at law or in equity.

## V. TERMINATION

- 5.1 TERMINATION WITHOUT CAUSE: CITY may terminate this Agreement at any time for convenience and without cause by giving CONSULTANT a minimum of five (5) calendar day's prior written notice of CITY'S intent to terminate this Agreement. Upon such termination for convenience, CONSULTANT shall be compensated only for those services and tasks which have been performed by CONSULTANT up to the effective date of the termination. CONSULTANT may not terminate this Agreement except for cause as provided under Section 5.2, below. If this Agreement is terminated as provided herein, CITY may require CONSULTANT to provide all finished or unfinished Documents and Data, as defined in Section 6.1 below, and other information of any kind prepared by CONSULTANT in connection with the performance of the Work. CONSULTANT shall be required to provide such Documents and Data within fifteen (15) calendar days of CITY'S written request. No actual or asserted breach of this Agreement on the part of CITY pursuant to Section 5.2, below, shall operate to prohibit or otherwise restrict CITY'S ability to terminate this Agreement for convenience as provided under this Section.
- 5.2 EVENTS OF DEFAULT; BREACH OF AGREEMENT:
- A. In the event either Party fails to perform any duty, obligation, service or task set forth under this Agreement (or fails to timely perform or properly perform any such duty, obligation, service or task set forth under this Agreement), an event of default (hereinafter, "Event of Default") shall occur. For all Events of Default, the Party alleging an Event of Default shall give written notice to the defaulting Party (hereinafter referred to as a "Default Notice") which shall specify: (i) the nature of the Event of Default; (ii) the action required to cure the Event of Default; (iii) a date by which the Event of Default shall be cured, which shall not be less than



the applicable cure period set forth under Sections 5.2.B and 5.2C below or if a cure is not reasonably possible within the applicable cure period, to begin such cure and diligently prosecute such cure to completion. The Event of Default shall constitute a breach of this Agreement if the defaulting Party fails to cure the Event of Default within the applicable cure period or any extended cure period allowed under this Agreement.

**B. CONSULTANT shall cure the following Events of Defaults within the following time periods:**

- i. Within three (3) business days of CITY'S issuance of a Default Notice for any failure of CONSULTANT to timely provide CITY or CITY'S employees or agents with any information and/or written reports, documentation or work product which CONSULTANT is obligated to provide to CITY or CITY'S employees or agents under this Agreement. Prior to the expiration of the 3-day cure period, CONSULTANT may submit a written request for additional time to cure the Event of Default upon a showing that CONSULTANT has commenced efforts to cure the Event of Default and that the Event of Default cannot be reasonably cured within the 3-day cure period. The foregoing notwithstanding, CITY shall be under no obligation to grant additional time for the cure of an Event of Default under this Section 5.2 B.i. that exceeds seven (7) calendar days from the end of the initial 3-day cure period; or
- ii. Within fourteen (14) calendar days of CITY'S issuance of a Default Notice for any other Event of Default under this Agreement. Prior to the expiration of the 14-day cure period, CONSULTANT may submit a written request for additional time to cure the Event of Default upon a showing that CONSULTANT has commenced efforts to cure the Event of Default and that the Event of Default cannot be reasonably cured within the 14-day cure period. The foregoing notwithstanding, CITY shall be under no obligation to grant additional time for the cure of an Event of Default under this Section 5.2B.ii that exceeds thirty (30) calendar days from the end of the initial 14-day cure period.

In addition to any other failure on the part of CONSULTANT to perform any duty, obligation, service or task set forth under this Agreement (or the failure to timely perform or properly perform any such duty, obligation, service or task), an Event of Default on the part of CONSULTANT shall include, but shall not be limited to the following: (i) CONSULTANT'S refusal or failure to perform any of the services or tasks called for under the Scope of Services; (ii) CONSULTANT'S failure to fulfill or perform its obligations under this Agreement within the specified time or if no time is specified, within a reasonable time; (iii) CONSULTANT'S and/or its employees' disregard or violation of any federal, state, local law, rule, procedure or regulation; (iv) the initiation of proceedings under any bankruptcy, insolvency, receivership, reorganization, or similar legislation as relates to CONTRACTOR, whether voluntary or involuntary; (v) CONSULTANT'S refusal or failure to perform or observe any covenant, condition, obligation or provision of this Agreement; and/or (vi) CITY'S discovery that a statement representation or warranty by CONSULTANT relating to this Agreement is false, misleading or erroneous in any material respect.

- C. CITY shall cure any Event of Default asserted by CONSULTANT within forty-five (45) calendar days of CONSULTANT'S issuance of a Default Notice, unless the Event of Default cannot reasonably be cured within the 45-day cure period. Prior to the expiration of the 45-day cure period, CITY may submit a written request for additional time to cure the Event of Default upon a showing that CITY has commenced its efforts to cure the Event of Default and that the Event of Default cannot be reasonably cured within the 45-day cure period. The foregoing notwithstanding, an Event of Default dealing with CITY'S failure to timely pay any

undisputed sums to CONSULTANT as provided under Section 1.4, above, shall be cured by CITY within five (5) calendar days from the date of CONSULTANT'S Default Notice to CITY.

- D. CITY, in its sole and absolute discretion, may also immediately suspend CONSULTANT'S performance under this Agreement pending CONSULTANT'S cure of any Event of Default by giving CONSULTANT written notice of CITY'S intent to suspend CONSULTANT'S performance (hereinafter, a "Suspension Notice"). CITY may issue the Suspension Notice at any time upon the occurrence of an Event of Default. Upon such suspension, CONSULTANT shall be compensated only for those services and tasks which have been rendered by CONSULTANT to the reasonable satisfaction of CITY up to the effective date of the suspension. No actual or asserted breach of this Agreement on the part of CITY shall operate to prohibit or otherwise restrict CITY'S ability to suspend this Agreement as provided herein.
- E. No waiver of any Event of Default or breach under this Agreement shall constitute a waiver of any other or subsequent Event of Default or breach. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.
- F. The duties and obligations imposed under this Agreement and the rights and remedies available hereunder shall be in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available by law. In addition to any other remedies available to CITY at law or under this Agreement in the event of any breach of this Agreement, CITY, in its sole and absolute discretion, may also pursue any one or more of the following remedies:
  - i. Upon written notice to CONTRACTOR, CITY may immediately terminate this Agreement in whole or in part;
  - ii. Upon written notice to CONTRACTOR, CITY may extend the time of performance;
  - iii. CITY may proceed by appropriate court action to enforce the terms of the Agreement to recover damages for CONSULTANT'S breach of the Agreement or to terminate the Agreement; or
  - iv. CITY may exercise any other available and lawful right or remedy.

CONSULTANT shall be liable for all legal fees plus other costs and expenses that CITY incurs upon a breach of this Agreement or in the CITY'S exercise of its remedies under this Agreement.

- G. In the event CITY is in breach of this Agreement, CONSULTANT'S sole remedy shall be the suspension or termination of this Agreement and/or the recovery of any unpaid sums lawfully owed to CONSULTANT under this Agreement for completed services and tasks.

5.3 SCOPE OF WAIVER: No waiver of any default or breach under this Agreement shall constitute a waiver of any other default or breach, whether of the same or other covenant, warranty, agreement, term, condition, duty or requirement contained in this Agreement. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.

5.4 SURVIVING ARTICLES, SECTIONS AND PROVISIONS: The termination of this Agreement

pursuant to any provision of this Article or by normal expiration of its term or any extension thereto shall not operate to terminate any Article, Section or provision contained herein which provides that it shall survive the termination or normal expiration of this Agreement.

## VI. MISCELLANEOUS PROVISIONS

- 6.1 **DOCUMENTS & DATA; LICENSING OF INTELLECTUAL PROPERTY:** All Documents and Data shall be and remain the property of CITY without restriction or limitation upon their use or dissemination by CITY. For purposes of this Agreement, the term "Documents and Data" means and includes all reports, analyses, correspondence, plans, drawings, designs, renderings, specifications, notes, summaries, strategies, charts, schedules, spreadsheets, calculations, lists, data compilations, documents or other materials developed and/or assembled by or on behalf of CONSULTANT in the performance of this Agreement and fixed in any tangible medium of expression, including but not limited to Documents and Data stored digitally, magnetically and/or electronically. This Agreement creates, at no cost to CITY, a perpetual license for CITY to copy, use, reuse, disseminate and/or retain any and all copyrights, designs, and other intellectual property embodied in all Documents and Data. CONSULTANT shall require all SUB-CONTRACTORS working on behalf of CONSULTANT in the performance of this Agreement to agree in writing that CITY shall be granted the same right to copy, use, reuse, disseminate and retain Documents and Data prepared or assembled by any CONSULTANT as applies to Documents and Data prepared by CONSULTANT in the performance of this Agreement.
- 6.2 **CONFIDENTIALITY:** All data, documents, discussion, or other information developed or received by CONSULTANT or provided for performance of this Agreement are deemed confidential and shall not be disclosed by CONSULTANT without prior written consent by CITY. CITY shall grant such consent if disclosure is legally required. Upon request, all CITY data shall be returned to CITY upon the termination or expiration of this Agreement. CONSULTANT shall not use CITY'S name or insignia, photographs, or any publicity pertaining to the Work in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of CITY.
- 6.3 **FALSE CLAIMS ACT:** CONSULTANT warrants and represents that neither CONSULTANT nor any person who is an officer of, in a managing position with, or has an ownership interest in CONSULTANT has been determined by a court or tribunal of competent jurisdiction to have violated the False Claims Act, 31 U.S.C., section 3789 et seq. and the California False Claims Act, Government Code section 12650 et seq.
- 6.4 **NOTICES:** All notices permitted or required under this Agreement shall be given to the respective Parties at the following addresses, or at such other address as the respective Parties may provide in writing for this purpose:

**CONTRACTOR:**  
MINAGAR & ASSOCIATES, INC.  
23282 Mill Creek Drive, Suite 120  
Laguna Hills, CA 92653  
Attn: Fred Minagar, MS, RCE, PE, FITE  
Office: (949) 707-1199  
minagarf@minagarinc.com

**CITY:**  
City of Huntington Park  
Public Works Department  
6550 Miles Avenue  
Huntington Park, CA 90255  
Attn: Ricardo Reyes, City Manager  
Phone: (323) 582-6161

Such notices shall be deemed effective when personally delivered or successfully transmitted by facsimile as evidenced by a fax confirmation slip or when mailed, forty-eight (48) hours after deposit with the United States Postal Service, first class postage prepaid and addressed to the Party at its applicable address.

- 6.5 COOPERATION; FURTHER ACTS: The Parties shall fully cooperate with one another and shall take any additional acts or sign any additional documents as is reasonably necessary, appropriate or convenient to achieve the purposes of this Agreement.
- 6.6 SUBCONTRACTING; CONSULTANT shall not SUB-CONSULTANT any portion of the Work required by this Agreement, except as expressly stated herein, without the prior written approval of CITY. SUB-CONTRACTORS (including without limitation SUB-CONTRACTORS with Sub-CONSULTANT'S), if any, shall contain a provision making them subject to all provisions stipulated in this Agreement, including provisions relating to insurance requirements and indemnification.
- 6.7 CITY'S RIGHT TO EMPLOY OTHER CONTRACTOR: CITY reserves the right to employ other CONSULTANT in connection with the various projects worked upon by CONTRACTOR.
- 6.8 PROHIBITED INTERESTS: CONSULTANT warrants, represents and maintains that it has not employed nor retained any company or person, other than a *bona fide* employee working solely for CONTRACTOR, to solicit or secure this Agreement. Further, CONSULTANT warrants and represents that it has not paid nor has it agreed to pay any company or person, other than a *bona fide* employee working solely for CONTRACTOR, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, CITY shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of CITY, during the term of his or her service with CITY, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.
- 6.9 TIME IS OF THE ESSENCE: Time is of the essence for each and every provision of this Agreement.
- 6.10 GOVERNING LAW AND VENUE: This Agreement shall be interpreted and governed according to the laws of the State of California. In the event of litigation between the Parties, venue, without exception, shall be in the Los Angeles County Superior Court of the State of California. If, and only if, applicable law requires that all or part of any such litigation be tried exclusively in federal court, venue, without exception, shall be in the Central District of California located in the City of Los Angeles, California.
- 6.11 ATTORNEYS' FEES: If either Party commences an action against the other Party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing Party in such litigation shall be entitled to have and recover from the losing Party reasonable attorneys' fees and all other costs of such action.
- 6.12 SUCCESSORS AND ASSIGNS: This Agreement shall be binding on the successors and assigns of the Parties.
- 6.13 NO THIRD-PARTY BENEFIT: There are no intended third-party beneficiaries of any right or obligation assumed by the Parties. All rights and benefits under this Agreement inure exclusively to the Parties.

- 6.14 CONSTRUCTION OF AGREEMENT: This Agreement shall not be construed in favor of, or against, either Party but shall be construed as if the Parties prepared this Agreement together through a process of negotiation and with the advice of their respective attorneys.
- 6.15 SEVERABILITY: If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.
- 6.16 AMENDMENT; MODIFICATION: No amendment, modification or supplement of this Agreement shall be valid or binding unless executed in writing and signed by both Parties, subject to CITY approval. The requirement for written amendments, modifications or supplements cannot be waived and any attempted waiver shall be void and invalid.
- 6.17 CAPTIONS: The captions of the various articles, sections and paragraphs are for convenience and ease of reference only, and do not define, limits, augment, or describe the scope, content, or intent of this Agreement.
- 6.18 INCONSISTENCIES OR CONFLICTS: In the event of any conflict or inconsistency between the provisions of this Agreement and any of the exhibits attached hereto, the provisions of this Agreement shall control.
- 6.19 ENTIRE AGREEMENT: This Agreement including all attached exhibits is the entire, complete, final and exclusive expression of the Parties with respect to the matters addressed herein and supersedes all other agreements or understandings, whether oral or written, or entered into between CITY and CONSULTANT prior to the execution of this Agreement. No statements, representations or other agreements, whether oral or written, made by any Party which are not embodied herein shall be valid or binding. No amendment, modification or supplement to this Agreement shall be valid and binding unless in writing and duly executed by the Parties pursuant to Section 6.15, above.
- 6.20 COUNTERPARTS: This Agreement shall be executed in three (3) original counterparts each of which shall be of equal force and effect. No handwritten or typewritten amendment, modification or supplement to any one counterpart(s) shall be valid or binding unless made to all three counterparts in conformity with Section 6.16, above. One fully executed original counterpart shall be delivered to CONSULTANT and the remaining two original counterparts shall be retained by CITY.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed the day and year first appearing in this Agreement, above.

**CITY OF HUNTINGTON PARK:**

**MINAGAR & ASSOCIATES, INC.:**

\_\_\_\_\_  
By: Ricardo Reyes  
City Manager

\_\_\_\_\_  
By: Fred Minagar, MS, RCE, PE, FITE  
President/Senior Project Manager

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

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

**APPROVED AS TO FORM:**

\_\_\_\_\_  
By: City Attorney

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

**EXHIBIT "A"**

**SCOPE OF WORK**

**MINAGAR & ASSOCIATES, INC.**

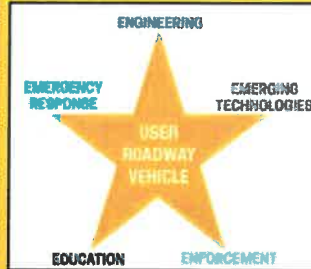




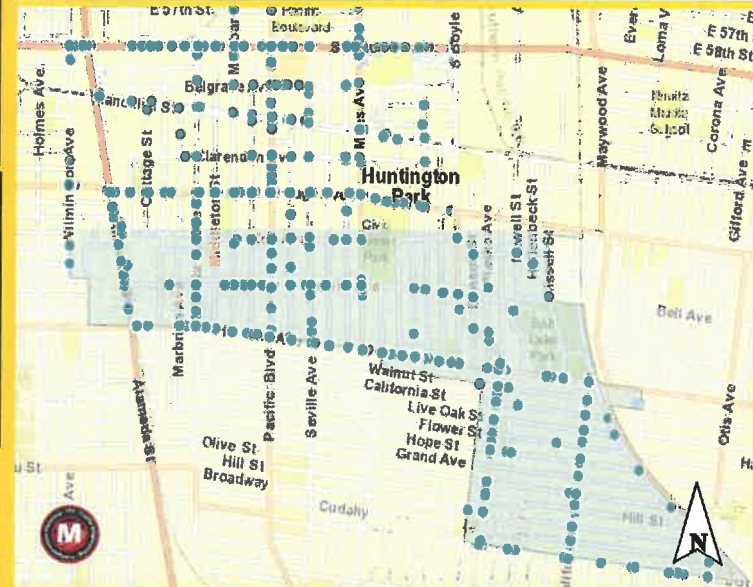
## PROPOSAL FOR

# Engineering Services to Draft Local Road Safety Plan (LRSP)

## City of Huntington Park, CA



### City of Huntington Park's Concentration of Collision (2015- 2020) Source: California Highway Patrol Maintained Statewide Integrated Traffic Records System (SWITRS)



**VISION:**  
Safe public roads across California

**MISSION:**  
Ensure safety for all modes of travel on California's public roads

**GOAL:**  
Toward Zero Fatalities and Serious Injuries

### #1 City of Huntington Park Ranked Intersections based on Collision Counts: E Slouson Ave St & Pacific Blvd



### Presented To:

### City of Huntington Park

Public Works Department

6550 Miles

Huntington Park, CA 90255

### Prepared By:

### MINAGAR & ASSOCIATES, INC.

ITS – Traffic/Civil/Electrical Engineering – Transportation Planning – Homeland Security - CEM

23282 Mill Creek Drive, Suite 120

Laguna Hills, CA 92653

Tel: (949)707-1199

Web: [www.minagarinc.com](http://www.minagarinc.com)



28 Years of Excellence

June 6, 2021

# PROPOSAL

FOR THE

## ENGINEERING SERVICES TO DRAFT LOCAL ROAD SAFETY PLAN (LRSP)

IN THE CITY OF HUNTINGTON PARK

PUBLIC WORKS DEPARTMENT

**PRESENTED TO:**

---

**City of Huntington Park**  
Public Works/Engineering Division  
655 Miles Ave  
Huntington Park, CA 90255

**PREPARED BY:**

---



**MINAGAR & ASSOCIATES, INC.**  
*Traffic/Civil/Electrical Engineering - ITS - Transportation Planning –  
Homeland Security - CEM*  
23282 Mill Creek Drive, Suite 120  
Laguna Hills, CA 92653  
Tel: (949)707-1199  
<http://www.minagarinc.com>

JUNE 7, 2021



# **MINAGAR & ASSOCIATES, INC.**

**Traffic/Civil/Electrical Engineering – ITS – Transportation Planning & CEM**



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- 7. References**
- 8. Schedule and Schedule Control**
- 9. Fee Schedule/Cost Proposal (Separate Envelope)**





# MINAGAR & ASSOCIATES, INC.

**Traffic/Civil/Electrical Engineering – ITS – Transportation Planning & CEM**



## Section 1 – Cover Letter

June 7, 2021

Mr. Cesar Roldan, PE, Director of Public Works  
City of Huntington Park, Public Works Department  
6550 Miles Ave.  
Huntington Park, CA 90255

Re: **Proposal for Engineering Services to Draft the Local Road Safety Plan (LRSP)**

Dear Mr. Roldan,

On behalf of the Minagar & Associates, Inc. Team, I would like to take this opportunity to present to you our proposal for the preparation of Draft to **Local Road Safety Plan (LRSP)** for the City of Huntington Park. We recognize the importance of these services to and its residents who will benefit from the successful implementation of this project.

Minagar & Associates, Inc. is a Southern California firm with national experience and international exposure based in Laguna Hills. The following proposal and statement of qualifications demonstrates why Minagar & Associates, Inc. is so uniquely qualified to perform these services for the City of Huntington Park.

- Since 1993 our firm has completed over 900 projects including the following projects for public agencies:
  - 350+ Traffic Studies, 50+ Parking Studies, 400+ Traffic Control Plan (TCP), Traffic Signal & ITS Design Projects, 19 Citywide Engineering and Traffic Speed Surveys (E&TS), 8 On-call City Traffic Engineer Contracts, 120+ Plans, Specifications and Estimates (PS&E) Design Projects.
- We have successfully completed numerous **Federal and State Highway Safety Improvement Program (HSIP), Safe Routes to School (SR2S) and Active Transportation Program (ATP) Projects** such as:
  - City of Yucca Valley's **SR2S Engineering and PS&E**
  - City of Burbank's **HSIP Cycle 3 Engineering Services for Verdugo & Keystone**
  - City of Burbank's **HSIP Cycle 4 Engineering Services for Verdugo Ave Bike Lane Extension**
  - City of Coachella's **HSIP-5294 (006) Engineering Services for Citywide Traffic Control & Street Name Sign Upgrade**
  - City of Coachella's **ATP Cycle 1 ST-86 PS&E and Engineering Services for Citywide Active Transportation Program**
  - City of Coachella's **ATP Cycle 2 ST-100 PS&E and Engineering Services for Citywide Active Transportation Program**
  - City of Coachella's **SR2S Cycle 8 PS&E Engineering Services for Citywide Safe Routes to School Improvement Project**
- For this project, Minagar & Associates, Inc. has already collected 100% Collision Data through the Transportation Injury Mapping System (TIMS) as documented in our Scope of Work.

As the Officer-in-Charge, I have read, understood, and agreed to all statements in this RFP and acknowledged receipt of all addendums/amendments as well as to the terms, conditions, and attachments referenced. thereby accept all the terms & conditions outlined in the RFP's consulting services agreement. Please feel free to contact me directly with any additional questions you might have at (949)707-1199 ext. 2# or via e-mail at [minagarf@minagarinc.com](mailto:minagarf@minagarinc.com). We look forward to serve the City of Huntington Park on this important project.

Sincerely,

**MINAGAR & ASSOCIATES, INC.**

Fred Minagar, MS, RCE, PE, FITE  
President/Senior Project Manager



23282 Mill Creek Road, Suite 120, Laguna Hills, CA 92653  
Tel: (949) 707-1199, Web: [www.minagarinc.com](http://www.minagarinc.com)



## **Sections 2 & 3 – Consultant’s Background, Qualifications & Experience of Consultant’s Personnel**

As an established firm with 28 years of experience and the on-call traffic engineer for multiple cities in Southern California, Minagar & Associates, Inc. has conducted similar and multiple traffic safety studies for public agencies. Our Principal office is located in Laguna Hills, Orange County, CA. Since 1993 our firm has completed the following projects for public agencies:

- **350+** Traffic Studies
- **50+** Parking Studies
- **400+** Traffic Control Plan (TCP), Traffic Signal & ITS Design Projects
- Re-timing & Synchronization of **1,608 Signals** (951 in Southern & 550 in Northern California and 107 in other States); and
- **19** Citywide Engineering and Traffic Speed Surveys (E&TS)
- **8** On-call City Traffic Engineer Contracts
- **120+** Plans, Specifications and Estimates (PS&E) Design Projects
- **42** ITS (Intelligent Transportation Systems) Design & Deployment Projects
- Over **85%** of the company’s projects are from repeat and referral clients

Minagar & Associates staff have completed numerous field data collection utilizing state of the art technology (e.g. GeoJot+), collision and speed analysis for Engineering and Traffic Surveys (E&TS) and radar studies. Minagar & Associates, Inc. has successfully completed a number of similar projects such as:

- Traffic Sign Inventory and Retro-reflectivity Study for 5,772 Signs for the City of La Puente
- Utilizing GPS based GeoJot+ Software & LAPD’s Dash Cam Cameras for the Inventory of 33, 100 City Assets for the City of South Gate
- Traffic Calming Assessments for the City of El Monte, Colton & other So California based cities
- Engineering and Traffic Survey (E&TS) for 19 Cities within the State of California

The company has been involved with various citywide projects for municipals involving the collection, organization, and assessment of data. These projects completed for local agencies include parking studies and assessment, traffic sign inventory and retroreflective study, and engineering and traffic surveys. For the nineteen (19) Engineering and Traffic Surveys (E&TS) Minagar & Associates, Inc. have completed, Minagar personnel have coordinated with City Staff to obtain collision records and available documentation for review. Furthermore, Minagar staff analyzed collision, speed, traffic, and roadway data for over a thousand speed zone segments in order update and validate the safety of existing posted speed limits signs on City streets.

