Alex Vargas, Mayor
Katrina Manning, Mayor Pro Tem
Angie Reyes English, Councilmember
Alex Monteiro, Councilmember
Faye Johnson, Councilmember

Dayna S. Williams-Hunter, City Clerk
Marie Poindexter-Hornback, City Treasurer

CITY OF HAWTHORNE
CITY COUNCIL REGULAR MEETING
AGENDA FOR MARCH 25, 2025 6:00 PM
COUNCIL CHAMBER AT CITY HALL
4455 W. 126th STREET, HAWTHORNE, CALIFORNIA

MEETING INFORMATION

IF YOU ARE AN INDIVIDUAL WITH A DISABILITY AND NEED REASONABLE ACCOMMODATION OR MODIFICATION PURSUANT TO THE AMERICANS WITH DISABILITIES ACT (ADA) PLEASE CONTACT THE CITY CLERK DEPARTMENT AT CITYCLERK@CITYOFHAWTHORNE.ORG OR CALL (310) 349-2915 PRIOR TO THE MEETING FOR ASSISTANCE.

THE MEETING IS SHOWN LIVE ON CABLE CHANNEL 22, AND WILL BE REBROADCAST AS PART OF THE REGULAR CITY COUNCIL, SUCCESSOR AGENCY, AND RELATED MEETINGS ACCORDING TO THE PUBLISHED CABLE SCHEDULE OF PROGRAMS. IT SHALL ALSO BE BROADCAST LIVE AND BE MADE AVAILABLE THEREAFTER ON THE CITY OF HAWTHORNE'S WEBSITE:

MEETING VIDEO

Or online on YouTube by searching for Hawthorne Community Television

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THE AGENDA, STAFF REPORTS AND ATTACHMENTS ARE AVAILABLE ONLINE AT AGENDA, STAFF REPORTS, ATTACHMENTS AND THEN SELECTING THE DESIRED MEETING. MEMBERS OF THE PUBLIC MAY INSPECT (AT NO COST) AND/OR OBTAIN COPIES (UPON PAYMENT OF THE CITY'S CURRENT COPYING FEE) OF ANY REGULAR SESSION ITEM BY CONTACTING THE CITY CLERK DEPARTMENT AT CITY HALL VIA TELEPHONE (310) 349-2915 OR EMAIL CITYCLERK@CITYOFHAWTHORNE.ORG

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

PROCLAMATIONS/CERTIFICATES/PRESENTATIONS

1. Fair Housing Foundation Proclamation (A.Reyes English and A. Vargas)
2. American Red Cross Proclamation (A. Monteiro)
3. Proclamation to honor Bob Jensen (A. Monteiro)
4. "My Civic 311" App Presentation
5. The Hawthorne Police Department will provide a brief presentation on recent and future strategies to integrate services offered by Telehealth Van for the benefit of the Hawthorne community.
6. Homeless Services Update- Dulce Medina

ORAL COMMUNICATIONS

ORAL COMMUNICATION INSTRUCTIONS

ANY PERSON DESIRING TO ADDRESS THE CITY COUNCIL AND PARKING AUTHORITY SHOULD COMPLETE A SPEAKER REQUEST CARD AND SUBMIT THE CARD TO THE CITY CLERK/SECRETARY PRIOR TO THE COMMENCEMENT OF THE CITY COUNCIL, PARKING AUTHORITY AND HOUSING AUTHORITY MEETING. AFTER OBTAINING PERMISSION TO PROCEED BY THE PRESIDING OFFICER SPEAKERS SHOULD FIRST STATE THEIR FULL NAME AND ADDRESS FOR THE RECORD. THEY THEN SHALL STATE THEIR BUSINESS FOR ALL GOVERNING BODIES BRIEFLY AND COMPLETELY AND UNLESS GRANTED FURTHER TIME BY A GOVERNING BODY SHALL LIMIT THEIR ADDRESS TO THREE MINUTES. THE THREE-MINUTE LIMIT SHALL INCLUDE GOVERNING BODY OR STAFF RESPONSES, IF ANY, TO QUERIES POSED BY SPEAKERS. HOWEVER, THE STATE OPEN MEETINGS LAW

(GOVERNMENT CODE SECTION 54950 ET SEQ.) PROHIBITS THE CITY COUNCIL FROM PROVIDING A DETAILED RESPONSE OR ACTING UPON ANY ITEM NOT CONTAINED ON THE AGENDA POSTED 72 HOURS BEFORE A REGULAR MEETING AND 24 HOURS BEFORE A SPECIAL MEETING. ALL REMARKS SHALL BE ADDRESSED TO THE GOVERNING BODIES AS A BODY AND NOT TO ANY PARTICULAR MEMBER THEREOF. THE GOVERNING BODY MAY EITHER DISPOSE OF THE COMMUNICATION AT THE CLOSE THEREOF OR MAY REFER IT TO AN APPROPRIATE ADMINISTRATIVE OFFICER FOR STUDY, INVESTIGATION, REPORT, AND/OR RECOMMENDATION. DISCUSSION, IF ANY, SHALL BE BY MEMBERS OF A GOVERNING BODY ONLY. (H.M.C. 2.06.180, RESO. NO. 6443)

CITY CLERK'S CONSENT CALENDAR

7. City Treasurer requests approval of the warrants. Motion to approve the warrants.

RECOMMENDED MOTION:
Staff Recommends that the City Council approve the warrants issued for the period of 03/12/2025 to 03/25/2025 in the total of $5,503,335.59.

8. Approval of City Council meeting minutes for the regular City Council meetings of March 12, 2024, March 26, 2024 and the special meetings of March 19, 2024 and December 12, 2023. Motion to approve minutes.

RECOMMENDED MOTION:
Staff recommends that the Council approve the regular City Council meetings of March 12, 2024, March 26, 2024 and the special meeting minutes of March 19, 2024 and December 12, 2023.

9. Approval of waiver of full readings of resolutions and ordinances on Tuesday, March 25, 2025's agenda. Motion to waive full readings.

RESOLUTIONS

10. Resolution No. 8514 -- A Resolution of the City Council of the City of Hawthorne, California Approving an Agreement for Electric Vehicle Charging Station Design and Installation Project with Chargie

RECOMMENDED MOTION:
Staff recommends that the City Council approve Resolution No.8514

11. Resolution No. 8515 - A Resolution of the City Council of the City of Hawthorne, California Approving the Social Security Administration Office of Acquisition and Grants Contract Number 2832325C00060002.

RECOMMENDED MOTION:
Adopt Resolution No. 8515, Approving the Social Security Administration ("SSA") Contract Number 2832325C0006002 and Authorize the Chief of Police of the Hawthorne Police Department ("HPD") to Execute the Contract.

CITY MANAGER'S CONSENT CALENDAR

12. Progress Payment #4 in the amount of $30,000.00 due to Huntington Beach Electric Inc of Huntington Beach, CA for Hawthorne Jim Thorpe Park and City Hall Council Chambers Lighting Project (Project #23-07)

RECOMMENDED MOTION:
Staff recommends that the City Council approve this Progress Payment #4 to Huntington Beach Electric Inc of Huntington Beach, CA.

13. Award of Contract for Hawthorne Police Department Roof Replacement Project (Project # 25-09)

RECOMMENDED MOTION:
Staff recommends that the City Council award contract to the second lowest responsive and responsible

bidder, Chapman Coast Roof Co., Inc of Fullerton, CA

14. 2024 General Plan Annual Progress Report

RECOMMENDED MOTION:
Receive and file.

15. 2024 Housing Element Annual Progress Report

RECOMMENDED MOTION:
Receive and file.

16. Consultant Agreement with Kimley Horn to provide CEQA analysis for a project at the Hawthorne Municipal Airport.

RECOMMENDED MOTION:
Approve the Agreement with Kimley Horne for consulting services.

17. Progress Payment #2 in the amount of $607,312.53 due to Martinez Landscape Company, Inc. of Sylmar, CA for General Maintenance (Project # 22-05).

RECOMMENDED MOTION:
Staff recommends that City Council approve this Progress Payment #2 and change orders 6 and 7 due to Martinez Landscape Company, Inc. of Sylmar, CA.

18. Progress Payment #7&8 in the amount of $701,143.40 due to DOJA, Inc. of Ontario, CA for Zela Davis Park Renovation (Project #24-04)

RECOMMENDED MOTION:
Staff recommends that the City Council approve this Progress Payment #7&8 to DOJA, Inc. of Ontario, CA

19. Department of Public Health -- Public Health Services Contract between the City of Hawthorne and County of Los Angeles.

RECOMMENDED MOTION:
Staff Recommends the City Council Approve the Public Health Services Contract with the County of Los Angeles and Authorize the City Manager to Execute the Department of Public Health ("DPH") -- Public Health Services Contract.

20. Progress Payment #2 in the amount of $873,696.92 due to PCN3 Inc of Los Alamitos, CA for City of Hawthorne New Senior Center (Project #24-03).

RECOMMENDED MOTION:
Staff recommends that the City Council approve this Progress Payment #2 and Change Order #1 to PCN3 Air Inc of Los Alamitos, CA

21. Changes to the Agreement between the City of Hawthorne and DTA Public Finance to perform a Development Impact Fee Study

RECOMMENDED MOTION:
Staff recommends that the City Council approve the changes to the agreement with DTA Public Finance and authorize the City Manager or his desginee to enter into and execute the agreement and make any minor amendments.

SUCCESSOR AGENCY

22. Receive and file Housing Successor Agency Report for Fiscal Year Ending 2023-24.

RECOMMENDED MOTION:

Staff recommends that the City Council receive and file the City of Hawthorne Housing Successor Agency Annual Report for Fiscal Year 2023-24.

ELECTED OFFICIALS REPORTS/RECOMMENDATIONS

ADJOURNMENT

CERTIFICATION

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS
CITY OF HAWTHORNE)

I, **DIANA CUCALON**, Deputy City Clerk for the City of Hawthorne, certify that a true and correct copy of the foregoing City Council Meeting Agenda was posted not less than 72 hours before the City Council Meeting to be held on Tuesday, March 25, 2025.



DIANA CUCALON
HAWTHORNE DEPUTY CITY CLERK

AGENDA ITEM NO. 1.

CITY OF HAWTHORNE
City Council
AGENDA BILL
For the meeting of 03/25/2025
Originating Department: City Manager

SUBJECT:
Fair Housing Foundation Proclamation (A.Reyes English and A. Vargas)

AGENDA ITEM NO. 2.

CITY OF HAWTHORNE
City Council
AGENDA BILL
For the meeting of 03/25/2025
Originating Department: City Manager

SUBJECT:
American Red Cross Proclamation (A. Monteiro)

AGENDA ITEM NO. 3.

CITY OF HAWTHORNE
City Council
AGENDA BILL
For the meeting of 03/25/2025
Originating Department: City Manager

SUBJECT:
Proclamation to honor Bob Jensen (A. Monteiro)

AGENDA ITEM NO. 4.

CITY OF HAWTHORNE
City Council
AGENDA BILL
For the meeting of 03/25/2025
Originating Department: Public Works

SUBJECT:
"My Civic 311" App Presentation

AGENDA ITEM NO. 5.

CITY OF HAWTHORNE
City Council
AGENDA BILL
For the meeting of 03/25/2025
Originating Department: Police Department

SUBJECT:
The Hawthorne Police Department will provide a brief presentation on recent and future strategies to integrate services offered by Telehealth Van for the benefit of the Hawthorne community.

Attachments

HPD Partnership with Telehealth

HAWTHORNE POLICE DEPT PARTNERSHIP WITH TELEHEALTH

March 25, 2025

CITY OF HAWTHORNE
City of Good Neighbors



Current Telehealth Services



Telehealth currently stationed at two locations

- **The Memorial Center**
- **The Tiny Homes**

Mainly serving the PEH population, we strive to extend Telehealth access to all of H horne moving forward.

Moving forward we will connect Telehealth to..

Mental Health Unit

The Hawthorne Pd Mental Health Unit will collaborate with Telehealth when responding to calls for service. If the officer deems that the person would benefit from the service they will contact Telehealth to respond to the location to offer treatment.



Collaboration with local Organizations

Telehealth will partner up with Organizations like New Star Family Justice Center in order to provide services to victims of domestic violence. This service would be optional and by referral from New Star.



THANK YOU FOR YOUR TIME

PRESENTOR

Chief Tomatani

March 25, 2025

AGENDA ITEM NO. 7.

CITY OF HAWTHORNE
City Council
AGENDA BILL
For the meeting of 03/25/2025
Originating Department: Licensing

City Manager: **Department Head:**

SUBJECT:
City Treasurer requests approval of the warrants. Motion to approve the warrants.

RECOMMENDED MOTION:
Staff Recommends that the City Council approve the warrants issued for the period of 03/12/2025 to 03/25/2025 in the total of $5,503,335.59.

DISCUSSION:
Staff plans to issue checks to the vendors that provide goods and services to the City of Hawthorne.

ECONOMIC DEVELOPMENT STRATEGIC PLAN:
Develop and implement clear, business friendly methods of communicating useful and helpful information to vendors

FISCAL IMPACT:
None. Funds for these payments with the amount of $5,503,335.59 are available in the adopted Fiscal Year 2024-2025 budget.

Description of Warrants	Amount
Payroll City Warrants	$ 950,912.76
General City Warrants	$ 4,408,932.64
Housing Warrants	$ 130,463.90
Asset Forfeiture Warrants	$ 13,026.29
Grand Total	**$ 5,503,335.59**

NOTICING PROCEDURE:
72 hours posted notice pursuant to the Ralph M. Brown Act

ATTACHMENTS
Council Warrants 03/25/25

CITY OF HAWTHORNE

FOR THE MEETING OF MARCH 25, 2025

ORIGINATING DEPARTMENT: FINANCE

The City Treasurer submits the following Payroll City Warrants for your approval:

	Warrant #s			
Date	**Start**	**Ending**	**Warrant type**	**Total $**
3/13/25	33276	33589	PAYROLL	948,834.20
3/13/25	196464	196468	PAYROLL	2,078.56
*** Emergency Issue - for ratification only**				950,912.76

State of California, County of Los Angeles SS:

The foregoing claims/demands/warrants have been filed with me; each one bearing an endorsement of the officer or employee of the department, requiring same, that the price is correct.

_____ City Treasurer

_____ City Clerk

CITY OF HAWTHORNE

FOR THE MEETING OF MARCH 25, 2025

ORIGINATING DEPARTMENT: FINANCE

The City Treasurer submits the following General City Warrants for your approval:

	Warrant #s			
Date	**Start**	**Ending**	**Warrant type**	**Total $**
3/4/25	489642	489642	CITY-SPECIAL	432.97
3/14/25	489643	489643	CITY-SPECIAL	780,491.54
3/13/25	489644	489661	DEBT LEVIES	20,197.09
3/25/25	489662	489668	UTILITIES	122,960.65
3/25/25	489669	489809	CITY	3,483,201.13
3/14/25	489810	489810	CITY	656.73
3/15/25	489811	489811	CITY-SPECIAL	992.53
				4,408,932.64

*** Emergency Issue - for ratification only**

State of California, County of Los Angeles SS:

The foregoing claims/demands/warrants have been filed with me; each one bearing an endorsement of the officer or employee of the department, requiring same, that the price is correct.

_____ City Treasurer

_____ City Clerk

City of Hawthorne, CA

PAID INVOICES REPORT

CHECK: C030425 TO FISCAL 2025/09 07/01/2024 TO 06/30/2025

VENDOR	NAME / DOCUMENT	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
121590	VARGAS, ALEX								
	95457	02/23/25		489642	P	03/04/25	10011100 44554	TRAVEL, CONFERENCE - VARG	234.43
	INVOICE:	CONF REIMB 02/21/25							
	95473	02/26/25		489642	P	03/04/25	990 23011	ELECTION DEPOSITS	198.54
	INVOICE:	REIMB 080724							
	VENDOR TOTALS		432.97 YTD INVOICED				802.44 YTD PAID		432.97
								REPORT TOTALS	432.97

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	1	432.97

** END OF REPORT - Generated by Shuntell Dixon **

City of Hawthorne, CA

PAID INVOICES REPORT

CHECK: C031425 TO FISCAL 2025/09 07/01/2024 TO 06/30/2025

VENDOR	NAME / DOCUMENT	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
124317	PCN3, INC.								
	95751	03/11/25	2631	489643	T	03/14/25	33610010 44444	SPORTS CENTER ROOF	780,491.54
	INVOICE: 1								
	VENDOR TOTALS	780,491.54 YTD INVOICED					780,491.54 YTD PAID		780,491.54
								REPORT TOTALS	780,491.54

	COUNT	AMOUNT
TOTAL EFT TRANSFERS	1	780,491.54

** END OF REPORT - Generated by Shuntell Dixon **

PAID INVOICES REPORT

CHECK: DL031325 TO FISCAL 2025/09 07/01/2024 TO 06/30/2025

VENDOR	NAME / DOCUMENT	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
123239	CA DISBURSEMENT UNIT								
	95838	03/13/25		489644	P	03/13/25	960 21630	GARNISHMENTS LIABILITY	704.30
	INVOICE: 2025-07								
	VENDOR TOTALS		13,381.70 YTD INVOICED				13,381.70 YTD PAID		704.30
119637	CA SDU, STATE DISBURSEMENT UNIT								
	95834	03/13/25		489645	P	03/13/25	960 21630	GARNISHMENTS LIABILITY	258.46
	INVOICE: 2025-07								
	VENDOR TOTALS		4,910.74 YTD INVOICED				4,910.74 YTD PAID		258.46
119685	CA SDU, STATE DISBURSEMENT UNIT								
	95835	03/13/25		489646	P	03/13/25	960 21630	GARNISHMENTS LIABILITY	142.15
	INVOICE: 2025-07								
	VENDOR TOTALS		3,198.41 YTD INVOICED				3,198.41 YTD PAID		142.15
124099	CALIFORNIA STATE DISBURSEMENT UNIT								
	95836	03/13/25		489648	P	03/13/25	960 21630	GARNISHMENTS LIABILITY	533.53
	INVOICE: 2025-07								
	VENDOR TOTALS		9,070.01 YTD INVOICED				9,070.01 YTD PAID		533.53
123708	CALIFORNIA STATE DISBURSEMENT UNIT								
	95841	03/13/25		489647	P	03/13/25	960 21630	GARNISHMENTS LIABILITY	126.00
	INVOICE: 2025-07								
	VENDOR TOTALS		2,394.00 YTD INVOICED				2,394.00 YTD PAID		126.00
124168	EMPLOYMENT DEVELOPMENT DEPT.								
	95843	03/13/25		489649	P	03/13/25	960 21630	GARNISHMENTS LIABILITY	89.18
	INVOICE: 2025-07								
	VENDOR TOTALS		1,248.52 YTD INVOICED				1,248.52 YTD PAID		89.18
122863	FRANCHISE TAX BOARD								
	95837	03/13/25		489652	P	03/13/25	960 21630	GARNISHMENTS LIABILITY	100.00
	INVOICE: 2025-07								
	VENDOR TOTALS		1,900.00 YTD INVOICED				1,900.00 YTD PAID		100.00
123629	FRANCHISE TAX BOARD								
	95840	03/13/25		489653	P	03/13/25	960 21630	GARNISHMENTS LIABILITY	150.00
	INVOICE: 2025-07								
	VENDOR TOTALS		2,850.00 YTD INVOICED				2,850.00 YTD PAID		150.00
121291	FRANCHISE TAX BOARD								
	95842	03/13/25		489650	P	03/13/25	960 21630	GARNISHMENTS LIABILITY	50.00
	INVOICE: 2025-07								