Sample E&TS and collision assessment projects completed by Minagar and Associates, Inc. are shown in the figure and table below.

### **Relevant Project Experience**

The following statement of qualifications demonstrate why Minagar & Associates, Inc. is so uniquely qualified to perform these services for the City of Huntington Park.

| Agency  | Contract Year | MUTCD Ver.                  | # of Speed Zone Segments |
|---|---------------|-----------------------------|--------------------------|
| 1. City of Pomona   | 2020-21       | CAMUTCD 2014 (Rev. 5, 2020) | 131                      |
| 2. City of Beaumont   | 2017-18       | CAMUTCD 2014 (Rev. 2, 2017) | 48                       |
| 3. City of Bell   | 2017          | CAMUTCD 2014 (Rev. 2, 2017) | 14                       |
| 4. City of Rancho Mirage  | 2017          | CAMUTCD 2014 (Rev. 2, 2017) | 66                       |
| 5. City of Santa Fe Springs   | 2016-17       | CAMUTCD 2014 (Rev. 1, 2015) | 115                      |
| 6. City of South Pasadena   | 2014-15       | CAMUTCD 2014 (Rev. 1, 2015) | 60                       |
| 7. City of Santa Fe Springs   | 2014          | CAMUTCD 2014                | 115                      |
| 8. City of Colton   | 2013-14       | CAMUTCD 2012                | 44                       |
| 9. City of Culver City  | 2013          | CAMUTCD 2012                | 70                       |
| 10. City of Lawndale  | 2013          | CAMUTCD 2012                | 22                       |
| 11. City of South Pasadena  | 2012          | CAMUTCD 2012                | 5                        |
| 12. City of San Marino  | 2011          | CAMUTCD 2010                | 59                       |
| 13. City of South Pasadena  | 2010          | CAMUTCD 2010                | 6                        |
| 14. City of Manhattan Beach   | 2010          | CAMUTCD 2010 (2009 Rev.)    | 51                       |
| 15. City of Santa Fe Springs  | 2009          | CAMUTCD 2006                | 115                      |
| 16. City of Baldwin Park  | 2009          | CAMUTCD 2006                | 54                       |
| 17. City of Rancho Santa Margarita                                  | 2004          | MUTCD 2003 (CA Supp.)       | 11                       |
| 18. City of Baldwin Park  | 2004          | MUTCD (CA Supp.)            | 54                       |
| 19. City of Redondo Beach   | 2003          | MUTCD                       | 57                       |
| <b>E&amp;TS Projects - Total Radar Speed Zone Segments Surveyed</b> |               |                             | <b>1097</b>              |



**Proposal for Local Road Safety Plan (LRSP)**  
**City of Huntington Park**



- Minagar & Associates, Inc. is a Southern California firm with national experience and international exposure based in Laguna Hills, Orange County, CA. Since 1993 our firm has completed the following projects for over 87 public agencies:
  - 350+ Traffic and Safety Studies
  - 50+ Parking Studies
  - 400+ Traffic Control Plan (TCP), Traffic Signal & ITS Design Projects
  - Re-timing & Synchronization of **1,608 Signals** (951 in Southern & 550 in Northern California and 107 in other States)
  - 19 Citywide Engineering and Traffic Speed Surveys (E&TS)
  - 8 On-call City Traffic Engineer Contracts
  - 120+ Plans, Specifications and Estimates (PS&E) Design Projects.
  - 42 ITS (Intelligent Transportation Systems) Design & Deployment Projects
  - Over 85% of the company's projects are from repeat and referral clients



**Traffic Sign Inventory and Retro-Reflectivity Study (2017) La Puente, California**



The City of La Puente commissioned a citywide traffic sign inventory and retroreflectivity study, relevant to roadway analysis, to assist Public Works in tracking its regulatory, warning & guide-type traffic sign assets for future maintenance and replacement purposes, and to meet current State and Federal laws requiring public agencies to maintain adequate visibility of traffic signs posted and maintained by the City.

Minagar & Associates, Inc. conducted a comprehensive field data collection, evaluation and databasing effort to assist the

City of La Puente with its tracking of current citywide traffic and parking signs, and to determine which signs must be physically replaced or kept in place as-is, in compliance with Federal and State standards and guidelines. As part of this project, Minagar staff field surveyed all of the City's streets within the public right-of-way, and prepared a comprehensive working database of traffic signage citywide. The purpose of the study was to create an inventory of citywide signage and curb markings for future maintenance and/or replacement purposes, and to meet current State and Federal laws requiring public agencies to maintain adequate visibility of posted traffic signs.

Minagar's report of the Traffic Sign Inventory and Retroreflectivity Study concluded the following:

- The City has 5,772 signs
- 43% or 2,462 are in poor condition; 35% or 1,994 are in fair condition; and 22% or 1,316 are in good condition
- The report recommended the replacement of 2,462 signs to meet FHWA's visual nighttime retroreflectivity requirements with an estimated total cost of \$622,900.00.



**Citywide On-Street Parking Management Plan (2019)**

**Utilizing DashCam & GPS based GeoJot+ Field Inventory**

*South Gate, California*

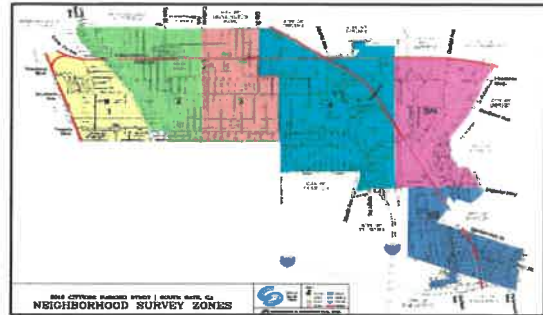




## Proposal for Local Road Safety Plan (LRSP) City of Huntington Park



Minagar & Associates, Inc. was selected by the City of South Gate to conduct a citywide inventory of all their public assets of red-cubs, fire hydrants and 31,300 on-street parking spaces utilizing the state-of-the-art and state-of-the-technology practices utilizing GPS based GeoJot+ computer software and DashCam (being used by LAPD).



The team's findings and recommendations in this Plan provide the City of South Gate a valuable toolkit of strategies to address its ongoing parking issues, and an opportunity to make important, impactful changes for its citizens that will help to ensure that the on-street parking supply will continue to serve its residents and businesses well; that existing and future regulations are effectively and equitably enforced; that any changes to the City's parking regulations or enforcement of such regulations are strategically defined and well-communicated to the public; and that parking will not continue to be a deterrent to the quality of life for those who live and work in South Gate.

Minagar & Associates, Inc. and City of South Gate Public Works staff focused on identifying existing on-street parking deficiencies, particularly in residential neighborhoods, encountered throughout the City on a day-to-day basis. The parking study was founded on understanding the root causes of the parking issues, based on the collected parking data and community feedback. This knowledge was then used to develop a set of short-term, mid-range and long-term recommendations and policies to support the City in addressing these issues. Combined, the parking survey data, public outreach efforts, incorporation of community-wide input, and cooperation with City staff and management to develop parking strategies and policy recommendations form this "Parking Management Plan" to guide the City of South Gate in a clear direction to address on-street parking issues over the next 10 years. The project demonstrates Minagar & Associates, Inc. experience in conducting citywide surveys and data collect and in preparing a framework for implementing and evaluating improvement strategies.

### Section 4 – Project Approach

Similar to **Systemic Safety Analysis Report Program (SSARP)**, the purpose of the **Local Road Safety Plan** is to assist local agencies in evaluating their roadway system, identify safety improvement project for HSIP funding and contribute towards the broader goal of "reducing traffic fatalities and serious injuries on public roads". However, the LRSP represents an evolution from the SSARP as it entails a more comprehensive approach for evaluating roadway networks and identifying potential safety improvement projects. Beyond the traditional reactive and engineering focused approach, systematic safety analysis and collaboration with local agencies, organizations, and stakeholders in preparation of the LRSP are the document's main distinguishing factors. As an established company under direction of an experienced engineer, political figure and proposed project manager, Fred Minagar, Minagar & Associates, Inc. is uniquely qualified to provide both technical and political expertise required to prepare this comprehensive report.

Potential future grant funding opportunities for Huntington Park's Local Road Safety Plan include the **Federal Highway Safety Improvement Program (HSIP)**, administered by the California Department of Transportation and the **California Office of Traffic Safety (OTS) Grant Program**. In recognizing consistency between state and local goals as a funding requirement, the LRSP prepared by our firm will



**Proposal for Local Road Safety Plan (LRSP)**  
**City of Huntington Park**



adhere and contribute towards the efforts of Caltrans' **California Strategic Highway Safety Plan (SHSP)** and OTS's **California Highway Safety Plan**.

Minagar recognizes that the LRSP is both a living document and a unique opportunity that allows the City to address local needs. Thus, in addition to the LRSP report, Minagar staff will prepare a framework that will assist the City in the future analysis and updating of roadway safety data. In preparing the list of potential countermeasures, staff will incorporate and customize proven safety measures published by the FHWA and Caltrans for identified opportunity areas.

As recommended by FHWA's **Systemic Safety Analysis** process, rather than focusing on mitigating collisions at intersections and roadways with high collision frequency, Minagar staff will assess the characteristics of intersections and road segments that experience a higher-than-expected frequency of collision in order identify opportunity areas, contributing factors, and recommend countermeasures and safety projects across the City's roadway network. In addition, Minagar staff shall consider input from stakeholder and local agencies during different stages in preparing the Local Road Safety Plan.

**Scope of Work**

A summary of the proposed scope of work to be completed by the consultant has been provided on the following pages.

**Summary List of Scope of Work**

**Part 1. Introduction**- Describe City of Huntington Park's Commitment to Transportation Safety

**Part 2. Vision and Goals**- Develop a Vision Statement & Identify Goals

**Part 3. Safety Partners**- Select Agencies that can Contribute to Traffic Safety

- Identify the Roles and Activities of Safety Partners

**Part 4. Existing Efforts**-Identify Existing Efforts for Achieving Safety Within the Community

**Part 5. Data Summary**-Collect Crash Data & Analyze Data to Identify High Crash Number & Crash Rate Intersections & Roadway Segments

**Part 6. Emphasis Areas** - Identify 3 Emphasis Areas to Include Description, Goal & Strategies

**Part 7. Evaluation and Implementation** - Evaluate the Success of the Plan, Ensure Implementation, Update Plan

**Reports (Deliverables)**- Five (5) Hard Copies of the Draft Local Road Safety Plan

- Five (5) Hard Copies of the Final Local Road Safety Plan Report

- Electronic Copy of the Final Report

**Crash Data from Transportation Injury Mapping System (TIMS)**

Crash Data Analysis involves understanding and analyzing trends from crash data within the City. Trends may be categorized by, but are not limited to, the following:

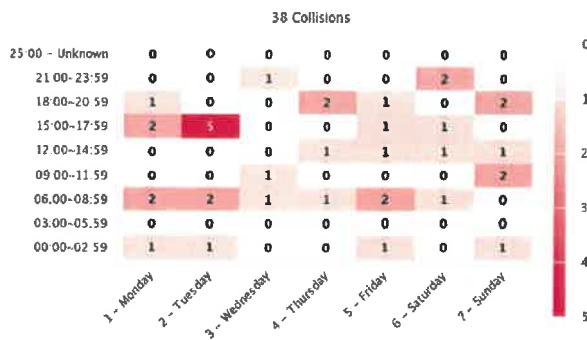
- Severity of Crash and Roadway Classification
- Severity and Crash Type
- Contributing Factors (e.g. seat belts, alcohol or drug use, weather, etc.)



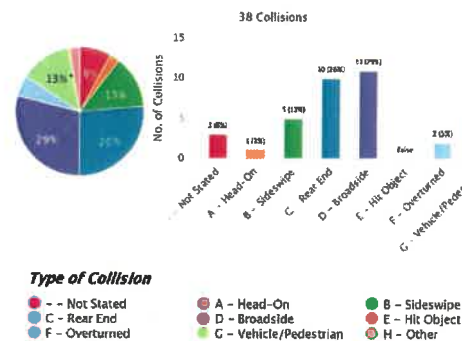
## Proposal for Local Road Safety Plan (LRSP) City of Huntington Park



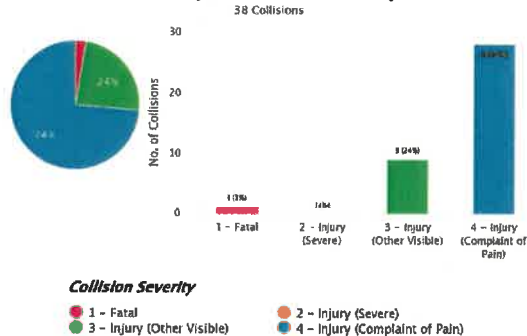
**SAMPLE (Number of Collisions per Day of Week per Time)-Source: UC Berkeley TIMS**



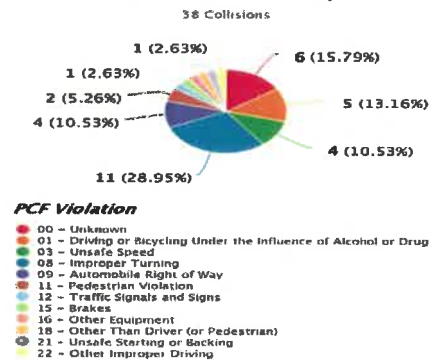
**SAMPLE (Number of Collisions by Type of Collision)-Source: UC Berkeley TIMS**



**SAMPLE (Number of Collisions by Collision Severity)-Source: UC Berkeley TIMS**



**SAMPLE (Number of Collisions by PCF Violation)-Source: UC Berkeley TIMS**



## Section 5 - Key Personnel

### Project Team

#### Project Manager

The foundation of our success providing traffic engineering services for the last 28 years is the leadership and active involvement of our company's President—**Fred Minagar, MS, PE, RCE, FITE**—to manage each project and task on a day-by-day basis. Fred is a recognized national authority in the areas of traffic engineering, intelligent transportation systems (ITS), and transportation planning. He has over 37 years of real-world practice and public office experience as Mayor/Mayor Pro Tem/Council Member, appointed Planning Commission Chairman/Commissioner and Traffic Commission Chairman/Commissioner in the City of Laguna Niguel. As the Company President and proposed Project Manager for Huntington Park's Local Road Safety Plan, Mr. Fred Minagar will negotiate the contract of behalf of Minagar & Associates, Inc.

#### Key Personnel

Minagar & Associates, Inc. is home to eleven traffic engineer, transportation planner, civil/electrical engineer, and design staff members with over 140 years of combined work experience. Each Minagar staff member has been directly involved in Minagar's traffic safety review and analysis process for various cities over the last 28 years. Resumes of key personnel detailing staff title, experience, education, licenses and certifications, and past projects are included in the next section.



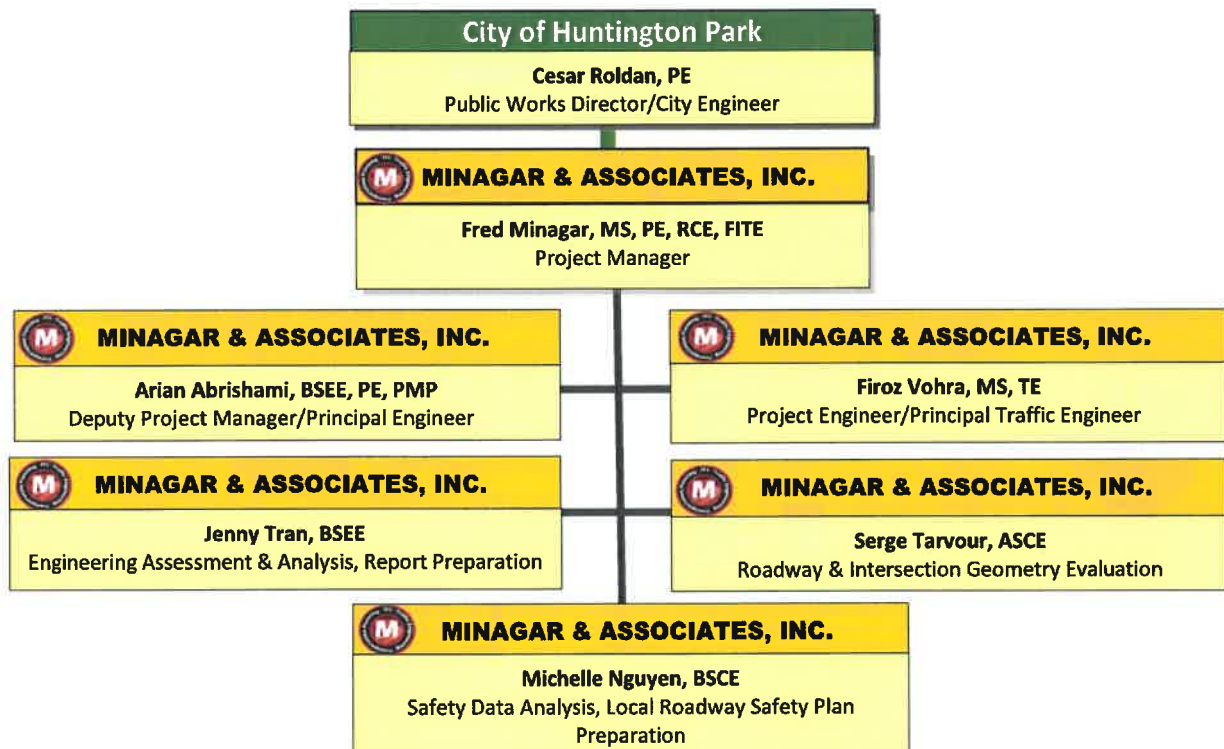
**MINAGAR & ASSOCIATES, INC.**

**Proposal for Local Road Safety Plan (LRSP)**  
**City of Huntington Park**



Minagar staff will perform the complete scope of work including the review, analysis, and collection of supplemental roadway data, as necessary. The services of sub-consultants will not be utilized for the development of the City's LRSP.

**Organization Chart**



**Key Personnel Responsibility and Availability Chart**

| Consulting Traffic Engineering Services Team Staff | Staff Years of Experience | Percent Available (%) | Experience and Expertise          |                        |                        |                              |                                      |  |                   |                    |
|--|---------------------------|-----------------------|-----------------------------------|------------------------|------------------------|------------------------------|--------------------------------------|--|-------------------|--------------------|
|  |                           |                       | Project Coordination and Meetings | Project Administration | Stakeholder Engagement | Data Collection and Analysis | Countermeasure Benefit/Cost Analysis | LRSP Project Priority List Development | Evaluation Matrix | Report Preparation |
| Fred Minagar, MS, PE, RCE, FITE                    | 37                        | 65                    | ✓                                 | ✓                      | ✓                      | ✓                            | ✓                                    | ✓                                      | ✓                 | ✓                  |
| Arian Abrishami, MSEE, PE, PMP                     | 30                        | 70                    |                                   | ✓                      | ✓                      | ✓                            | ✓                                    | ✓                                      |                   |                    |
| Firoz Vohra, MS, TE                                | 35                        | 85                    | ✓                                 | ✓                      | ✓                      | ✓                            | ✓                                    | ✓                                      | ✓                 | ✓                  |
| Serge Tavour, ASCE                                 | 35                        | 90                    |                                   |                        |                        | ✓                            |                                      |  |                   |                    |
| Jenny Tu Tran, BSEE                                | 2                         | 75                    | ✓                                 |                        | ✓                      | ✓                            | ✓                                    |  |                   | ✓                  |
| Michelle Nguyen, BSCE                              | 2                         | 75                    |                                   |                        | ✓                      | ✓                            | ✓                                    | ✓                                      | ✓                 | ✓                  |

**Staff Resumes**

The resumes and qualifications of Minagar & Associates, Inc. staff assigned to this project are included in the following pages.



## **Section 7 - References**

The following list of four (4) references are all contacts from Southern California public agencies that Minagar & Associates, Inc. have worked closely and regularly with in an On-Call Service capacity and/or project basis.

### **List of References**

1. **CITY OF COLTON, Colton, CA (Has been serving the City of Colton since 1995):**  
City of Colton, 160 South 10<sup>th</sup> St., Colton, CA 92324  
Mr. Victor Ortiz, PE, Assistant Public Works Director/ City Engineer  
E-mail: [vortiz@coltonca.gov](mailto:vortiz@coltonca.gov) Tel: (909)514-4210
2. **CITY OF CALABASAS, CA (Has been serving the City of Calabasas since 2003):**  
City of Calabasas, 100 Civic Center Way, Calabasas, CA 91302  
Mr. Robert Yalda, P.E., T.E., Public Works Director/City Engineer/City Traffic Engineer  
E-mail: [ryalda@cityofcalabasas.com](mailto:ryalda@cityofcalabasas.com) Tel: (818)224-1600
3. **CITY OF BALDWIN PARK, CA (Has been serving the City of Baldwin Park since 1995):**  
City of Baldwin Park, 14403 East Pacific Ave., Baldwin Park, CA 91706  
Mr. David Lopez, PE, Project Manager  
E-mail: [DLopez@baldwinpark.com](mailto:DLopez@baldwinpark.com) Tel: (626)960-4011, Ext. 458
4. **CITY OF CHINO HILLS, CA (Has been serving the City of Chino Hills Intermittently since 1996):**  
City of Chino Hills, 14000 City Center Drive, Chino Hills, CA 91709  
Mr. Joe Dyer, PE, Assistant City Engineer/City Traffic Engineer  
E-mail: [jdyer@chinohills.org](mailto:jdyer@chinohills.org) Tel: (909)364-2771

## **Section 8- Schedule & Schedule Control**

Minagar's proposed schedule shows completion of the LRSP seven (7) months from the Notice-to-Proceed date to ensure the City completes their LRSP before for the **Federal Highway Safety Improvement Program (HSIP) Cycle 11** Call-for-Projects estimated to occur in April of 2022. Safety improvement projects recommended in Huntington Park's Local Road Safety Plan would also qualify for **California OTS Grant Program for Federal Fiscal Year 2023**. Applications for this deadline is typically due at the end of January.





**Proposal for Local Road Safety Plan (LRSP)**  
**City of Huntington Park**



| PROPOSED PROJECT SCHEDULE |   |      |                       |      |   |    |       |        |   |    |       |           |   |    |    |         |    |    |    |          |    |    |    |          |    |    |    |         |    |    |    |
|---------------------------|---|------|-----------------------|------|---|----|-------|--------|---|----|-------|-----------|---|----|----|---------|----|----|----|----------|----|----|----|----------|----|----|----|---------|----|----|----|
| Part #                    | Part Description  | Year | 2021-2022             |      |   |    |       |        |   |    |       |           |   |    |    |         |    |    |    |          |    |    |    |          |    |    |    |         |    |    |    |
|                           |   |      | Month                 | July |   |    |       | August |   |    |       | September |   |    |    | October |    |    |    | November |    |    |    | December |    |    |    | January |    |    |    |
|                           |   |      |                       | Week | 1 | 2  | 3     | 4      | 5 | 6  | 7     | 8         | 9 | 10 | 11 | 12      | 13 | 14 | 15 | 16       | 17 | 18 | 19 | 20       | 21 | 22 | 23 | 24      | 25 | 26 | 27 |
| 1                         | Project Management  |      |                       |      |   |    |       |        |   |    |       |           |   |    |    |         |    |    |    |          |    |    |    |          |    |    |    |         |    |    |    |
|                           | • Administration  |      |                       |      |   |    |       |        |   |    |       |           |   |    |    |         |    |    |    |          |    |    |    |          |    |    |    |         |    |    |    |
| A                         | • Project Kickoff Meeting with City Staff *                                     |      | 1W                    | ★    |   |    |       |        |   |    |       |           |   |    |    |         |    |    |    |          |    |    |    |          |    |    |    |         |    |    |    |
| B                         | • Bi-weekly Project Status Meetings   |      |                       | 1W   |   | 1W |       | 1W     |   | 1W |       | 1W        |   | 1W |    | 1W      |    | 1W |    | 1W       |    | 1W |    | 1W       |    | 1W |    | 1W      |    | 1W |    |
| C                         | • 2 Community Meetings  |      |                       |      |   |    |       |        |   |    |       |           |   |    |    |         | 1W |    |    |          | 1W |    |    |          |    |    |    |         |    |    |    |
| D                         | • 1 Traffic Authority Meeting   |      |                       |      |   |    |       |        |   |    |       |           |   |    |    |         |    |    |    |          |    |    |    |          |    | 1W |    |         |    |    |    |
| E                         | • 1 City Council Meeting  |      |                       |      |   |    |       |        |   |    |       |           |   |    |    |         |    |    |    |          |    |    |    |          |    |    |    |         |    | 1W |    |
| F                         | • Conduct Scoping Meeting with City to discuss any Deviation from Initial Tasks |      |                       |      |   | 1W |       |        |   |    |       |           |   |    |    |         |    |    |    |          |    |    |    |          |    |    |    |         |    |    |    |
| 2                         | State of the System Review  |      |                       |      |   |    |       |        |   |    |       |           |   |    |    |         |    |    |    |          |    |    |    |          |    |    |    |         |    |    |    |
|                           | • Review City's General Plan for Possible Improvements                          |      | 1W                    | ★    |   |    |       |        |   |    |       |           |   |    |    |         |    |    |    |          |    |    |    |          |    |    |    |         |    |    |    |
| 3                         | Crash History Assessment and Roadway Data Analysis                              |      |                       |      |   |    |       |        |   |    |       |           |   |    |    |         |    |    |    |          |    |    |    |          |    |    |    |         |    |    |    |
|                           | • Collect Crash Data & Analyze Data to identify High Crash Number               |      |                       |      |   |    | 4 WKS |        |   |    |       |           |   |    |    |         |    |    |    |          |    |    |    |          |    |    |    |         |    |    |    |
| 4                         | Countermeasure Development  |      |                       |      |   |    |       |        |   |    |       |           |   |    |    |         |    |    |    |          |    |    |    |          |    |    |    |         |    |    |    |
|                           | • Identifying Cost-Effective Measures   |      |                       |      |   |    |       |        |   |    | 4 WKS |           |   |    |    |         |    |    |    |          |    |    |    |          |    |    |    |         |    |    |    |
| 5                         | Implementation Program and Potential Projects                                   |      |                       |      |   |    |       |        |   |    |       |           |   |    |    |         |    |    |    |          |    |    |    |          |    |    |    |         |    |    |    |
|                           | • Identifying Strategies for Implementing Safety Measures                       |      |                       |      |   |    |       |        |   |    |       |           |   |    |    |         |    |    |    |          |    |    |    |          |    |    |    |         | ★  |    |    |
| 6                         | Local Roadway Safety Plan   |      |                       |      |   |    |       |        |   |    |       |           |   |    |    |         |    |    |    |          |    |    |    |          |    |    |    |         |    |    |    |
|                           | • LRSP Creation to Document Findings of Previous Tasks                          |      |                       |      |   |    |       |        |   |    |       |           |   |    |    |         |    |    |    |          |    |    |    |          |    |    |    |         | ★  |    |    |
| 7                         | Reports (Deliverables)  |      |                       |      |   |    |       |        |   |    |       |           |   |    |    |         |    |    |    |          |    |    |    |          |    |    |    |         |    |    |    |
|                           | • Five (5) Hard Copies of Draft Local Road Safety Plan                          |      |                       |      |   |    |       |        |   |    |       |           |   |    |    |         |    |    |    |          |    |    |    |          |    |    |    |         |    |    |    |
|                           | • Five (5) Hard Copies of Final Local Road Safety Plan                          |      |                       |      |   |    |       |        |   |    |       |           |   |    |    |         |    |    |    |          |    |    |    |          |    |    |    |         |    |    |    |
|                           | • One (1) Electronic Copy of the Final Report                                   |      |                       |      |   |    |       |        |   |    |       |           |   |    |    |         |    |    |    |          |    |    |    |          |    |    |    |         |    |    |    |
|                           |   |      | 1 WK. Within One Week |      |   |    |       |        |   |    |       |           |   |    |    |         |    |    |    |          |    |    |    |          |    |    |    |         |    |    |    |
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# MINAGAR & ASSOCIATES, INC.

Traffic Engineering - ITS - Civil/Electrical Engineering - Transportation Planning – CEM Consultants

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## FRED MINAGAR, MS, RCE, PE, FITE

### EDUCATION

- **Harvard University**, John F. Kennedy School of Government, Executive Education, Leadership Decision Making Program Diploma
- **The George Washington University**, Washington, D.C. ITS Program Diploma
- **Pepperdine University School of Law**, Malibu, CA, Negotiation Skills & Advocacy
- **St. John's University**, New York, NY, Management Diploma
- **New York University**, New York, NY, Management Practice
- **University of Cincinnati**, Cincinnati, OH, M.S. Transportation Engineering
- **Thesis and Research** work with computer analysis at Transportation Research Center of Ohio
- **University of Louisiana**, Lafayette, LA, B.S.C.E. Civil Engineering

### REGISTRATION

- **NATIONAL:**
  - **National Council of Examiners for Engineering & Surveying**, No. 9112
- **STATE:**
  - **California:** Registered Civil Engineering. No. C053466
  - **New Jersey:** Registered Professional Engineer. No. GE33090
  - **New York:** Registered Professional Engineer. No. 066559 (Inactive)
  - **Washington:** Registered Professional Civil Engineer. No. 27994 (Inactive)

### EXPERIENCE

- **37 Years** of Professional Public & Private Consulting Experience
- Engineered, Managed & Administered Over 150 ITS and 800 Traffic Engineering & Transportation Planning Projects in Over 17 States

### EXPERTISE

- **Traffic Engineering & Transportation Planning**
- **Intelligent Transportation System (ITS); ATMS, ATIS, System Communications**
- **EIR & EIS, TDM, TMP & TSM Special Studies**
- **Civil & Electrical Engineering Areas of Traffic Engineering Projects**

### AWARDS/HONORS

- Re-Elected City Council Member, Laguna Niguel, CA, Nov 2018, Mayor & MPT 2017 & 2020 & 2021
- Elected to Planning Commission Chairman, City of Laguna Niguel, CA, 2012 & 2007
- Re-elected to Traffic & Transportation Commission Chairman, City of Laguna Niguel, CA, 2003 & 2002
- Winner of Caltrans' 2009 Award of Excellence in Transportation
- Winner of the ASCE 2007 & 2009 Outstanding Public/Private Civil Engineering Projects
- Winner of the Best Traffic Congestion Mitigation Award in Los County, 2005
- Recipient of the PTI's Best Transportation Technology Solutions for Synchronizing 121 Caltrans, County & City Traffic Signals Award in the U. S., 2003
- Awarded the United States Congressional Order of Merit, 2003 & 2006
- Recipient of the 2002 National Leadership Award
- Recipient of the CAATS' 2002 Award of Excellence for Best California Return on Investment Project
- Recipient of the Los Angeles County MTA's Teamwork Award for the Countywide Signal Systems Training Program, 2000
- Re-appointed to Traffic & Transportation Commissioner by the Mayor & Council of the City of Laguna Niguel, California for 1997-1999, 1999-2001, 2001-2003
- Publicity/Public Relations Chairman, 1<sup>st</sup> Annual Meeting of California Alliance for Advanced Transportation System (CAATS), Newport Beach, 1995
- Publicity/PR Chairman, 44<sup>th</sup> Annual Meeting of ITE D-6 Anaheim, CA, 1991
- Certificates of Appreciation, Western ITE Newsletter Technical Editor, 1990-1994
- Recipient of 1990 ITE International Award, Orlando, Florida, USA
- Recipient of 1989 ITE International Award, San Diego California, USA
- Recipient of 1988 ITE International Award, Vancouver, Canada
- Certificate of Appreciation, ITE Met. Section of New York & New Jersey, 1987 and 1989
- Founded and Organized ITE Student Chapter at University of Cincinnati, 1984
- The Southwestern Award of Merit, 1981
- Outstanding Young Man of America for 1982

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FRED MINAGAR, MS, RCE, PE, FITE

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SYNOPSIS of PROFESSIONAL EXPERIENCE:

## Municipal / City Traffic Engineering Services

- Served over 85 Cities in California providing Consulting and Municipal City Traffic Engineering Services
- Served as City Traffic Engineer for the **City of South Pasadena in Los Angeles County**, South Pasadena, CA
  - Performed well over 68 Task Orders including but not limited to the followings:
  - Performed the Citywide 2012 & 2014 Engineering & Traffic Surveys (ETS)
  - Safe Routes To School Program Evaluation and Assessment
  - Prepared the Grant Applications for the Los Angeles County MTA (Metro) and was Ranked Number 1 in the Traffic Signal Synchronization, Bus Rapid Transit & Intelligent Transportation Systems (ITS) Modal Category to obtain Funding from Metro for a New Central TMC/TOC and Traffic Signal Interconnect System
  - Traffic Signal and Stop Sign Installation Warrant Assessments at Over Two (2) Dozens Locations
  - Prepared Numerous Traffic Signal and Signing/Striping Plans
  - Reviewed and Prepared Traffic Signal Timing Charts
  - Created and Computer Modeled Numerous Existing and Future Traffic Conditions for Presentations to the City Council, Planning Commission, Public Works Commission as well as Public Forums
  - Prepared Numerous Traffic Diet & Traffic Calming Measures and Designs
  - Presented the City as the City Traffic Engineer at Numerous City Council, Planning Commission, Public Works and Public Forums
  - Prepared the Biennial Highway Monitoring Report for the Los Angeles County Metro
  - Presented the City on the Metro's Quarterly Arterial ITS Configuration Committee
- Has been serving as City Traffic Engineer for the **City of Colton in San Bernardino County**, Colton, CA
  - Served the City for over 15 Years Continuously
  - Has been serving the City as City Traffic Engineer for 6 Years
  - Performed well over 60 Task Orders including but not limited to the followings:
  - Performed the Citywide 2014 Engineering & Traffic Survey (ETS)
  - Designed over 15 Traffic Signals and Prepared the PS&E Packages
  - Reviewed the Traffic and Parking Scoping Elements of New Developments
  - Presented the City at SANBAG and Caltrans D-8 Meetings
  - Attended as City Traffic Engineer at the Monthly Meetings of the City's Traffic Committee
  - Presented the City at the City Council & Planning Commission meetings on as -needed
  - Created Policies for the City on Speed Humps & Bumps in the Residential, Commercial and Public Streets
- Served as City Traffic Engineer for the **City of Chino Hills in San Bernardino County**, Chino Hills, CA
  - Performed over 68 Task Orders
  - Currently On-Call Traffic Engineering Consultant on Traffic, Planning & Environmental Projects
- Has been serving as City Traffic Engineer for the **City of Beaumont in Riverside County**, Beaumont, CA
  - Has performed over 62 Task Orders on Traffic/Transportation's technical, operational, legal, financial and City Council/Planning Commission matters
  - Currently On-Call Traffic Engineering Consultant on Traffic, Planning & Environmental Projects
- Served as the On-call Traffic Engineering Consultant for the following Cities in Southern California:
  - City of Mission Viejo in Orange County, CA
  - City of Lake Forest in Orange County, CA
  - City of Glendora in Los Angeles County, CA
  - City of Irvine in Orange County, CA
  - City of Diamond Bar in Los Angeles County, CA
  - City of Baldwin Park in Los Angeles County, CA
  - City of Ceres in Stanislaus County, CA
  - City of Modesto in Stanislaus County, CA
  - County of Stanislaus County in Northern California



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SYNOPSIS of PROFESSIONAL EXPERIENCE:

## Civil/Traffic Engineering & Transportation Planning

- City of La Puente's Citywide Street Name Sign, Traffic Control Devices Inventory & LSRP, La Puente, CA
- City of South Gate's Citywide Parking Space Asset Inventory and Study, South Gate, CA
- City of Burbank's **HSIP Cycle 3** Engineering Services for Verdugo & Keystone, Burbank, CA
- City of Burbank's **HSIP Cycle 4** Engineering Services for Verdugo Bike Lane Extension, Burbank, CA
- City of Coachella's **HSIP-5294** (006) Engineering Services for Citywide Traffic Control & Street Name Sign Upgrade, Coachella, CA
- City of Coachella's **ATP Cycle 1** ST-86 PS&E & Engineering Services for Citywide Active Transportation Plan
- City of Coachella's **ATP Cycle 2** ST-100 PS&E & Engineering Services for Citywide Active Transportation Plan
- City of Coachella's **SR2S Cycle 8** PS&E Engineering Services for Citywide Safe Route To School Improvement
- Los Angeles County MTA's Interstate 210 Freeway Truck Origin-Destination Study, LA, CA
- Los Angeles County MTA's Evaluation of the Santa Monica Freeway/Smart Corridor, L.A., CA
- Los Angeles County MTA's Evaluation of RSTI Projects, Evaluated 10 Major Projects, Los Angeles County, CA
- Los Angeles County MTA's State Routes 57 & 60 Interchange Improvements Feasibility Traffic Study
- Los Angeles County MTA's Countywide Traffic Signal Operation and Maintenance Training Workshops
- Identification of Funding, STIP & CIP Programs for Metrolink Commuter Rail System, Southern CA
- Metrolink's Traffic Engineering Analysis of the New Maintenance Facility Design Requirements for a New Access Road for SCRRA, Los Angeles, CA
- Metrolink's Traffic Engineering and Cost Estimating for local Street Improvement near San Bernardino and Upland Train Stations for SCRRA, Southern CA
- Metrolink Commuter Rail System's Traffic Engineering Design & Study Reports for Chatsworth Train Station and Lassen Grade Crossing for SCRRA, Southern CA
- Los Angeles World Airport-Palmdale Airport Master Plan, Transportation Planning & Computer Modeling Utilizing TRANPLAN & EMME II Computer Models
- Massachusetts Bay Transit Authority's Red Line Subway Systems Computer Modeling, Boston, Beacon Hill and Cambridge, MA
- City of Palmdale's Traffic Impact Fee Assessment a Traffic Model Using TRANPLAN Model, Palmdale, CA
- Rte 24 Extension Traffic Study Utilizing UTPS Computer Model, Morristown, NJ
- North Carolina State University Campus Expansion Traffic Study, Raleigh, North Carolina
- Consultant to FHWA/NAHSC on AHS O&M Components & Institutional Constraints
- Consultant to FHWA/NAHSC on AHS Outreach Program, Conducting Focus Group Meeting in Boston, MA, Denver, CO & Washington, D.C.
- Southern California ITS Deployment Plan for Caltrans District 7, Los Angeles, California
- Caltrans TSM Grant Application Preparation for the City of Oceanside, California
- City of Sacramento's Arden/Arcade Local Area Transportation Study TSM & Traffic Operations Studies. Sacramento, CA
- Governor's Island Ferry Stacking TSM Project - U.S. Coast Guard. Manhattan, New York City
- TMP Preparation Including Reg. XV Implementation for the U.S. Army Depot. Sacramento, CA
- Wal-Mart Traffic and Parking Impact Study, Santa Clarita, California
- 720 Paularino Parking Study, Variance, and CUP Application for the City of Costa Mesa, CA
- Rye Canyon Business Park, 3 million SF North South Campus Traffic Parking Impact Studies, Santa Clarita, CA
- Truck Route Feasibility Study for Vulcan Materials Plant in Irwindale for City of Baldwin Park, CA
- Los Angeles Grand Sports Arena Traffic Engineering Feasibility Study for a Private Developer near Downtown Los Angeles, California
- Caltrans AB-680 Highway 118-126 Toll Road, Los Angeles and Ventura Counties, CA
- Denver W-470 Toll Revenue Study for Engineer 470 Partnership, Denver, Colorado
- New Jersey Turnpike Widening Transportation & Toll Plaza Study for the NJ Turnpike Authority
- Port of San Diego B-Street Pier Alignment, Traffic Engrg Study for a New Cruise Ship Terminal, San Diego, CA
- Port of Long Beach's SCAQMD's Grant for Air Quality/Emission Control Improvements at Port's Roadways/Highways, Long Beach, CA
- Port Liberte (Caven Point) Traffic Impact Study, Jersey City, New Jersey
- Review of Draft Traffic Impact Report for the Port of Los Angeles' West Basin, Los Angeles, CA
- Palmdale Airport Plaza Traffic Impact Report, Palmdale, CA

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SYNOPSIS of PROFESSIONAL EXPERIENCE CONTINUED:

## Intelligent Transportation System (ITS)

- Caltrans State Route 66 Adaptive Traffic Control Systems, CCTV & Fiber Optic PS&E
- Palmdale's Ave. R Traffic Signal Interconnect & CCTV Design for the City of Palmdale & Metro
- Upgrade of Calabasas Regional Transportation Operations Center & Las Virgenes Corridor Interconnect PS & E
- Santa Clarita's Intelligent Transportation Management Systems Project, Preparation of PS&E for 22 CCTV's, 3 CMS, TOC Design Modification & Fiber Optic Design
- Santa Clarita's Thoroughfare Signal Interconnect PS&E for 30 miles along 22 Corridors & Traffic Signal Synchronization of 93 City, LA County & Caltrans Locations
- Los Angeles County MTA Trainer, Systems Communications, Video Surveillance & Video Detection, Bus Signal Priority, CtNet & QuicNet Systems & Signal Timing, Workshops, 1999-2005
- FHWA Trainer, Freeway Surveillance & Control Training Workshops
- Los Angeles County MTA's Santa Monica Freeway "Smart Corridor" Evaluation of ITS, Operational, Environmental & Energy Components for FHWA, Caltrans D7, Cities of LA, Beverly Hills, Culver City & Santa Monica
- City of Temecula ITS Deployment: TOC, Systems Communications & Fiber Optic Design for the City & Caltrans District 8
- City of Temecula Interconnect Design: Preparing PS & E Package
- City of Modesto's CCTV Expansion of 13 New Cameras for the City and Caltrans District 10
- Modesto CCTV & Ceres ATMS Design and Implementation Project, Northern California
- City of Ceres' CCTV Expansion of 3 New Camera the City and Caltrans District 10
- City of Modesto's 121 Traffic Signal Synchronization for the City and Caltrans District 10
- Consultant to FHWA/NAHSC on AHS Operational & Maintenance Components & Institutional Constraints
- Consultant to FHWA/NAHSC on AHS Outreach Program. Conducting Focus Group Meeting in Boston, MA, Denver, CO & Washington, D.C.
- Southern California ITS Deployment Plan for Caltrans District 7. Los Angeles, California
- 20-Mile Extension of \$90 Million I-95 HOV/TSM, Washington, D.C.
- Santa Monica Freeway (Interstate 10) ITS/CCTV and Fiber Optic Network for Caltrans District 7. Los Angeles, California
- Los Angeles County MTA's Evaluation of Regional Surface Transportation Improvement Projects for 8 Agencies
- Interstate 5 & 405 Confluence "El Toro Y" TSM & Construction Engineering Management, Caltrans District 12. Orange County, California
- Caltrans TSM Grant Application Preparation for the City of Oceanside, California
- City of Sacramento's Arden/Arcade Local Area Transportation Study TSM & Traffic Operations Studies. Sacramento, California
- Governor's Island Ferry Stacking TSM Project for the U.S. Coast Guard, Manhattan, New York City
- Traffic Signal Computerization. Design Implementation, Installation, Fine Tuning & Training City's Staff for 98 Intersection. City of Modesto, Northern California
- Traffic Signal Computerization. Design Implementation, Installation for 17 Intersections. City of Ceres, Northern California
- Traffic Signal Computerization. Design Implementation, Installation, Fine Tuning & Training City's Staff for 16 Intersections. City of Baldwin Park, California
- ITS, Traffic Signal Computerization & Support On-call Services. City of Palmdale, California
- TMP Preparation Including Reg.XV Implementation for the U.S. Army Depot. Sacramento, California
- Dulles International Airport Access Road. Ramp Metering Feasibility to E.B. I-66, Northern Virginia
- City of Temecula's Red Light Camera System Evaluation
- City of Santa Clarita's Red Light Camera System Proposal Evaluation

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SYNOPSIS of PROFESSIONAL EXPERIENCE CONTINUED:

## **Traffic Signal Design/Timing/Coordination/Synchronization**

- Los Angeles County MTA's Countywide Traffic Signal Operation and Maintenance Training Workshops
- Los Angeles County MTA's Countywide Traffic Signal Timing Training Workshops
- Los Angeles County MTA's Countywide Video Detection and Surveillance Training Workshops
- Los Angeles County MTA's Countywide Type 170 Controller Training Workshops
- Los Angeles County MTA's Countywide Systems (Data, Video, and Audio) Communications Training Workshops
- Los Angeles County MTA's Countywide Bus Signal Priority, CtNet & QuicNet Systems Training
- The Governor's Go California Project of Adaptive Traffic Signal Control Systems PS & E for SR 66 for Caltrans District 7
- Synchronization of 144 Caltrans & City of Modesto Traffic Signals, Modesto, CA
- Synchronizing 72 Downtown Traffic Signals for Caltrans District 10, Stanislaus County & the City of Modesto
- Traffic Signal Synchronization, Implementation, and Fine Tuning of 121 Signals for the City of Modesto and Caltrans D-10
- Santa Clarita's Traffic Signal Synchronization for 38 Locations along 3 major Regional Arterials
- City of Modesto Traffic Signal Coordination. Retiming and Upgrade for 98 Locations, City of Modesto, CA
- City of Chino Hills Traffic Signal Plan Check Services
- City of Palmdale Traffic Signal Coordination. Retiming and Fine-tuning for 22 Locations, City of Palmdale, Southern California
- City of Ceres Traffic Signal Coordination & Retiming for 17 Locations, Ceres, Northern California
- Newport Boulevard Traffic Signal System Improvement for the City of Costa Mesa, CA
- Plan Preparation and Design Utilizing Caltrans Standards and AutoCAD for the City of Lancaster, CA
- Burke Lake Road's Signal. Northern Virginia/Washington, D.C.
- Interstate I-95 Service Roads and Local Intersections in Northern Virginia/Wash., D.C.
- U.S. Route 27 Traffic Signal Progression, Cincinnati, Ohio
- U.S. Route 7 Relocation Study. Signal Design & Capacity Analysis for Connecticut Department of Transportation, Norwalk, Connecticut
- Packard/Bambergers Development Traffic Signals Cost Estimating, Hackensack, New Jersey
- Virginia Beach's Traffic Signal Cost Estimating, Virginia Beach, Virginia
- Traffic Signal Retiming, Installation and Fine Tuning for the City of Baldwin Park and LA County
- Pacific Coast Highway and El Camino Real's Traffic Signal for the City of San Clemente
- Traffic Signal Inspection & Construction Engineering Management for the City of Baldwin Park
- Los Angeles County MTA's Evaluation of RSTI Projects
- On-Call Traffic Signal Timing and Design Services for the City of Palmdale
- On-Call Traffic Signal Construction Inspection Services for the City of Colton
- Preparing PS&E Package for New Signals for the City of San Bernardino
- Preparing PS&E for Signal Design Packages for the City of Baldwin Park
- Preparing PS&E Packages for Signals in Colton
- Consulting Design and PS&E Services for Railroad Pre-emption at Sierra Highway and Avenue P&R for Metrolink and the City of Palmdale
- Baldwin Park's Master Interconnect Design and PS&E for the City
- State Route 14 and Avenue S Signal and Striping PS&E Preparation for the City of Palmdale, Los Angeles County, and Caltrans D-7
- Design services for the Interconnect Modification of Avenue R and 5<sup>th</sup> Street East for the City of Palmdale
- Construction Engineering Management for State Route 14 and Avenue S for the City of Palmdale and Caltrans D-7
- Los Angeles County MTA's Evaluation of the SMART/Santa Monica Freeway ITS Systems

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**FRED MINAGAR, MS, RCE, PE, FITE**