PAID INVOICES REPORT

CHECK: DL031325 TO FISCAL 2025/09 07/01/2024 TO 06/30/2025

VENDOR	NAME / DOCUMENT	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	VENDOR TOTALS		950.00 YTD INVOICED				950.00 YTD PAID		50.00
122739	FRANCHISE TAX BOARD								
	95845	03/13/25		489651	P	03/13/25	960 21630	GARNISHMENTS LIABILITY	656.73
	INVOICE: 2025-07								
	VENDOR TOTALS		8,176.05 YTD INVOICED				8,176.05 YTD PAID		656.73
4	H.M.E.A.								
	95827	03/13/25		489654	P	03/13/25	960 21600	ACCRUED WAGES PAYABLE	2,220.00
	INVOICE: 2025-07								
	VENDOR TOTALS		42,500.00 YTD INVOICED				42,500.00 YTD PAID		2,220.00
99379	HAWTHORNE EXECUTIVE GROUP								
	95826	03/13/25		489655	P	03/13/25	960 21600	ACCRUED WAGES PAYABLE	440.00
	INVOICE: 2025-07								
	VENDOR TOTALS		7,560.00 YTD INVOICED				7,560.00 YTD PAID		440.00
3	HAWTHORNE POLICE OFFICERS ASSN								
	95828	03/13/25		489656	P	03/13/25	960 21600	ACCRUED WAGES PAYABLE	5,283.90
	INVOICE: 2025-07A								
	95829	03/13/25		489656	P	03/13/25	960 21600	ACCRUED WAGES PAYABLE	704.00
	INVOICE: 2025-07B								
	95830	03/13/25		489656	P	03/13/25	960 21600	ACCRUED WAGES PAYABLE	3,175.38
	INVOICE: 2025-07C								
	VENDOR TOTALS		167,004.16 YTD INVOICED				167,004.16 YTD PAID		9,163.28
123935	LOS ANGELES COUNTY SHERIFF'S DEPARTMENT								
	95844	03/13/25		489657	P	03/13/25	960 21630	GARNISHMENTS LIABILITY	139.75
	INVOICE: 2025-07								
	VENDOR TOTALS		2,655.25 YTD INVOICED				2,655.25 YTD PAID		139.75
115178	PRE PAID LEGAL SERVICES, INC.								
	95833	03/13/25		489658	P	03/13/25	960 21640	ADDITIONAL INS LIABILITY	201.89
	INVOICE: 2025-07								
	VENDOR TOTALS		3,099.49 YTD INVOICED				3,099.49 YTD PAID		201.89
113121	TOTAL ADMINISTRATION SVCS CORP								
	95846	03/13/25		489659	P	03/13/25	960 21640	ADDITIONAL INS LIABILITY	356.45
	INVOICE: 2025-07A								
	95847	03/13/25		489659	P	03/13/25	960 21640	ADDITIONAL INS LIABILITY	3,406.46
	INVOICE: 2025-07B								
	VENDOR TOTALS		65,855.49 YTD INVOICED				66,426.41 YTD PAID		3,762.91

PAID INVOICES REPORT

CHECK: DL031325 TO FISCAL 2025/09 07/01/2024 TO 06/30/2025

VENDOR	NAME / DOCUMENT	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
103511	U.S. BANK PARS 6746022400, L.A. LOCKBOX 511649								
	95848	03/13/25		489660	P	03/13/25	960 20270	PARS LIABILITY	1,074.81
	INVOICE: 2025-07A								
	95849	03/13/25		489660	P	03/13/25	960 20270	PARS LIABILITY	268.72
	INVOICE: 2025-07B								
	VENDOR TOTALS		36,957.95 YTD INVOICED				36,957.95 YTD PAID		1,343.53
123240	VILLEGAS, ALBA								
	95839	03/13/25		489661	P	03/13/25	960 21630	GARNISHMENTS LIABILITY	115.38
	INVOICE: 2025-07								
	VENDOR TOTALS		2,192.22 YTD INVOICED				2,192.22 YTD PAID		115.38
								REPORT TOTALS	20,197.09

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	18	20,197.09

** END OF REPORT - Generated by Shuntell Dixon **

City of Hawthorne, CA

PAID INVOICES REPORT

CHECK: UT032525 TO FISCAL 2025/09 07/01/2024 TO 06/30/2025

VENDOR	NAME / DOCUMENT	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
115390	A T & T MOBILITY								
	95866	02/23/25		489662	P	03/25/25	10001221 43054	TELEPHONE	219.42
	INVOICE: FB287311965804								
	VENDOR TOTALS	2,223.46 YTD INVOICED					2,781.35 YTD PAID		219.42
15960	AT&T								
	95348	02/01/25		489663	P	03/25/25	10041050 43054	TELEPHONE	31.89
	INVOICE: FB3348410061								
	95349	02/07/25		489663	P	03/25/25	10041050 43054	TELEPHONE	32.05
	INVOICE: FB3348410060								
	VENDOR TOTALS	1,522.31 YTD INVOICED					1,711.76 YTD PAID		63.94
115783	AT&T								
	95354	02/12/25		489664	P	03/25/25	10001222 43054	TELEPHONE	616.81
	INVOICE: FB9391036076								
	95361	02/01/25		489664	P	03/25/25	10001222 43054	TELEPHONE	268.61
	INVOICE: FB9391026291								
	95860	02/20/25		489664	P	03/25/25	10001222 43054	TELEPHONE	139.87
	INVOICE: FB9391031543								
	95861	02/20/25		489664	P	03/25/25	10001222 43054	TELEPHONE	65.68
	INVOICE: FB9391031544								
	95862	02/20/25		489664	P	03/25/25	10001222 43054	TELEPHONE	65.68
	INVOICE: FB9391031546								
	95863	02/27/25		489664	P	03/25/25	10001222 43054	TELEPHONE	101.53
	INVOICE: FB9391026316								
	95864	02/27/25		489664	P	03/25/25	10001222 43054	TELEPHONE	31.82
	INVOICE: FB9391026325								
	95865	02/27/25		489664	P	03/25/25	10001221 43054	TELEPHONE	476.77
	INVOICE: FB9391057056								
	VENDOR TOTALS	60,386.09 YTD INVOICED					80,670.21 YTD PAID		1,766.77
103177	CALIFORNIA WATER SERVICE								
	95867	02/18/25		489665	P	03/25/25	10061100 45444	UTILITIES	889.63
	INVOICE: FB9056440300								
	95868	02/18/25		489665	P	03/25/25	46615731 45444	UTILITIES	450.58
	INVOICE: FB7858758946								
	95869	02/24/25		489665	P	03/25/25	22041060 45444	UTILITIES	51.66
	INVOICE: FB0866316861								
	95870	02/20/25		489665	P	03/25/25	10061100 45444	UTILITIES	70.20
	INVOICE: FB5297758587								
	95871	02/14/25		489665	P	03/25/25	10061100 45444	UTILITIES	100.68
	INVOICE: FB6395574084								
	95872	02/14/25		489665	P	03/25/25	22041060 45444	UTILITIES	197.01
	INVOICE: FB3089311111								
	95873	02/14/25		489665	P	03/25/25	22041060 45444	UTILITIES	297.86
	INVOICE: FB2207311111								
	95874	02/14/25		489665	P	03/25/25	10061100 45444	UTILITIES	47.75
	INVOICE: FB4031446452								

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VENDOR	NAME / DOCUMENT	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	95875	02/14/25		489665	P	03/25/25	10061100 45444	UTILITIES	45.08
	INVOICE: FB1072582226								
	95876	02/14/25		489665	P	03/25/25	22041060 45444	UTILITIES	302.92
	INVOICE: FB9379311111								
	95877	02/14/25		489665	P	03/25/25	10061100 45444	UTILITIES	131.03
	INVOICE: FB8717030744								
	95878	02/19/25		489665	P	03/25/25	22041060 45444	UTILITIES	33.50
	INVOICE: FB3357207262								
	95879	02/19/25		489665	P	03/25/25	10011500 45154	GENERAL EXPENSE	20.51
	INVOICE: FB9004264798								
	95880	02/19/25		489665	P	03/25/25	46847150 45444	UTILITIES	136.95
	INVOICE: FB8816940090								
	95881	02/19/25		489665	P	03/25/25	46715732 45444	UTILITIES	527.99
	INVOICE: FB4046764921								
	95882	02/26/25		489665	P	03/25/25	22041060 45444	UTILITIES	45.48
	INVOICE: FB3124149340								
	95883	02/28/25		489665	P	03/25/25	10001221 45444	UTILITIES	817.03
	INVOICE: FB5612411111								
	95883	02/28/25		489665	P	03/25/25	10041050 45444	UTILITIES	653.46
	INVOICE: FB5612411111								
	95883	02/28/25		489665	P	03/25/25	10061100 45444	UTILITIES	8,498.95
	INVOICE: FB5612411111								
	95883	02/28/25		489665	P	03/25/25	22041060 45444	UTILITIES	216.51
	INVOICE: FB5612411111								
	95883	02/28/25		489665	P	03/25/25	52035030 45444	UTILITIES	251.05
	INVOICE: FB5612411111								
	95883	02/28/25		489665	P	03/25/25	60031030 45444	UTILITIES	72.16
	INVOICE: FB5612411111								
	95883	02/28/25		489665	P	03/25/25	46447150 45444	UTILITIES	476.10
	INVOICE: FB5612411111								
	95884	02/02/25		489665	P	03/25/25	10001221 45444	UTILITIES	768.91
	INVOICE: FB5612411111								
	95884	02/02/25		489665	P	03/25/25	10041050 45444	UTILITIES	918.68
	INVOICE: FB5612411111								
	95884	02/02/25		489665	P	03/25/25	10061100 45444	UTILITIES	16,044.46
	INVOICE: FB5612411111								
	95884	02/02/25		489665	P	03/25/25	22041060 45444	UTILITIES	224.08
	INVOICE: FB5612411111								
	95884	02/02/25		489665	P	03/25/25	52035030 45444	UTILITIES	261.04
	INVOICE: FB5612411111								
	95884	02/02/25		489665	P	03/25/25	60031030 45444	UTILITIES	74.69
	INVOICE: FB5612411111								
	95884	02/02/25		489665	P	03/25/25	46447150 45444	UTILITIES	472.61
	INVOICE: FB5612411111								
	VENDOR TOTALS	215,682.53 YTD INVOICED					257,195.23 YTD PAID		33,098.56
18100	GOLDEN STATE WATER CO.								
	95720	03/05/25		489666	P	03/25/25	10061100 45444	UTILITIES	163.54
	INVOICE: FB82920958939								

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VENDOR NAME / DOCUMENT	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS	100,902.24 YTD INVOICED					114,144.21 YTD PAID		163.54
17953 SO CALIF EDISON CO								
95154	02/14/25		489667	P	03/25/25	10041050 45444	UTILITIES	103.57
INVOICE: FB700415178636								
95166	02/14/25		489667	P	03/25/25	10041050 45444	UTILITIES	277.53
INVOICE: FB700819800190								
95171	02/12/25		489667	P	03/25/25	10041050 45444	UTILITIES	16.91
INVOICE: FB700382595225								
95172	02/12/25		489667	P	03/25/25	10041050 45444	UTILITIES	222.63
INVOICE: FB700441426331								
95258	02/20/25		489667	P	03/25/25	10061010 45444	UTILITIES	819.32
INVOICE: FB700415238048								
95259	02/18/25		489667	P	03/25/25	22041060 45444	UTILITIES	275.68
INVOICE: FB700654091757								
95260	02/18/25		489667	P	03/25/25	52035030 45444	UTILITIES	1,481.10
INVOICE: FB700362433975								
95263	02/18/25		489667	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	177.96
INVOICE: FB700415456195								
95264	02/18/25		489667	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	73.38
INVOICE: FB700415229055								
95265	02/18/25		489667	P	03/25/25	20025000 45444	UTILITIES	1,110.26
INVOICE: FB700525278787								
95267	02/18/25		489667	P	03/25/25	20025000 45444	UTILITIES	98.95
INVOICE: FB700602968212								
95268	02/18/25		489667	P	03/25/25	46515730 45444	UTILITIES	64.06
INVOICE: FB700427237251								
95268	02/18/25		489667	P	03/25/25	46615731 45444	UTILITIES	119.08
INVOICE: FB700427237251								
95606	02/28/25		489667	P	03/25/25	20025000 45444	UTILITIES	149.77
INVOICE: FB700616837087								
95607	02/28/25		489667	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	76.92
INVOICE: FB700385074482								
95608	02/28/25		489667	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	106.15
INVOICE: FB700413964116								
95609	02/28/25		489667	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	29.46
INVOICE: FB700413948857								
95611	02/28/25		489667	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	67.82
INVOICE: FB700415310392								
95612	02/28/25		489667	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	120.34
INVOICE: FB700412466979								
95613	02/28/25		489667	P	03/25/25	10061100 45444	UTILITIES	74.71
INVOICE: FB700413762234								
95614	02/28/25		489667	P	03/25/25	10061100 45444	UTILITIES	31.59
INVOICE: FB700413787088								
95615	02/28/25		489667	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	90.36
INVOICE: FB700415322318								
95617	02/24/25		489667	P	03/25/25	10061010 45444	UTILITIES	47.49
INVOICE: FB700414028780								
95618	02/24/25		489667	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	74.66

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VENDOR NAME / DOCUMENT	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
INVOICE: FB700023530426								
95619	02/24/25		489667	P	03/25/25	10061010 45444	UTILITIES	425.59
INVOICE: FB700123368078								
95620	02/24/25		489667	P	03/25/25	20025000 45444	UTILITIES	48.09
INVOICE: FB700370247933								
95621	02/24/25		489667	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	76.18
INVOICE: FB700412535081								
95623	02/24/25		489667	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	244.55
INVOICE: FB700413899448								
95624	02/24/25		489667	P	03/25/25	10061010 45444	UTILITIES	69.77
INVOICE: FB700415041523								
95626	02/27/25		489667	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	111.66
INVOICE: FB700414005138								
95627	02/26/25		489667	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	106.33
INVOICE: FB700238897708								
95677	03/03/25		489667	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	118.77
INVOICE: MA700413801034								
95678	03/03/25		489667	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	181.93
INVOICE: MA700415109322								
95679	03/03/25		489667	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	90.32
INVOICE: MA700415157418								
95680	03/03/25		489667	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	73.64
INVOICE: MA700415119022								
95681	03/03/25		489667	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	127.95
INVOICE: MA700415168330								
95682	03/03/25		489667	P	03/25/25	22041060 45444	UTILITIES	81.47
INVOICE: MA700455547107								
95683	03/03/25		489667	P	03/25/25	20025000 45444	UTILITIES	145.60
INVOICE: MA700534679101								
95684	03/03/25		489667	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	76.75
INVOICE: MA700541838004								
95685	03/03/25		489667	P	03/25/25	10061050 45444	UTILITIES	2,948.80
INVOICE: MA700250316527								
95686	03/03/25		489667	P	03/25/25	20025000 45444	UTILITIES	8,321.82
INVOICE: MA700364926774								
95688	03/03/25		489667	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	115.94
INVOICE: MA700196576305								
95690	03/03/25		489667	P	03/25/25	10061010 45444	UTILITIES	289.01
INVOICE: MA700412405547								
95691	03/03/25		489667	P	03/25/25	20025000 45444	UTILITIES	.76
INVOICE: MA700201790760								
95692	03/03/25		489667	P	03/25/25	10061010 45444	UTILITIES	300.09
INVOICE: MA700413829831								
95693	03/03/25		489667	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	103.67
INVOICE: MA700415394157								
95694	03/03/25		489667	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	83.86
INVOICE: MA700413639568								
95695	03/03/25		489667	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	64.16
INVOICE: MA700413595112								
95696	03/03/25		489667	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	123.41
INVOICE: MA700413657352								

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VENDOR NAME / DOCUMENT	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
95698	03/03/25		489667	P	03/25/25	10061010 45444	UTILITIES	160.85
INVOICE: MA700413750211								
95699	03/03/25		489667	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	98.35
INVOICE: MA700413671395								
95700	03/03/25		489667	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	66.45
INVOICE: MA700413775974								
95781	03/05/25		489667	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	21.72
INVOICE: MA700415407897								
95782	03/04/25		489667	P	03/25/25	20025000 45444	UTILITIES	43.32
INVOICE: MA700591200088								
95783	03/04/25		489667	P	03/25/25	20025000 45444	UTILITIES	865.82
INVOICE: MA700610655258								
95785	03/04/25		489667	P	03/25/25	20025000 45444	UTILITIES	236.65
INVOICE: MA700028707802								
95786	03/04/25		489667	P	03/25/25	20025000 45444	UTILITIES	269.57
INVOICE: MA700382576734								
95787	03/04/25		489667	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	96.28
INVOICE: MA700878401833								
95789	03/05/25		489667	P	03/25/25	22041060 45444	UTILITIES	60,729.73
INVOICE: MA700364879789								
95790	03/05/25		489667	P	03/25/25	20025000 45444	UTILITIES	422.82
INVOICE: MA700599510261								
95791	03/05/25		489667	P	03/25/25	10061100 45444	UTILITIES	460.78
INVOICE: MA700413581065								
95793	03/05/25		489667	P	03/25/25	20025000 45444	UTILITIES	1,201.22
INVOICE: MA700415468525								
95794	03/05/25		489667	P	03/25/25	20025000 45444	UTILITIES	374.16
INVOICE: MA700415497120								
95797	03/04/25		489667	P	03/25/25	20025000 45444	UTILITIES	413.18
INVOICE: MA700017571996								
95798	03/04/25		489667	P	03/25/25	22041060 45444	UTILITIES	109.53
INVOICE: MA700415444374								
95799	03/04/25		489667	P	03/25/25	22041060 45444	UTILITIES	129.27
INVOICE: MA700413545497								
95800	03/04/25		489667	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	190.56
INVOICE: MA700415101844								
95801	03/04/25		489667	P	03/25/25	20025000 45444	UTILITIES	40.91
INVOICE: MA700272148294								
95802	03/04/25		489667	P	03/25/25	20025000 45444	UTILITIES	211.03
INVOICE: MA700203184631								
95803	03/04/25		489667	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	114.33
INVOICE: MA700029139046								
VENDOR TOTALS	1,259,004.76 YTD INVOICED					1,468,934.30 YTD PAID		86,296.35
18000 SO CALIF GAS CO								
95389	02/04/25		489668	P	03/25/25	10041050 43054	TELEPHONE	1,269.65
INVOICE: 02130419001								
95859	03/04/25		489668	P	03/25/25	10061010 45444	UTILITIES	82.42
INVOICE: 09730449007								

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VENDOR NAME / DOCUMENT	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS		79,452.39 YTD INVOICED				89,591.14 YTD PAID		1,352.07
							REPORT TOTALS	122,960.65

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	7	122,960.65

** END OF REPORT - Generated by Shuntell Dixon **

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VENDOR	NAME / DOCUMENT	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
123058	ACCESS INFORMATION INTERMEDIATE HOLDINGS I, LLC.								
	95534	02/28/25		489693	T	03/25/25	81044010 41514	OPERATING SUPPLIES	55.60
	INVOICE: 11453230								
	95535	02/28/25		489693	T	03/25/25	10013010 41514	OPERATING SUPPLIES	55.60
	INVOICE: 11453230								
	95535	02/28/25		489693	T	03/25/25	10015010 41514	OPERATING SUPPLIES	55.60
	INVOICE: 11453230								
	95535	02/28/25		489693	T	03/25/25	10016010 41514	OPERATING SUPPLIES	55.60
	INVOICE: 11453230								
	95535	02/28/25		489693	T	03/25/25	10016020 41514	OPERATING SUPPLIES	55.60
	INVOICE: 11453230								
	95535	02/28/25		489693	T	03/25/25	10017010 41514	OPERATING SUPPLIES	55.60
	INVOICE: 11453230								
	95535	02/28/25		489693	T	03/25/25	10043010 41514	OPERATING SUPPLIES	55.60
	INVOICE: 11453230								
	95556	02/28/25		489693	T	03/25/25	10002215 41514	OPERATING SUPPLIES	661.50
	INVOICE: 11453232								
	VENDOR TOTALS	12,083.15 YTD INVOICED					13,830.65 YTD PAID		1,050.70
122249	ACCREDITED REHABILITATION								
	95448	02/18/25		489694	T	03/25/25	25019020 45064	SETTLEMENTS / JUDGEMENTS	592.50
	INVOICE: 7579								
	VENDOR TOTALS	592.50 YTD INVOICED					592.50 YTD PAID		592.50
117802	ADVANCED BATTERY SYSTEMS, INC.								
	95736	02/26/25		489695	T	03/25/25	60031030 42064	PARTS	116.60
	INVOICE: 10035716								
	95816	02/28/25		489695	T	03/25/25	60031030 42064	PARTS	300.72
	INVOICE: 10035752								
	VENDOR TOTALS	11,242.91 YTD INVOICED					11,242.91 YTD PAID		417.32
116315	AFLAC								
	95756	03/11/25		489696	T	03/25/25	990 20900	INSURANCE BENEFITS	5,568.85
	INVOICE: 366983								
	VENDOR TOTALS	49,935.78 YTD INVOICED					49,935.78 YTD PAID		5,568.85
118095	ALL STAR WHOLESALE ELECTRIC								
	95753	02/05/25		489697	T	03/25/25	10061050 42024	BUILDING MAINTENANCE	8.27
	INVOICE: 45402								
	95755	02/03/25		489697	T	03/25/25	10061050 42024	BUILDING MAINTENANCE	26.44
	INVOICE: 45354								
	VENDOR TOTALS	202.16 YTD INVOICED					268.31 YTD PAID		34.71
116419	ALTA LANGUAGE SERVICES, INC.								
	95199	01/31/25		489698	T	03/25/25	10017010 40514	CONTRACT SERVICES	360.00
	INVOICE: IS764711								

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VENDOR	NAME / DOCUMENT	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	95727	02/28/25		489698	T	03/25/25	10017010 40514	CONTRACT SERVICES	72.00
	INVOICE: IS770531								
	VENDOR TOTALS		838.00 YTD INVOICED				906.00 YTD PAID		432.00
111720	AMAZING BALLOONS BY GEE, LLC.								
	95765	01/31/25		489699	T	03/25/25	10061020 41514	OPERATING SUPPLIES	203.96
	INVOICE: 2021-3160								
	95774	02/25/25		489699	T	03/25/25	10061020 41514	OPERATING SUPPLIES	187.43
	INVOICE: 2021-3193								
	VENDOR TOTALS		4,781.56 YTD INVOICED				5,013.09 YTD PAID		391.39
124196	AMBIENT ENVIRONMENTAL, INC.								
	95850	03/05/25		489700	T	03/25/25	33610020 40514	CONTRACT SERVICES	3,500.00
	INVOICE: 1838								
	VENDOR TOTALS		8,700.00 YTD INVOICED				8,700.00 YTD PAID		3,500.00
122622	AMERICAN PUBLIC WORKS ASSOCIATION - APWA								
	95631	12/01/24		489669	P	03/25/25	10041010 45104	DUES & SUBSCRIPTIONS	774.50
	INVOICE: 000860407								
	VENDOR TOTALS		774.50 YTD INVOICED				774.50 YTD PAID		774.50
122723	AMTECORP INC.								
	95590	08/15/24	2408	489701	T	03/25/25	10043010 40514	CONTRACT SERVICES	945.00
	INVOICE: E24-148								
	95595	09/15/24	2408	489701	T	03/25/25	10043010 40514	CONTRACT SERVICES	2,310.00
	INVOICE: E24-149								
	95596	10/15/24	2408	489701	T	03/25/25	10043010 40514	CONTRACT SERVICES	1,680.00
	INVOICE: E24-150								
	95597	11/15/24	2408	489701	T	03/25/25	10043010 40514	CONTRACT SERVICES	2,205.00
	INVOICE: E24-151								
	95598	12/15/24	2408	489701	T	03/25/25	10043010 40514	CONTRACT SERVICES	1,680.00
	INVOICE: E24-152								
	95599	01/15/25	2408	489701	T	03/25/25	10043010 40514	CONTRACT SERVICES	3,360.00
	INVOICE: E25-153								
	95600	02/15/25	2408	489701	T	03/25/25	10043010 40514	CONTRACT SERVICES	3,150.00
	INVOICE: E25-154								
	95601	08/15/24	2408	489701	T	03/25/25	10043010 40514	CONTRACT SERVICES	1,890.00
	INVOICE: M24-108								
	95604	10/15/24	2408	489701	T	03/25/25	10043010 40514	CONTRACT SERVICES	1,890.00
	INVOICE: M24-110								
	95605	11/15/24	2408	489701	T	03/25/25	10043010 40514	CONTRACT SERVICES	420.00
	INVOICE: M24-111								
	95610	12/15/24	2408	489701	T	03/25/25	10043010 40514	CONTRACT SERVICES	5,565.00
	INVOICE: M24-112								
	95616	01/15/25	2408	489701	T	03/25/25	10043010 40514	CONTRACT SERVICES	105.00
	INVOICE: M25-101								
	95622	02/15/25	2408	489701	T	03/25/25	10043010 40514	CONTRACT SERVICES	5,250.00

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VENDOR	NAME / DOCUMENT	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	INVOICE: M25-102								
	95649	09/15/24	2408	489701	T	03/25/25	10043010 40514	CONTRACT SERVICES	2,152.50
	INVOICE: M24-109								
	VENDOR TOTALS	62,422.50 YTD INVOICED					62,422.50 YTD PAID		32,602.50
123570	ANIMAL PEST MANAGMENT SERVICES, INC.								
	95777	02/28/25		489702	T	03/25/25	10061100 40514	CONTRACT SERVICES	375.00
	INVOICE: 716606								
	VENDOR TOTALS	2,250.00 YTD INVOICED					3,375.00 YTD PAID		375.00
122699	ARC DOCUMENT SOLUTIONS, LLC.								
	95495	01/28/25		489703	T	03/25/25	10043010 40674	MICROFILMING FEES	133.82
	INVOICE: B66057								
	95496	02/28/25		489703	T	03/25/25	10043010 40674	MICROFILMING FEES	133.40
	INVOICE: B67666								
	VENDOR TOTALS	1,080.24 YTD INVOICED					1,080.24 YTD PAID		267.22
114960	AMERICAN SOCIETY OF COMPOSERS,AUTHORS & PUBLISHERS								
	95478	02/20/25		489704	T	03/25/25	10013010 40514	CONTRACT SERVICES	1,126.35
	INVOICE: 02202025								
	VENDOR TOTALS	2,220.12 YTD INVOICED					2,220.12 YTD PAID		1,126.35
123680	AUTO SECURITY SOUND & TINT, INC.								
	95583	02/18/25		489705	T	03/25/25	60031030 42064	PARTS	250.00
	INVOICE: 02180125								
	95584	02/18/25		489705	T	03/25/25	60031030 42064	PARTS	180.00
	INVOICE: 02180225								
	VENDOR TOTALS	2,670.65 YTD INVOICED					3,264.00 YTD PAID		430.00
124073	BLESSED-AFOLABI BRANCO								
	79352	06/13/24		489670	P	03/25/25	10000109 51958	POLICE REPORTS	15.00
	INVOICE: REFUND 06/13/24								
	VENDOR TOTALS	.00 YTD INVOICED					15.00 YTD PAID		15.00
106126	SANDAN PLUMBING CO INC								
	95479	01/07/25		489706	T	03/25/25	10001221 42024	BUILDING MAINTENANCE	120.00
	INVOICE: S-113382								
	VENDOR TOTALS	120.00 YTD INVOICED					4,054.63 YTD PAID		120.00
121086	BODE CELLMARK FORENSICS, INC.								
	95750	10/04/24		489707	T	03/25/25	10002215 41514	OPERATING SUPPLIES	819.79
	INVOICE: 42621								

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	VENDOR TOTALS		819.79 YTD INVOICED				819.79 YTD PAID		819.79
123257	BRENNAN ESTIMATING SERVICES, INC.								
	95741	03/06/25		489708	T	03/25/25	10001221 42024	BUILDING MAINTENANCE	475.00
	INVOICE: 13919								
	VENDOR TOTALS		475.00 YTD INVOICED				9,375.00 YTD PAID		475.00
123717	CALIFORNIA CONSULTING, INC.								
	95530	02/13/25	2479	489709	T	03/25/25	10011500 40514	CONTRACT SERVICES	10,000.00
	INVOICE: 7215								
	VENDOR TOTALS		21,500.00 YTD INVOICED				21,950.00 YTD PAID		10,000.00
124295	CANINE DEPLOYMENT STRATEGIES, LLC.								
	95475	02/27/25		489710	T	03/25/25	10002205 45594	K-9 EXPENSES	1,600.00
	INVOICE: 230								
	VENDOR TOTALS		1,600.00 YTD INVOICED				1,600.00 YTD PAID		1,600.00
105476	CDW GOVERNMENT, INC.								
	95749	02/25/25	2475	489711	T	03/25/25	10001222 47404	MACHINERY & EQUIPMENT	89.70
	INVOICE: AC9D83U								
	VENDOR TOTALS		33,012.75 YTD INVOICED				33,012.75 YTD PAID		89.70
123943	PURE EARTH SYSTEMS, INC.								
	95453	02/10/25		489712	T	03/25/25	60031030 40514	CONTRACT SERVICES	1,119.10
	INVOICE: 1000449								
	VENDOR TOTALS		2,719.10 YTD INVOICED				2,719.10 YTD PAID		1,119.10
113279	CHEMMARK								
	95742	03/05/25		489713	T	03/25/25	10001221 41514	OPERATING SUPPLIES	110.17
	INVOICE: 556537								
	VENDOR TOTALS		1,200.73 YTD INVOICED				1,753.83 YTD PAID		110.17
114528	CINTAS FIRST AID & SAFETY, #168								
	95767	03/04/25		489714	T	03/25/25	10061120 40514	CONTRACT SERVICES	116.16
	INVOICE: 5257390310								
	VENDOR TOTALS		1,524.07 YTD INVOICED				1,640.23 YTD PAID		116.16
106811	COLONIAL LIFE & ACCIDENT INS.								
	95758	03/01/25		489715	T	03/25/25	990 20900	INSURANCE BENEFITS	2,028.43
	INVOICE: 75010180301608								
	VENDOR TOTALS		17,472.45 YTD INVOICED				17,472.45 YTD PAID		2,028.43

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114897	COMMUNITY VETERINARY HOSPITAL, INC.								
	95482	02/25/25		489671	P	03/25/25	10002205 45594	K-9 EXPENSES	683.35
	INVOICE: 695271505								
	95483	02/25/25		489671	P	03/25/25	10002205 45594	K-9 EXPENSES	30.00
	INVOICE: 693839582								
	95558	03/04/25		489672	P	03/25/25	10002205 45594	K-9 EXPENSES	561.00
	INVOICE: 696824605								
	VENDOR TOTALS	11,651.40 YTD INVOICED					14,831.65 YTD PAID		1,274.35
106275	CONTINENTAL COMPUTERS								
	95564	03/04/25	2472	489716	T	03/25/25	10001222 47404	MACHINERY & EQUIPMENT	1,646.94
	INVOICE: 206119								
	VENDOR TOTALS	77,412.97 YTD INVOICED					89,541.59 YTD PAID		1,646.94
122446	CONTRERAS, FRANKIE								
	95734	03/10/25		489717	T	03/25/25	29054010 45604	FINANCIAL INCENTIVES	30.00
	INVOICE: 2900-111733								
	VENDOR TOTALS	210.00 YTD INVOICED					270.00 YTD PAID		30.00
92043	COUNTRY HILLS ANIMAL CLINIC								
	95494	02/26/25		489718	T	03/25/25	10002205 45594	K-9 EXPENSES	923.04
	INVOICE: 294292								
	VENDOR TOTALS	5,616.23 YTD INVOICED					6,124.45 YTD PAID		923.04
121267	CREATIVE WIRELESS, INC.								
	95290	02/20/25		489719	T	03/25/25	10610030 40514	CONTRACT SERVICES	4,393.24
	INVOICE: C1709094								
	VENDOR TOTALS	33,589.92 YTD INVOICED					54,631.38 YTD PAID		4,393.24
122101	DAHLEN, CODY								
	95488	02/26/25		489720	T	03/25/25	10002205 45594	K-9 EXPENSES	663.40
	INVOICE: 021502202025								
	95490	02/24/25		489720	T	03/25/25	10002205 41514	OPERATING SUPPLIES	293.44
	INVOICE: REIMB. 02/15/2025								
	VENDOR TOTALS	2,210.36 YTD INVOICED					2,738.07 YTD PAID		956.84
122980	DE NOVO PLANNING GROUP								
	95458	10/16/24	57	489721	T	03/25/25	990 22176	SHARED COSTS - GREVIL. PR	395.00
	INVOICE: 4453								
	95459	02/18/25	57	489721	T	03/25/25	990 22176	SHARED COSTS - GREVIL. PR	15,642.25
	INVOICE: 4605								
	VENDOR TOTALS	33,399.00 YTD INVOICED					33,399.00 YTD PAID		16,037.25
123597	DELTA DENTAL INSURANCE COMPANY								

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	95752	03/01/25		489722	T	03/25/25	990	20900	INSURANCE BENEFITS	1,031.54
	INVOICE: BE006466124									
	VENDOR TOTALS	9,286.90 YTD INVOICED					10,257.11 YTD PAID			1,031.54
91894	DELTA DENTAL OF CALIFORNIA									
	95754	03/01/25		489723	T	03/25/25	990	20900	INSURANCE BENEFITS	15,049.93
	INVOICE: BE006467535									
	VENDOR TOTALS	132,481.39 YTD INVOICED					132,481.39 YTD PAID			15,049.93
94542	DEPARTMENT OF TRANSPORTATION									
	95632	02/24/25		489673	P	03/25/25	28534000	40514	CONTRACT SERVICES	2,643.00
	INVOICE: SL250272									
	VENDOR TOTALS	2,643.00 YTD INVOICED					8,151.50 YTD PAID			2,643.00
119887	DEWEY PEST CONTROL									
	95670	07/25/24		489724	T	03/25/25	46715732	42024	BUILDING MAINTENANCE	450.00
	INVOICE: 16811292									
	VENDOR TOTALS	3,716.00 YTD INVOICED					4,408.00 YTD PAID			450.00
124186	DURAN, KIMBERLY									
	95645	02/19/25		489725	T	03/25/25	10001224	45124	EDUCATIONAL REIMBURSEMENT	4,500.00
	INVOICE: EDUC. Crime Intellig									
	VENDOR TOTALS	4,500.00 YTD INVOICED					4,500.00 YTD PAID			4,500.00
6680	ENTENMANN-ROVIN COMPANY									
	95501	02/24/25		489726	T	03/25/25	10001224	41614	UNIFORMS & SAFETY EQUIPME	472.46
	INVOICE: 0186489-IN									
	95502	02/24/25		489726	T	03/25/25	10001224	41614	UNIFORMS & SAFETY EQUIPME	472.46
	INVOICE: 0186490-IN									
	95504	02/24/25		489726	T	03/25/25	10001224	41614	UNIFORMS & SAFETY EQUIPME	470.46
	INVOICE: 0186494-IN									
	95505	02/24/25		489726	T	03/25/25	10001224	41614	UNIFORMS & SAFETY EQUIPME	469.46
	INVOICE: 0186495-IN									
	95506	02/27/25		489726	T	03/25/25	10001224	41614	UNIFORMS & SAFETY EQUIPME	470.46
	INVOICE: 0186603-IN									
	95508	02/27/25		489726	T	03/25/25	10001224	41614	UNIFORMS & SAFETY EQUIPME	470.46
	INVOICE: 0186604-IN									
	95509	02/27/25		489726	T	03/25/25	10001224	41614	UNIFORMS & SAFETY EQUIPME	470.46
	INVOICE: 0186605-IN									
	95510	02/27/25		489726	T	03/25/25	10001224	41614	UNIFORMS & SAFETY EQUIPME	470.46
	INVOICE: 0186606-IN									
	95511	02/27/25		489726	T	03/25/25	10001224	41614	UNIFORMS & SAFETY EQUIPME	470.46
	INVOICE: 0186607-IN									
	VENDOR TOTALS	12,955.60 YTD INVOICED					12,955.60 YTD PAID			4,237.14

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114557	ENVIRONMENTAL SYSTEMS RESEARCH, INSTITUTE, (ESRI,								
	95570	02/18/25	2620	489727	T	03/25/25	10001222 40514	CONTRACT SERVICES	16,525.62
	INVOICE: 94910121								
	VENDOR TOTALS	16,525.62 YTD INVOICED					24,445.62 YTD PAID		16,525.62
122739	FRANCHISE TAX BOARD								
	95845	03/13/25		489674	P	03/25/25	960 21630	GARNISHMENTS LIABILITY	656.73
	INVOICE: 2025-07								
	VENDOR TOTALS	8,176.05 YTD INVOICED					8,176.05 YTD PAID		656.73
120493	CORPAY, INC./CORPAY TECHNOLOGIES OPERATING CO. LLC								
	95549	03/03/25		489675	P	03/25/25	60031030 45144	GASOLINE & OIL	4,371.21
	INVOICE: NP68038679								
	VENDOR TOTALS	29,581.12 YTD INVOICED					32,979.09 YTD PAID		4,371.21
123623	FUNFLICKS OF SOUTHERN CALIFORNIA								
	95489	02/26/25		489676	P	03/25/25	10001206 41514	OPERATING SUPPLIES	2,095.45
	INVOICE: 24104429								
	95489	02/26/25		489676	P	03/25/25	10061020 41514	OPERATING SUPPLIES	2,095.34
	INVOICE: 24104429								
	VENDOR TOTALS	4,190.79 YTD INVOICED					4,889.25 YTD PAID		4,190.79
120011	GONZALEZ, STEVEN								
	95733	03/10/25		489728	T	03/25/25	29054010 45604	FINANCIAL INCENTIVES	30.00
	INVOICE: 2900-111734								
	VENDOR TOTALS	530.00 YTD INVOICED					530.00 YTD PAID		30.00
97578	GRAINGER INDUSTRIAL SUPPLY								
	95715	02/24/25		489729	T	03/25/25	10001221 41514	OPERATING SUPPLIES	62.70
	INVOICE: 9417141414								
	95854	01/07/25		489729	T	03/25/25	28402418 40514	CONTRACT SERVICES	289.62
	INVOICE: 9363347775								
	95855	01/07/25		489729	T	03/25/25	28302417 40514	CONTRACT SERVICES	9.02
	INVOICE: 9363347767								
	95856	01/07/25		489729	T	03/25/25	28302417 40514	CONTRACT SERVICES	27.06
	INVOICE: 9363347783								
	95857	12/16/24		489729	T	03/25/25	22006272 41514	OPERATING SUPPLIES	528.35
	INVOICE: 9347368442								
	95858	01/07/25		489729	T	03/25/25	22006272 41514	OPERATING SUPPLIES	33.12
	INVOICE: 9363347791								
	VENDOR TOTALS	13,995.16 YTD INVOICED					14,428.03 YTD PAID		949.87
124092	GREEN, SHANELL								
	79778	05/21/24		489677	P	03/25/25	10000109 51929	RECREATION CLASSES	42.50
	INVOICE: REFUND 05/21/24								