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SYNOPSIS OF PROFESSIONAL EXPERIENCE CONTINUED:

## **Toll Roads/Financial Studies**

- Caltrans AB-680 Highway 118-126 Toll Road, Los Angeles and Ventura Counties, CA
- Denver W-470 Toll Revenue Study for Engineer 470 Partnership, Denver, Colorado
- New Jersey Turnpike Widening Transportation and Toll Plaza Study for the New Jersey Turnpike Authority
- Identification of Funding, STIP and CIP Programs for Metrolink Commuter Rail System, Southern California

## **Traffic and Parking Impact Studies**

- City of San Clemente Traffic Control Plans (TCP) for the Vintage Shores Senior Apartments on Camino De Estrella, San Clemente, California
- City of San Clemente's Traffic Signal Plans, Specifications, and Estimates (PS&E) for El Camino Real and Pacific Coast Highway, San Clemente, California
- City of San Clemente/Kaufman and Broad Coastal, Villa Pacifica's Tract 15870 Traffic Signal Plans, Specifications, and Estimates (PS&E), San Clemente, California
- Honali Plaza Parking Study, Laguna Hills, California
- Wal-Mart Traffic and Parking Impact Study, Santa Clarita, California
- 720 Paularino Parking Study, Variance, and CUP Application for the City of Costa Mesa, California
- Dodge Dealership Traffic and Parking Study, Lompoc, California
- Washington Mutual Bank's Parking Study and Variance Application for the City of Laguna Hills, California
- Rye Canyon Business Park, 3 million SF North and South Campus Traffic and Parking Impact Studies, Santa Clarita, CA
- Truck Route Feasibility Study for Vulcan Materials Plant in Irwindale for the City of Baldwin Park, California
- City of Huntington Beach Traffic Control Plans (TCP) preparation for the Huntington Beach Central Park Sports Complex, Huntington Beach, California
- State Route 55 Fly-over I-5 Freeway Traffic Control Plans and Traffic Management Plan for Caltrans District 12, Santa Ana, California
- Los Angeles Grand Sports Arena Traffic Engineering Feasibility Study for a Private Developer near Downtown Los Angeles, California
- Calabasas Volvo Dealership Traffic Impact Study, Calabasas, CA
- The Gallery Traffic Impact Report, San Clemente, CA
- Lockheed Martin Traffic Impact Analysis, Palmdale, CA
- Palmdale Airport Plaza Traffic Impact Report, Palmdale, CA
- Quartz Hill Traffic & Fee Impact Studies, Palmdale, CA
- North San Diego County Future Urbanizing Area Traffic Study, San Diego, CA
- Village Shopping Center Traffic Impact Report, San Clemente, CA
- Lockheed Martin Aircraft Facility Plant Traffic Study, Palmdale, CA
- Serra Catholic School Traffic Impact Report Review, Rancho Santa Margarita, CA
- GFW's Five Power Plants Traffic Impacts in the Bay Area Air Quality Management District, Contra Costa County, CA
- Port Liberte (Caven Point) Traffic Impact Study, New York Harbor, NY
- Packhard/Bambergers Traffic Impact, Cost Estimating & Alternatives Studies, Hackensack, NY
- California Exposition Center Expansion Draft EIR & Traffic Impact Study, Sacramento, CA
- Arden-Fair Mall Expansion: Fourth Anchor Tenant Traffic Impact & EIR, Sacramento, CA

# **MINAGAR & ASSOCIATES, INC.**

Civil Engineering-Traffic Engineering-Transportation Planning Consultants

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**FIROZ VOHRA, MS, TE**

## **EDUCATION**

- **University of Cincinnati**, Cincinnati, Ohio, MSCR in Transportation Engineering
- **Maharaja Sayajirao University of Baroda**, Baroda, India, BSCE in Highway Engineering

## **PROFESSIONAL CAPABILITIES/SUMMARY**

Firoz Vohra is an experienced traffic engineer with over 34 years of experience. He began his career in the private sector where responsibilities included planning and designing highway alignments, developing traffic demand projections and preparing and analyzing traffic studies. He then moved to the public sector as a City Traffic Engineer for the City of Modesto where he served in that position for 15 years and then served the City as Deputy Director of Public Works for 7 years. The experience and knowledge gained throughout my career presents an invaluable asset to my clients. He is a proven team player with a focus on utilizing his public-service experience to achieve the goals of the clients he serves.

## **PROFESSIONAL EXPERIENCE**

**Senior Traffic Engineer for Minagar & Associates, Inc.**  
*Jul 2018 – Present*

**Senior Engineer for the Public Works Transportation Division of Stockton, CA**  
*2010 – 2018*

Responsibilities include administering & managing the recently combined Transportation Engineering Division within the Public Works Department. The purpose is to bring Transportation projects to the County by leveraging Federal & State grant funds with Local transportation dollars; improve traffic flow, enhance safety & reduce congestion by prioritizing projects based on roadway capacity & safety.

**Manager III for the Public Works Engineering Support Division of Modesto, CA**  
*2009 – 2010*

Responsible for the Development Services, Community Service Districts, Landscape and Lighting Districts, Encroachment and Transportation Permits, County Surveys, Mapping Services and Traffic Engineering Units. Responsibilities include managing and implementing the workload, people and resources of these units. Provide supervision, attend public meetings, develop projects and perform traffic analysis. Duties also include development and maintenance of Development Design Standards and Master Plan Standards. Produce and process annual engineer reports for Community Service Districts, Landscaping and Lighting Districts. Act as County Project Manager on major projects.

**Deputy Director for the Public Works Department of Modesto, CA**  
*2002 – 2009*

Headed the Streets and Traffic Services Division of the Public Works Department. Reported to Department Director and City Manager. Assumed Acting Director of Public Works role during the Director's absence. Supervised Streets Engineering, Traffic Engineering/Operation and Street Maintenance staff (52 FTEs). Permanent substitute for the City Manager at the StanCOG Technical Advisory Committee. Regularly briefed the Mayor and Council Members on policy issues prior to all StanCOG policy board meetings and offered recommendations. Chaired the City of Modesto's Fees Task Force committee. Developed and monitored division budgets (Operating & CIP) and workflow. Secured CMAQ, STP, SR2S grants for capital projects. Developed the ARRA-2009 (Stimulus Package) projects proposal. Developed county-wide



## **MINAGAR & ASSOCIATES, INC.**

Civil Engineering-Traffic Engineering-Transportation Planning Consultants

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### **FIROZ VOHRA, TE**

#### **PROFESSIONAL EXPERIENCE CONTINUED:**

Pavement Management System and roadway repair priorities. Developed the SR 99/Pelandale Interchange project concept and led it to PA&ED state through CalTrans District 10. Served on the regional North County Corridor (25 miles long new expressway) project as the Technical Advisory Committee member to the Joint Powers Authority.

#### **City Traffic Engineer for the City of Modesto, CA 1987 – 2002**

Reported to Department Director and Deputy Director. Supervised the research, analysis and planning of development projects and other transportation studies which ensure safe and efficient traffic flow and mobility while enabling economic development. Have conducted and overseen research and analysis on development projects; planned and organized transportation planning studies; neighborhood traffic planning and analysis; traffic impact reports for development projects; plans, and environmental review. Developed strategies to build –livable communities by creating new streetscapes that provide maximum safety for pedestrians, bicycles and motorists, while keeping travel speeds low and providing optimum access. Developed traffic management strategies and systems to manage the growing traffic demands by employing state-of-the-art technologies. Prepared and presented a variety of reports; developed division's operating as well as capital improvement budgets.

# **MINAGAR & ASSOCIATES, INC.**

**Traffic/Civil/Electrical Engineering - ITS- Transportation Planning - CEM Consultants**

---

## **MICHELLE NGUYEN, BSC&E**

### **EXPERIENCE**

- **2 Years** Professional Experience

### **EDUCTAION**

- **University of California, Irvine, BSC&E Civil & Environmental Engineering**

### **EXPERTISE**

- **Traffic & Transportation Engineering**
- **Signing & Striping**
- **Traffic Control Analysis**
- **Transportation Planning**
- **Traffic Signal Timing**
- **Highway Capacity**
- **Safety Assessment**
- **VMT Analysis & Assessment**

### **RELATED SKILLS**

- **Use of Various Traffic Engineering and Transportation Planning Software:**
  - HCS
  - Synchro 10
  - SimTraffic
  - TransCAD
- AutoCAD 2020
- ArcGIS
- MATLAB
- SketchUp
- SOLIDWORKS

### **SYNOPSIS OF PROFESSIONAL EXPERIENCE**

- **Prepared the 2020 Engineering & Traffic Survey (E & TS) Report for 131 street segments the City of Pomona, CA**
- **Prepared a Technical Memo Regarding Electrical Vehicle (EV) Charging Station for the City of South Gate, CA**
- **City of Costa Mesa**
  - **Assessed Current and Potential Speed Humps and Traffic Calming Measures**
  - **Drafted Signing & Striping Plans for Street Improvement Project Complying with 2014 CA MUTCD and Caltrans Standard Plans & Standard Specification 2018**
  - **Prepared Work Orders for Street Maintenance**
  - **Conducted Stop Sign & Traffic Signal Warrant Analysis by Utilizing 2014 CA MUTCD**
  - **Performed Field Investigations into Service Requests Regarding the Operation of Traffic Signals**
  - **Investigated Citizen Request for Speeding Countermeasures**
  - **Verified the Recommended Posted Speed for the City's 2018 Engineering and Traffic Survey**
    - **Inventoried and Prepared a Citywide Posted Speed Signs Map**
  - **Prepared an Updated Citywide Average Daily Traffic Map for the Year 2019**
  - **Prepared an In-Kind Service Report from the Orange County Transportation Authority for funding of a Traffic Signal Synchronization Project for Harbor Boulevard**
  - **Performed Testing of Emergency Vehicle Preemption (EVPs) at Applicable Intersections Citywide**
- **City of Anaheim**
  - **Conducted a Field Survey of road side units and on board units along Harbor Blvd & Anaheim Blvd to Test the Interoperability Among Different Vendors**



# MINAGAR & ASSOCIATES, INC.

ITS –Traffic/Civil/Electrical Engineering -Transportation Planning – CEM Consultants

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## SERGE S. TAVOUR

### EDUCATION

- **Tehran Institute of Technology, Civil Engineering**

### PROFESSIONAL EXPERIENCE

- **26 years** of Engineering Land Surveying and Pure Civil Engineering Design

### LAND SURVEYING EXPERIENCE:

#### Key projects:

- Surveying work - Topographic surveys, boundary surveys and staking.
- Survey and Street Design – HSIP Federal Project for Verdugo Street, Burbank CA.
- Survey and Street Design – HSIP State Project for Verdugo Street Bike Lane Extension, Burbank CA.
- Designed Base project survey for Caltrans - Route 66
- Traffic control plans – Modesto, CA.
- Prepared plans for numerous traffic signal and traffic control applications, signing and striping
- Created plans and profile and design modify curb returns

### CIVIL DESIGNER EXPERIENCE:

#### Key projects:

- Traffic Control Plan – La Habra, Irvine, Laguna Niguel, Brea, Costa Mesa , CA
- Street Improvement Plan – Costa Mesa, CA
- Water Line – La Habra, CA
- Retaining wall- Moulton Parkway
- Utility plans- Caltrans I-5 widening project

#### *Project Designer*

#### Key projects:

- Andalucia Apartment Complex – Mission Viejo, CA
- Sun City Shopping Center – Sun City, CA
- Dos Lagos Golf Course – Corona, CA

#### *Project Designer*

#### Key projects:

- Madison Single Family Housing – Irvine, CA
- Whispering Heights Single Family Housing – Riverside, CA
- Westborne single family housing – Irvine, CA

#### *Project Designer*

#### Key projects:

- Granada Hills Townhouses – Granada Hills, CA
- Housing Tract Project – Riverside, CA
- Townhouse Project - Bellflower, CA
- Talega Golf Course Driving Range – San Clemente, CA
- Royal Cabinets – Pomona, CA
- Commercial Warehouse – City of Industry, CA

#### *Designed, per contract, specifications for a variety of projects:*

- Traffic improvement plans
- Bike pad improvement plans
- Railroad track improvement plans and profiles
- Land field grading plans
- Commercial, residential, and industrial precise & rough grading plans
- Street, sewer, and water improvement plans

#### *Senior CADD Operator*

- SCRRA (Metrolink) Commuter Rail Project

# **MINAGAR & ASSOCIATES, INC.**

**Traffic/Civil/Electrical Engineering - ITS- Transportation Planning - CEM Consultants**

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## **VIVIAN RAO, BSCE**

### **EXPERIENCE**

- 1 Year Professional Experience

### **EDUCTAION**

- **California Polytechnic University, Pomona, BSCE Civil Engineering**

### **EXPERTISE**

- **Transportation Engineering**
- **Traffic Impact & Parking Studies**
- **Feasibility Studies**
- **Transportation Planning**
- **Traffic Signal Timing**
- **Highway Capacity**
- **Highway Engineering**
- **Safety Assessment**

### **RELATED SKILLS**

- Use of various Traffic Engineering and Transportation Planning software:
  - HCS 6.0
  - SYNCHRO 10
  - SimTraffic 10
- AutoCAD
- Civil 3D
- MicroStation
- Advanced Surveying
- Highway Design (InRoads Suit)
- HEC-SSP
- MATLAB 2018
- Microsoft Word, Excel & PowerPoint

### **SYNOPSIS of PROFESSIONAL EXPERIENCE**

- Engineering Assistant for the Preparation of Traffic Impact Analysis for Lolo's Hacienda B & B for the City of Temecula in Riverside County. Analyzed the Potential Impacts of the Proposed Project on the Existing and Future Capacity and Operations of the 3 Existing Signalized Intersections as well as Future Intersections. Analyzed the Capacity and Operations of the 5 intersections utilizing Synchro 10.0 & HCS 2000+ software.
- Performed field investigations followed up by utilizing ACAD 2021 computer software for the base Engineering Plans for the ADA ramps modification for six (6) locations along Schaefer Avenue in the City of Chino in San Bernardino County.
- Performed a comprehensive Focused Traffic Study for the Potential Closure of Veile Ave between Luis Estrada Street & 6<sup>th</sup> Street adjacent to Interstate 10 Freeway and State Route 66 in the City of Beaumont in Riverside County. Analyzed the Capacity and Operations of the 2 intersections utilizing Synchro 10.0 & HCS 2000+ software Analyzed the Potential Impacts of the Proposed Action on the Existing and Future Capacity and Operations of the 2 Existing Unsignalized Intersections.
- Utilized AutoCAD to develop plan drawings for a Fire Station Roadway entrance in the City of Orange in Orange County.
- Developed Ramp Design Drawings for the Interstate 215 Interchange Improvements utilizing AutoCAD 2018 as a part of Senior Project for Cal Poly Pomona.



# MINAGAR & ASSOCIATES, INC.

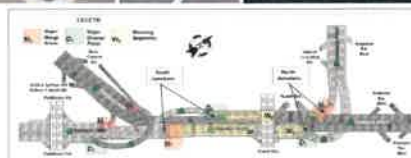
ITS - Traffic/Civil/Electrical Engineering - Transportation Planning - Homeland Security - CEM

|   |             |  |   |
|---|-------------|--|---|
|     | <b>2019</b> | Winner of the Orange County Engineering Council's Outstanding Service Award                                  |    |
|    | <b>2016</b> | Winner of the ASCE's Outstanding Civil Engineer in the Private Sector Award in the State of California       |    |
|    | <b>2016</b> | Winner of the ASCE Los Angeles Section's Outstanding Civil Engineer in the Private Sector Award              |    |
|    | <b>2016</b> | Winner of the ASCE Orange County Chapter's Outstanding Civil Engineer in the Private Sector Award            |    |
|     | <b>2016</b> | Certificate of Recognition for Dedication to Support the ELTP Program by Los Angeles County MTA/Metro        |    |
|    | <b>2016</b> | Winner of the Orange County Engineering Council's Outstanding Engineering Service Award                      |    |
|     | <b>2015</b> | Orange County Business Journal's 2015 Excellence in Entrepreneurship Award Nominee                           |    |
|     | <b>2014</b> | Orange County Business Journal's 2014 Excellence in Entrepreneurship Award Nominee                           |    |
|     | <b>2012</b> | Winner of Cal-EPA/California Air Resources Board's Cool California Climate Leader                            |    |
|     | <b>2011</b> | Award of Excellence in Service by Los Angeles County MTA/Metro in the County of Los Angeles                  |    |
|     | <b>2011</b> | Award of Excellence in Service by Los Angeles County MTA/Metro in the County of Los Angeles                  |    |
|    | <b>2010</b> | Award of Excellence in Service by Los Angeles County MTA/Metro in the County of Los Angeles                  |   |
|  | <b>2009</b> | Winner of the ASCE's Outstanding Private Sector Civil Engineering Project in Metropolitan Los Angeles        |  |
|   | <b>2009</b> | Winner of the Caltrans' 2009 Excellence in Transportation Award in the State of California                   |  |
|   | <b>2007</b> | Winner of the ASCE's Outstanding Public/Private Sector Civil Engineering Project in Metropolitan Los Angeles |  |
|   | <b>2005</b> | Winner of the APWA's Best Traffic Congestion Mitigation Project of the Year in Southern California           |  |
|   | <b>2004</b> | Top Nominee of Transportation Foundation's Highway Management Program in the State of California             |  |
|  | <b>2003</b> | Winner of the PTI's Best Transportation Technology Solutions Award in the United States                      |  |
|   | <b>2002</b> | Winner of the ITS-CA's Best Return on Investment Project Award in the State of California                    |  |
|   | <b>2000</b> | Award of Excellence in Service by Los Angeles County MTA/Metro in the County of Los Angeles                  |  |



Celebrating 28 Years of  
Planning & Engineering  
Excellence

- Traffic Engineering
- Transportation Planning
- ITS (Intelligent Transportation Systems)
- Civil/Electrical Engineering
- Homeland Security
- Construction Engineering Management



## MINAGAR & ASSOCIATES, INC.

23282 Mill Creek Drive, Suite 120  
Laguna Hills, CA 92653

Tel: (949)707-1199

Web: [www.minagarinc.com](http://www.minagarinc.com)

28 Years of  
Engineering & Planning  
Excellence



**MANHOURS & LEVELS OF EFFORTS ESTIMATES**  
**City of Huntington Park 's**  
**Local Roadway Safety Plan (LRSP) Report**  
**MINAGAR & ASSOCIATES, INC.**

| TASK AND DESCRIPTION  |                             | PM       | PE       | SE       | FM       | SD       | EA       | DIRECT COST* | TOTAL           |
|-----------------------|-----------------------------|----------|----------|----------|----------|----------|----------|--------------|-----------------|
| 1                     | Project Management          | 24       | 0        | 0        | 0        | 0        | 5        | \$0          | \$5,091         |
| 2                     | State of the Systems Review | 15       | 3        | 2        | 0        | 0        | 60       | \$0          | \$7,762         |
| 3                     | Crash History Assessment    | 5        | 0        | 0        | 22       | 25       | 84       | \$0          | \$13,594        |
| 4                     | Countermeasures Development | 3        | 12       | 6        | 0        | 0        | 34       | \$0          | \$5,567         |
| 5                     | Implementation Program      | 5        | 14       | 0        | 18       | 12       | 65       | \$0          | \$11,883        |
| 4                     | LRSP                        | 4        | 6        | 6        | 0        | 4        | 34       | \$0          | \$5,470         |
| Total Hours           |                             | 56       | 35       | 14       | 40       | 41       | 282      |              |                 |
| Hourly Rate           |                             | \$198.01 | \$159.59 | \$126.20 | \$126.20 | \$165.72 | \$67.67  | \$0          |                 |
| Total Labor Cost (\$) |                             | \$11,089 | \$5,586  | \$1,767  | \$5,048  | \$6,795  | \$19,083 | \$0          | \$49,366        |
| <b>TOTAL COST</b>     |                             |          |          |          |          |          |          |              | <b>\$49,366</b> |
| PM                    | Project Manager             |          |          |          |          |          |          |              |                 |
| PE                    | Project Engineer            |          |          |          |          |          |          |              |                 |
| SE                    | Senior Engineer             |          |          |          |          |          |          |              |                 |
| SD                    | Senior Designer             |          |          |          |          |          |          |              |                 |
| EA                    | Engineering Assistant       |          |          |          |          |          |          |              |                 |
| FM                    | Field Manager/Dep Rep       |          |          |          |          |          |          |              |                 |

3/16/2021



## **ATTACHMENT B**





PROGRAM SUPPLEMENT NO. V77  
to  
ADMINISTERING AGENCY-STATE AGREEMENT  
FOR STATE FUNDED PROJECTS NO 00480S

Adv Project ID      Date: January 4, 2021  
0721000125      Location: 07-LA-0-HNTP  
Project Number: LRSP-5150(016)  
E.A. Number:  
Locode: 5150

This Program Supplement, effective 12/18/20, hereby adopts and incorporates into the Administering Agency-State Agreement No. 00480S for State Funded Projects which was entered into between the ADMINISTERING AGENCY and the STATE with an effective date of 12/03/15 and is subject to all the terms and conditions thereof. This PROGRAM SUPPLEMENT is executed in accordance with Article I of the aforementioned Master Agreement under authority of Resolution No. 2021-04 approved by the ADMINISTERING AGENCY on 01/19/21 (See copy attached).

The ADMINISTERING AGENCY further stipulates that as a condition to the payment by the State of any funds derived from sources noted below encumbered to this project, Administering Agency accepts and will comply with the Special Covenants and remarks set forth on the following pages.

PROJECT LOCATION: Throught the city.

TYPE OF WORK: Road Related - Other

| Estimated Cost | State Funds |  | Matching Funds |            |
|----------------|-------------|--|----------------|------------|
|                | STATE       |  | LOCAL          | OTHER      |
| \$59,000.00    | \$53,000.00 |  | \$0.00         | \$6,000.00 |

CITY OF HUNTINGTON PARK

By Ricardo Reyes

Title City Manager

Date 1/20/2021

Attest

STATE OF CALIFORNIA  
Department of Transportation

By Bill Huang  
for Chief, Office of Project Implementation  
Division of Local Assistance

Date 03/30/2021

I hereby certify upon my personal knowledge that budgeted funds are available for this encumbrance:

Accounting Officer

Jennie Yee

Date

1/7/2021

\$53,000.00

**SPECIAL COVENANTS OR REMARKS**

1. All obligations of STATE under the terms of this Agreement are subject to the appropriation of resources by the Legislature and the encumbrance of funds under this Agreement. Funding and reimbursement are available only upon the passage of the State Budget Act containing these STATE funds.
2. Any State and Federal funds that may have been encumbered for this project are available for disbursement for limited periods of time. For each fund encumbrance the limited period is from the start of the fiscal year that the specific fund was appropriated within the State Budget Act to the applicable fund Reversion Date shown on the State approved project finance letter. Per Government Code Section 16304, all project funds not liquidated within these periods will revert unless an executed Cooperative Work Agreement extending these dates is requested by the ADMINISTERING AGENCY and approved by the California Department of Finance.

ADMINISTERING AGENCY should ensure that invoices are submitted to the District Local Assistance Engineer at least 75 days prior to the applicable fund Reversion Date to avoid the lapse of applicable funds. Pursuant to a directive from the State Controller's Office and the Department of Finance; in order for payment to be made, the last date the District Local Assistance Engineer can forward an invoice for payment to the Department's Local Programs Accounting Office for reimbursable work for funds that are going to revert at the end of a particular fiscal year is May 15th of the particular fiscal year. Notwithstanding the unliquidated sums of project specific State and Federal funding remaining and available to fund project work, any invoice for reimbursement involving applicable funds that is not received by the Department's Local Programs Accounting Office at least 45 days prior to the applicable fixed fund Reversion Date will not be paid. These unexpended funds will be irrevocably reverted by the Department's Division of Accounting on the applicable fund Reversion Date.

3. ADMINISTERING AGENCY agrees to comply with the requirements in 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (applicable to Federal and State Funded Projects).
4. This PROJECT is funded with State-Only funding from the Local Roadway Safety Plan (LRSP) Program. ADMINISTERING AGENCY agrees to develop an LRSP under this PROJECT.