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VENDOR	NAME / DOCUMENT	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	VENDOR TOTALS	.00 YTD INVOICED		93.50 YTD PAID					42.50
120536	HARRIS & ASSOCIATES, INC.								
	95472	02/28/25		489730	T	03/25/25	10042010 40514	CONTRACT SERVICES	142.75
	INVOICE: 66606								
	95630	05/16/24		489730	T	03/25/25	41046010 40514	CONTRACT SERVICES	815.00
	INVOICE: 62788								
	95674	02/28/25		489730	T	03/25/25	46201113 40514	CONTRACT SERVICES	1,926.75
	INVOICE: 66604								
	95687	03/04/25	2496	489730	T	03/25/25	46101112 40514	CONTRACT SERVICES	993.50
	INVOICE: 66611								
	95697	03/04/25	2496	489730	T	03/25/25	46101112 40514	CONTRACT SERVICES	2,957.00
	INVOICE: 66612								
	95701	03/04/25	2496	489730	T	03/25/25	46101112 40514	CONTRACT SERVICES	605.00
	INVOICE: 66613								
	95703	03/04/25	2496	489730	T	03/25/25	47846010 40514	CONTRACT SERVICES	3,000.00
	INVOICE: 66615								
	95704	03/04/25	2496	489730	T	03/25/25	47746010 40514	CONTRACT SERVICES	3,000.00
	INVOICE: 66616								
	95705	03/04/25	2496	489730	T	03/25/25	10016010 40514	CONTRACT SERVICES	3,000.00
	INVOICE: 66617								
	VENDOR TOTALS	165,735.75 YTD INVOICED		233,881.08 YTD PAID					16,440.00
121861	HINDERLITER, DE LLAMAS & ASSOC								
	95455	02/28/25	1729	489731	T	03/25/25	10016010 40514	CONTRACT SERVICES	4,906.92
	INVOICE: SIN047344								
	VENDOR TOTALS	61,271.08 YTD INVOICED		84,105.85 YTD PAID					4,906.92
116524	HUNTINGTON BEACH HONDA								
	95593	02/24/25		489732	T	03/25/25	60031030 42064	PARTS	649.20
	INVOICE: 118627								
	95594	02/24/25		489732	T	03/25/25	60031030 42064	PARTS	344.69
	INVOICE: 118630								
	VENDOR TOTALS	3,413.65 YTD INVOICED		3,413.65 YTD PAID					993.89
124031	DISTRIBUTOR OPERATIONS INC.								
	95746	03/03/25		489733	T	03/25/25	60031030 42064	PARTS	1,520.27
	INVOICE: 130113264								
	VENDOR TOTALS	7,550.34 YTD INVOICED		8,485.44 YTD PAID					1,520.27
115272	JEREZ AUTO DETAIL INC.								
	95585	02/11/25		489734	T	03/25/25	60031030 40514	CONTRACT SERVICES	120.00
	INVOICE: 362950								
	95805	02/26/25		489734	T	03/25/25	60031030 40514	CONTRACT SERVICES	120.00
	INVOICE: 562950								

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	VENDOR TOTALS	1,500.00 YTD INVOICED		1,500.00 YTD PAID					240.00
122750	JLEE ENGINEERING, INC.								
	95651	02/10/25	2563	489735	T	03/25/25	10043020 40514	CONTRACT SERVICES	2,475.00
	INVOICE:	20250106							
	95653	12/06/24	2563	489735	T	03/25/25	10043020 40514	CONTRACT SERVICES	4,937.50
	INVOICE:	20241106							
	95655	11/07/24	2563	489735	T	03/25/25	10043020 40514	CONTRACT SERVICES	7,661.64
	INVOICE:	20241006							
	95657	02/10/25	2563	489735	T	03/25/25	10043020 40514	CONTRACT SERVICES	10,466.83
	INVOICE:	20250109							
	95658	11/07/24	2563	489735	T	03/25/25	10043020 40514	CONTRACT SERVICES	17,926.80
	INVOICE:	20241009							
	95659	12/06/24	2563	489735	T	03/25/25	10043020 40514	CONTRACT SERVICES	4,410.00
	INVOICE:	20241108							
	95662	12/06/24	2563	489735	T	03/25/25	10043020 40514	CONTRACT SERVICES	8,085.00
	INVOICE:	20241107							
	95664	02/10/25	2563	489735	T	03/25/25	10043020 40514	CONTRACT SERVICES	8,715.00
	INVOICE:	20250107							
	95666	01/06/25	2563	489735	T	03/25/25	10043020 40514	CONTRACT SERVICES	9,030.00
	INVOICE:	20241207							
	95668	02/10/25	2563	489735	T	03/25/25	10043020 40514	CONTRACT SERVICES	10,080.00
	INVOICE:	20250108							
	VENDOR TOTALS	496,024.96 YTD INVOICED		496,024.96 YTD PAID					83,787.77
122781	JOHNSON 225 INVESTIGATIONS								
	95553	02/26/25	15	489736	T	03/25/25	10021010 40514	CONTRACT SERVICES	280.00
	INVOICE:	1002							
	VENDOR TOTALS	20,370.00 YTD INVOICED		20,370.00 YTD PAID					280.00
123456	KIMLEY-HORN AND ASSOCIATES, INC.								
	95551	01/31/25	2430	489737	T	03/25/25	10041030 40514	CONTRACT SERVICES	1,736.36
	INVOICE:	30899845-001							
	95831	01/31/25	2633	489738	T	03/25/25	29550100 40514	CONTRACT SERVICES	70,446.00
	INVOICE:	30837342-1							
	VENDOR TOTALS	248,346.40 YTD INVOICED		263,346.04 YTD PAID					72,182.36
13750	L A COUNTY								
	95500	02/12/25	2548	489678	P	03/25/25	28534000 40514	CONTRACT SERVICES	9,200.00
	INVOICE:	D1250000020							
	VENDOR TOTALS	515,721.24 YTD INVOICED		563,739.28 YTD PAID					9,200.00
102360	L A COUNTY FIRE DEPARTMENT								
	95466	03/03/25	54	489679	P	03/25/25	10011500 40774	COUNTY FIRE SERVICES	1,106,730.43
	INVOICE:	C0012965							

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	VENDOR TOTALS	12,108,696.51 YTD INVOICED				12,108,696.51 YTD PAID			1,106,730.43
113320	LA COUNTY OF PUBLIC WORKS								
	95516	02/10/25	2549	489680	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	18,543.86
	INVOICE: RE-PW-25021004206								
	95518	02/10/25	2549	489680	P	03/25/25	29102462 40514	CONTRACT SERVICES	2,708.63
	INVOICE: RE-PW-25021004264								
	95523	01/13/25	2549	489680	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	2,445.23
	INVOICE: RE-PW-25011303221								
	95528	01/13/25	2549	489680	P	03/25/25	22041060 42104	SIGNAL MAINTENANCE	1,699.46
	INVOICE: RE-PW-25011303667								
	95532	01/13/25	2549	489680	P	03/25/25	29102462 40514	CONTRACT SERVICES	29,793.38
	INVOICE: RE-PW-25011303604								
	95533	01/13/25	2549	489680	P	03/25/25	29102462 40514	CONTRACT SERVICES	262.11
	INVOICE: RE-PW-25011303220								
	VENDOR TOTALS	100,700.82 YTD INVOICED				151,028.69 YTD PAID			55,452.67
121776	LA UNIFORMS & TAILORING, INC.								
	95517	02/10/25	13	489739	T	03/25/25	10001224 41614	UNIFORMS & SAFETY EQUIPME	70.00
	INVOICE: 25661								
	95519	02/10/25	13	489739	T	03/25/25	10001224 41614	UNIFORMS & SAFETY EQUIPME	20.00
	INVOICE: 25662								
	95520	02/10/25	13	489739	T	03/25/25	10001224 41614	UNIFORMS & SAFETY EQUIPME	50.00
	INVOICE: 25674								
	95521	02/10/25	13	489739	T	03/25/25	10001224 41614	UNIFORMS & SAFETY EQUIPME	73.82
	INVOICE: 25680								
	95522	02/11/25	13	489739	T	03/25/25	10001224 41614	UNIFORMS & SAFETY EQUIPME	475.74
	INVOICE: 25706								
	95524	02/12/25	13	489739	T	03/25/25	10001224 41614	UNIFORMS & SAFETY EQUIPME	26.46
	INVOICE: 25713								
	95527	02/12/25	13	489739	T	03/25/25	10001224 41614	UNIFORMS & SAFETY EQUIPME	307.49
	INVOICE: 25714								
	95536	02/12/25	13	489739	T	03/25/25	10001224 41614	UNIFORMS & SAFETY EQUIPME	10.00
	INVOICE: 25716								
	95537	02/19/25	13	489739	T	03/25/25	10001224 41614	UNIFORMS & SAFETY EQUIPME	40.00
	INVOICE: 25843								
	95538	02/25/25	13	489739	T	03/25/25	10001224 41614	UNIFORMS & SAFETY EQUIPME	364.17
	INVOICE: 25985								
	95539	02/21/25	13	489739	T	03/25/25	10001224 41614	UNIFORMS & SAFETY EQUIPME	10.00
	INVOICE: 25887								
	95540	02/26/25	13	489739	T	03/25/25	10001224 41614	UNIFORMS & SAFETY EQUIPME	453.95
	INVOICE: 26016								
	95541	02/26/25	13	489739	T	03/25/25	10001224 41614	UNIFORMS & SAFETY EQUIPME	339.58
	INVOICE: 26020								
	95542	02/26/25	13	489739	T	03/25/25	10001224 41614	UNIFORMS & SAFETY EQUIPME	99.17
	INVOICE: 26039								
	95544	02/27/25	13	489739	T	03/25/25	10001224 41614	UNIFORMS & SAFETY EQUIPME	90.00
	INVOICE: 26042								
	95545	02/27/25	13	489739	T	03/25/25	10001224 41614	UNIFORMS & SAFETY EQUIPME	60.00

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	INVOICE: 26045								
	95546	02/27/25	13	489739	T	03/25/25	10001224 41614	UNIFORMS & SAFETY EQUIPME	30.82
	INVOICE: 26062								
	95547	02/28/25	13	489739	T	03/25/25	10001224 41614	UNIFORMS & SAFETY EQUIPME	82.63
	INVOICE: 26088								
	95548	02/28/25	13	489739	T	03/25/25	10001224 41614	UNIFORMS & SAFETY EQUIPME	82.63
	INVOICE: 26089								
	95713	02/27/25	13	489739	T	03/25/25	10001224 41614	UNIFORMS & SAFETY EQUIPME	10.00
	INVOICE: 26063								
	VENDOR TOTALS	39,542.12 YTD INVOICED					49,509.11 YTD PAID		2,696.46
123749	JOHN LABIB STRUCTURAL ENGINEERS, LLP								
	95507	02/06/25		489740	T	03/25/25	10043020 40514	CONTRACT SERVICES	715.79
	INVOICE: LFA64195								
	95515	12/15/24		489740	T	03/25/25	10043020 40514	CONTRACT SERVICES	341.53
	INVOICE: LFA63496								
	95526	12/15/24		489740	T	03/25/25	10043020 40514	CONTRACT SERVICES	259.13
	INVOICE: LFA63494								
	95529	12/15/24		489740	T	03/25/25	10043020 40514	CONTRACT SERVICES	81.99
	INVOICE: LFA63493								
	95543	12/15/24		489740	T	03/25/25	10043020 40514	CONTRACT SERVICES	194.21
	INVOICE: LFA63492								
	95550	12/15/24		489740	T	03/25/25	10043020 40514	CONTRACT SERVICES	621.54
	INVOICE: LFA63491								
	95552	11/14/24		489740	T	03/25/25	10043020 40514	CONTRACT SERVICES	469.45
	INVOICE: LFA62604								
	95557	10/17/24		489740	T	03/25/25	10043020 40514	CONTRACT SERVICES	225.81
	INVOICE: LFA62149								
	95561	08/08/24		489740	T	03/25/25	10043020 40514	CONTRACT SERVICES	200.52
	INVOICE: LFA60952								
	95571	02/15/25		489740	T	03/25/25	10043020 40514	CONTRACT SERVICES	965.69
	INVOICE: LFA64613								
	95572	12/15/24		489740	T	03/25/25	10043020 40514	CONTRACT SERVICES	451.61
	INVOICE: LFA63499								
	95573	12/15/24		489740	T	03/25/25	10043020 40514	CONTRACT SERVICES	374.25
	INVOICE: LFA63495								
	95574	12/15/24		489740	T	03/25/25	10043020 40514	CONTRACT SERVICES	157.68
	INVOICE: LFA63497								
	95575	12/15/24		489740	T	03/25/25	10043020 40514	CONTRACT SERVICES	846.69
	INVOICE: LFA63498								
	95648	12/15/24	2630	489740	T	03/25/25	50410040 40514	CONTRACT SERVICES	11,837.00
	INVOICE: LFA63500								
	VENDOR TOTALS	48,575.30 YTD INVOICED					48,575.30 YTD PAID		17,742.89
121679	LACPCA								
	95784	03/04/25		489681	P	03/25/25	10021010 45104	DUES & SUBSCRIPTIONS	500.00
	INVOICE: MEM Tomatani 01/25								

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	VENDOR TOTALS	1,100.00 YTD INVOICED				1,100.00 YTD PAID			500.00
118914	LAWRENCE ROLL UP DOORS, INC.								
	95723	01/23/25		489741	T	03/25/25	10001221 42024	BUILDING MAINTENANCE	864.00
	INVOICE: 2528390								
	VENDOR TOTALS	1,659.00 YTD INVOICED				1,659.00 YTD PAID			864.00
123756	LAZATIN, MARIA								
	95342	02/25/25		489742	T	03/25/25	10017010 45584	HEALTH AND WELLNESS	224.43
	INVOICE: 1701-113164								
	VENDOR TOTALS	1,507.35 YTD INVOICED				1,537.35 YTD PAID			224.43
104175	LDM ASSOCIATES, INC.								
	95675	12/13/24	2450	489743	T	03/25/25	78948010 40514	CONTRACT SERVICES	897.25
	INVOICE: 8471								
	95676	01/15/25	2450	489743	T	03/25/25	78942708 45304	RENT HSG RHB CONTRACT SER	93.75
	INVOICE: 8505								
	VENDOR TOTALS	188,211.59 YTD INVOICED				203,113.07 YTD PAID			991.00
124060	LOPEZ, TRACEY								
	95642	02/11/25		489744	T	03/25/25	10001224 45124	EDUCATIONAL REIMBURSEMENT	918.00
	INVOICE: EDUC. BCJ230, 240								
	VENDOR TOTALS	1,377.00 YTD INVOICED				1,836.00 YTD PAID			918.00
123417	LOS ANGELES CENTERS FOR ALCOHOL AND DRUG ABUSE								
	95886	02/12/25	2522	489745	T	03/25/25	32610060 40514	CONTRACT SERVICES	21,263.83
	INVOICE: #36 (January 2025)								
	VENDOR TOTALS	518,420.52 YTD INVOICED				692,093.00 YTD PAID			21,263.83
105143	LOS ANGELES COUNTY								
	95639	02/25/25	2629	489682	P	03/25/25	10001230 40514	CONTRACT SERVICES	6,093.34
	INVOICE: January 2025								
	VENDOR TOTALS	15,079.04 YTD INVOICED				17,299.24 YTD PAID			6,093.34
117186	LOS ANGELES COUNTY, SANITATION DIST.OFFICE#5								
	95650	02/13/25		489683	P	03/25/25	56091010 40514	CONTRACT SERVICES	179.00
	INVOICE: DB5-4041009903-024								
	VENDOR TOTALS	179.00 YTD INVOICED				179.00 YTD PAID			179.00
123341	LOTUS TELECOMMUNICATIONS, LLC								
	95514	01/06/25		489746	T	03/25/25	10001221 47404	MACHINERY & EQUIPMENT	3,172.00
	INVOICE: LTC24-0134-01								
	95566	03/03/25	2442	489747	T	03/25/25	10001222 47404	MACHINERY & EQUIPMENT	1,896.57

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	INVOICE: LTC25-0005-01								
	95792	03/11/25	2442	489748	T	03/25/25	10001222 47404	MACHINERY & EQUIPMENT	3,997.00
	INVOICE: LTC25-0019-01								
	VENDOR TOTALS	39,171.66 YTD INVOICED					39,171.66 YTD PAID		9,065.57
124159	MARIA KARLA EDITH CASTILLO MONTERROSO								
	95672	02/25/25		489749	T	03/25/25	46715732 42024	BUILDING MAINTENANCE	160.00
	INVOICE: 022525								
	95673	02/25/25		489749	T	03/25/25	46615731 42024	BUILDING MAINTENANCE	460.00
	INVOICE: 022525-307								
	VENDOR TOTALS	860.00 YTD INVOICED					1,595.00 YTD PAID		620.00
122472	MARUYA, KASEY								
	95731	02/14/25		489750	T	03/25/25	10001206 40454	HEALTH INSURANCE BENEFITS	6.48
	INVOICE: 1701-113162								
	VENDOR TOTALS	6.48 YTD INVOICED					6.48 YTD PAID		6.48
14500	MARX BROTHERS FIRE								
	95796	02/20/25		489751	T	03/25/25	10061120 41514	OPERATING SUPPLIES	200.00
	INVOICE: S12874								
	VENDOR TOTALS	744.87 YTD INVOICED					744.87 YTD PAID		200.00
124171	MASON OIL SERVICES LLC.								
	95454	02/11/24	2427	489752	T	03/25/25	60031030 45144	GASOLINE & OIL	1,323.11
	INVOICE: 00004								
	VENDOR TOTALS	4,315.36 YTD INVOICED					4,315.36 YTD PAID		1,323.11
100108	MERRIMAC PETROLEUM, INC.								
	95467	02/11/25	27	489753	T	03/25/25	60031030 45144	GASOLINE & OIL	12,966.25
	INVOICE: 2237284								
	95592	02/24/25	27	489753	T	03/25/25	60031030 45144	GASOLINE & OIL	13,134.63
	INVOICE: 2237534								
	VENDOR TOTALS	273,497.70 YTD INVOICED					340,784.04 YTD PAID		26,100.88
124224	MGT IMPACT SOLUTIONS, LLC.								
	95634	03/05/25		489754	T	03/25/25	10016010 40514	CONTRACT SERVICES	3,150.00
	INVOICE: 63619								
	VENDOR TOTALS	6,300.00 YTD INVOICED					6,300.00 YTD PAID		3,150.00
123575	MISSION LINEN SUPPLY								
	95778	03/03/25		489755	T	03/25/25	10061070 41514	OPERATING SUPPLIES	108.43
	INVOICE: 523407792								

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	VENDOR TOTALS		2,880.65 YTD INVOICED				3,403.11 YTD PAID		108.43
115113	MITSUBISHI ELECTRIC &								
	95476	03/01/25		489756	T	03/25/25	10001221 42024	BUILDING MAINTENANCE	689.41
	INVOICE: 519290								
	VENDOR TOTALS		6,185.98 YTD INVOICED				6,185.98 YTD PAID		689.41
113432	MOTOROLA SOLUTIONS INC.								
	95562	12/19/24		489757	T	03/25/25	10001222 40644	PUBLIC SAFETY INFO SRVCE	1,217.87
	INVOICE: 1411151163								
	VENDOR TOTALS		1,217.87 YTD INVOICED				19,295.09 YTD PAID		1,217.87
106116	MUNISERVICES, LLC								
	95810	03/06/25	694	489758	T	03/25/25	10000101 51112	TRANSIENT LODGING TAXES	5,000.00
	INVOICE: INV06-020490								
	VENDOR TOTALS		27,419.28 YTD INVOICED				34,474.64 YTD PAID		5,000.00
120571	NMK CORPORATION								
	95563	03/04/25	2462	489759	T	03/25/25	10001222 43054	TELEPHONE	943.84
	INVOICE: HPD-027								
	VENDOR TOTALS		33,340.10 YTD INVOICED				33,340.10 YTD PAID		943.84
123565	NORTH STAR LAND CARE								
	95706	02/28/25	2504	489760	T	03/25/25	10061110 40514	CONTRACT SERVICES	12,162.50
	INVOICE: 1601-997								
	95887	01/31/25	2504	489760	T	03/25/25	10061110 40514	CONTRACT SERVICES	4,900.00
	INVOICE: 1601-971								
	VENDOR TOTALS		276,271.00 YTD INVOICED				279,527.00 YTD PAID		17,062.50
116422	OCCU-MED, LTD.								
	95198	01/31/25		489761	T	03/25/25	10017010 45324	PHYSICAL EXAMINATIONS	788.00
	INVOICE: 0225111.1								
	VENDOR TOTALS		4,830.00 YTD INVOICED				8,972.50 YTD PAID		788.00
111713	OCEANGATE PROPERTIES INC								
	95748	04/01/25		489684	P	03/25/25	46101112 46304	TAX INCREMENT REIMBURSEME	180,320.99
	INVOICE: OPA Parcel 1 Apr'25								
	VENDOR TOTALS		613,629.28 YTD INVOICED				613,629.28 YTD PAID		180,320.99
123279	ODP BUSINESS SOLUTIONS, LLC								
	95637	02/14/25		489762	T	03/25/25	10043010 41514	OPERATING SUPPLIES	56.94
	INVOICE: 410252726001								
	95725	03/07/25		489762	T	03/25/25	10001218 41514	OPERATING SUPPLIES	565.88

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INVOICE: 415008594001								
95726	03/07/25		489762	T	03/25/25	10001218 41514	OPERATING SUPPLIES	91.63
INVOICE: 415009231001								
95770	02/17/25		489762	T	03/25/25	10043010 41514	OPERATING SUPPLIES	20.16
INVOICE: 410750888001								
95812	02/18/25		489762	T	03/25/25	10043010 41514	OPERATING SUPPLIES	80.99
INVOICE: 410754686001								
VENDOR TOTALS	24,741.62 YTD INVOICED					26,522.03 YTD PAID		815.60
123925 OFFICEUNTITLED, INC.								
95761	02/14/25	2634	489763	T	03/25/25	50410030 40514	CONTRACT SERVICES	73,233.89
INVOICE: 4420								
VENDOR TOTALS	1,308,428.98 YTD INVOICED					1,750,260.07 YTD PAID		73,233.89
123098 ORKIN SERVICES OF CALIFORNIA, INC								
95577	02/26/25		489764	T	03/25/25	10001221 41514	OPERATING SUPPLIES	139.99
INVOICE: 273942321								
95762	01/23/25		489765	T	03/25/25	10061120 41514	OPERATING SUPPLIES	276.00
INVOICE: 272548638								
95763	02/13/25		489766	T	03/25/25	10061120 41514	OPERATING SUPPLIES	276.00
INVOICE: 273942327								
95764	02/27/25		489767	T	03/25/25	10061120 41514	OPERATING SUPPLIES	276.00
INVOICE: 273942328								
VENDOR TOTALS	6,707.74 YTD INVOICED					8,178.66 YTD PAID		967.99
123900 THE PARADISE GROUP, INC.								
95769	03/06/25		489768	T	03/25/25	10002219 41514	OPERATING SUPPLIES	38.59
INVOICE: 38651								
VENDOR TOTALS	832.40 YTD INVOICED					964.70 YTD PAID		38.59
107523 PITNEY BOWES								
95890	03/12/25		489769	T	03/25/25	10016020 47404	MACHINERY & EQUIPMENT	949.86
INVOICE: 3107143639								
VENDOR TOTALS	2,849.58 YTD INVOICED					4,749.30 YTD PAID		949.86
123055 PEACE OFFICERS RESEARCH ASSOCIATION OF CALIFORNIA								
95513	02/28/25		489685	P	03/25/25	10002208 41514	OPERATING SUPPLIES	36.00
INVOICE: 475265								
VENDOR TOTALS	108.00 YTD INVOICED					108.00 YTD PAID		36.00
104719 PORAC LEGAL DEFENSE FUND								
95512	03/03/25		489686	P	03/25/25	10002208 41514	OPERATING SUPPLIES	120.00
INVOICE: 817389								

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	VENDOR TOTALS	360.00 YTD INVOICED		360.00 YTD PAID					120.00
16650	PRUDENTIAL OVERALL SUPPLY								
	95470	02/13/25		489770	T	03/25/25	60031030 40514	CONTRACT SERVICES	78.25
	INVOICE:	43005894							
	95471	02/13/25		489770	T	03/25/25	60031030 40514	CONTRACT SERVICES	75.00
	INVOICE:	43005895							
	95582	02/06/25		489770	T	03/25/25	60031030 40514	CONTRACT SERVICES	78.25
	INVOICE:	43004068							
	95589	02/20/25		489770	T	03/25/25	60031030 40514	CONTRACT SERVICES	78.25
	INVOICE:	43007680							
	95738	02/27/25		489770	T	03/25/25	60031030 40514	CONTRACT SERVICES	78.25
	INVOICE:	43009456							
	95806	03/06/25		489770	T	03/25/25	60031030 40514	CONTRACT SERVICES	78.25
	INVOICE:	43011231							
	VENDOR TOTALS	3,989.78 YTD INVOICED		4,287.53 YTD PAID					466.25
118908	PSYCHOLOGICAL CONSULTING ASSOC, INC.								
	95481	02/25/25	994	489771	T	03/25/25	10021010 40514	CONTRACT SERVICES	350.00
	INVOICE:	900418							
	95773	03/05/25	994	489771	T	03/25/25	10021010 40514	CONTRACT SERVICES	433.50
	INVOICE:	900485							
	95779	03/05/25	994	489771	T	03/25/25	10021010 40514	CONTRACT SERVICES	289.00
	INVOICE:	900486							
	95780	03/05/25	994	489771	T	03/25/25	10021010 40514	CONTRACT SERVICES	450.00
	INVOICE:	900487							
	VENDOR TOTALS	6,869.00 YTD INVOICED		6,869.00 YTD PAID					1,522.50
118988	QUADIENT FINANCE USA, INC.								
	95480	02/25/25	1938	489772	T	03/25/25	10011500 43044	POSTAGE	7,627.53
	INVOICE:	022625							
	VENDOR TOTALS	34,058.14 YTD INVOICED		34,058.14 YTD PAID					7,627.53
115207	QUALITY REFRIGERATION CO., INC.								
	95499	02/28/25		489773	T	03/25/25	10001221 42024	BUILDING MAINTENANCE	2,233.18
	INVOICE:	0109043-IN							
	VENDOR TOTALS	5,833.84 YTD INVOICED		5,833.84 YTD PAID					2,233.18
123536	R & A TANK TECHNOLOGIES LLC								
	95468	02/12/25		489774	T	03/25/25	60031030 40514	CONTRACT SERVICES	350.00
	INVOICE:	2025-3309							
	95469	02/12/25		489774	T	03/25/25	60031030 40514	CONTRACT SERVICES	175.00
	INVOICE:	2025-3311							
	VENDOR TOTALS	9,576.03 YTD INVOICED		10,276.03 YTD PAID					525.00

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123013	RACE TELECOMMUNICATIONS, INC.								
	95567	03/01/25	2459	489687	P	03/25/25	10001222 43054	TELEPHONE	2,805.00
	INVOICE: RC1515018								
	VENDOR TOTALS	25,289.18 YTD INVOICED					25,289.18 YTD PAID		2,805.00
115978	RED WING								
	95743	03/06/25		489775	T	03/25/25	60031030 41614	UNIFORMS & SAFETY EQUIPME	200.00
	INVOICE: 20250306021563								
	VENDOR TOTALS	2,831.70 YTD INVOICED					2,831.70 YTD PAID		200.00
123234	REECE SUPPLY, LLC								
	95788	02/12/25		489776	T	03/25/25	10061120 41514	OPERATING SUPPLIES	10.30
	INVOICE: S120058165.001								
	VENDOR TOTALS	3,716.75 YTD INVOICED					4,468.30 YTD PAID		10.30
121903	RELIANCE STANDARD LIFE INS. CO								
	95256	02/25/25		489777	T	03/25/25	990 20900	INSURANCE BENEFITS	8,546.26
	INVOICE: 3/1/2025_LTD_MISC								
	95262	02/25/25		489777	T	03/25/25	990 20900	INSURANCE BENEFITS	2,873.78
	INVOICE: 3/1/2025_STD_LTD								
	VENDOR TOTALS	88,797.57 YTD INVOICED					99,273.04 YTD PAID		11,420.04
115776	REPUBLIC SERVICES								
	95671	02/25/25		489778	T	03/25/25	46847150 45444	UTILITIES	293.68
	INVOICE: 0902-013113124								
	VENDOR TOTALS	16,070.95 YTD INVOICED					18,892.17 YTD PAID		293.68
98822	RICHARDS, WATSON & GERSHON								
	95460	02/27/25	66	489779	T	03/25/25	10015010 40514	CONTRACT SERVICES	486.20
	INVOICE: 251927								
	95461	02/27/25	66	489779	T	03/25/25	10015010 40514	CONTRACT SERVICES	399.00
	INVOICE: 251928								
	95462	02/27/25	66	489779	T	03/25/25	10015010 40514	CONTRACT SERVICES	19,685.10
	INVOICE: 251929								
	95463	02/27/25	66	489779	T	03/25/25	10015010 40514	CONTRACT SERVICES	11,097.20
	INVOICE: 251930								
	95464	02/27/25	66	489779	T	03/25/25	10015010 40514	CONTRACT SERVICES	28,355.60
	INVOICE: 251931								
	VENDOR TOTALS	217,454.38 YTD INVOICED					251,760.18 YTD PAID		60,023.10
112919	RICOH USA, INC.								
	95492	03/01/25		489780	T	03/25/25	10001222 40614	CITY PRINT SERVICES	519.75
	INVOICE: 9033015371								
	95493	03/01/25		489780	T	03/25/25	10001222 40614	CITY PRINT SERVICES	2,685.19
	INVOICE: 9033021414								

PAID INVOICES REPORT

CHECK: C032525 TO FISCAL 2025/09 07/01/2024 TO 06/30/2025

VENDOR	NAME / DOCUMENT	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	95493	03/01/25		489780	T	03/25/25	81044010 41154	COPIER PRINT SERVICES	188.47
	INVOICE: 9033021414								
	VENDOR TOTALS	48,557.35 YTD INVOICED					86,042.48 YTD PAID		3,393.41
111254	ROADLINE PRODUCTS INC USA								
	95640	12/05/24	43	489781	T	03/25/25	56091010 47304	IMPROV OTHER THAN BUILDIN	1,608.55
	INVOICE: 20782								
	95643	12/12/24	43	489781	T	03/25/25	28534000 40514	CONTRACT SERVICES	78.00
	INVOICE: 20837								
	VENDOR TOTALS	51,311.07 YTD INVOICED					56,240.35 YTD PAID		1,686.55
124323	ROBERT HALF, INC.								
	95568	02/27/25		489782	T	03/25/25	10001222 40514	CONTRACT SERVICES	3,740.00
	INVOICE: 64697289								
	95747	03/06/25		489782	T	03/25/25	10001222 40514	CONTRACT SERVICES	4,110.00
	INVOICE: 64723452								
	VENDOR TOTALS	26,269.50 YTD INVOICED					26,269.50 YTD PAID		7,850.00
121424	ROGERS,ANDERSON,MALODY & SCOTT, LLP								
	95456	02/25/25	2440	489783	T	03/25/25	29054010 40514	CONTRACT SERVICES	8,500.00
	INVOICE: 76815								
	VENDOR TOTALS	92,315.00 YTD INVOICED					100,415.00 YTD PAID		8,500.00
100409	S W R C B ACCOUNTING OFFICE								
	95503	02/18/25	1858	489688	P	03/25/25	28902421 40514	CONTRACT SERVICES	918.76
	INVOICE: SC-147953								
	VENDOR TOTALS	3,487.92 YTD INVOICED					5,336.70 YTD PAID		918.76
116672	SAM'S ALIGNMENT TIRE CENTER, INC.								
	95586	02/19/25	29	489784	T	03/25/25	60031030 42554	TIRES	100.00
	INVOICE: 32337								
	95587	02/19/25	29	489784	T	03/25/25	60031030 42554	TIRES	271.86
	INVOICE: 32340								
	95588	02/11/25	29	489784	T	03/25/25	60031030 42554	TIRES	123.03
	INVOICE: 32276								
	95737	02/26/25	29	489784	T	03/25/25	60031030 42554	TIRES	743.25
	INVOICE: 32383								
	95808	03/06/25	29	489784	T	03/25/25	60031030 42554	TIRES	100.00
	INVOICE: 32452								
	95811	03/04/25	29	489784	T	03/25/25	60031030 42554	TIRES	668.50
	INVOICE: 32419								
	VENDOR TOTALS	14,074.63 YTD INVOICED					14,074.63 YTD PAID		2,006.64
108274	SANTA MONICA-UCLA								
	95485	02/21/25		489785	T	03/25/25	10002215 45024	FORENSIC TESTING	1,029.00

PAID INVOICES REPORT

CHECK: C032525 TO FISCAL 2025/09 07/01/2024 TO 06/30/2025

VENDOR	NAME / DOCUMENT	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	INVOICE: 26425885								
	95486	02/21/25		489785	T	03/25/25	10002215 45024	FORENSIC TESTING	1,029.00
	INVOICE: 26466825								
	95487	02/21/25		489785	T	03/25/25	10002215 45024	FORENSIC TESTING	1,029.00
	INVOICE: 26425887								
	VENDOR TOTALS	14,033.00 YTD INVOICED					22,265.00 YTD PAID		3,087.00
112605	SEQUEL CONTRACTORS, INC.								
	95892	03/11/25	2636	489786	T	03/25/25	22006272 40694	SB 1 IMPROVEMENTS	900,000.00
	INVOICE: 4								
	95892	03/11/25	2636	489786	T	03/25/25	28302417 47734	PUBLIC WORKS PROJECTS	155,394.05
	INVOICE: 4								
	95892	03/11/25	2636	489786	T	03/25/25	28402418 47734	PUBLIC WORKS PROJECTS	400,000.00
	INVOICE: 4								
	VENDOR TOTALS	2,424,832.98 YTD INVOICED					6,339,232.79 YTD PAID		1,455,394.05
113893	SHELDON MECHANICAL CORPORATION								
	95718	03/06/25	10	489787	T	03/25/25	10001221 42024	BUILDING MAINTENANCE	7,133.31
	INVOICE: 25-0008								
	95732	03/05/25	10	489787	T	03/25/25	10001221 42024	BUILDING MAINTENANCE	5,430.24
	INVOICE: 25-0007								
	VENDOR TOTALS	28,323.19 YTD INVOICED					31,204.23 YTD PAID		12,563.55
123490	ISHII, MICHAEL								
	95569	03/04/25		489788	T	03/25/25	10001222 40014	SALARIES - FULL TIME	700.00
	INVOICE: 25-08								
	VENDOR TOTALS	8,500.00 YTD INVOICED					8,500.00 YTD PAID		700.00
123302	SOUTHERN TIRE MART, LLC								
	95580	01/08/25		489789	T	03/25/25	60031030 42554	TIRES	496.51
	INVOICE: 7100033044								
	95581	01/13/25		489789	T	03/25/25	60031030 42554	TIRES	808.95
	INVOICE: 7100033047								
	95591	02/20/25		489789	T	03/25/25	60031030 42554	TIRES	1,450.75
	INVOICE: 7100035555								
	95889	03/07/25		489789	T	03/25/25	60031030 42554	TIRES	373.03
	INVOICE: 7100036534								
	VENDOR TOTALS	12,757.80 YTD INVOICED					12,841.80 YTD PAID		3,129.24
98746	STATE OF CALIFORNIA, DEPT OF JUSTICE								
	95729	02/05/25		489689	P	03/25/25	10017010 45054	TESTING EXPENSE	175.00
	INVOICE: 792521								
	VENDOR TOTALS	1,261.00 YTD INVOICED					2,418.00 YTD PAID		175.00
122477	STELLA GRAFX DESIGN & PRINTING								

PAID INVOICES REPORT

CHECK: C032525 TO FISCAL 2025/09 07/01/2024 TO 06/30/2025

VENDOR	NAME / DOCUMENT	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	95306	02/12/25		489790	T	03/25/25	10061020 41514	OPERATING SUPPLIES	966.10
	INVOICE: 7679								
	VENDOR TOTALS	1,353.08 YTD INVOICED					1,353.08 YTD PAID		966.10
105802	THE SAFEMART OF SO. CALIF.								
	95760	03/05/25		489791	T	03/25/25	10061090 42024	BUILDING MAINTENANCE	110.53
	INVOICE: 1657								
	95768	02/28/25		489791	T	03/25/25	10061100 42014	REPAIR & MAINTENANCE SUPP	98.12
	INVOICE: 1645								
	95772	02/28/25		489791	T	03/25/25	10061120 41514	OPERATING SUPPLIES	62.24
	INVOICE: 1643								
	VENDOR TOTALS	3,436.23 YTD INVOICED					3,825.08 YTD PAID		270.89
112363	THE STANDARD INSURANCE COMPANY, ATTN: EMPLOYEE BE								
	95255	02/12/25		489792	T	03/25/25	990 20900	INSURANCE BENEFITS	2,605.63
	INVOICE: 3/1/2025_DIV1								
	VENDOR TOTALS	20,460.02 YTD INVOICED					22,983.15 YTD PAID		2,605.63
118571	THE STANLEY LOUIS COMPANY								
	95656	02/24/25		489793	T	03/25/25	10061090 42124	SWIM POOL MAINTENANCE	955.00
	INVOICE: 250534								
	VENDOR TOTALS	3,986.95 YTD INVOICED					3,986.95 YTD PAID		955.00
123477	THE TEC NETWORK								
	95565	03/04/25	2457	489794	T	03/25/25	10001222 47404	MACHINERY & EQUIPMENT	346.36
	INVOICE: 2721								
	VENDOR TOTALS	7,602.86 YTD INVOICED					8,150.01 YTD PAID		346.36
113121	TOTAL ADMINISTRATION SVCS CORP								
	95728	02/28/25		489690	P	03/25/25	10017010 40514	CONTRACT SERVICES	328.72
	INVOICE: IN3385036								
	VENDOR TOTALS	66,184.21 YTD INVOICED					66,755.13 YTD PAID		328.72
123815	TRANSUNION RISK AND ALTERNATIVE DATA SOLUTIONS,INC								
	95560	03/01/25		489691	P	03/25/25	10002215 40514	CONTRACT SERVICES	285.00
	INVOICE: 777625-202502-1								
	VENDOR TOTALS	2,273.20 YTD INVOICED					2,553.20 YTD PAID		285.00
123415	TRIPEPI, SMITH AND ASSOCIATES, INC.								
	95579	02/28/25		489795	T	03/25/25	10011500 40514	CONTRACT SERVICES	28.75
	INVOICE: 14208								
	VENDOR TOTALS	25,576.89 YTD INVOICED					46,618.14 YTD PAID		28.75