The ADMINISTERING AGENCY agrees to follow all relevant State laws and requirements including the California Environmental Quality Act (CEQA).

This PSA allows reimbursement of eligible PROJECT expenditures to the ADMINISTERING AGENCY for which the LRSP State funds are allocated. The effective State allocation date establishes the eligibility date for the ADMINISTERING AGENCY to start reimbursable work. Any work performed prior the effective allocation date is not eligible for reimbursement from the LRSP funds.

ADMINISTERING AGENCY agrees that LRSP funds available for reimbursement will be

**SPECIAL COVENANTS OR REMARKS**

limited to the amount allocated and encumbered by the STATE consistent with the scope of work in the STATE approved application. Funds encumbered may not be used for a modified scope of work after a project is awarded unless approved by the Statewide LRSP Coordinator prior to performing work.

ADMINISTERING AGENCY agrees to the program delivery and reporting requirements. The study and the LRSP must be completed within thirty-six (36) months of the funding allocation. The Final Report of Expenditure, the final invoice and the LRSP report must be submitted to the DLAE within six (6) months of the report completion.



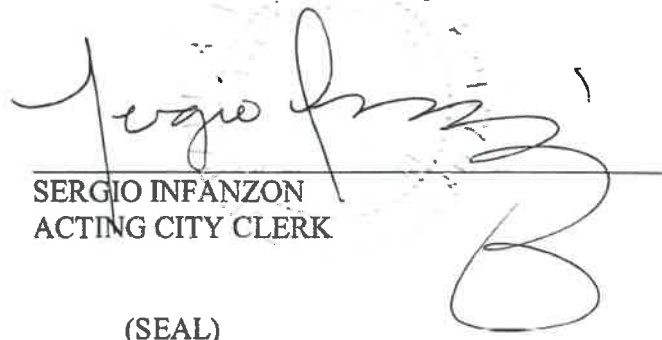
Office of the City Clerk

## CERTIFICATION

STATE OF CALIFORNIA            )  
COUNTY OF LOS ANGELES    )    SS  
CITY OF HUNTINGTON PARK    )

**I, SERGIO INFANZON, ACTING CITY CLERK** of the **CITY OF HUNTINGTON PARK, CALIFORNIA**, do hereby attest, under penalty of perjury, the foregoing to be a full, true and certified copy of: RESOLUTION NO. 2021-04, THAT WAS APPROVED BY THE CITY COUNCIL OF THE CITY OF HUNTINGTON PARK, CALIFORNIA, AT A REGULAR CITY COUNCIL MEETING ON TUESDAY, JANUARY 19, 2021, the original of which is on file in the Office of the City Clerk at City Hall, 6550 Miles Avenue, Huntington Park, California.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of the City of Huntington Park, this 20<sup>th</sup> day of January 2021.

  
SERGIO INFANZON  
ACTING CITY CLERK  
(SEAL)

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**WHEREAS**, Federal regulations require each State to have a Strategic Highway Safety Plan; and

**WHEREAS**, the City is the recipient of the LRSP grant, which identifies, analyzes and prioritizes roadway safety improvements on our local roads. The process of developing the report will be tailored to ensure that local protocols, needs and issues are addressed; and

**WHEREAS**, Exhibit A contains a copy of the Agreement.

**SECTION 2.** Be it further resolved and ordered, that the City Manager is hereby authorized and designated to represent the City in carrying out the City's responsibilities under the funding agreement, including certifying invoices and disbursement requests for Project costs on behalf of the City and compliance with applicable state and local laws.

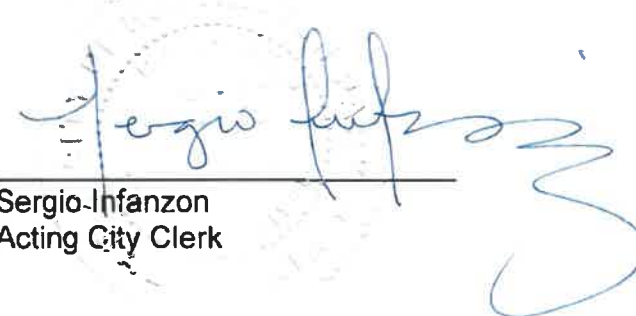
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1                   **SECTION 4.** This Resolution shall take effect immediately upon adoption by the  
2 City Council. The City Clerk shall certify to the adoption of this Resolution.

3                   **PASSED, APPROVED, AND ADOPTED** this 19<sup>th</sup> day of January 2021.  
4

5  
6  
7                     
8                   Manuel Avila, Mayor

9  
10                  **ATTEST:**

11                    
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13                  \_\_\_\_\_  
14                  Sergio Infanzon  
15                  Acting City Clerk  
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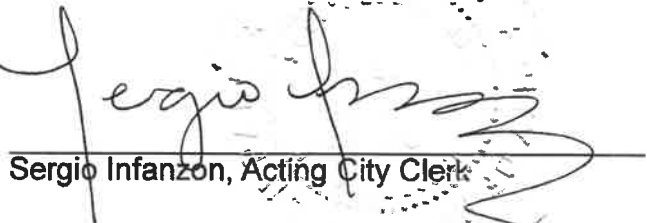
## CERTIFICATION

STATE OF CALIFORNIA     )  
COUNTY OF LOS ANGELES   )  SS  
CITY OF HUNTINGTON PARK)

I, Sergio Infanzon, Acting City Clerk of the City of Huntington Park, California, do hereby certify that the foregoing Resolution No. 2021-04 was duly passed and adopted by the City Council of the City of Huntington Park at a Regular Meeting of the City Council held on the 19<sup>th</sup> day of January 2021, by the following vote, to wit:

|         |  |
|---------|--|
| AYES:   | Council Member(s): Martinez, Macias, Vice Mayor Ortiz, and Mayor Avila |
| NOES:   | Council Member(s): None  |
| ABSENT: | Council Member(s): Sanabria  |

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of the City of Huntington Park, this 20<sup>th</sup> day of January 2021.

  
Sergio Infanzon, Acting City Clerk



Date: 03/18/2021  
D\_CO\_RT: 07-LA-0-HNTP  
Project No: LRSP-5150(016)  
Adv Project Id: 0721000125  
Project End Date:

EA No:

To: City of Huntington Park

| FINANCE ITEMS                         | PRO RATA OR LUMP SUM | TOTAL COST OF WORK | PART. COST  | STATE       | OTHER      |
|---------------------------------------|----------------------|--------------------|-------------|-------------|------------|
| Agency Preliminary Engineering - PS&E | Lump Sum             | \$59,000.00        | \$59,000.00 | \$53,000.00 | \$6,000.00 |
| Totals:                               |                      | \$59,000.00        | \$59,000.00 | \$53,000.00 | \$6,000.00 |

Participation Ratio: 100.00%

This Finance Letter was created based on specific financial information provided by the responsible local agency. The following encumbrance history is prepared by Local Assistance Accounting Office and is provided here for local agency's information and action.

Signature: 

Title: HQ Area Engineer

For questions regarding finance letter, contact:  
Printed Name : Bill Huang  
Telephone No: 916-653-4348

Remarks: This FI is based on the agency FL dated 10/5/2020.

| ACCOUNTING INFORMATION |            |              |             |           |                    |             |                    |                     |                | LRSP-5150(016)  |                 | Cooperative Work Agreement |  |
|------------------------|------------|--------------|-------------|-----------|--------------------|-------------|--------------------|---------------------|----------------|-----------------|-----------------|----------------------------|--|
| ADV.                   | PROJECT ID | APPROP. UNIT | STATE PROG. | FED/STATE | ENCUMBRANCE AMOUNT | APPROP YEAR | EXPENDITURE AMOUNT | ENCUMBRANCE BALANCE | REVERSION DATE | APPROVED AMOUNT | EXPIRATION DATE |                            |  |
| 0721000125             |            | 19102        | 2030010555  |           | \$53,000.00        | 1819        | \$0.00             | \$53,000.00         | 06/30/24       |                 |                 |                            |  |

**ITEM NO. 8**





**CITY OF HUNTINGTON PARK**  
Parks and Recreation Department  
City Council Agenda Report

June 15, 2021

Honorable Mayor and Members of the City Council  
City of Huntington Park  
6550 Miles Avenue  
Huntington Park, CA 90255

Dear Mayor and Members of the City Council:

**RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE DODGERS RBI  
PROGRAM GRANT FROM THE LOS ANGELES DODGERS FOUNDATION FOR THE  
2021 BASEBALL AND SOFTBALL SEASON AT SALT LAKE PARK.**

**IT IS RECOMMENDED THAT THE CITY COUNCIL:**

1. Adopt Resolution No.2021-15, Authorizing the acceptance of the Dodgers RBI Grant from the Los Angeles Dodgers Foundation for the 2021 Baseball season at Salt Lake Park; and
2. Authorize the City Manager to execute all related grant documents.

**BACKGROUND**

The Dodgers RBI (Reviving Baseball in Inner Cities) is a baseball and softball youth development program of the Los Angeles Dodgers Foundation (LADF) that aims to: increase participation in the sport and use it as an engagement tool to increase access to education, literacy, health, wellness and recreational resources in underserved communities. The Dodgers RBI program utilizes a bigger than baseball approach and focuses on youth development as it engages communities and families in programming. The resources provided as part of the grant include: uniform jerseys, pants, socks, hats, practice t-shirts, gloves, bats, tees, catcher's gear, baseballs, softballs, workshops, skills training, financial assistance to offset umpire and field maintenance costs, online registration tool, marketing materials, support from LADF and access to education and health resources for the youth and their families. This will be the second year that we receive this grant.

**FISCAL IMPACT/FINANCING**

There is no fiscal impact. It will be the responsibility of the Parks and Recreation Department to ensure that all data is submitted and grant requirements are fulfilled.

**RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE DODGERS RBI  
PROGRAM GRANT FROM THE LOS ANGELES DODGERS FOUNDATION FOR THE  
2021 BASEBALL AND SOFTBALL SEASON AT SALT LAKE PARK.**

June 15, 2021

Page 2 of 2

**CONCLUSION**

Upon City Council approval of the recommended actions, staff will proceed with implementation of the grant and program.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Ricardo Reyes', with a stylized, flowing script.

**RICARDO REYES**  
City Manager

A handwritten signature in blue ink, appearing to read 'Cynthia Norzagaray', with a stylized, flowing script.

**CYNTHIA NORZAGARAY**  
Director of Parks and Recreation

**ATTACHMENT(S)**

- A. Resolution No.2021-15, Authorizing the acceptance of the Dodgers RBI Grant from the Los Angeles Dodgers Foundation for the 2021 baseball and softball season at Salt Lake Park.

## **ATTACHMENT A**





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**WHEREAS**, the City of Huntington Park is eligible to apply and receive funding for certain recreation programs;

**NOW THEREFORE BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF HUNTINGTON PARK AS FOLLOWS:**

**SECTION 2.** The City Manager of the City of Huntington Park is authorized to accept the Grant awarded to the City by the Los Angeles Dodgers Foundation and the Dodgers RBI Program.

**SECTION 4.** The City Manager of the City of Huntington Park is authorized to execute all documents, including contracts, subcontracts, funding agreements, agreement extensions, renewals, and/or amendments required by the Dodgers RBI Program and the Los Angeles Dodgers Foundation to implement the program for the 2020 baseball and softball season at Salt Lake Park, in a form acceptable to the City Attorney. In addition, the City Manager may direct City staff as deemed necessary to implement the grant successfully and in a timely manner per grant requirements.

**PASSED, APPROVED, AND ADOPTED** this 15<sup>th</sup> day of June 2021.

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\_\_\_\_\_  
Graciela Ortiz, Mayor

ATTEST:

\_\_\_\_\_  
Sergio Infanzon  
City Clerk

**ITEM NO. 9**





**CITY OF HUNTINGTON PARK**  
Parks and Recreation Department  
City Council Agenda Report

June 15, 2021

Honorable Mayor and Members of the City Council  
City of Huntington Park  
6550 Miles Avenue  
Huntington Park, CA 90255

Dear Mayor and Members of the City Council:

**RESOLUTION AUTHORIZING THE NAMING OF THE NEWLY CREATED LINEAR PARK**

**IT IS RECOMMENDED THAT THE CITY COUNCIL:**

1. Adopt Resolution No. 2021-16, approving the naming of the newly created linear park which consists of 10-blocks/lots along the Los Angeles Department of Water and Power corridor, to be officially deemed "Veterans Park" in its entirety; and
2. Authorize each individual lot throughout the park, to be named specifically in honor of U.S. military men and women for their sacrifices, dedication and service to our country.

**BACKGROUND**

The City's Parks and Recreation Department received an Urban Greening grant from the State of California Natural Resources Agency (CNRA) to convert existing environments into green spaces that improve air and water quality to provide opportunities for recreational purposes. The City was able to obtain a lease with the Los Angeles Department of Water and Power to construct and improve the corridor property into a Linear Park. As the Linear Park is now nearing completion and in preparation of it's Grand Opening, it is appropriate at this time to officially name the park and the lots for the enjoyment of the children, families and public at large.

**FISCAL IMPACT/FINANCING**

There is no fiscal impact.

## **RESOLUTION AUTHORIZING THE NAMING OF THE NEWLY CREATED LINEAR PARK**

June 15, 2021

Page 2 of 2

### **CONCLUSION**

Upon City Council approval of the resolution, staff will proceed with the process of creating appropriate signage.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Ricardo Reyes', with a stylized flourish at the end.

**RICARDO REYES**  
City Manager

A handwritten signature in blue ink, appearing to read 'Cynthia Norzagaray', with a stylized flourish at the end.

**CYNTHIA NORZAGARAY**  
Director of Parks and Recreation

### **ATTACHMENT(S)**

- A. Resolution No.2021-15, authorizing and approving the naming of the newly created linear Park.

## **ATTACHMENT A**





## **RESOLUTION NO. 2021-16**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUNTINGTON PARK, CALIFORNIA RENAMING THE PARK LOCATED BETWEEN WALNUT STREET AND SANTA ANA STREET ALONG CALIFORNIA AVENUE, "VETERANS PARK"**

**WHEREAS**, all decisions with respect to the naming or renaming of a public facility are at the sole discretion of the City Council; and

**WHEREAS**, the City of Huntington Park has authority and control over the management and the day-to-day operations of the park located between Walnut Street and Santa Ana Street along California Avenue; and

**WHEREAS**, the park is a neighborhood hub bringing together diverse populations of the city; and

**WHEREAS**, the City of Huntington Park supports the naming and renaming of parks and recreation facilities in honor of a deserving and outstanding individual, group of organization; and

**WHEREAS**, the City of Huntington Park would like to rename the park located between Walnut Street and Santa Ana Street along California Avenue, "Veterans Park"; and

**WHEREAS**, in addition to renaming the park the City of Huntington Park would like to name specific lots throughout the park in honor U.S. military men and women for their sacrifices, dedication and service to our country; and

**WHEREAS**, the City of Huntington Park believes that veterans should be honored for their selflessness and courage and for responding to the call of duty to defend our country and protect our freedoms; and

**WHEREAS**, the City of Huntington Park would like to name Lot 1 after U.S. Marine Corp PFC Ramon Romero in honor of his service and the sacrifices he made to defend our country; and

**WHEREAS**, Lot 1 is located on Walnut Street between California Avenue and State Street; and

**WHEREAS**, the City of Huntington Park would like to name Lot 2 after U.S. Army Sergeant Diego A. Solorzano Valdovinos in honor of his service and the sacrifices he made to defend our country; and

**WHEREAS**, Lot 2 is located on California Street between California Avenue and State Street.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF HUNTINGTON PARK, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:**

**Section 1.** The City Council finds it to be necessary and appropriate to rename the park between Walnut Street and Santa Ana Street along California Avenue, "Veterans Park"; and

**Section 2.** The City Council finds it to be necessary and appropriate to name the lot located on Walnut Street between California Avenue and State Street ("Lot 1") after U.S. Marine Corp PFC Ramon Romero U.S. Marine Veteran; and

**Section 3.** The City Council finds it to be necessary and appropriate to name the lot located on Walnut Street between California Avenue and State Street ("Lot 2") after U.S. Army Sergeant Diego A. Solorzano Valdovinos.

**PASSED, APPROVED AND ADOPTED THIS 15<sup>th</sup> DAY OF JUNE, 2021 BY THE CITY COUNCIL:**

---

Graciela Ortiz, Mayor

**ATTEST:**

---

Sergio Infanzon  
City Clerk

**ITEM NO. 10**





**CITY OF HUNTINGTON PARK**  
Parks and Recreation Department  
City Council Agenda Report

June 15, 2021

Honorable Mayor and Members of the City Council  
City of Huntington Park  
6550 Miles Avenue  
Huntington Park, CA 90255

Dear Mayor and Members of the City Council:

**CONSIDERATION AND APPROVAL OF AUTHORIZATION AND RATIFICATION OF CERTAIN EXPENDITURES FOR SECURITY CAMERA SERVICES AT CITY PARKS**

**IT IS RECOMMENDED THAT THE CITY COUNCIL:**

1. Approve authorization of Lan Wan Enterprise IT Solutions for Security Camera Services; and
2. Authorize the City Manager to execute agreement.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The City of Huntington Park has security camera services at City and community facilities. Currently, the City utilizes Lan Wan and Valley Alarm for security camera services. The current services do not include Freedom Park, Huntington Park Community Center, Salt Lake Park After School Site, and an upgrade is needed at Raul R. Perez Memorial Park. There has recently been a huge increase in burglary and theft at several park locations. The security cameras are necessary to protect and prevent future burglary to the buildings and property. Therefore, staff reached out to multiple vendors to obtain quotes.

Three (3) companies submitted proposals for security camera installation services and their corresponding equipment costs. The installation and equipment costs are a onetime expense. Staff is recommending Lan Wan as they are able to provide the service and equipment for a total cost of \$52, 612. 32. Maxi-Tech does not support storage fault tolerance in case of a hard drive defect and Valley Alarm was more expensive. Below is a cost breakdown of the three (3) companies.

| <b>Company</b> | <b>Total Cost</b> |
|----------------|-------------------|
| Maxi-Tech      | \$38,900.00       |
| Lan Wan        | \$52,612.32       |
| Valley Alarm   | \$53,340.00       |

# CONSIDERATION AND APPROVAL OF AUTHORIZATION AND RATIFICATION OF CERTAIN EXPENDITURES FOR SECURITY CAMERA SERVICES AT CITY PARKS

June 15, 2021  
Page 2 of 2

## **FISCAL IMPACT/FINANCING**

If approved, the contract award amount will be use from funds budgeted for FY 20/21. The breakdown of those funds are specified below in the following accounts:

| <b>Fiscal Year</b> | <b>Fund/Account</b> | <b>Amount</b> |
|--------------------|---------------------|---------------|
| 20/21              | 111-6030-451.61-35  | \$15,524      |
| 20/21              | 111-6060-466.33-20  | \$37,088.32   |

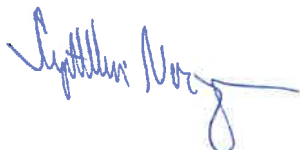
## **CONCLUSION**

Upon approval by the City Council, staff will proceed with the recommended actions.

Respectfully submitted,



RICARDO REYES  
City Manager



CYNTHIA NORZAGARAY  
Director of Parks and Recreation

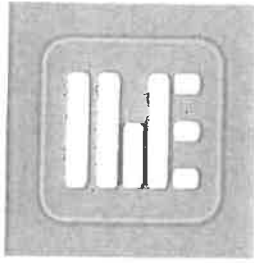
## **ATTACHMENT(S)**

A. Security Camera Proposals.



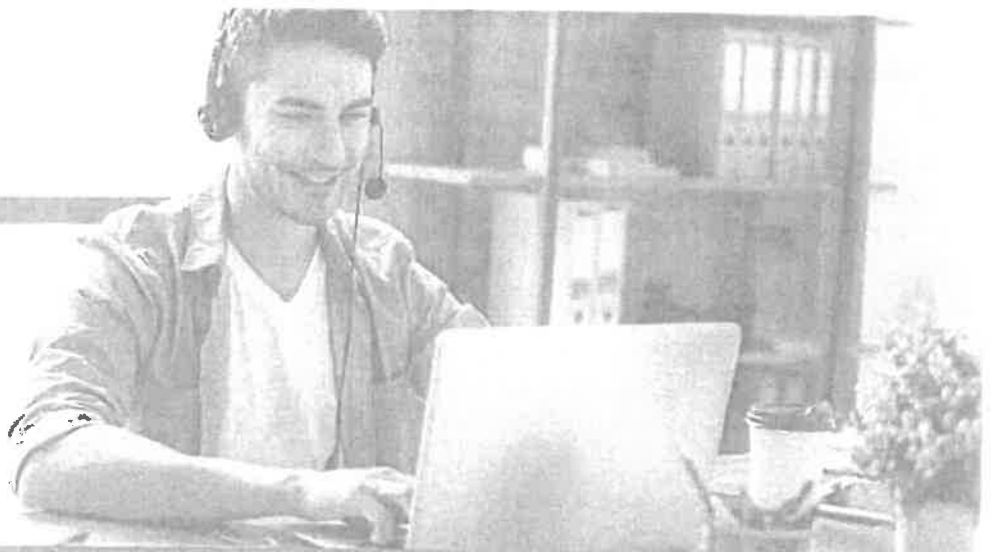
## **ATTACHMENT A**





# COHP Senior Center

QUOTE #000525 V1



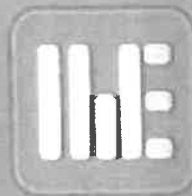
PREPARED FOR  
**City of Huntington Park**

CEIntern unknown  
CEIntern@hpca.gov

PREPARED BY  
**LAN WAN Enterprise IT Solutions HQ.**

Sales Department  
sales@lanwane.com

Main: 844.526.9263  
Email: sales@lanwane.com  
Web: www.lanwane.com



**LAN WAN**  
Enterprise  
IT Solutions

Thursday, April 29, 2021

City of Huntington Park  
CEIntern unknown  
6550 Miles Avenue  
Huntington Park, CA 90255  
CEIntern@hpcg.gov

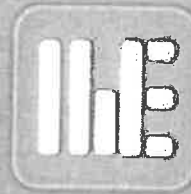
Dear CEIntern,

Please open attached Quote , and let me know if you have any questions.

Have a great day

Sales Department  
Pre/Post Sales Department  
LAN WAN Enterprise IT Solutions HQ.

Main: 844.526.9263  
 Email: sales@lanwane.com  
 Web: www.lanwane.com



**LAN WAN**  
 Enterprise  
 IT Solutions

## Hardware

| Description                      | Price    | Qty | Ext. Price        |
|----------------------------------|----------|-----|-------------------|
| <b>Indoor/Outdoor 8MP Camera</b> | \$220.80 | 8   | \$1,766.40        |
| <b>16 Port NVR</b>               | \$494.50 | 1   | \$494.50          |
| <b>8 TB Hard Drive</b>           | \$275.99 | 4   | \$1,103.96        |
| <b>Cabling and Misc.</b>         | \$785.00 | 1   | \$785.00          |
| Miscellaneous                    |          |     |                   |
| Subtotal:                        |          |     | <b>\$4,149.86</b> |

## Services

| Description                                     | Price    | Qty | Ext. Price         |
|---|----------|-----|--------------------|
| Labor - Project <b>Labor - Project Services</b> | \$975.00 | 11  | \$10,725.00        |
| Services  |          |     |                    |
| Labor - Project Services                        |          |     |                    |
| Subtotal:                                       |          |     | <b>\$10,725.00</b> |

Main: 844.526.9263  
Email: sales@lanwane.com  
Web: www.lanwane.com



**LAN WAN**  
Enterprise  
IT Solutions

## COHP Senior Center

Prepared by:

**LAN WAN Enterprise IT Solutions HQ.**

Sales Department  
844-526-9263  
sales@lanwane.com

Prepared for:

**City of Huntington Park**

6550 Miles Avenue  
Huntington Park, CA 90255  
CEIntern unknown  
(323) 582-6161  
CEIntern@hpca.gov

Quote Information:

**Quote #: 000525**

Version: 1

Delivery Date: 04/29/2021

Expiration Date: 05/11/2021

## Quote Summary

| Description    | Amount             |
|----------------|--------------------|
| Hardware       | \$4,149.86         |
| Services       | \$10,725.00        |
| Subtotal:      | <b>\$14,874.86</b> |
| Shipping:      | <b>\$36.24</b>     |
| Estimated Tax: | <b>\$344.91</b>    |
| Total:         | <b>\$15,256.01</b> |

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

**LAN WAN Enterprise IT Solutions HQ.**

**City of Huntington Park**

Signature: \_\_\_\_\_

Name: Sales Department

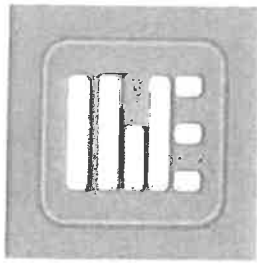
Title: PrePost Sales Department

Date: 04/29/2021

Signature: \_\_\_\_\_

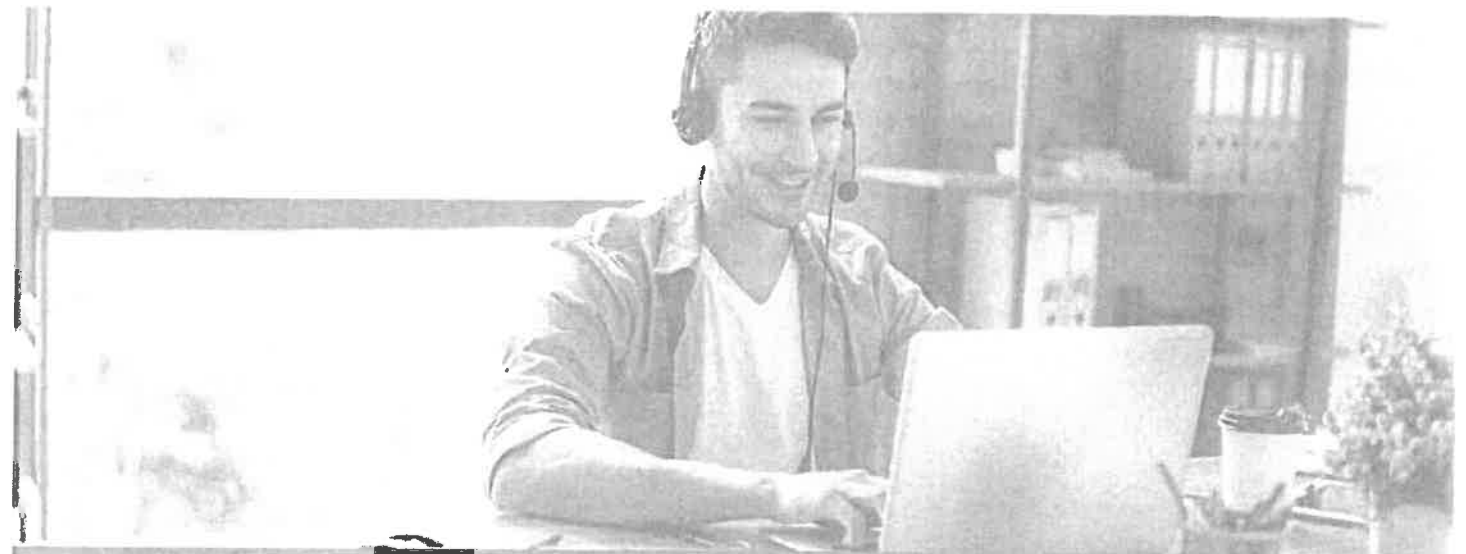
Name: CEIntern unknown

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



# COHP Perez Park

QUOTE #000528 V1



PREPARED FOR  
**City of Huntington Park**

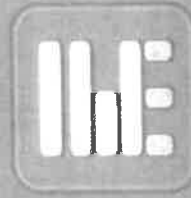
Ana Velez  
Avelez@hpca.gov

PREPARED BY  
**LAN WAN Enterprise IT Solutions HQ.**

Sales Department  
sales@lanwane.com



Main: 844.526.9263  
Email: [sales@lanwane.com](mailto:sales@lanwane.com)  
Web: [www.lanwane.com](http://www.lanwane.com)



**LAN WAN**  
Enterprise  
IT Solutions

Thursday, April 29, 2021

City of Huntington Park  
Ana Velez  
6550 Miles Avenue  
Huntington Park, CA 90255  
[Avelez@hpca.gov](mailto:Avelez@hpca.gov)

Dear Ana,

Please open attached Quote , and let me know if you have any questions.

Have a great day

Sales Department  
Pre\Post Sales Department  
LAN WAN Enterprise IT Solutions HQ.

Main: 844.526.9263  
Email: sales@lanwan.com  
Web: www.lanwan.com



**LAN WAN**  
Enterprise  
IT Solutions

## Hardware

| Description                      | Price      | Qty | Ext. Price        |
|----------------------------------|------------|-----|-------------------|
| <b>Indoor/Outdoor 8MP Camera</b> | \$220.80   | 11  | \$2,428.80        |
| <b>16 Port NVR</b>               | \$494.50   | 1   | \$494.50          |
| <b>8 TB Hard Drive</b>           | \$274.85   | 4   | \$1,099.40        |
| <b>Miscellaneous-Cabling</b>     | \$1,145.00 | 1   | \$1,145.00        |
| Subtotal:                        |            |     | <b>\$5,167.70</b> |

## Services

| Description                     | Price    | Qty | Ext. Price         |
|---------------------------------|----------|-----|--------------------|
| <b>Labor - Project Services</b> | \$975.00 | 11  | \$10,725.00        |
| <b>Labor - Project Services</b> |          |     |                    |
| Subtotal:                       |          |     | <b>\$10,725.00</b> |

Main: 844-526-9263  
Email: sales@lanwane.com  
Web: www.lanwane.com



**LAN WAN**  
Enterprise  
IT Solutions

## COHP Perez Park

Prepared by:

**LAN WAN Enterprise IT Solutions HQ.**

Sales Department  
844-526-9263  
sales@lanwane.com

Prepared for:

**City of Huntington Park**

6550 Miles Avenue  
Huntington Park, CA 90255  
Ana Velez  
(323) 582-6161  
Avelez@hpca.gov

Quote Information:

**Quote #: 000528**

Version: 1

Delivery Date: 04/29/2021

Expiration Date: 05/11/2021

## Quote Summary

| Description    | Amount             |
|----------------|--------------------|
| Hardware       | \$5,167.70         |
| Services       | \$10,725.00        |
| Subtotal:      | <b>\$15,892.70</b> |
| Shipping:      | <b>\$36.24</b>     |
| Estimated Tax: | <b>\$529.69</b>    |
| Total:         | <b>\$16,458.63</b> |

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

**LAN WAN Enterprise IT Solutions HQ.**

**City of Huntington Park**

Signature: \_\_\_\_\_

Name: Sales Department

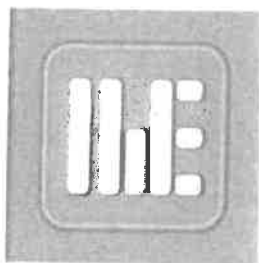
Title: Pre/Post Sales Department

Date: 04/29/2021

Signature: \_\_\_\_\_

Name: Ana Velez

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



# **COHP Freedom Park**

QUOTE #000527 V1



PREPARED FOR  
**City of Huntington Park**

Ana Velez  
Avelez@hpca.gov

PREPARED BY  
**LAN WAN Enterprise IT Solutions HQ.**

Sales Department  
sales@lanwane.com

Main: 844.526.9263  
Email: [sales@lanwan.com](mailto:sales@lanwan.com)  
Web: [www.lanwan.com](http://www.lanwan.com)



**LAN WAN**  
Enterprise  
IT Solutions

Thursday, April 29, 2021

City of Huntington Park  
Ana Velez  
6550 Miles Avenue  
Huntington Park, CA 90255  
[Avelez@hpca.gov](mailto:Avelez@hpca.gov)

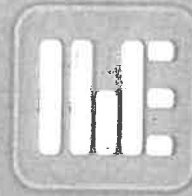
Dear Ana,

Please open attached Quote , and let me know if you have any questions.

Have a great day

Sales Department  
Pre\Post Sales Department  
LAN WAN Enterprise IT Solutions HQ.

Main: 844.526.9263  
Email: sales@lanwane.com  
Web: www.lanwane.com



**LAN WAN**  
Enterprise  
IT Solutions

## Hardware

| Description                      | Price    | Qty | Ext. Price        |
|----------------------------------|----------|-----|-------------------|
| <b>Indoor/Outdoor 8MP Camera</b> | \$220.80 | 7   | \$1,545.60        |
| <b>16 Port NVR</b>               | \$494.50 | 1   | \$494.50          |
| <b>8 TB Hard Drive</b>           | \$274.85 | 4   | \$1,099.40        |
| <b>Miscellaneous Cabling</b>     | \$710.00 | 1   | \$710.00          |
| Subtotal:                        |          |     | <b>\$3,849.50</b> |

## Services

| Description                                     | Price    | Qty | Ext. Price        |
|---|----------|-----|-------------------|
| Labor - Project <b>Labor - Project Services</b> | \$975.00 | 7   | \$6,825.00        |
| Services<br>Labor - Project Services            |          |     |                   |
| Subtotal:                                       |          |     | <b>\$6,825.00</b> |

Main: 844-526-9263  
Email: sales@lanwane.com  
Web: www.lanwane.com



**LAN WAN**  
Enterprise  
IT Solutions

## COHP Freedom Park

Prepared by:

**LAN WAN Enterprise IT Solutions HQ.**

Sales Department  
844-526-9263  
sales@lanwane.com

Prepared for:

**City of Huntington Park**

6550 Miles Avenue  
Huntington Park, CA 90255  
Ana Velez  
(323) 582-6161  
Avelez@hpcg.gov

Quote Information:

**Quote #: 000527**

Version: 1

Delivery Date: 04/29/2021

Expiration Date: 05/11/2021

## Quote Summary

| Description    | Amount             |
|----------------|--------------------|
| Hardware       | \$3,849.50         |
| Services       | \$6,825.00         |
| Subtotal:      | <b>\$10,674.50</b> |
| Shipping:      | <b>\$30.87</b>     |
| Estimated Tax: | <b>\$394.57</b>    |
| Total:         | <b>\$11,099.94</b> |

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

**LAN WAN Enterprise IT Solutions HQ.**

**City of Huntington Park**

Signature: \_\_\_\_\_

Name: Sales Department

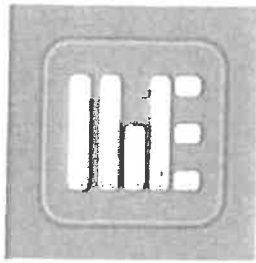
Title: Pre/Post Sales Department

Date: 04/29/2021

Signature: \_\_\_\_\_

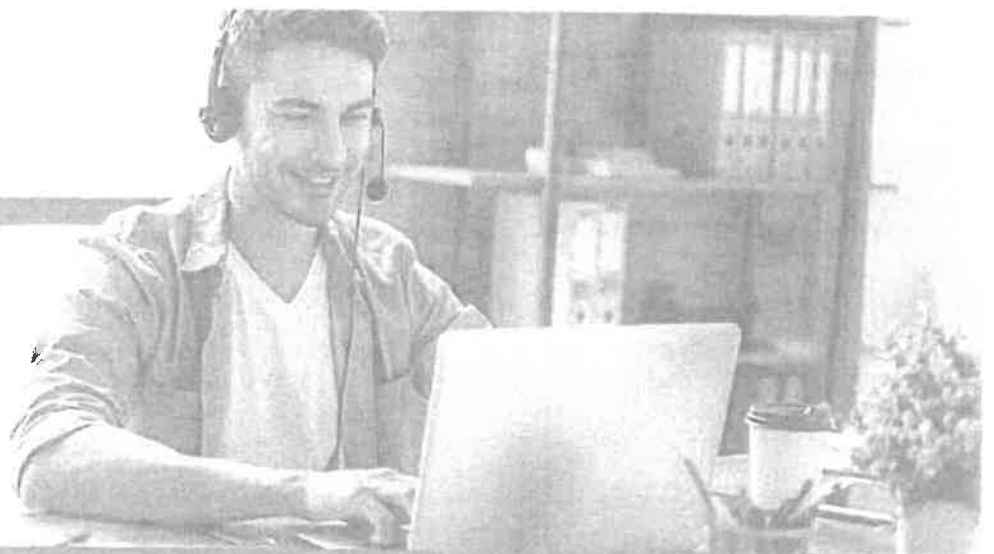
Name: Ana Velez

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



# COHP Moni Building

QUOTE #000526 V1



PREPARED FOR  
**City of Huntington Park**

Catalina Peraza  
CPeraza@hpcapca.gov

PREPARED BY  
**LAN WAN Enterprise IT Solutions HQ.**

Sales Department  
sales@lanwane.com



Main: 844.526.9263  
Email: sales@lanwane.com  
Web: www.lanwane.com



**LAN WAN**  
**Enterprise**  
**IT Solutions**

Thursday, April 29, 2021

City of Huntington Park  
Catalina Peraza  
6550 Miles Avenue  
Huntington Park, CA 90255  
CPeraza@hpca.gov

Dear Catalina,

Please open attached Quote , and let me know if you have any questions.

Have a great day

Sales Department  
Pre\Post Sales Department  
LAN WAN Enterprise IT Solutions HQ.

Main: 844.526.9263  
Email: sales@lanwane.com  
Web: www.lanwane.com



**LAN WAN**  
Enterprise  
IT Solutions

## Hardware

| Description                                      | Price    | Qty | Ext. Price        |
|--|----------|-----|-------------------|
| <b>Indoor/Outdoor 8MP Camera</b><br><b>FA3-2</b> | \$220.80 | 6   | \$1,324.80        |
| <b>16 Port NVR</b>                               | \$494.50 | 1   | \$494.50          |
| <b>8 TB Hard Drive</b>                           | \$274.85 | 4   | \$1,099.40        |
| <b>Miscellaneous Cabling</b><br>Miscellaneous    | \$695.00 | 1   | \$695.00          |
| Subtotal:  |          |     | <b>\$3,613.70</b> |

## Services

| Description  | Price    | Qty | Ext. Price        |
|--|----------|-----|-------------------|
| <b>Labor - Project Services</b><br><b>Labor - Project Services</b> | \$975.00 | 6   | \$5,850.00        |
| Subtotal:  |          |     | <b>\$5,850.00</b> |

Main: 844.526.9263  
Email: sales@lanwane.com  
Web: www.lanwane.com



**LAN WAN**  
Enterprise  
IT Solutions

## COHP Moni Building

Prepared by:

**LAN WAN Enterprise IT Solutions HQ.**

Sales Department  
844-526-9263  
sales@lanwane.com

Prepared for:

**City of Huntington Park**

6550 Miles Avenue  
Huntington Park, CA 90255  
Catalina Peraza  
(323) 582-6161  
CPeraza@hpca.gov

Quote Information:

**Quote #: 000526**

Version: 1

Delivery Date: 04/29/2021

Expiration Date: 05/11/2021

## Quote Summary

| Description    | Amount            |
|----------------|-------------------|
| Hardware       | \$3,613.70        |
| Services       | \$5,850.00        |
| Subtotal:      | <b>\$9,463.70</b> |
| Shipping:      | <b>\$30.87</b>    |
| Estimated Tax: | <b>\$299.17</b>   |
| Total:         | <b>\$9,793.74</b> |

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

**LAN WAN Enterprise IT Solutions HQ.**

**City of Huntington Park**

Signature: \_\_\_\_\_

Name: Sales Department

Title: Pre\Post Sales Department

Date: 04/29/2021

Signature: \_\_\_\_\_

Name: Catalina Peraza

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

**LOW VOLTAGE**



**MAXITECH**  
**REDEFINING SIMPLICITY**

**THIS PROPOSAL IS FOR:**

**Huntington Park**

# **MAXITECH**

## **REDEFINING SIMPLICITY**



## **COMPANY OVERVIEW**

Maxi Tech is an information technology consulting firm and video surveillance integrator focused on network infrastructure. Our extensive experience in both designing and installing low voltage systems gives our clientele the highest quality of service. Our clientele includes businesses, commercial buildings, integrators, and high-end residential homes all over California. Using enterprise-class hardware and industry best practices. Maxi Tech prides itself on the quality of the networks we build and the service we provide.

# MAXI TECH

## REDEFINING SIMPLICITY



## REVIEWS



Virginia J.  
Los Angeles, CA  
2 friends  
7 reviews

★★★★★ 12/23/2018

...

My husband and I were looking to install a few security cameras around our house. We called several places but never received a call back. I sent a request thru Yelp and right away Joseph responded. He met with me and took the time to explain my options and showed me the difference in the quality of the cameras. My husband picked the high end cameras and Joseph started on the job right away. We had a small hiccup with the cameras connecting to the app on our phone, I texted Joseph and he came out the next morning and solved the problem. I would have to say that Joseph made the whole experience painless and streamlined. It was a pleasure having him install our cameras, so much so, that we are considering installing a few more.

Joseph has integrity and pride in what he does and I would highly recommend him.

Thanks Joseph for the great cameras and exceptional service!



Adi A.  
Woodland Hills, CA  
123 friends  
12 reviews

★★★★★ 1/31/2019

...

I have to say, I had one of the best experiences working with this company.

Joseph was more than professional, explaining every little detail about the system and how to operate it.

He's guys installed the system with ease and professionally.

After the job was done Joseph checked up on us regularly to make sure everything is ok.

I strongly recommend Maxi Technologies and I will definitely going to use them again for my other properties.

Thank you Maxi Technologies for everything you have done for us.

MAXI TECH INC PROPOSAL

# MAXITECH

## REDEFINING SIMPLICITY



## REVIEWS

★★★★★ 5.0

Quality: 5.0

Customer Service: 5.0

Value for Money: 5.0

Review by Paul H. in Ventura, CA

Project: Install, Service, or Repair Surveillance Cameras

Comments: Joseph installed a security camera system in my home. He was extremely knowledgeable about the subject. He always returned phone calls or emails in a very timely manner as well as starting and ending the job in the time frame he had estimated. His crew was wonderful and did an exceptional job running the cables through our attic. Their work was neat and clean. The system works exactly as Joseph had said it would. After installation, Joseph spent a lot of time training my wife and I to use the system and answering all of our questions. We highly recommend Joseph and Maxitech and have already hired them for another job to upgrade the WIFI system in our house.



★★★★★ 5.0

Quality: 5.0

Customer Service: 5.0

Value for Money: 5.0

Review by Tyson T. in Los Angeles, CA

Project: Repair, Upgrade or Troubleshoot Computers - For Business

Comments: Joseph came to my business and determined that my desktop died. I am having him build a new one for me to my specs. Excellent people skills!

★★★★★ 5.0

Quality: 5.0

Customer Service: 5.0

Value for Money: 5.0

Review by Karen S. in Northridge, CA

Project: Install, Service, or Repair Surveillance Cameras

Comments: Excellent service. Fixed my nest cameras without trying to sell me new products. Spent an hour troubleshooting and solved the problem. I have added them to my favorites so I can contact them whenever I need assistance. Honest, reliable and knowledgeable. Recommend 100%

★★★★★ 5.0

Quality: 5.0

Customer Service: 5.0

Value for Money: 5.0

Review by Alan C. in Chatsworth, CA

Project: Repair, Upgrade or Troubleshoot Computers - For Business

Comments: On time service. Did exactly what was needed, quickly and efficiently. I would recommend them to any business or home.



## MAXI TECH INC PROPOSAL

# MAXITECH

## REDEFINING SIMPLICITY



### CERTIFIED PARTNERSHIPS



Cisco Certified Network Associate (CCNA)



Cisco Certified Entry Networking Technician (CCENT)



Microsoft Certified Solutions Expert (MCSE)



ACCREDITED  
BUSINESS

# CEDIA<sup>®</sup> MEMBER

MAXI TECH INC PROPOSAL



# MAXITECH

REDEFINING SIMPLICITY



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# MAXITECH

REDEFINING SIMPLICITY



## 400 UNIT COMPLEX



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# MAXITECH

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**INCONSPICUOUS OR A  
STARK WARNING**



**MAXI TECH INC PROPOSAL**

# MAXITECH

## REDEFINING SIMPLICITY



**WE TAKE CARE OF  
EVERYTHING**



**MAXI TECH INC PROPOSAL**



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OUTSIDE OR INDOORS



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## PROPOSAL DETAILS

- 1** Walk walkthrough and planing
- 2** Install Cat6 Wires, Connector, Conduit
- 3** Install Cameras and NVR system
- 4** Set-up NVR, determine camera angles
- 5** Test system and Approval by client

# MAXITECH

REDEFINING SIMPLICITY



## PEREZ PARK

### *Quantity*

Alibi NR Type 16CH NVR 16 Port PoE  
160Mbps 4 SATA 1.5U \*\*\*\* 2 10 tb per unit.

x1



Skyhawk 10TB Surveillance Hard Drive

x1

8MP IP Vandal Dome 98 IR 2.8mm WDR  
Ultra H.265

x11

Cat 6 Wire

EMT Conduit

Labor, Setup, and installation

ALIBI



***Total***

***\$10,375***



**3 YEARS WARRANTY ON EQUIPMENT**

MAXI TECH INC PROPOSAL

# MAXITECH

## REDEFINING SIMPLICITY



### FREEDOM PARK

#### *Quantity*

Alibi NR Type 8CH NVR 8 Port PoE  
80Mbps 1 SATA 1U ---- 1hdd10tb

x1



Skyhawk 10TB Surveillance Hard Drive

x1

8MP IP Vandal Dome 98 IR 2.8mm WDR  
Ultra H.265

x7

Cat 6 Wire

EMT Conduit

Labor, Setup, and installation

ALIBI



***Total***

***\$8,200***



### 3 YEARS WARRANTY ON EQUIPMENT

MAXI TECH INC PROPOSAL



# MAXITECH

## REDEFINING SIMPLICITY



### SENIOR CENTER

#### *Quantity*

Alibi NR Type 16CH NVR 16 Port PoE  
160Mbps 4 SATA 1.5U \*\*\*\* 2 10 tb per unit.

x1



Skyhawk 10TB Surveillance Hard Drive

x1

8MP IP Vandal Dome 98 IR 2.8mm WDR  
Ultra H.265

x11

Cat 6 Wire

EMT Conduit

Labor, Setup, and installation

ALIBI



***Total***

***\$10,375***



### 3 YEARS WARRANTY ON EQUIPMENT

MAXI TECH INC PROPOSAL

# MAXITECH

## REDEFINING SIMPLICITY



### MUNI

#### *Quantity*

Alibi NR Type 16CH NVR 16 Port PoE  
160Mbps 4 SATA 1.5U \*\*\*\* 2 10 tb per unit.

x1



Skyhawk 10TB Surveillance Hard Drive

x1

8MP IP Vandal Dome 98 IR 2.8mm WDR  
Ultra H.265

x10

Cat 6 Wire

EMT Conduit

Labor, Setup, and installation

ALIBI



***Total***

***\$9,950***



### **3 YEARS WARRANTY ON EQUIPMENT**

MAXI TECH INC PROPOSAL

# MAXITECH

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## EQUIPMENT

*Total  
Project*

***\$38,900***



**3 YEARS WARRANTY ON EQUIPMENT**

50% deposit required upon signing

MAXI TECH INC PROPOSAL

# MAXITECH

REDEFINING SIMPLICITY



## GENERAL INFORMATION



9:00 AM - 6:00 PM



818-637-0208



Info@MaxiTechInc.com



www.MaxiTechinc.com/



Maxi Technologies Inc



Maxi\_Technologies\_Inc

### Support options:

- IT Management Support
- Computer and Server Backup
- Email Services
- Computer Service and Repair
- Secured Network Design
- Data and Network Security
- Cloud Services
- Monitoring and Remote Management

MAXITECH  
REDEFINING SIMPLICITY

MAXI TECH INC PROPOSAL



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May 7, 2021  
City of Huntington Park  
6550 Miles Ave.  
Huntington Park, Ca. 90255  
(323)584-6274  
[mlopez@hpcg.gov](mailto:mlopez@hpcg.gov)

**Proposal for Municipal Park Camera System**

1. 6 – Indoor/Outdoor IP Dome Cameras
2. 1 – Eight Channel NVR W/2TB
3. Installation
4. Programming
5. User Training

**Scope:** Provide and install cameras in locations identified on layout provided on 5/5/21.

**Pricing:** \$ 7,620.00

**Proposal for Senior Center Camera System**

1. 11 – Indoor/Outdoor IP Dome Cameras
2. 1 – Sixteen Channel NVR W/2TB
3. Installation
4. Programming
5. User Training

**Scope:** Provide and install cameras in locations identified on layout provided on 5/5/21.

**Pricing:** \$ 13,970.00

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818.285.1500 | 818.285.1515 FAX | [www.valleyalarm.com](http://www.valleyalarm.com)

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**Proposal for Perez Park Camera System**

1. 11 – Indoor/Outdoor IP Dome Cameras
2. 1 – Sixteen Channel NVR W/2TB
3. Installation
4. Programming
5. User Training

**Scope:** Provide and install cameras in locations identified on layout provided on 5/5/21.

**Pricing:** \$ 13,970.00

**Proposal for Freedom Park Camera System**

1. 7 – Indoor/Outdoor IP Dome Cameras
2. 1 – Eight Channel NVR W/2TB
3. Installation
4. Programming
5. User Training

**Scope:** Provide and install cameras in locations identified on layout provided on 5/5/21.

**Pricing:** \$ 8,890.00

Thank you for the opportunity to provide you with this bid. If you have any questions please don't hesitate to call. Cell # 818-640-4370.