PAID INVOICES REPORT

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VENDOR	NAME / DOCUMENT	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
107614	U S BANK TRUST NATIONAL ASSOC.								
	95885	02/25/25		489796	T	03/25/25	46101112 40514	CONTRACT SERVICES	2,420.00
	INVOICE: 7658593								
	VENDOR TOTALS		13,747.50 YTD INVOICED				13,747.50 YTD PAID		2,420.00
122200	U.S. VENTURE, INC.								
	95739	02/28/25		489797	T	03/25/25	60031030 45144	GASOLINE & OIL	107.88
	INVOICE: 70-012505								
	VENDOR TOTALS		426.41 YTD INVOICED				426.41 YTD PAID		107.88
112885	ULINE SHIPPING SUPPLY								
	95491	02/17/25		489798	T	03/25/25	10002220 45314	PRISONER EXPENSE	183.74
	INVOICE: 189244758								
	VENDOR TOTALS		5,718.89 YTD INVOICED				5,928.92 YTD PAID		183.74
123019	ULTIMATE TRAINING MUNITIONS INC.								
	95554	02/26/25		489799	T	03/25/25	10002219 41594	TARGETS & AMMUNITION	4,185.91
	INVOICE: 219601								
	VENDOR TOTALS		4,185.91 YTD INVOICED				4,185.91 YTD PAID		4,185.91
123537	WORLDWIDE LEGAL GROUP INC.								
	95148	02/18/25		489800	T	03/25/25	10015020 40574	LEGAL SERVICE	497.00
	INVOICE: 86932								
	VENDOR TOTALS		745.00 YTD INVOICED				745.00 YTD PAID		497.00
124080	VALADEZ, RICHARD								
	95647	11/09/23		489801	T	03/25/25	10001224 45184	TRAINING	177.00
	INVOICE: 110611082023-B								
	VENDOR TOTALS		177.00 YTD INVOICED				847.94 YTD PAID		177.00
124346	VALENZUELA, CITLALY								
	95641	02/18/25		489802	T	03/25/25	10021010 45584	HEALTH AND WELLNESS	153.99
	INVOICE: REIMB. 2-16-2025								
	VENDOR TOTALS		153.99 YTD INVOICED				153.99 YTD PAID		153.99
95851	VISION SERVICE PLAN - (CA)								
	95211	02/19/25		489803	T	03/25/25	990 20900	INSURANCE BENEFITS	2,332.80
	INVOICE: 822321961								
	95212	02/19/25		489803	T	03/25/25	990 20900	INSURANCE BENEFITS	138.88
	INVOICE: 822326285								
	95216	02/19/25		489803	T	03/25/25	990 20900	INSURANCE BENEFITS	1,944.32
	INVOICE: 822321965								

PAID INVOICES REPORT

CHECK: C032525 TO FISCAL 2025/09 07/01/2024 TO 06/30/2025

VENDOR	NAME / DOCUMENT	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	VENDOR TOTALS	36,486.42 YTD INVOICED				41,225.22 YTD PAID			4,416.00
121110	VITAL MEDICAL SERVICES, LLC								
	95722	02/28/25	7	489804	T	03/25/25	10002220 40724	MEDICAL & AMBULANCE	3,565.00
	INVOICE: 4600								
	VENDOR TOTALS	44,973.00 YTD INVOICED				67,379.00 YTD PAID			3,565.00
110730	WALKER, JOYCELYN								
	95644	02/26/25		489805	T	03/25/25	10001224 45124	EDUCATIONAL REIMBURSEMENT	737.40
	INVOICE: EDUC. BAM 535								
	VENDOR TOTALS	2,662.78 YTD INVOICED				2,662.78 YTD PAID			737.40
124032	WEATHERPROOFING TECHNOLOGIES, INC.								
	95474	02/13/25		489806	T	03/25/25	10001221 42024	BUILDING MAINTENANCE	1,155.00
	INVOICE: 97964045								
	VENDOR TOTALS	1,155.00 YTD INVOICED				1,155.00 YTD PAID			1,155.00
21410	WESTWOOD BUILDING MATERIALS CO								
	95851	02/12/25		489807	T	03/25/25	22006272 42074	PAVING EXPENSE	70.65
	INVOICE: 2502-219614								
	95853	01/14/25		489807	T	03/25/25	22006272 42074	PAVING EXPENSE	11.68
	INVOICE: 2501-213144								
	VENDOR TOTALS	807.40 YTD INVOICED				1,661.87 YTD PAID			82.33
104956	WILLDAN FINANCIAL SERVICES								
	95852	03/12/25		489808	T	03/25/25	47846010 40514	CONTRACT SERVICES	2,500.00
	INVOICE: 010-61373								
	VENDOR TOTALS	4,950.00 YTD INVOICED				4,950.00 YTD PAID			2,500.00
123433	WILLOUGHBY, ANDREW								
	95804	10/31/24		489692	P	03/25/25	990 22100	REC & COMM SVC DONATIONS	600.00
	INVOICE: REFUND 10/31/24								
	VENDOR TOTALS	600.00 YTD INVOICED				600.00 YTD PAID			600.00
124299	RIVERA, WILSON D.								
	95730	03/09/25		489809	T	03/25/25	10017010 45154	GENERAL EXPENSE	140.00
	INVOICE: 357298								
	VENDOR TOTALS	299.29 YTD INVOICED				299.29 YTD PAID			140.00

REPORT TOTALS 3,483,201.13

COUNT AMOUNT

PAID INVOICES REPORT

CHECK: C032525 TO FISCAL 2025/09 07/01/2024 TO 06/30/2025

VENDOR NAME / DOCUMENT	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION		
							TOTAL PRINTED CHECKS	24	1,377,712.99
							TOTAL EFT TRANSFERS	117	2,105,488.14

** END OF REPORT - Generated by Shuntell Dixon **

City of Hawthorne, CA

PAID INVOICES REPORT

CHECK: DL031425 TO FISCAL 2025/09 07/01/2024 TO 06/30/2025

VENDOR	NAME / DOCUMENT	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
120917	KHAN, ALEX								
	95894	03/07/25		489810	T	03/14/25	960 21630	GARNISHMENTS LIABILITY	656.73
	INVOICE: REIMB 030725								
	VENDOR TOTALS		697.56 YTD INVOICED				697.56 YTD PAID		656.73
								REPORT TOTALS	656.73

	COUNT	AMOUNT
TOTAL EFT TRANSFERS	1	656.73

** END OF REPORT - Generated by Shuntell Dixon **

City of Hawthorne, CA

PAID INVOICES REPORT

CHECK: C031525 TO FISCAL 2025/09 07/01/2024 TO 06/30/2025

VENDOR	NAME / DOCUMENT	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
123637	MANNING, KATRINA								
	95628	03/06/25		489811	P	03/15/25	10011100 44604	TRAVEL, CONFERENCE - MANN	992.53
	INVOICE: TRAVEL REIMB 2/23/25								
	VENDOR TOTALS	4,123.53 YTD INVOICED					4,123.53 YTD PAID		992.53
								REPORT TOTALS	992.53

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	1	992.53

** END OF REPORT - Generated by Shuntell Dixon **

CITY OF HAWTHORNE

FOR THE MEETING OF MARCH 25, 2025

ORIGINATING DEPARTMENT: FINANCE

The City Treasurer submits the following Housing Authority Warrants for your approval:

	Warrant #s			
Date	**Start**	**Ending**	**Warrant type**	**Total $**
3/25/25	76899	76899	HOUSING	260.90
4/1/25	76900	76954	HOUSING	130,203.00
*** Emergency Issue - for ratification only**				130,463.90

State of California, County of Los Angeles SS:

The foregoing claims/demands/warrants have been filed with me; each one bearing an endorsement of the officer or employee of the department, requiring same, that the price is correct.

_____ City Treasurer

_____ City Clerk

City of Hawthorne, CA

PAID INVOICES REPORT

CHECK: H032525 TO FISCAL 2025/09 07/01/2024 TO 06/30/2025

VENDOR	NAME / DOCUMENT	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
112237	T-MOBILE								
	95396	01/21/25		76899	P	03/25/25	81044010 43054	TELEPHONE	260.90
	INVOICE: JA982816099								
	VENDOR TOTALS	108,687.04 YTD INVOICED					108,687.04 YTD PAID		260.90
								REPORT TOTALS	260.90

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	1	260.90

** END OF REPORT - Generated by Shuntell Dixon **

PAID INVOICES REPORT

CHECK: H040125X TO FISCAL 2025/10 07/01/2024 TO 06/30/2025

VENDOR NAME / DOCUMENT	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
123702 13526 KORNBLUM LLC								
97472	03/01/25		76900	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,111.00
INVOICE: 8319-1								
VENDOR TOTALS		63,599.00 YTD INVOICED				63,599.00 YTD PAID		1,111.00
123706 13533 LEMOLI LLC								
97470	03/01/25		76901	T	04/01/25	83440010 45904	HOUSING VOUCHER	1,590.00
INVOICE: 10679-1								
VENDOR TOTALS		24,800.00 YTD INVOICED				26,073.00 YTD PAID		1,590.00
123462 13601 KORNBLUM AVENUE LLC								
97404	02/01/25		76902	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,314.00
INVOICE: 8270-1								
97456	03/01/25		76902	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,314.00
INVOICE: 8270-1								
VENDOR TOTALS		84,988.00 YTD INVOICED				84,988.00 YTD PAID		2,628.00
105745 13615 CERISE AVENUE L.P.								
97381	01/01/25		76903	T	04/01/25	82044100 45904	HOUSING VOUCHER	101.00
INVOICE: 10595-1								
97386	02/01/25		76903	T	04/01/25	82044100 45904	HOUSING VOUCHER	101.00
INVOICE: 10595-1								
97409	03/01/25		76903	T	04/01/25	81544100 45904	HOUSING VOUCHER	150.00
INVOICE: 10405-1								
97410	03/01/25		76903	T	04/01/25	81544100 45904	HOUSING VOUCHER	125.00
INVOICE: 10588-1								
97411	03/01/25		76903	T	04/01/25	82044100 45904	HOUSING VOUCHER	101.00
INVOICE: 10595-1								
97412	03/01/25		76903	T	04/01/25	84440010 45904	HOUSING VOUCHER	1,307.00
INVOICE: 10678-1								
97413	03/01/25		76903	T	04/01/25	81544100 45904	HOUSING VOUCHER	995.00
INVOICE: 8010-1								
VENDOR TOTALS		84,448.00 YTD INVOICED				84,448.00 YTD PAID		2,880.00
120429 13802 CERISE AVE LLC.								
97414	03/01/25		76904	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,262.00
INVOICE: 9855-1								
VENDOR TOTALS		45,466.00 YTD INVOICED				45,466.00 YTD PAID		1,262.00
117074 2300 W. EL SEGUNDO LP								
97457	03/01/25		76905	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,941.00
INVOICE: 10783-1								
VENDOR TOTALS		49,038.00 YTD INVOICED				49,038.00 YTD PAID		1,941.00
121510 AC. MAZZEO LLC.								

PAID INVOICES REPORT

CHECK: H040125X TO FISCAL 2025/10 07/01/2024 TO 06/30/2025

VENDOR	NAME / DOCUMENT	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	97415	03/01/25		76906	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,394.00
	INVOICE: 9525-1								
	VENDOR TOTALS	10,914.00 YTD INVOICED					10,914.00 YTD PAID		1,394.00
110532	ACCESS COMMUNITY HOUSING								
	97387	02/01/25		76907	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,746.00
	INVOICE: 10457-1								
	97416	03/01/25		76907	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,746.00
	INVOICE: 10457-1								
	97417	03/01/25		76907	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,596.00
	INVOICE: 8827-1								
	VENDOR TOTALS	264,622.00 YTD INVOICED					270,767.00 YTD PAID		5,088.00
121406	AGRA ASSET MGMT., L.P.								
	97458	03/01/25		76908	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,125.00
	INVOICE: 10849-1								
	VENDOR TOTALS	9,197.00 YTD INVOICED					9,197.00 YTD PAID		1,125.00
123266	AMERICAN NATIONAL REAL ESTATE								
	97405	02/01/25		76909	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,774.00
	INVOICE: 10745-1								
	97459	03/01/25		76909	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,774.00
	INVOICE: 10745-1								
	97460	03/01/25		76909	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,307.00
	INVOICE: 10777-1								
	97461	03/01/25		76909	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,366.00
	INVOICE: 8674-1								
	VENDOR TOTALS	81,661.00 YTD INVOICED					83,042.00 YTD PAID		6,221.00
117676	AMINI, MORTEZA								
	97418	03/01/25		76910	T	04/01/25	81544100 45904	HOUSING VOUCHER	775.00
	INVOICE: 7035-1								
	VENDOR TOTALS	26,466.00 YTD INVOICED					26,466.00 YTD PAID		775.00
121648	BLUE WATER ASSET MANAGEMENT, LP								
	97388	02/01/25		76911	T	04/01/25	81544100 45904	HOUSING VOUCHER	792.00
	INVOICE: 10454-1								
	97419	03/01/25		76911	T	04/01/25	81544100 45904	HOUSING VOUCHER	792.00
	INVOICE: 10454-1								
	VENDOR TOTALS	36,371.00 YTD INVOICED					36,371.00 YTD PAID		1,584.00
108539	BOTACH MANAGEMENT LLC								
	88915	11/01/24		76912	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,011.00
	INVOICE: 10626-1								
	95146	01/01/25		76912	T	04/01/25	81544100 45904	HOUSING VOUCHER	846.00

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	INVOICE: 10660-1								
	95177	02/01/25		76912	T	04/01/25	81544100 45904	HOUSING VOUCHER	987.00
	INVOICE: 10660-1								
	95178	02/01/25		76912	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,539.00
	INVOICE: 10676-1								
	VENDOR TOTALS		19,819.00 YTD INVOICED				12,926.00 YTD PAID		4,383.00
120727	BTS, LLP								
	97420	03/01/25		76913	T	04/01/25	83440010 45904	HOUSING VOUCHER	1,752.00
	INVOICE: 10674-1								
	VENDOR TOTALS		36,447.00 YTD INVOICED				36,447.00 YTD PAID		1,752.00
117199	CALDERON, RICARDO								
	97421	03/01/25		76914	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,403.00
	INVOICE: 10020-1								
	VENDOR TOTALS		12,339.00 YTD INVOICED				12,339.00 YTD PAID		1,403.00
121902	CANOES, LLC.								
	97422	03/01/25		76915	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,497.00
	INVOICE: 9280-1								
	VENDOR TOTALS		25,635.00 YTD INVOICED				25,635.00 YTD PAID		1,497.00
100458	CARRANZA, PATSY JEAN								
	97423	03/01/25		76916	T	04/01/25	83440010 45904	HOUSING VOUCHER	272.00
	INVOICE: 10675-1								
	VENDOR TOTALS		17,950.00 YTD INVOICED				17,950.00 YTD PAID		272.00
121048	CERISE INVESTMENT CO., LLC.								
	97389	02/01/25		76917	T	04/01/25	82044100 45904	HOUSING VOUCHER	136.00
	INVOICE: 10845-1								
	97424	03/01/25		76917	T	04/01/25	82044100 45904	HOUSING VOUCHER	1,267.00
	INVOICE: 10845-1								
	VENDOR TOTALS		410,279.00 YTD INVOICED				410,506.00 YTD PAID		1,403.00
121492	CHADRON TERRACE, LLC.								
	97390	02/01/25		76918	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,970.00
	INVOICE: 10506-1								
	97425	03/01/25		76918	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,970.00
	INVOICE: 10506-1								
	97426	03/01/25		76918	T	04/01/25	82044100 45904	HOUSING VOUCHER	672.00
	INVOICE: 10508-1								
	97427	03/01/25		76918	T	04/01/25	82044100 45904	HOUSING VOUCHER	1,113.00
	INVOICE: 10510-1								
	97515	02/01/25		76918	T	04/01/25	82044100 45904	HOUSING VOUCHER	1,350.00
	INVOICE: 10508-1								

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	VENDOR TOTALS	473,841.00 YTD INVOICED					482,807.00 YTD PAID		7,075.00
121876	CJW VENTURES, INC.								
	97428	03/01/25		76919	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,407.00
	INVOICE: 10461-1								
	VENDOR TOTALS	20,735.00 YTD INVOICED					20,735.00 YTD PAID		1,407.00
120953	COCKE, LAWRENCE AND DONNA								
	97408	02/01/25		76920	T	04/01/25	81544100 45904	HOUSING VOUCHER	69.00
	INVOICE: 10831-1								
	97474	03/01/25		76920	T	04/01/25	81544100 45904	HOUSING VOUCHER	969.00
	INVOICE: 10831-1								
	VENDOR TOTALS	13,765.00 YTD INVOICED					13,765.00 YTD PAID		1,038.00
102245	CRC MANAGEMENT INC.								
	97406	02/01/25		76921	T	04/01/25	82044100 45904	HOUSING VOUCHER	160.00
	INVOICE: 9552-1								
	97463	03/01/25		76921	T	04/01/25	82044100 45904	HOUSING VOUCHER	1,980.00
	INVOICE: 10785-1								
	97464	03/01/25		76921	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,431.00
	INVOICE: 9388-1								
	97465	03/01/25		76921	T	04/01/25	82044100 45904	HOUSING VOUCHER	160.00
	INVOICE: 9552-1								
	VENDOR TOTALS	427,888.00 YTD INVOICED					431,174.00 YTD PAID		3,731.00
112946	DANTZLER, SAMUEL L								
	97466	03/01/25		76922	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,294.00
	INVOICE: 10784-1								
	VENDOR TOTALS	20,466.00 YTD INVOICED					20,466.00 YTD PAID		1,294.00
123052	DIAMOND 1, LP.								
	97382	01/01/25		76923	T	04/01/25	81544100 45904	HOUSING VOUCHER	188.00
	INVOICE: 10593-1								
	97391	02/01/25		76923	T	04/01/25	81544100 45904	HOUSING VOUCHER	188.00
	INVOICE: 10593-1								
	97429	03/01/25		76923	T	04/01/25	81544100 45904	HOUSING VOUCHER	188.00
	INVOICE: 10593-1								
	VENDOR TOTALS	49,398.00 YTD INVOICED					49,398.00 YTD PAID		564.00
123496	DICKERSON, GAYLE YVONNE MORTON								
	97471	03/01/25		76924	T	04/01/25	84440010 45904	HOUSING VOUCHER	1,791.00
	INVOICE: 10681-1								
	VENDOR TOTALS	16,253.00 YTD INVOICED					16,253.00 YTD PAID		1,791.00

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122907	DICRISCI APARTMENTS								
	97392	02/01/25		76925	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,521.00
	INVOICE: 9712-1								
	97430	03/01/25		76925	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,521.00
	INVOICE: 9712-1								
	VENDOR TOTALS		24,144.00 YTD INVOICED				24,144.00 YTD PAID		3,042.00
118661	E.J. PARTNERS								
	97393	02/01/25		76926	T	04/01/25	81544100 45904	HOUSING VOUCHER	229.00
	INVOICE: 10842-1								
	97431	03/01/25		76926	T	04/01/25	81544100 45904	HOUSING VOUCHER	2,136.00
	INVOICE: 10842-1								
	VENDOR TOTALS		11,491.00 YTD INVOICED				11,491.00 YTD PAID		2,365.00
119601	EQUITY HOLDINGS, LLC.								
	97467	03/01/25		76927	T	04/01/25	81544100 45904	HOUSING VOUCHER	845.00
	INVOICE: 9225-1								
	97479	06/01/24		76927	T	04/01/25	83440010 45904	HOUSING VOUCHER	927.00
	INVOICE: 10710-1								
	97485	03/01/25		76927	T	04/01/25	81544100 45904	HOUSING VOUCHER	269.00
	INVOICE: 10186-1								
	VENDOR TOTALS		49,421.00 YTD INVOICED				49,421.00 YTD PAID		2,041.00
124193	FLORES, MARIA								
	97379	12/01/24		76928	T	04/01/25	82044100 45904	HOUSING VOUCHER	1,665.00
	INVOICE: 10812-1								
	97383	01/01/25		76928	T	04/01/25	82044100 45904	HOUSING VOUCHER	2,064.00
	INVOICE: 10812-1								
	97394	02/01/25		76928	T	04/01/25	82044100 45904	HOUSING VOUCHER	2,064.00
	INVOICE: 10812-1								
	97432	03/01/25		76928	T	04/01/25	82044100 45904	HOUSING VOUCHER	2,064.00
	INVOICE: 10812-1								
	VENDOR TOTALS		7,857.00 YTD INVOICED				7,857.00 YTD PAID		7,857.00
93783	FREDERIKSEN, PETER								
	97395	02/01/25		76929	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,776.00
	INVOICE: 10669-1								
	97433	03/01/25		76929	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,776.00
	INVOICE: 10669-1								
	VENDOR TOTALS		34,366.00 YTD INVOICED				34,366.00 YTD PAID		3,552.00
108406	FURBERT, REGINALD								
	97396	02/01/25		76930	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,973.00
	INVOICE: 10244-1								
	97434	03/01/25		76930	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,973.00
	INVOICE: 10244-1								