**Inclusions - Exclusions**

- WORK WILL NOT COMMENCE ON THE PROJECT UNTIL A CONTRACT AND/OR VALLEY ALARM PROPOSAL IS APPROVED
- CONNECTION TO CLIENTS NETWORK NOT INCLUDED.
- ANY AND ALL IT AND/OR NETWORKING, PORT FORWARDING TO BE PROVIDED BY OTHERS.
- IP ADDRESSES FOR ANY VALLEY ALARM INSTALLED NETWORK DEVICES TO BE PROVIDED PRIOR TO INSTALLATION.

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- A DSL / CABLE MODEM / LAN CONNECTION WITH INTERNET ACCESS IS REQUIRED FOR REMOTE VIEWING OF DVR/NVR AND IS TO BE PROVIDED BY CLIENT.
- IF INTERNET ACCESS IS REQUIRED FOR ALARM PANEL OR ACCESS CONTROLLER COMMUNICATIONS, IT IS TO BE PROVIDED BY CLIENT.
- CONTRACTOR / CLIENT SHALL PROVIDE AND INSTALL ALL CONDUIT UNLESS OTHERWISE SPECIFIED.
- ACCESS TO 120VAC OUTLETS AS REQUIRED SHALL BE PROVIDED.
- BID PER SPECIFICATIONS PROVIDED BY CLIENT / CONTRACTOR. ADDITIONAL EQUIPMENT, UNLESS NEGOTIATED PRIOR TO ORDER PLACEMENT, SHALL BE INVOICED SEPERATLY.
- THIS QUOTATION IS TO BE INCORPORATED INTO CONTRACT DOCUMENTS.
- THIS BID EXCLUDES SOFTWARE UPGRADE LICENSING CONFLICTS THAT MAY ARISE DUE TO SYSTEM EXPANSION.
- PRICING IS BASED UPON OPEN WALLS. CUTTING, PATCHING AND PAINTING IF REQUIRED IS NOT INCLUDED, UNLESS SPECIFICALLY IDENTIFIED IN SCOPE OF WORK.
- VALLEY ALARM PROVIDES A ONE-YEAR WARRANTY ON ALL PARTS AND LABOR ON ALL NEW EQUIPMENT IT INSTALLS. WARRANTY SERVICE, IF REQUIRED, WILL BE PERFORMED DURING NORMAL BUSINESS HOURS (08:00 – 17:00 HRS) MONDAY THROUGH FRIDAY, EXCLUDING HOLIDAYS. WARRANTY SERVICE REQUESTED OUTSIDE OF THE ABOVE TIMES WILL BE CHARGED AT OVERTIME RATES.
- THIS QUOTE IS VALID FOR 30 DAYS.

**COMPANY'S LIMITED LIABILITY:** BUYER ACKNOWLEDGES THAT HE HAS READ AND DISCUSSED PARAGRAPHS 7 AND 8 REGARDING COMPANY'S LIMITATION OF LIABILITY AND RIGHT OF INDEMNIFIATION WITH COMPANY'S AGENT.

**1. LIMITED WARRANTY:**

- 1.1 **WHAT IS COVERED:** For one year from the date the installation is completed, Company shall replace or repair the System without charge to the Buyer, which is Company's only obligation under this warranty. Company reserves the right to substitute new or reconditioned parts of equal quality at time of replacement.
- 1.2 **HOW TO GET WARRANTY SERVICE:** Buyer should contact Company's service department at the address and telephone number hereinabove set forth, and fully describe the problem. Warranty service shall be provided on Monday through Friday, excluding national holidays, between the hours of 8:00 a.m. and 5:00 p.m. Emergency service is available at other times at Company's premium labor rate.
- 1.3 **EXCLUSIONS AND LIMITATIONS:** Except as set forth in paragraph 1.1, Company makes no express warranties as to any matter whatsoever, including, without limitation, the condition of the equipment, its merchantability, or its fitness for any particular purpose. Company does not represent or warrant that the System may not be compromised or circumvented; or that the system will prevent any loss by burglary, hold-up, fire or otherwise; or that the system will in all cases provide the protection for which it is installed. The warranty does not cover any damage to the System caused by accident, misuse, or unauthorized repair service or modification. **Company shall not be liable for consequential damages.** Buyer acknowledges: that any affirmation of fact or promise made by Company shall not be deemed to create an express warranty; that Buyer is not relying on Company's skill or judgment in selection or furnishing a system suitable for any

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particular purpose and that there are no express warranties which extend beyond those on the face of the agreement hereof.

- 1.4 **STATE LAW:** Some states do not allow the exclusion or the limitation of incidental or consequential damages, so the above limitations or exclusions may not apply to you. This warranty gives you specific rights and you may also have other rights which may vary from state to state.
2. **INSTALLATION OF SYSTEM:** Buyer authorizes Company to install or cause to be installed the system set forth herein. Buyer warrants that it has full authority that it has full authority from the owner and/or other person in control of the premise to permit the installation of the System under all conditions set forth herein. Company is authorized to make any preparation such as drilling holes, driving nails, or making attachments or doing other things necessary to the installation of the System. Buyer has approved the location of the control panel, on/off switches, audible devices, transformers and all protective devices. Any changes of location requested by Buyer after installation has commenced or required because of obstructions or obstacles will be at Buyer's expense. Buyer acknowledges and agrees that because of obstructions or obstacles wiring may be exposed in portions of the installation. Buyer shall at his own expense make any necessary repairs or changes to Buyer's premises as requested by Company to facilitate the installation and operation of the System. Any error or omission in the installation of the System must be called to the attention of Company in writing within 10 days after completion of the installation; otherwise the installation shall be deemed satisfactory to and accepted by Buyer. Company assumes no liability for delay in installation of the equipment or for interruption of service due to strikes, storms, earthquakes, fires, power failures, interruption or unavailability of telephone service, acts of God, acts of Buyer, or for any other cause beyond the control of Company, and Company will not be required to supply service to Buyer while interruption of service due to any such cause may continue. Buyer authorizes the use of electric outlets required and necessary current through Buyer's electric meter for the installation and operation of the System. Buyer shall obtain and pay for all licenses, permits or other charges required by governmental authorities for the installation and operation of the System.
3. **ASSIGNEES/SUBCONTRACTORS OF COMPANY:** Company shall have the right to assign this Agreement to any other person, firm or corporation without notice to Buyer and shall have the further right to subcontract an installation, warranty, repair service or other services which it may perform. Buyer acknowledges that this Agreement, and particularly those paragraphs relating to Company's maximum liability, liquidated damages, and third party indemnification, inure to the benefit of and are applicable to any assignees and/or subcontractors of Company, and that they bind Buyer with respect to said assignees and/or subcontractors with the same force and effect as they bind Buyer to Company.
4. **MECHANIC'S LIEN:** Buyer acknowledges that he has received from Company a "Notice to Owner" in accordance with the **California Business and Professions Code** relating to the Mechanic's Lien Law. Buyer shall furnish Company with the name and address of the owner of the property if different than Buyer.
5. **DEFAULT BY BUYER; EXPIRATION, TERMINATION:** If Buyer fails to pay any amount herein provided within ten (10) days after the same is due and payable, or if Buyer fails to perform any other provisions hereof within ten (10) days after Company shall have requested in writing performance thereof, or if any proceeding in bankruptcy, receivership or insolvency shall be commenced by or against Buyer or his property, or if Buyer makes any assignment for the benefit of creditors, Company shall have the right to discontinue installation and warranty services and

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recover from Buyer all sums Company may be entitled to under the law. In the event any payment due hereunder is more than ten (10) days delinquent, Company may impose and collect from Buyer a delinquency charge in the maximum amount permitted by law.

- 6. CHANGES TO THE SYSTEM; ADDITIONAL PROTECTION; RISK OF LOSS:** The cost of any additions, changes and variances in the System as herein contracted for, or as originally installed, made at the request of, or made necessary or required by Buyer's action, or which may be deemed by any government agency, insurance interests, or inspection and ratings bureaus, are to be borne by Buyer. BUYER ACKNOWLEDGES THAT BUYER HAS CHOSEN THE SYSTEM AND THAT ADDITIONAL PROTECTION IS AVAILABLE AND MAY BE OBTAINED OVER AND ABOVE THAT PROVIDED HEREIN AT AN ADDITIONAL COST TO BUYER. All risk of loss or damage to the System shall be borne exclusively by Buyer whose obligations hereunder shall not be diminished by any such loss or damage.
- 7. COMPANY IS NOT AN INSURER; LIQUIDATED DAMAGES; LIMITATION OF LIABILITY:**
- 7.1 It is understood and agreed: that Company is not an insurer; that insurance, if any, shall be obtained by Buyer; that the payments provided for herein are based solely on the value of the System and services as set forth herein and are unrelated to the value of the Buyer's premises; that Company makes no guarantee or warranty, including any implied warranty of merchantability or fitness that the System or services supplied will avert or prevent occurrences or the consequences there from which the System or service is designed to detect or avert. Buyer acknowledges that it is impractical and extremely difficult to fix the actual damages, if any, which may proximately result from Company's negligence, or a failure to perform any of the obligations herein, including, but not limited to installation, warranty service, or repair service or the failure of the System to properly operate with resulting loss to Buyer because of, among other things:
- 7.1.1 The uncertain amount or value of Buyer's property or the property of others kept on the premises which may be lost, stolen, destroyed, damaged, or otherwise affected by occurrences which the System or service is designed to detect or avert;
- 7.1.2 The uncertainty of the response time of any police, fire department, paramedic unit, or others should they be dispatched as a result of a signal being received or an audible device sounding;
- 7.1.3 The inability to ascertain what portion, if any, of any property loss, personal injury or death would be proximately caused by Company's failure to perform or by its equipment to operate;
- 7.1.4 The nature of the service to be performed by the Company.
- Buyer understands and agrees that if Company should be found liable for loss or damage due from (I) failure of company to perform any of the obligations herein, including, but not limited to, installation warranty service, or repair service, (II) the failure of the service or equipment in any respect whatsoever, or (III) Company's active or passive negligence, Company's liability shall be limited to a sum equal to Five Hundred Dollars (\$500.00), as liquidated damages and not as a penalty and this liability shall be exclusive; and that the provisions of this Section shall apply if loss or damage, irrespective of cause or origin, results directly or indirectly to persons or property, from performance or non-performance of the obligations imposed by this Agreement, or from negligence, active or otherwise, of Company, its agents, servants, assigns, employees or subcontractors.
- 7.2 If Buyer wishes Company to assume a limited liability in lieu of the liquidated damages as hereinabove set forth, Buyer may obtain from Company a limitation of liability by paying an additional charge to Company. If Buyer elects to exercise this option, a rider shall be attached to this Agreement setting forth the terms, conditions, and amount of the limited liability and the

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additional charge. Such rider and additional obligation shall in no way be interpreted to hold Company as an insurer.

8. **THIRD PARTY INDEMNIFICATION:** When Buyer ordinarily has the property of others in his custody, or the System extends to protect others or their property, Buyer agrees to and shall indemnify, defend and hold harmless Company, its employees and agents for and against all claims brought by parties other than the parties to this Agreement. This provision shall apply to all claims regardless of cause including Company's performance or failure to perform and including defects in products, design, installation, warranty or repair service, operation or non-operation of the System whether based upon active or passive negligence, warranty, contribution, indemnification or strict or product liability on the part of the Company, its employees or agents, but this provision shall not apply to claims for loss or damage made during the installation arising from Company's sole negligence.
9. **SUBROGATION:** So far as it is permitted by Buyer's property insurance coverage, Buyer hereby releases, discharges and agrees to hold Company harmless from any and all claims, liabilities, damages, losses or expenses, arising from or caused by any hazard covered by insurance in or on the Buyer's premises whether said claims are made by Buyer, his agents, or insurance company or other parties claiming under or through Buyer. Buyer agrees to indemnify Company against, and defend and hold Company harmless from, any action for subrogation which may be brought against Company by any insurer or insurance company or its agents or assigns including the payment of all damages, expenses, costs and attorney's fees. Buyer shall notify his insurance carrier of the terms of this provision.
10. **LIMITATION ON ACTIONS; WAIVER OF JURY TRIAL:** Both parties hereby agree that no suit action that relates in any way to this Agreement (whether based upon contract, negligence or otherwise) shall be brought against the other more than one (1) year after the accrual of the cause of action therefore. In addition, both parties hereby waive any rights to a jury trial in any judicial action brought by either party which relates in any way to this Agreement (whether based upon contract, negligence or otherwise).
11. **ATTORNEY'S FEES:** In the event it shall become necessary for Company to institute legal proceedings to collect the cost of installation or the monthly service charge as set forth herein, then and in such proceeding the unsuccessful party shall pay to the successful party reasonable attorney's fees where permitted by law.
12. **PURCHASE ORDERS:** It is understood and agreed by and between the parties hereto, that if there is any conflict between this Agreement and Buyer's purchase order, or any other document, this Agreement will govern, whether such purchase order or other document is prior or subsequent to this Agreement.
13. **INVALID PROVISIONS:** In the event any of the terms or provisions of this Agreement shall be declared to be invalid or inoperative, all of the remaining terms and provisions shall remain full force and effect.
14. **ENTIRE INTEGRATED AGREEMENT; MODIFICATION; ALTERATION; WAIVER:** This writing is intended by the parties as a final expression of their agreement and as a complete and exclusive statement of the terms thereof. This Agreement supersedes all prior representations, understandings or agreements of the parties and the parties rely only upon the contents of this Agreement in executing it. This Agreement can only be modified by a writing signed by the

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parties or their duly authorized agent. No waiver of a breach of any term or condition of this Agreement shall be construed to be a waiver of any succeeding breach.

**15. COMPANY'S LICENSES:**

15.1 ALARM COMPANY OPERATORS ARE LICENSED AND REGULATED BY THE BUREAU OF SECURITY AND INVESTIVATIVE SERIVCES, P.O. BOX 989002, WEST SACRAMENTO, CALIFORNIA 95798.

15.2 CONTRACTORS ARE REQUIRED BY LAW TO BE LICENSED AND REGULATED BY THE CONTRACTORS STATE LICENSE BOARD. ANY QUESTIONS CONCERNING A CONTRACTOR MAY BE REFERRED TO THE REGISTRAR WHOSE ADDRESS IS: CONTRACTORS STATE LICENSE BOARD, P.O. BOX 26000, SACRAMENTO, CALIFORNIA 95826.

 5/7/21  
\_\_\_\_\_  
Brian Gholston Date  
Sales (ACE # ACE528071)

\_\_\_\_\_  
Accepted Date

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**ITEM NO. 11**





# CITY OF HUNTINGTON PARK

Police Department  
City Council Agenda Report

June 15, 2021

Honorable Mayor and Members of the City Council  
City of Huntington Park  
6550 Miles Avenue  
Huntington Park, CA 90255

Dear Mayor and Members of the City Council:

## **APPROVE REQUEST TO PURCHASE ONE POLICE DEPARTMENT PATROL OPERATIONS DIVISION POLICE VEHICLE AND SUPPLEMENTARY EQUIPMENT**

### **IT IS RECOMMENDED CITY COUNCIL:**

1. Authorize the requisition of funds to purchase and equip one new Police Department Patrol Services Division police vehicle from the FORD MOTOR COMPANY, specifically South Bay Ford in Hawthorne, CA.; and
2. Authorize budget appropriation of \$72,239.52 from the Coronavirus Emergency Supplemental Funding Program Solicitation Grant; and
3. Authorize the Chief of Police to purchase the vehicle and associated equipment.

### **BACKGROUND**

The city of Huntington Park was awarded funds through the Coronavirus Emergency Supplemental Funding Program Solicitation Grant. The grant provides up to \$77,368 for the purchase of a new police patrol vehicle and associated emergency response and technology equipment. The COVID-19 virus pandemic created an increased demand for deployment of police officers in the community, which facilitated and justified the award of this funding. Officers monitoring and enforcing COVID-19 virus health regulations over the past year has placed additional demand on the deployment of patrol vehicles in the community. This has caused additional wear and strain on the current patrol vehicle fleet.

### **RECOMMENDATION**

The Police Department recommends the purchase of one new 2021 Ford Explorer SUV, identified by Ford as the *Police Interceptor Utility*, manufactured specifically for police service. This new SUV will replace an aged, high mileage patrol vehicle, which has been recommended by the City's Vehicle Maintenance Division (VM) to be removed from service due to poor overall condition and increased demand for mechanical maintenance.

## APPROVE REQUEST TO PURCHASE ONE POLICE DEPARTMENT PATROL OPERATIONS DIVISION POLICE VEHICLE AND SUPPLEMENTARY EQUIPMENT

June 15, 2021

Page 2 of 3

The on-going cost of maintenance and repair for this vehicle outweighs its market value. The subject vehicle is approximately 12 years old and has over 100,000 traveled miles, which do not include idle time of the engine. The vehicle to be removed from the patrol vehicle fleet is identified as follows;

| Vehicle # | Year/Make/Model                             | Mileage | Reason for Replacement   |
|-----------|---|---------|--|
| 913       | 2009 Ford Crown Victoria Police Interceptor | 102,000 | Poor overall condition and high mechanical maintenance and repair. |

This vehicle meets the City's Vehicle Replacement Policy under the following guideline(s);

1). Procedure, 5.; – *"When a City owned vehicle has been damaged beyond reasonable repair or is otherwise determined by VM that it is unsafe, the Department Head may request with the concurrence of the Finance Director and the City Manager to bring a budget amendment for City Council approval to replace that vehicle at any time during a year".*

2). B. Combination of Age or Mileage; – This section sets forth guidelines requiring police

### **ANALYSIS**

Police vehicles spend an extraordinary amount of time idling in the field. That's one feature which makes the Hybrid powertrain of the Police Interceptor Utility ideal for law enforcement. On-board electrical equipment can be powered using the lithium-ion hybrid battery, allowing the gasoline engine to shut off – running only intermittently to charge the battery. The standard Hybrid AWD drivetrain provides improved handling stability and traction in all driving conditions. It also offers significant improvements in fuel economy and reduced engine idle time, along with across-the-board improvements in performance and capability.

### **PROCUREMENT PROCESS**

The City Council is asked to consider the purchase of the new patrol SUV from South Bay Ford, the lowest bidder. The following three bids were obtained for the vehicle – (supplementary equipment is priced separately). The expanded quotes are attached for further review;

| Dealer Bid                | Price     |
|---------------------------|-----------|
| South Bay Ford            | 39,660.16 |
| National Auto Fleet Group | 40,855.27 |
| Performance Ford          | 43,023.00 |

### **FISCAL IMPACT/FINANCING**

The total fiscal impact for this requested expenditure is \$72,239.52, to be drawn from the Coronavirus Emergency Supplemental Funding Program Solicitation Grant monies. The below table provides a breakdown of the total costs associated with purchasing the



**APPROVE REQUEST TO PURCHASE ONE POLICE DEPARTMENT PATROL  
OPERATIONS DIVISION POLICE VEHICLE AND SUPPLEMENTARY EQUIPMENT**

June 15, 2021

Page 3 of 3

recommended 2021 Ford Explorer Police Interceptor SUV and equipping it for police service.

| Item                           | Base cost per vehicle |
|--------------------------------|-----------------------|
| Vehicle                        | 39,660.16             |
| Police Radio                   | 7,395.05              |
| Emergency Equipment            | 18,999.03             |
| Police Decals                  | 1,100.00              |
| Mobile Computer                | 5,085.28              |
| <b>Total Cost: \$72,239.52</b> |                       |

**CONCLUSION**

Upon Council approval, staff will proceed with recommended actions.

Respectfully submitted,



Ricardo Reyes  
City Manager



COSME LOZANO  
Chief of Police

**ATTACHMENT(S)**

- A. South Bay Ford Quote
- B. National Auto Fleet Group Quote
- C. Performance Ford Quote
- D. Motorola Solutions Radio Quote
- E. Black & White Emergency Equipment Quote
- F. B&H Signs Vehicle Decal Quote
- G. CDCE Mobile Computer Quote



## ATTACHMENT A





June 11, 2020

City of Huntington Park  
Huntington Park Police Department  
6542 Miles Ave.  
Huntington Park, CA 90255

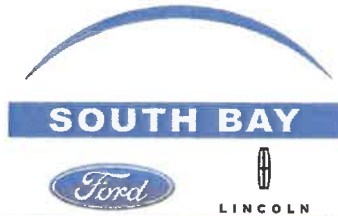
Reference: Email Request for Quote June 10, 2020, Lieutenant Neil Castelli

Attention: Lieutenant Neil Castelli

Dear Lieutenant Castelli,

On behalf of the employees of South Bay Ford we are pleased to submit our response to the City of Huntington Park Police Department's Request for Quote for a 2021 Ford Police Interceptors Utility with 3.3 L V6 Direct Injection FFV and 10 Speed Transmission with Shadow Black exterior paint and the two (2) Doors and Roof Painted White.

| Item # | Vehicle and Required Options                            | Statement of Compliance |
|--------|---|-------------------------|
| A.     | 2020 FORD UTILITY POLICE INTERCEPTOR (K8A)              | Comply                  |
| B.     | Engine 3.3L Hybrid (99W)                                | Comply                  |
| C.     | 10 – Speed Automatic Transmission (44B)                 | Comply                  |
| D.     | Preferred Equipment Package (500A)                      | Comply                  |
| E.     | Dark Car Feature (43D)                                  | Comply                  |
| F.     | Dome Light Red/White (17T)                              | Comply                  |
| G.     | Rear Door Handle & Lock Inoperable (86G)                | Comply                  |
| H.     | Global Lock/Unlock (18D)                                | Comply                  |
| I.     | Engine Idle (47A)                                       | Comply                  |
| J.     | Rear Camera On-Demand (19V)                             | Comply                  |
| K.     | Keyed Alike – 1248x (59B)                               | Comply                  |
| L.     | Noise Suppression Bonds (60R)                           | Comply                  |
| M.     | Rear View Camera (87R) – Image in Rear View Mirror      | Comply                  |
| N.     | Reverse Sensing (76R)                                   | Comply                  |
| O.     | Spot Lamps (51S) LED Bulb                               | Comply                  |
| P.     | Headlamp Housing (86P)                                  | Comply                  |
| Q.     | Rear Tail Lamp Housing (86T)                            | Comply                  |
| R.     | Configuration Audio Controls Less Voice (61R)           | Comply                  |
| S.     | Deflector Plate (76D)                                   | Comply                  |
| T.     | Front License Plate Bracket (153)                       | Comply                  |
| U.     | Agate Black (UM)  | Comply                  |
| V.     | Paint Doors and Roof White                              | Comply                  |
| W.     | Charcoal Black Interior – Cloth Front / Vinyl Rear (96) | Comply                  |
| X.     | California Emissions (422)                              | Comply                  |



|   |             |
|---|-------------|
| South Bay Ford Price FOB City of Huntington Park Maintenance Yard | \$35,965.00 |
| Sales Tax (10.25%)  | \$3,686.41  |
| Tire Fee  | \$8.75      |
| Exempt Plates   | N/C         |
| Total Unit Price  | \$39,660.16 |

We at South Bay Ford appreciate the opportunity to respond to your request for quote. If you require additional information or clarification to our bid please contact me at my office (310) 706-6086, email at [jjohnson@southbayford.com](mailto:jjohnson@southbayford.com) or my mobile (310) 720-0462.