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	97435	03/01/25		76930	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,311.00
	INVOICE: 8573-1								
	VENDOR TOTALS	37,167.00 YTD INVOICED					37,167.00 YTD PAID		5,257.00
94471	GARG, BASANT								
	97397	02/01/25		76931	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,703.00
	INVOICE: 10402-1								
	97398	02/01/25		76931	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,625.00
	INVOICE: 9700-1								
	97436	03/01/25		76931	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,703.00
	INVOICE: 10402-1								
	97437	03/01/25		76931	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,625.00
	INVOICE: 9700-1								
	VENDOR TOTALS	157,749.00 YTD INVOICED					157,749.00 YTD PAID		6,656.00
124339	GIACONI, MIRKO								
	97438	03/01/25		76932	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,410.00
	INVOICE: 2229-1								
	VENDOR TOTALS	2,820.00 YTD INVOICED					2,820.00 YTD PAID		1,410.00
105399	GOLBAZ-HAGH, MASOUD								
	97442	03/01/25		76933	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,544.00
	INVOICE: 4601-1								
	VENDOR TOTALS	13,856.00 YTD INVOICED					13,856.00 YTD PAID		1,544.00
121644	HAWTHORNE PACIFIC ASSOCIATES, LP								
	97407	02/01/25		76934	T	04/01/25	81544100 45904	HOUSING VOUCHER	562.00
	INVOICE: 10832-1								
	97468	03/01/25		76934	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,275.00
	INVOICE: 10779-1								
	97469	03/01/25		76934	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,123.00
	INVOICE: 10832-1								
	VENDOR TOTALS	12,232.00 YTD INVOICED					12,232.00 YTD PAID		2,960.00
101156	HEMPHILL, RUBY								
	97477	03/01/25		76935	T	04/01/25	83440010 45904	HOUSING VOUCHER	196.00
	INVOICE: 10774-1								
	VENDOR TOTALS	8,759.00 YTD INVOICED					8,759.00 YTD PAID		196.00
116670	HOWARD, CHRISTINE								
	97439	03/01/25		76936	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,857.00
	INVOICE: 10509-1								
	VENDOR TOTALS	31,366.00 YTD INVOICED					31,366.00 YTD PAID		1,857.00

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123939	KOUTEK, NORMAN								
	97476	03/01/25		76937	T	04/01/25	81544100 45904	HOUSING VOUCHER	531.00
	INVOICE: 10775-1								
	VENDOR TOTALS	21,011.00 YTD INVOICED					22,683.00 YTD PAID		531.00
121862	KUMAMOTO, BRIAN A.								
	97440	03/01/25		76938	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,423.00
	INVOICE: 10459-1								
	VENDOR TOTALS	12,734.00 YTD INVOICED					12,734.00 YTD PAID		1,423.00
123397	LEMOLI PARTNERS-93, A CALIFORNIA PARTNERSHIP								
	97475	03/01/25		76939	T	04/01/25	81544100 45904	HOUSING VOUCHER	945.00
	INVOICE: 10834-1								
	VENDOR TOTALS	23,393.00 YTD INVOICED					23,393.00 YTD PAID		945.00
107637	MARSH, JAMES								
	97441	03/01/25		76940	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,835.00
	INVOICE: 9184-1								
	VENDOR TOTALS	16,451.00 YTD INVOICED					16,451.00 YTD PAID		1,835.00
30143	MONUS, BELA C								
	97443	03/01/25		76941	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,524.00
	INVOICE: 8807-1								
	VENDOR TOTALS	73,037.00 YTD INVOICED					73,037.00 YTD PAID		1,524.00
123963	MORAN, ALEX MILTON								
	97455	03/01/25		76942	T	04/01/25	82044100 45904	HOUSING VOUCHER	9.00
	INVOICE: 10785-U-1								
	VENDOR TOTALS	153.00 YTD INVOICED					153.00 YTD PAID		9.00
116979	NATIONAL COMMUNITY RENAISSANCE								
	97399	02/01/25		76943	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,580.00
	INVOICE: 4104-1								
	97400	02/01/25		76943	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,109.00
	INVOICE: 9590-1								
	97444	03/01/25		76943	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,580.00
	INVOICE: 4104-1								
	97445	03/01/25		76943	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,109.00
	INVOICE: 9590-1								
	VENDOR TOTALS	160,250.00 YTD INVOICED					160,250.00 YTD PAID		5,378.00
124311	NEO STEPNEY LLC								
	97482	02/01/25		76944	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,539.00
	INVOICE: 10676-1								

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	97502	03/01/25		76944	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,539.00
	INVOICE: 10676-1								
	VENDOR TOTALS	3,078.00 YTD INVOICED					3,078.00 YTD PAID		3,078.00
123502	PAZZIA, JENNIFER								
	97462	03/01/25		76945	T	04/01/25	81544100 45904	HOUSING VOUCHER	252.00
	INVOICE: 9258-1								
	VENDOR TOTALS	29,669.00 YTD INVOICED					29,669.00 YTD PAID		252.00
118916	PINNACLE LEMOLI LLC.								
	97446	03/01/25		76946	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,598.00
	INVOICE: 10367-1								
	VENDOR TOTALS	52,035.00 YTD INVOICED					52,035.00 YTD PAID		1,598.00
120470	POZZOULI FAMILY LLC.								
	97447	03/01/25		76947	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,007.00
	INVOICE: 10278-1								
	97448	03/01/25		76947	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,077.00
	INVOICE: 10303-1								
	97449	03/01/25		76947	T	04/01/25	81544100 45904	HOUSING VOUCHER	865.00
	INVOICE: 8878-1								
	VENDOR TOTALS	92,948.00 YTD INVOICED					92,948.00 YTD PAID		2,949.00
122042	PROFESSIONAL PROPERTY MANAGERS, INC.								
	97380	12/01/24		76948	T	04/01/25	81544100 45904	HOUSING VOUCHER	471.00
	INVOICE: 10829-1								
	97385	01/01/25		76948	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,624.00
	INVOICE: 10829-1								
	97483	02/01/25		76948	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,624.00
	INVOICE: 10829-1								
	97507	03/01/25		76948	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,624.00
	INVOICE: 10829-1								
	VENDOR TOTALS	138,408.00 YTD INVOICED					138,408.00 YTD PAID		5,343.00
119012	SAINT MARK PROPERTY LLC.								
	97401	02/01/25		76949	T	04/01/25	81544100 45904	HOUSING VOUCHER	992.00
	INVOICE: 8265-1								
	97450	03/01/25		76949	T	04/01/25	81544100 45904	HOUSING VOUCHER	992.00
	INVOICE: 8265-1								
	VENDOR TOTALS	8,886.00 YTD INVOICED					8,886.00 YTD PAID		1,984.00
121972	SHORE WEST PROPERTIES, LLC.								
	97402	02/01/25		76950	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,916.00
	INVOICE: 9080-1								
	97451	03/01/25		76950	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,916.00

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INVOICE: 9080-1								
VENDOR TOTALS		32,784.00 YTD INVOICED				32,784.00 YTD PAID		3,832.00
122416 THREE RAINBOWS LLC.								
97452	03/01/25		76951	T	04/01/25	81544100 45904	HOUSING VOUCHER	1,856.00
INVOICE: 10830-1								
VENDOR TOTALS		30,748.00 YTD INVOICED				30,748.00 YTD PAID		1,856.00
113165 TOBAR, LUIS								
97384	01/01/25		76952	T	04/01/25	81544100 45904	HOUSING VOUCHER	562.00
INVOICE: 10596-1								
97403	02/01/25		76952	T	04/01/25	81544100 45904	HOUSING VOUCHER	562.00
INVOICE: 10596-1								
97453	03/01/25		76952	T	04/01/25	81544100 45904	HOUSING VOUCHER	562.00
INVOICE: 10596-1								
VENDOR TOTALS		5,052.00 YTD INVOICED				5,052.00 YTD PAID		1,686.00
123246 WEIR, JONATHAN								
97473	03/01/25		76953	T	04/01/25	81544100 45904	HOUSING VOUCHER	638.00
INVOICE: 8824-1								
VENDOR TOTALS		5,606.00 YTD INVOICED				5,575.00 YTD PAID		638.00
108377 WRIGHT, PAMELA D.								
97454	03/01/25		76954	T	04/01/25	84440010 45904	HOUSING VOUCHER	1,396.00
INVOICE: 10746-1								
VENDOR TOTALS		19,935.00 YTD INVOICED				19,935.00 YTD PAID		1,396.00
							REPORT TOTALS	130,203.00

	COUNT	AMOUNT
TOTAL EFT TRANSFERS	55	130,203.00

** END OF REPORT - Generated by Shuntell Dixon **

CITY OF HAWTHORNE

FOR THE MEETING OF MARCH 25, 2025

ORIGINATING DEPARTMENT: FINANCE

The City Treasurer submits the following Asset Forfeiture Warrants for your approval:

	Warrant #s			
Date	**Start**	**Ending**	**Warrant type**	**Total $**
3/25/25	11027	11031	ASSET FORFEITURE	13,026.29
*** Emergency Issue - for ratification only**				13,026.29

State of California, County of Los Angeles SS:

The foregoing claims/demands/warrants have been filed with me; each one bearing an endorsement of the officer or employee of the department, requiring same, that the price is correct.

_____ City Treasurer

_____ City Clerk

City of Hawthorne, CA

PAID INVOICES REPORT

CHECK: AF032525 TO FISCAL 2025/09 07/01/2024 TO 06/30/2025

VENDOR	NAME / DOCUMENT	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
117149	ADVANCED AIR, LLC.								
	95744	03/07/25	20	11027	T	03/25/25	23002244 45144	GASOLINE & OIL	2,026.89
	INVOICE: February 2025								
	VENDOR TOTALS	16,657.31 YTD INVOICED					20,613.40 YTD PAID		2,026.89
123259	ALOS, ERIK								
	95638	02/20/25		11028	T	03/25/25	23021020 40514	CONTRACT SERVICES	3,000.00
	INVOICE: 02202025								
	VENDOR TOTALS	17,700.00 YTD INVOICED					17,700.00 YTD PAID		3,000.00
124016	EGM FLYING SERVICES								
	95745	03/01/25		11029	T	03/25/25	23021020 41514	OPERATING SUPPLIES	1,295.00
	INVOICE: 011								
	VENDOR TOTALS	13,370.00 YTD INVOICED					18,865.00 YTD PAID		1,295.00
123857	NASTEC INTERNATIONAL INC.								
	95578	02/26/25	2615	11030	T	03/25/25	23021020 40514	CONTRACT SERVICES	5,200.00
	INVOICE: 10896								
	VENDOR TOTALS	85,902.38 YTD INVOICED					85,902.38 YTD PAID		5,200.00
123386	VITALITY GROUP INTERNATIONAL, INC.								
	95771	03/10/25		11031	T	03/25/25	23021020 41514	OPERATING SUPPLIES	1,504.40
	INVOICE: 90045879								
	VENDOR TOTALS	13,742.91 YTD INVOICED					13,742.91 YTD PAID		1,504.40
								REPORT TOTALS	13,026.29

	COUNT	AMOUNT
TOTAL EFT TRANSFERS	5	13,026.29

** END OF REPORT - Generated by Shuntell Dixon **

AGENDA ITEM NO. 8.

CITY OF HAWTHORNE
City Council
AGENDA BILL
For the meeting of 03/25/2025
Originating Department: City Clerk

City Manager: **Department Head:**

SUBJECT:
Approval of City Council meeting minutes for the regular City Council meetings of March 12, 2024, March 26, 2024 and the special meetings of March 19, 2024 and December 12, 2023. Motion to approve minutes.

RECOMMENDED MOTION:
Staff recommends that the Council approve the regular City Council meetings of March 12, 2024, March 26, 2024 and the special meeting minutes of March 19, 2024 and December 12, 2023.

DISCUSSION:
The purpose of the minutes are to historically preserve the event of the City Council meetings. The minutes typically describe the event of the meeting and may include a list of attendees, a statement of the issues considered by the participants and related responses or decisions for the issues. It is not a requirement that the minutes be a transcript but instead a historical preservation/ record of the actions, guidance, and directives provided in conducting the wishes and the business of the City of Hawthorne by the said policy making body.

ECONOMIC DEVELOPMENT STRATEGIC PLAN:
None.

FISCAL IMPACT:
None.

NOTICING PROCEDURE:
72 hours posted notice pursuant to the Ralph M. Brown Act.

ATTACHMENTS
SA SM 12.12.23
M 03.12.24
SM 03.19.24
M 03.26.24

MINUTES OF A SPECIAL MEETING OF THE CITY COUNCIL SUCCESOR AGENCY OF THE CITY OF HAWTHORNE, CALIFORNIA HELD DECEMBER 12, 2023

CALL TO ORDER

Mayor Alex Vargas called the City Council meeting to order at 6:05 p.m. in the City Council Chambers of City Hall, 4455 W. 126th Street, Hawthorne, California.

ROLL CALL

ROLL CALL-Present: Agencymembers Katrina Manning, Alex Monteiro, L. David Patterson, Angie Reyes English and Chairman Alex Vargas.

Also Present: City Manager Von Norris, City Attorney Robert Kim, City Clerk Dayna Williams-Hunter, City Treasurer Marie Poindexter-Hornback

ORAL COMMUNICATIONS

No one expressed a desire to be heard under oral communications.

SUCCESSOR AGENCY

1. Approving a Recognized Obligation Payment Schedule ("ROPS") for the twelve-month fiscal period from July 1, 2024 through June 30, 2025 ("ROPS 24-25") and taking certain related actions.

   RECOMMENDED MOTION: Staff Recommends that the City Council Adopt SA Resolution 2023-02 approving ROPS 24-25, a Recognized Obligation Payment Schedule for the twelve-month fiscal period from July 1, 2024 through June 30, 2025 and taking certain related actions.

Councilmember Angie Reyes English moved and Councilmember Alex Monteiro seconded to approve Item 1.

ROLL CALL AYES: Councilmembers Manning, Monteiro, Patterson, and Mayor Pro Tem Angie Reyes English and Mayor Vargas

ADJOURNMENT

Mayor Vargas adjourned the regular City Council meeting at 6:09 p.m.

CERTIFICATION

Passed and approved this 25th day of March 2025.

_____
Dayna Williams-Hunter
Secretary

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF HAWTHORNE, CALIFORNIA HELD MARCH 12, 2024.

CALL TO ORDER

Mayor Vargas called the City Council meeting to order at 6:06 p.m. in the City Council Chambers of City Hall, 4455 W. 126th Street, Hawthorne, California.

INVOCATION

Pastor Greg Guich gave the evening's invocation.

PLEDGE OF ALLEGIANCE

Rob Williams led the Pledge of Allegiance.

ROLL CALL

Present: Councilmember Patterson, Mayor Pro Tem Reyes English, Mayor Vargas.
Absent: Councilmember Manning*, Montiero
*Arrived during the LAX presentation

PROCLAMATIONS/CERTIFICATES/PRESENTATIONS

1. Presentation for LAX: Soaring to New Heights

Jessica Merritt, Director of Communications for LAX Development Projects, outlined updates on the $30 billion capital improvement program, the largest public works project in Los Angeles history. Key initiatives include the Automated People Mover (APM), a free 24/7 train system connecting terminals with off-site facilities, and the Consolidated Rental Car Facility (CONRAC), which will reduce congestion by centralizing rental car operations.

Additional improvements include upgraded roadways, new terminal connections to the APM, enhanced wayfinding, and landscaping around the historic Theme Building. Projects like the Midfield Satellite Concourse South and Hire LAX are advancing job creation, sustainability, and accessibility. These developments are modernizing LAX for upcoming global events and long-term community benefit. A QR code was shared for updates and advisories.

Councilmember Reyes English thanked Nicole Carcell, Director of Community Relations, for ensuring this evening's presentation on LAX developments. She highlighted enthusiasm for the people mover, LAX's growth, and the jobs created. She noted the convenience of the new transportation system and shared that she and Councilmember Manning serve as board members on the LAX Area Advisory Committee, which provides monthly input to the LAX Board.

Councilmember Manning expressed appreciation for the focus on job creation, including the upcoming job fair on Thursday.

Mayor Vargas reflected on the dilapidated homes across the street, which had been in that condition for years. He expressed curiosity about the construction that followed and appreciated the clarity provided about the rental car and parking elements of the project.

ORAL COMMUNICATIONS

Gordon Michael Migo advocated for a new City Hall on Hawthorne Boulevard with underground parking and nearby park placement. He proposed developments include a mall, medical center, and city facilities and provided diagrams for review.

Mohammad Ola Hussain requested increased police patrols due to rising crime and urged a resolution for a Gaza ceasefire, emphasizing global peace.

Cristina Prado, highlighted the Fair Housing Foundation services, invited participation in a virtual event, and promoted a youth poster contest.

Choba Salazar, raised concerns about a $2,000 citation for yard maintenance, requested invoice clarification, and proposed a community app for reporting issues efficiently.

Abdullah Greg Ali invited the council to an interfaith Ramadan dinner on March 23rd and urged support for global peace and justice.

A **VVA Scholarship Representative** highlighted the Vietnam Veterans scholarship program deadline (April 7th), promoted a VFW breakfast, and raised safety concerns about cannabis-related facilities due to recent incidents.

Katherine Sabino Tadeo: An 11th-grade student seeking mentorship for a leadership program on politics, attended her first council meeting to request guidance and support.

CITY CLERK'S CONSENT CALENDAR

2. Approval of waiver of full readings of resolutions and ordinances on Tuesday, March 12, 2024's agenda.

3. City Treasurer requests approval of the warrants. Motion to approve the warrants.

Warrant Nos.:	24662-24962;	195964-195974;	485215-485375;	72434-72766;	10944-10947
Warrant Totals:	$886,139.96	$6,690.93	$1,736,035.11	$939,485.367	$6,654.32

RESOLUTIONS

4. **Resolution No. *8453*** A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HAWTHORNE, CALIFORNIA SETTING FORTH CERTAIN POLICIES FOR THE MANAGEMENT OF THE CITY BUDGET.

5. **Resolution No. *8454*** A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HAWTHORNE, CALIFORNIA, PROCLAIMING MARCH 2024 AS "WOMEN'S HISTORY MONTH."

Councilmember Patterson pulled Item No. 4 for discussion.

Councilmember Reyes English moved, seconded by Councilmember Patterson, to approve Items No. 2, 3, and 5.

ROLL CALL AYES: Councilmembers Manning, Patterson, Reyes English, Mayor Vargas.
NOES: None
ABSENT: Councilmember Montiero

Councilmember Patterson pulled Item No. 4 for discussion.

Councilmember Patterson expressed enthusiasm for the resolution, highlighting its valuable financial policies for the City of Hawthorne. He inquired about the role of the Government Finance Officers Association (GFOA) in inspiring the resolution. Finance Director Felice Lopez reported attending a conference in January where numerous Government Finance Officers Association (GFOA) policies were discussed. The conference provided recommendations on how cities should address and regularly update financial policies, which directly influenced the development of this policy.

Councilmember Patterson inquired about Section 2, Item A, which emphasizes paying current year expenditures with current year revenues to avoid financial practices that defer obligations. Finance Director Felice Lopez explained that the goal is to avoid using prior year revenues or the fund balance to fund a current year's budget.

Councilmember Patterson emphasized the importance of protecting the City's budget by ensuring that current year expenditures are funded without borrowing from future or prior years. He expressed support for maintaining a diversified and stable revenue base to mitigate economic fluctuations, referencing discussions from the Financial Oversight Committee about the city's balanced tax base. He highlighted the potential to increase tax revenues through strategies such as adding more hotels along Imperial Avenue and expanding the Transient Occupancy Tax (TOT).

Councilmember Patterson noted that the general fund balance is maintained at 25% of the annual operating budget, currently around $24 million. Finance Director Lopez acknowledged the City's approximately $83 million in unassigned funds. Councilmember Patterson advocated for

creating a policy to allocate surplus funds effectively. With high interest rates generating strong returns, he suggested exploring investment opportunities beyond money market accounts to maximize returns on unneeded funds. He commended the finance team for bringing these proposals forward and recognized the value of attending conferences and trainings in staying aligned with best practices.

Finance Director Lopez expressed appreciation for the City Manager and City Council's support in facilitating such initiatives over the past five years and conveyed enthusiasm for supporting the resolution.

Mayor Vargas moved, seconded by Councilmember Patterson, to approve Items No. 4.

ROLL CALL AYES: Councilmembers Manning, Patterson, Reyes English, Mayor Vargas.
NOES: None
ABSENT: Councilmember Montiero

ORDINANCES

6. **Ordinance No. *2249*** (1st Reading) AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HAWTHORNE, CALIFORNIA, AMENDING SECTION 17.87.050 (USES PROHIBITED) OF CHAPTER 17.87 (MIXED USE OVERLAY ZONE (MU)) TO REMOVE CANNABIS-RELATED USES FROM THE LIST OF USES PROHIBITED, AND APPROVING AN EXEMPTION UNDER SECTION 15061(b)(3) OF CEQA.

Mayor Pro Tem Reyes English moved to introduce Ordinance No. 2249.

7. **Ordinance No. *2251*** (2nd Reading) AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HAWTHORNE, CALIFORNIA, AMENDING SECTION 2.30.140 (SALARIES OF THE CITY CLERK AND CITY TREASURER) OF CHAPTER 2.30 (CIVIL SERVICE GENERAL PROVISIONS AND REGULATIONS) OF TITLE 2 (ADMINISTRATION, CIVIL SERVICE AND PERSONNEL) OF THE HAWTHORNE MUNICIPAL CODE AND MAKING A FINDING OF EXEMPTION IN COMPLIANCE WITH CEQA IN CONNECTION THEREWITH.

Mayor Pro Tem Reyes English asked whether it is common for an ordinance to be changed to a resolution in most cities.

City Attorney Robert Kim explained that most California cities set City Clerk and City Treasurer salaries by resolution due to structural variations. Hawthorne's ordinance, set 20 years ago, lists these salaries at $833 per month. The proposed amendment would allow adjustments by resolution rather than code amendments, offering flexibility without setting new amounts.

Mayor Pro Tem Reyes English asked if these roles were Civil Service or ceremonial. City Attorney Kim clarified that they are elected positions with specific duties, noting that the City Clerk’s workload increases significantly during elections, especially with current staffing shortages.

Mayor Vargas inquired if salary adjustments could be made through an ordinance. City Attorney Kim confirmed that salaries can be set either by ordinance or resolution. Resolutions require only a majority vote and take effect immediately, whereas ordinances need two readings and a 30-day implementation period. He noted that City Council salaries must follow ordinance procedures per the Government Code.

Councilmember Patterson asked why a resolution was recommended. City Attorney Kim emphasized its efficiency and flexibility compared to the formal process required for ordinances.

Mayor Vargas suggested tabling the item. Councilmember Patterson agreed to proceed with an ordinance and requested the City Attorney to bring back the proposed changes. City Attorney Kim confirmed that any adjustments should take effect after the election in January 2025, aligning with the City Council's timeline.

GENERAL MATTERS

8. Collaboration with the Los Angeles Dodgers Foundation

Mayor Vargas moved, seconded by Councilmember Reyes English, to receive and file the staff report.

ROLL CALL AYES: Councilmembers Manning, Patterson, Reyes English, Mayor Vargas.
NOES: None
ABSENT: Councilmember Montiero

CITY MANAGER'S CONSENT CALENDAR

9. Progress Payment #6 in the amount of $29,576.59 due to Elecnor Belco Electric of Chino, CA for Hawthorne Blvd Mobility Improvement Project – Phase II (Project # 23-01)

10. Progress Payment #4 in the amount of $199,226.02 due to GRBCON, Inc. of Baldwin Park, CA for Sewer Main and Miscellaneous Storm Drain Improvement Project 2023 (Project # 23 -04)

11. Progress Payment #9 in the amount of $169,654.80 due to Elecnor Belco Electric of Chino, CA for Highway Safety Improvement Project Traffic Signal Upgrade and Reconstruction 120th St Improvement Project – Prairie Ave to Felton Ave (Project # 21-06)

12. Progress Payment #1 in the amount of $208,836.14 due to Sequel Contractors of Santa Fe Springs, CA for Northeast Hawthorne Mobility Improvement Project (Project # 21-05)

13. City of Hawthorne’s Investment Report for the quarter ended December 31, 2023.

14. 120 St Improvements – Crenshaw Blvd to Felton Ave, Phase II (Project #21- 03) - Out to Bid.

Councilmember Reyes English moved, seconded by Mayor Vargas, to approve Item No. 9 through 14.

ROLL CALL AYES: Councilmembers Manning, Patterson, Reyes English, Mayor Vargas.
NOES: None
ABSENT: Councilmember Montiero

15. Review of the Mid-Year Financial Report for Fiscal Year 2023-2024.

Finance Director Lopez reported an increase in cash balances from $14 million in 2018 to $95 million in January 2024. The 2023-24 budget projects $97.1 million in expenditures and $100.1 million in revenues. Operating revenues saw a slight 0.57% decrease, excluding ARPA funds, with business license taxes and investment earnings increasing, but sales tax revenue declining. Recommendations included allocations for asset acquisition, reserves, capital improvements, and equipment replacement while maintaining a 25% General Fund reserve.

Councilmember Patterson estimated that allocating $15 million from the unassigned balance would leave $70 million in reserves. Councilmember Manning suggested increasing the $1 million asset acquisition allocation to $3 million to address high asset costs. Patterson supported this, emphasizing the need to adequately fund acquisitions. She expressed concerns about missed sales tax revenue due to 40 vacancies on Hawthorne Boulevard and supported grants and loans to assist struggling businesses. She also inquired about declines in hotel TOT revenue, which Finance Director Lopez attributed to higher interest rates, reduced travel, and uncollected Airbnb taxes. A program to address short-term rental revenue is set to begin.

Councilmember Reyes English highlighted the importance of an asset acquisition fund and inquired about state-mandated payments owed to the City. Lopez confirmed minimal amounts are pending and noted recent payments. Reyes English urged ongoing advocacy for outstanding funds and supported studying funding for emergency management systems and updated CERT equipment.

Mayor Vargas and Councilmember Patterson commended staff for the $95 million in reserves, reflecting disciplined financial management. Patterson also praised departmental budget savings and emphasized transparency in financial reporting. Vargas requested the City Manager evaluate recommendations and provide feasibility assessments.

Councilmember Manning moved, seconded by Councilmember Patterson, to approve Item No 15.

ROLL CALL AYES: Councilmembers Manning, Patterson, Reyes English, Mayor Vargas.
NOES: None
ABSENT: Councilmember Montiero

DISCUSSION/ACTION ITEMS

16. Attending California Public Utilities Commission Hearing Re. Southern California Edison's Request to Raise the Fixed Cost to Residential Electric Bills. (Mayor Pro Tem A. English)

ELECTED OFFICIALS REPORTS / RECOMMENDATIONS

Councilmember Reyes English opposed Southern California Edison's proposed utility rate hike of up to $51 per ratepayer, highlighting maintenance and delivery costs. She announced an April 10 hearing in Long Beach and proposed chartering buses for residents to attend, urging strong community participation. She criticized state officials for inaction and pledged to seek a sponsor for snacks for attendees.

City Treasurer Poindexter commended Finance Director Lopez for a transparent financial report and proposed exploring investment diversification beyond the Local Agency Investment Fund's current 4% rate. She encouraged civic engagement and voter participation.

City Clerk Hunter reminded attendees of notary services available by appointment and expressed intent to coordinate on the proposed bus trip for the Edison hearing.

Councilmember Manning announced events for Women's History Month on March 30 and the Hawthorne Business Expo and Job Fair on March 14. She praised city planning efforts, expressed excitement about the civic and senior center projects, and proposed granting employees time off during the last week of December.

Councilmember Patterson applauded the city's $15 million surplus and emphasized the importance of economic development, supporting mixed-use projects and redevelopment, including the mall. He requested updates on commission appointments and operations.

Councilmember Reyes English highlighted upcoming Earth Day celebrations, CERT training, and community events. She requested updates on emergency preparedness and proposed facilitating local filming at the mall to create jobs.

Mayor Vargas praised the city's financial health, encouraged staff collaboration on implementing ideas, and stressed the importance of promoting city services and addressing the needs of a predominantly rental-based community.

CLOSED SESSION

Mayor Vargas called for oral comments. No public comments were received.

Mayor Vargas recessed into Closed Session at 8:27 p.m.

17. CONFERENCE WITH LEGAL COUNSEL – REAL PROPERTY NEGOTIATION
(Pursuant to Section 54956.8, 54954(b) of the California Government Code.)

Property APN: 4050-014-002
Property Address: Approximately .91 acres of land located at 13007 Yukon Avenue

City Negotiator: Vontray Norris, City Manager
Negotiation with: 13007 Yukon Avenue Hawthorne, LLC.
Under Negotiation: Price and Terms of Payment

Mayor Vargas called the City Council meeting back to order at 8:53 p.m. following recess with all Councilmembers present except for Councilmember Montiero.

City Attorney Kim reported the City Council met on Item No. 17 in closed session regarding real property which involved negotiations led by City Manager Norris with 13007 Yukon Avenue, Hawthorne LLC, focusing on price and terms of payment. He reported that City Council voted unanimously 4-0 to terminate this project.

ADJOURNMENT

Mayor Vargas adjourned the Regular Meeting at 8:54 p.m.

CERTIFICATION

Passed and approved on the ___ day of _____ 2025.

_____
Dayna S. Williams-Hunter
City Clerk

MINUTES OF A SPECIAL MEETING OF THE CITY COUNCIL OF THE CITY OF HAWTHORNE, CALIFORNIA HELD MARCH 19, 2024.

CALL TO ORDER

Mayor Vargas called the City Council meeting to order at 6:30 p.m. in the City Council Chambers of City Hall, 4455 W. 126th Street, Hawthorne, California.

PLEDGE OF ALLEGIANCE

City Clerk Dayna Williams-Hunter led the Pledge of Allegiance.

ROLL CALL

Present: Councilmembers Manning, Monteiro, Patterson, and Mayor Vargas.
Absent: Mayor Pro Tem Reyes English.

ORAL COMMUNICATIONS

Mayor Vargas called for oral communications. No public comments were received.

DISCUSSION/ACTION ITEMS

1. City Attorney Robert Kim recommended filming at Hawthorne Plaza instead be discussed after closed session due to litigation. Councilmember Monteiro agreed. Mayor Vargas called to move Item No. 01 until after the Closed Session.

CLOSED SESSION

Mayor Vargas called for oral comments. No public comments were received.

Mayor Vargas recessed into Closed Session at 6:35 p.m.

2. CONFERENCE WITH LEGAL COUNSEL – EXISTIING LITIGATION
(Pursuant to Gov. Code Section 54956.9(d)(1))

Name of Cases: People of the State of California (City of Hawthorne) v. M&A Gabaee
LASC No. 21TRCV00869

M&A Gabaee v. City of Hawthorne
LASC No. 22STCP03914

Mayor Vargas called the City Council meeting back to order at 7:06 p.m. following recess with all Councilmembers present except for Mayor Pro Tem Reyes English.

City Attorney Kim reported the City Council met on Item No. 02 and no reportable action was taken. He added the Council would now discuss Item No. 01.

Councilmember Monteiro moved, seconded by Councilmember Manning, to reverse previous directive and deny permission for filming at Hawthorne Plaza.

ROLL CALL AYES: Councilmembers Manning, Monteiro, Patterson, Mayor Vargas.
NOES: None.
ABSENT: Councilmember Reyes English.

Councilmember Monteiro reported on City of Beverly Hills Mayor Julian Gold. He requested the City issue a recognition for Mayor Gold as his work benefitted Hawthorne through his leadership with the California Contract Cities Association and the Clean Power Alliance. All Councilmembers agreed.

ADJOURNMENT

Mayor Vargas adjourned the Special Meeting at 7:09 p.m.

CERTIFICATION

Passed and approved on the ___ day of _____ 2025.

_____
Dayna S. Williams-Hunter
City Clerk

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF HAWTHORNE, CALIFORNIA HELD MARCH 26, 2024.

CALL TO ORDER

Mayor Vargas called the City Council meeting to order at 6:05 p.m. in the City Council Chambers of City Hall, 4455 W. 126th Street, Hawthorne, California.

INVOCATION

City Treasurer Marie Poindexter-Hornback gave the evening's invocation.

PLEDGE OF ALLEGIANCE

City Clerk Dayna Williams-Hunter led the Pledge of Allegiance.

PROCLAMATIONS/CERTIFICATES/PRESENTATIONS

1. Councilmember Monteiro presented a Proclamation recognizing March as American Red Cross Month.

ROLL CALL

Present: Councilmembers Manning, Monteiro, Patterson, Mayor Vargas.
Absent: Councilmember Reyes English.

ORAL COMMUNICATIONS

Jasmine Leon Guerrero, District Representative for **State Senator Steven Bradford**, spoke of how their office can support the City with its concerns about the States's Public Utilities Commission's energy affordability. **Delbra Sturdivant**, President of Love Beyond Autism, thanked the community for its support of the upcoming Autism Awareness Walk. Parks & Recreation/Fine Arts Commissioners **Richard Huhn** and **Hermenia Balboa** promoted the upcoming Art Show happening for the first time since the pandemic. **John Muffaletto** requested the addition of speedbumps along Broadway at major intersections such as Eucalyptus Ave., expressed concerns over homeless residents, called for permitted parking for residents, and reported the recently added parking spaces are drawn inconsistently in length. Mayor Vargas encouraged residents to diligently report matters like this to the City. **Anna Navarro** reported safety concerns due to homeless residents who have been relocated to a motel in her neighborhood. Mayor Vargas directed Ms. Navarro to Hawthorne Police Chief Gary Tomatani and noted several communities have brought a similar concern with Los Angeles County. **A resident** expressed her opposition to Ordinance 2249 (Item No. 05), decrying cannabis use.

CITY CLERK'S CONSENT CALENDAR

2. Approval of waiver of full readings of resolutions and ordinances on Tuesday, March 26, 2024's agenda.

3. City Treasurer requests approval of the warrants.

Warrant Nos.:	24963-25278;	195975-196018;	485375-485549;	72767-72769;	10948-10950
Warrant Totals:	$881,783.79	$13,122.17	$1,731442.42	$2,314.50	$284,673.48

Mayor Vargas moved, seconded by Councilmember Patterson, to approve the City Clerk's consent calendar.

ROLL CALL AYES: Councilmembers Manning, Monteiro, Patterson, Mayor Vargas.
NOES: None.
ABSENT: Councilmember Reyes English.

BIDS: OPENINGS & RESULTS

4. Bid opening for Zela Davis Park Renovation Improvement (Project #24-04).

City Clerk Dayna Williams-Hunter reported four bids were received for the Zela Davis Park Renovation Improvement (Project #24-04).

The prices are as follows:

MARTINEZ LANDSCAPE COMPANY, INC.	$1,771,946
HORIZONS CONSTRUCTION COMPANY INT'L, INC.	$3,023,059
LOS ANGELES ENGINEERING, INC.	$3,280,000
DOJA, INC.	$3,020,500

Mayor Vargas moved, seconded by Councilmember Monteiro, to accept the bids and refer them to staff for study and recommendation.

ROLL CALL AYES: Councilmembers Manning, Monteiro, Patterson, Mayor Vargas.
NOES: None.
ABSENT: Councilmember Reyes English.

ORDINANCES

5. **Ordinance No. *2249*** (2nd Reading) AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HAWTHORNE, CALIFORNIA, AMENDING SECTION 17.87.050 (USES

PROHIBITED) OF CHAPTER 17.87 (MIXED USE OVERLAY ZONE (MU)) TO REMOVE CANNABIS-RELATED USES FROM THE LIST OF USES PROHIBITED, AND APPROVING AN EXEMPTION UNDER SECTION 15061(b)(3) OF CEQA.

Councilmember Monteiro moved, seconded by Councilmember Patterson, to adopt Ordinance No. 2249.

ROLL CALL AYES: Councilmembers Monteiro, Patterson, Mayor Vargas.
NOES: Councilmember Manning.
ABSENT: Councilmember Reyes English.

CITY MANAGER'S CONSENT CALENDAR

6. Receive and file the 2023 Annual General Plan Progress Report and the 2023 Annual Housing Element Progress Report.

7. Progress Payment #3 and Final Acceptance in the amount of $184,397.80 due to Best Contracting Services, Inc of Gardena, CA for City of Hawthorne Owned Building Roof Rehabilitation (Project #23-06)

8. Progress Payment #2 in the amount of $482,996.46 due to Klassic Engineering & Construction, Inc of Orange, CA for Hawthorne Housing Rehabilitation of City Owned Properties 2023 (Project #23-09)

9. First Amendment to the Consultant Agreement for Ground Water Monitoring Services ("First Amendment") between the City of Hawthorne ("City") and L. Everett and Associates, Inc. for Continued Operations of Soil Vapor Extraction System at 12601 Hawthorne Blvd.

10. Agreement Between the City of Hawthorne and Aerodome for Services Related to Drone First Responder (DFR) Equipment and Software.

11. Increased Investments in 1-5 year lettered fixed investments through Multi-Bank Securities (MBS).

Mayor Vargas moved, seconded by Councilmember Monteiro, to approve the City Manager's consent calendar.

ROLL CALL AYES: Councilmembers Manning, Monteiro, Patterson, Mayor Vargas.
NOES: None.
ABSENT: Councilmember Reyes English.

CITY ATTORNEY'S CONSENT CALENDAR

12. Claim For Damages From Jaques Benoit

Mayor Vargas moved, seconded by Councilmember Manning, to approve the City Attorney's consent calendar.

ROLL CALL AYES: Councilmembers Manning, Monteiro, Patterson, Mayor Vargas.
NOES: None.
ABSENT: Councilmember Reyes English.

At 6:40 p.m., Mayor Vargas recessed the City Council and called to order the Successor Agency.

SUCCESSOR AGENCY

13. Receive and file Housing Successor Agency Reports for Fiscal Year Ending 2022-23.

Mayor Vargas moved, seconded by Councilmember Patterson, to approve accept the bids and refer them to staff for study and recommendation.

ROLL CALL AYES: Councilmembers Manning, Monteiro, Patterson, Mayor Vargas.
NOES: None.
ABSENT: Councilmember Reyes English.

At 6:41 p.m., Mayor Vargas adjourned the Successor Agency and reconvened the City Council.

DISCUSSION/ACTION ITEMS

14. City Clerk and City Treasurer Salaries

Councilmember Manning recommended offering $1,200 for the City Clerk and City Treasurer along with keeping the Item as an Ordinance.

Councilmember Patterson reported as elected officials the Councilmembers are paid $1,200 a month and the sum will increase to $1,900 in January of 2025.

Councilmember Manning clarified her recommendation is the increase to $1,200 for the City Clerk and City Treasurer would also happen in January of 2025.

Councilmember Patterson recommended $1,200 for the City Treasurer and $1,600 for the City Clerk beginning in January of 2025.

In response to Mayor Vargas' inquiry, Councilmember Manning confirmed she is amiable to moving the timeline up to July of 2024 to coincide with the new Fiscal Year.

City Attorney Robert Kim confirmed he will bring back an amended Ordinance to the second meeting in April for a first reading with the amended Ordinance making the compensation for both positions $1,200 per month taking effect on July 1, 2024. The Councilmembers agreed.

15. Women's History Month and Mother's Day Event

Councilmember Manning reported she and Mayor Pro Tem Reyes English are hosting an upcoming Women's History Month and requested sponsorship from her Council peers' stipends to help cover the cost of food. She added their contributions will be divided between Mother's Day and Women's

History Month events. Councilmember