Sincerely,

  
Jerald T. Johnson  
Government Fleet Manager  
South Bay Ford

## **ATTACHMENT B**





# National Auto Fleet Group

A division of Chevrolet of Watsonville  
490 Auto Center Drive, Watsonville, CA 95076  
855 BUY-NJPA 626-457-5590  
855 289-6572 626-457-5593

June 11, 2021

Lt. Neil Castelli  
City of Huntington Park PD  
6542 Miles Avenue  
Huntington Park, CA 90255  
Delivery Via Email

Dear Lt. Castelli,

In response to your inquiry, we are pleased to submit the following for your consideration:

National Auto Fleet Group will sell, service and deliver at Huntington Park, new/unused 2021 Police Interceptor Utilities responding to your requirement with the attached specifications for:

|                   |           |
|-------------------|-----------|
| 2021 Ford Utility | 37,049.00 |
| 8.75 % Sales Tax  | 3,797.52  |
| Tire Tax          | 8.75      |
| Total             | 40,855.27 |

Pricing includes black and white paint to your scheme.

These vehicles are available under the Sourcewell master vehicle contract # 120716 formally known as the NJPA master vehicle contract# 120716.

Terms are net 30 days.

National Auto Fleet Group welcomes the opportunity to assist you in your vehicle requirements.



John Oviyach  
National Law Enforcement Account Manager  
National Auto Fleet Group  
Wondries Fleet Group





## ATTACHMENT C







## **ATTACHMENT D**





# Motorola Solutions

## Customer Quote

Prepared By: Joe Warner

Date: Jun. 11, 2021

Quote #: APX 8500

Phone: (951) 277-2125 Fax: (951) 277-2165

CUSTOMER #:

PREPARED FOR : Sergeant Settles  
COMPANY : Huntington Park

PHONE :

FAX :

Ship to **PLEASE PROVIDE**

Address:

Bill To

Address:

### Equipment Details and Pricing

| Qty. | Model        | Description                            | Unit Price | Discount Price | Total Price |
|------|--------------|--|------------|----------------|-------------|
| 1    | M37TSS9PW1 N | APX8500 ALL BAND MP MOBILE             | \$4,770.00 | \$3,005.10     | \$ 3,005.10 |
| 1    | W22          | ADD: PALM MICROPHONE                   | \$72.00    | \$45.36        | \$ 45.36    |
| 1    | G851         | ADD: AES/DES-XL/DES-OFB ENCRYPTION     | \$799.00   | \$503.37       | \$ 503.37   |
| 1    | G298         | ENH: ASTRO 25 OTAR W/ MULTIKEY         | \$740.00   | \$466.20       | \$ 466.20   |
| 1    | G806         | ADD: ASTRO DIGITAL CAI OPERATION       | \$515.00   | \$324.45       | \$ 324.45   |
| 1    | G67          | ADD: REMOTE MOUNT MID POWER            | \$297.00   | \$187.11       | \$ 187.11   |
| 1    | G51          | ENH: SMARTZONE OPERATION APX           | \$1,500.00 | \$945.00       | \$ 945.00   |
| 1    | B18          | ADD: AUXILIARY SPKR 7.5 WATT           | \$60.00    | \$37.80        | \$ 37.80    |
| 1    | GA01513      | ADD: ALL BAND MOBILE ANTENNA (7/8V/U)  | \$95.00    | \$59.85        | \$ 59.85    |
| 1    | GA00226      | ADD: GPS/WI-FI ANTENNA                 | \$75.00    | \$47.25        | \$ 47.25    |
| 1    | G361         | ADD: P25 TRUNKING SOFTWARE             | \$300.00   | \$189.00       | \$ 189.00   |
| 1    | GA00580      | ADD: TDMA OPERATION                    | \$450.00   | \$283.50       | \$ 283.50   |
| 1    | GA09001      | ADD: WI-FI CAPABILITY                  | \$300.00   | \$189.00       | \$ 189.00   |
| 1    | GA09007      | ADD: OUT OF THE BOX WI-FI PROVISIONING | \$0.00     | \$0.00         | \$ -        |
| 1    | G442         | ADD: O5 CONTROL HEAD                   | \$432.00   | \$272.16       | \$ 272.16   |
| 1    | G444         | ADD: APX CONTROL HEAD SOFTWARE         | \$0.00     | \$0.00         | \$ -        |

ICI System Users Discount Promotion - Expires December 11, 2020

APX Radio = 37% Discount

|                           |          |          |
|---------------------------|----------|----------|
| SUBTOTAL                  | \$       | 6,555.15 |
| TAXES                     | \$       | \$671.90 |
| ADD: 3Y ESSENTIAL SERVICE | \$168.00 | 168.00   |

QUOTE PAGE TOTAL **\$7,395.05**

#### QUOTE TERMS AND CONDITIONS :

1. Quotes are exclusive of all installation and programming charges(unless expressly stated) and all applicable taxes.
2. Purchaser will be responsible for shipping costs, which will be added to the invoice.
3. Prices quoted are valid for thirty(30) days from the date of this quote.
4. Unless otherwise stated, payment will be due within thirty days after invoice.

This quotation is provided to you for information purposes only and is not intended to be an offer or a binding proposal.  
If you wish to purchase the quoted products, Motorola will be pleased to provide you with our standard terms and conditions of sale,  
or alternatively, receive your purchase order which will be acknowledged. Thank you for your consideration of Motorola products.



## **ATTACHMENT E**





590 South Vincent Avenue  
Azusa, CA 91702

## Quote

| Date      | Estimate # |
|-----------|------------|
| 5/25/2021 | 1844       |

| Name / Address   |
|--|
| Huntington Park Police Department<br>6542 Miles Ave<br>Huntington Park, CA 90255 |

| Ship To   |
|---|
| Huntington Park Police Department<br>6542 Miles Ave<br>Huntington Park, CA 90255<br>USA |

| Customer          | Terms  |
|-------------------|--------|
| 2021 Patrol Build | Net 30 |

| Item           | Description   | Qty | Rate     | Total     |
|----------------|---|-----|----------|-----------|
| MATRIXPROMO    | Matrix Dual Color Lightbar Package. Includes a Dual Color Lightbar, Z3 Matrix Siren, and Two 100W Speakers. | 1   | 2,750.00 | 2,750.00T |
| 42-3PRBA-CM    | Citadell Matrix PIU, Red/Blue/Amber   | 1   | 1,136.02 | 1,136.02T |
| C3RNR-60L-BWRW | 60" Outliner Perimeter Bar, Left Wire Exit Dual Color Red/White Blue/White                                  | 1   | 310.60   | 310.60T   |
| C3RNR-60R-BWRW | 60" Outliner Perimeter Bar, Right Wire Exit Dual Color Red/White Blue/White                                 | 1   | 310.60   | 310.60T   |
| RNRBKT-PIU     | Running Board Light Bracket   | 1   | 23.00    | 23.00T    |
| W6BR           | Wildcat Hide-a-Blast W600 Vertical Flange Mount, 9ft Blue/Red   | 4   | 82.80    | 331.20T   |
| ULTMC-RB       | Code 3 Mega Thin LED Multi-Color Red/Blue   | 2   | 71.05    | 142.10T   |
| MR6MC-RB       | Code 3 MR6 Multi Color Red/Blue   | 2   | 84.10    | 168.20T   |
| MR6MC-RW       | Code 3 MR6 Multi Color Red/White  | 2   | 84.10    | 168.20T   |
| MR6MC-BW       | Code 3 MR6 Multi Color LED Blue/White   | 2   | 84.10    | 168.20T   |
| FSM-BKT-PIU20  | Front Upper Side Mirror Mounting Bracket Code3 MR6,M180,XTP,Megathin 2020 Ford PIU                          | 1   | 30.70    | 30.70T    |
| ECVDMLTALDC    | Interior Dome Light 12 White, 12 Red LEDs   | 1   | 77.65    | 77.65T    |
| CC-20-UV10-L8  | Troy 2020 Police Interceptor Utility Specific 10" Console L-Shape   | 1   | 384.45   | 384.45T   |
| AC-INTBHG      | Troy 4" Internal Dual beverage Holder W/ Rubber Fingers   | 1   | 44.50    | 44.50T    |
| AC-ARMMNT58-LP | Low Profile Arm Rest, Pedestal insert, 5x8 Foam Arm Rest. (3 Parts)   | 1   | 127.45   | 127.45T   |
| CM-SDLA-SA-LED | Troy Side Mount Swing Bracket for Docking Station   | 1   | 359.60   | 359.60T   |
| TP-E-SL6-US-SS | Troy Stash N Stow Cage with Sliding Center Window W/Square Punched Mesh Guard                               | 1   | 678.27   | 678.27T   |

Quotes are subject to change and are Valid for 30 Days

**Subtotal**

**Sales Tax (10.25%)**

**Total**

Signature

590 S. Vincent Ave, Azusa, CA 91702  
Office (626) 334-6300 Fax (626) 344-6301  
JP@BLACKANDWHITEEV.COM WWW.BLACKANDWHITEEV.COM



590 South Vincent Avenue  
Azusa, CA 91702

## Quote

| Date      | Estimate # |
|-----------|------------|
| 5/25/2021 | 1844       |

| Name / Address   |
|--|
| Huntington Park Police Department<br>6542 Miles Ave<br>Huntington Park, CA 90255 |

| Ship To   |
|---|
| Huntington Park Police Department<br>6542 Miles Ave<br>Huntington Park, CA 90255<br>USA |

| Customer          | Terms  |
|-------------------|--------|
| 2021 Patrol Build | Net 30 |

| Item                | Description  | Qty | Rate     | Total     |
|---------------------|--|-----|----------|-----------|
| KP-UV20-DAP-SS      | 2020 PI Utility 3pc. Kick Panel w/ Foot Pockets Use with Big Boy Mount                                   | 1   | 146.42   | 146.42T   |
| PS-20-UV-UVFX-OS-RL | Plastic Seat with OS Belts, Rear Partition Polycarbonate Window, with Fire Extinguisher Compartment      | 1   | 1,534.68 | 1,534.68T |
| SAB-20-FDUV-BB      | 2020 PI Utility Big-Boy Partition Mounting Kit   | 1   | 0.00     | 0.00T     |
| AC-20-UV-SET        | 2020 PI Utility Driver/Passenger Side Set of Diamond-Punched Window Screens                              | 1   | 176.18   | 176.18T   |
| AC-20-UV-HATCH      | 2020 PI Utility Hatch Window Screen  | 1   | 110.40   | 110.40T   |
| CP-UV20-MNT-EB      | Troy 2020 PIU Utility Cargo Elevated Box Mount   | 1   | 227.07   | 227.07T   |
| AC-EB-SL-TRAY       | Troy 2020 PIU Utility Electronics Tray, 37.5" Wide x 23.6" Long  | 1   | 246.65   | 246.65T   |
| AC-EB-TRAY-FENCE    | Troy 2020 PIU Utility Electronics Tray Fence   | 1   | 39.15    | 39.15T    |
| CP-GB44248-T3       | Troy 44"Wx24"Lx8"H W/1.5" Trim, 2 DL Locking Handles.  | 1   | 1,057.05 | 1,057.05T |
| 36-2125             | Westin Ford Utility Push Bumper 2020   | 1   | 313.29   | 313.29T   |
| 36-2125PB           | Westin Pit Bar Ford Utility 2020   | 1   | 327.45   | 327.45T   |
| 36-6005SMP2         | Push Bumper Light Channel 23.5 inch 2 Hole for Code 3 MR6 lights (UTILITY)                               | 1   | 30.15    | 30.15T    |
| DS-PAN-1112-2       | Docking Station W/Dual Pass-Through Antenna Connection for Panasonic Toughbook 33, 2 in 1 W/Power Supply | 1   | 1,317.83 | 1,317.83T |
| 475-0849            | Gun Rack - Dual Weapon, Partition Mounted, Vertical (GR3-AR-870-XTRD-GL3XL)                              | 1   | 491.40   | 491.40T   |
| 3089                | Firefly 300Mhz Multicode Extended Range Remote   | 1   | 25.50    | 25.50T    |
| 357066              | PCTEL GPS NMO Mount Mobile Antenna Low Profile, Active 28dB  | 1   | 75.98    | 75.98T    |

Quotes are subject to change and are Valid for 30 Days

**Subtotal**

**Sales Tax (10.25%)**

**Total**

Signature

590 S. Vincent Ave, Azusa, CA 91702  
Office (626) 334-6300 Fax (626) 344-6301

JP@BLACKANDWHITEEV.COM WWW.BLACKANDWHITEEV.COM



590 South Vincent Avenue  
Azusa, CA 91702

## Quote

| Date      | Estimate # |
|-----------|------------|
| 5/25/2021 | 1844       |

| Name / Address   |
|--|
| Huntington Park Police Department<br>6542 Miles Ave<br>Huntington Park, CA 90255 |

| Ship To   |
|---|
| Huntington Park Police Department<br>6542 Miles Ave<br>Huntington Park, CA 90255<br>USA |

| Customer          | Terms  |
|-------------------|--------|
| 2021 Patrol Build | Net 30 |

| Item   | Description   | Qty | Rate                      | Total       |
|--|---|-----|---------------------------|-------------|
| 526355   | LAIRD 3G/4G Multiband Phantom Antenna for 700/806/850/1800/1900/2100 2100/2300/2500/2600 MHz Applications. Black. 3.30" Radome Height. NMO. | 1   | 36.54                     | 36.54T      |
| MB8U   | 3/4" Hole NMO Antenna Coax RG58U  | 2   | 15.45                     | 30.90T      |
| RFT1202-2  | TNC Male 50 Ohm RG 58   | 2   | 4.84                      | 9.68T       |
| MMSU-1   | Magnetic Mic Single Unit  | 1   | 32.00                     | 32.00T      |
| Ch27.1.20/L3   | 27 Circuits W/ Modular Smart Start Timer and L3 bracket for Ford Utility with 20ft long Output Wires.                                       | 1   | 621.00                    | 621.00T     |
| WIRE&TERMINALS   | Wire, Terminals, Tie-Wraps, & Hardware  | 1   | 125.00                    | 125.00T     |
| FULL,BUILD   | Installation of all Emergency Equipment into a 2021 Police Vehicle  | 42  | 80.00                     | 3,360.00    |
| Quotes are subject to change and are Valid for 30 Days |   |     | <b>Subtotal</b>           | \$17,545.06 |
|  |   |     | <b>Sales Tax (10.25%)</b> | \$1,453.97  |
|  |   |     | <b>Total</b>              | \$18,999.03 |

Signature \_\_\_\_\_

590 S. Vincent Ave, Azusa, CA 91702  
Office (626) 334-6300 Fax (626) 344-6301  
JP@BLACKANDWHITEEV.COM WWW.BLACKANDWHITEEV.COM





## **ATTACHMENT F**



B and H Signs  
926 S Primrose  
monrovia, CA 91016  
(626) 359-6643  
info@bandhsigns.com  
www.bandhsigns.com

**B AND H SIGNS**

## Estimate

### ADDRESS

Huntington Park Police Dept.  
6542 Miles Avenue  
Huntington Park, CA 90255

ESTIMATE # 6282

DATE 06/18/2020

### P.O. NUMBER

Unit 991 Graphics

### SALES REP

AC

### ACTIVITY

### QTY

### RATE

### AMOUNT

#### Vehicle Graphics

Ford Explorer Vehicle Graphics - Plotted HP Vinyl Black, White Reflective, Silver  
Metallic and White. Digitally Printed City Seal and Thin Blue Line Flag on White  
Reflective HP Vinyl - Unit 991

1

1,100.00

1,100.00

VIN:

TOTAL

**\$1,100.00**

Accepted By

Accepted Date



## ATTACHMENT G



CDCE, Inc.  
22641 Old Canal Road  
Yorba Linda, CA 92887



## Sales Quote

Telephone: 800-373-5353

|                 |            |
|-----------------|------------|
| Sales Quote No. | 114986     |
| Customer No.    | CIHUNTPAPD |
| Customer PO #   |            |

### Bill To

City of Huntington Park Police Dept  
6542 Miles Ave  
Huntington Park, CA 90255  
Los Angeles Cou

### Ship To

City of Huntington Park Police Dept  
6542 Miles Ave  
Huntington Park, CA 90255  
Los Angeles Cou

Contact: Joe Settles  
Telephone: 323-584-6254

Contact: Joe Settles  
Telephone: 323-584-6254

| Order Date     | Ship Via         | F.O.B.  | Customer PO Number | Payment Method |
|----------------|------------------|---|--------------------|----------------|
| 03/03/20       | Drop Ship        | Yorba Linda   |                    | NET 30         |
| Entered By     | Salesperson      | Ordered By  | Resale Number      |                |
| Casey Leff     | Casey Leff       | Joe Settles   |                    |                |
| Order Quantity | Approve Quantity | Item Number / Description   | Unit Price         | Extended Price |
| 1              | 1                | <b>33-LE-30VM</b><br>Panasonic CF-33 Tablet FirstNet/Band 14 ready<br><br>Public Sector Specific, Win10 Pro, Intel Core i5-7300U 2.60GHz, vPro, 12.0" QHD<br>Gloved Multi Touch+Digitizer, 8GB, 256GB SSD, Intel WiFi a/b/g/n/ac, TPM 2.0,<br>Bluetooth, Dual Pass (Upper:WWAN/Lower:dGPS), 4G LTE Multi Carrier<br>(EM7511), dGPS, Hello Webcam, 8MP Cam, Contactless SmartCard, Flat,<br>Toughbook Preferred, CF-SVCPDEP3Y - Toughbook & Toughpad Premier<br>Deployment - Includes Imaging, Customer Portal Access, Multilocation Shipping<br>And Disk Image Management At The Panasonic National Service Center (Years<br>1,2,3), FZ-SVC256SSD3Y - 256GB SSD - Toughpad No Return Of Defective<br>Drive (Years 1,2,3), FZ-SVCTPNF3YR - Protection Plus Warranty - Tablet PC<br>(Years 1,2,3), CF-SVCBIOS1 - NSC Custom BIOS Post Sale Entitlement,<br>CF-SVCADDFRM12B - Absolute Resilience - 12 Month Term - Panasonic PS<br>Bundle Sled Customer Only. | 3,565.000          | 3,565.00       |
| 1              | 1                | <b>FEE-100001</b><br>Recycle Fee for Monitors 4"-15"  | 4.000              | 4.00           |
| 1              | 1                | <b>WR-105014</b><br>Panasonic : 4th and 5th years Public Safety Service<br><br>Bundle Add on (Year 4 & 5 only). Must be purchased in conjunction with PS<br>bundle base unit. Includes Premier, Protection Plus, Customer Portal, Disk Image<br>Management.   | 550.000            | 550.00         |

|            |             |
|------------|-------------|
| Print Date | 03/03/20    |
| Print Time | 02:51:19 PM |
| Page No.   | 1 of 3      |

Printed By: Casey Leff

Continued on Next Page

CDCE, Inc.  
22641 Old Canal Road  
Yorba Linda, CA 92887



## Sales Quote

Telephone: 800-373-5353

|                 |            |
|-----------------|------------|
| Sales Quote No. | 114986     |
| Customer No.    | CIHUNTPAPD |
| Customer PO #   |            |

### Bill To

City of Huntington Park Police Dept  
6542 Miles Ave  
Huntington Park, CA 90255  
Los Angeles Cou

### Ship To

City of Huntington Park Police Dept  
6542 Miles Ave  
Huntington Park, CA 90255  
Los Angeles Cou

Contact: Joe Settles  
Telephone: 323-584-6254

Contact: Joe Settles  
Telephone: 323-584-6254

| Order Date     | Ship Via         | F.O.B.   | Customer PO Number | Payment Method |
|----------------|------------------|--|--------------------|----------------|
| 03/03/20       | Drop Ship        | Yorba Linda  |                    | NET 30         |
| Entered By     | Salesperson      | Ordered By   | Resale Number      |                |
| Casey Leff     | Casey Leff       | Joe Settles  |                    |                |
| Order Quantity | Approve Quantity | Item Number / Description  | Unit Price         | Extended Price |
| 1              | 1                | <b>NA-210048</b><br>Premium Keyboard for CF-33, Emissive Red Backlit<br><br>(4 levels) Handle/kickstand - display can be opened to any angle. Compatible with Tablet, 33 Laptop Vehicle Dock, and 33 Desktop Dock. Ethernet, SDXC (full-size), HDMI, VGA, USB 2.0, USB 3.0 (2), Serial (USB) | 545.000            | 545.00         |

|            |             |
|------------|-------------|
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| Print Time | 02:51:19 PM |
| Page No.   | 2 of 3      |

Printed By: Casey Leff

Continued on Next Page



CDCE, Inc.  
22641 Old Canal Road  
Yorba Linda, CA 92887



## Sales Quote

Telephone: 800-373-5353

|                 |            |
|-----------------|------------|
| Sales Quote No. | 114986     |
| Customer No.    | CIHUNTPAPD |
| Customer PO #   |            |

### Bill To

City of Huntington Park Police Dept  
6542 Miles Ave  
Huntington Park, CA 90255  
Los Angeles Cou

### Ship To

City of Huntington Park Police Dept  
6542 Miles Ave  
Huntington Park, CA 90255  
Los Angeles Cou

Contact: Joe Settles  
Telephone: 323-584-6254

Contact: Joe Settles  
Telephone: 323-584-6254

|            |             |             |                    |                |
|------------|-------------|-------------|--------------------|----------------|
| Order Date | Ship Via    | F.O.B.      | Customer PO Number | Payment Method |
| 03/03/20   | Drop Ship   | Yorba Linda |                    | NET 30         |
| Entered By | Salesperson | Ordered By  | Resale Number      |                |
| Casey Leff | Casey Leff  | Joe Settles |                    |                |

| Order Quantity | Approve Quantity | Item Number / Description  | Unit Price | Extended Price |
|----------------|------------------|--|------------|----------------|
|                |                  | <p>Estimated delivery 4-6 weeks ARO</p> <p>Panasonic Warranty Entitlements<br/>Joe Settles<br/>jsettles@hppolice.org<br/>323-826-6676</p> <p>By Signing, you are confirming not only your request to purchase, but also your authority to purchase the goods and services on this quote on behalf of the organization you represent. Signed quotes are de facto purchase orders and fall under the same terms and conditions of sale. If you choose to pay by credit card then you approve an additional 3% processing fee on total order.</p> <p>Signature _____</p> <p>Printed Name _____</p> <p>Date _____</p> <p>Approved By: _____</p> <p><input type="checkbox"/> Approve All Items &amp; Quantities</p> |            |                |

|            |             |
|------------|-------------|
| Print Date | 03/03/20    |
| Print Time | 02:51:19 PM |
| Page No.   | 3 of 3      |

|                    |          |
|--------------------|----------|
| Subtotal           | 4,664.00 |
| Freight            | 0.00     |
| 10.250 % Sales Tax | 421.28   |
| Order Total        | 5,085.28 |

Printed By: Casey Leff

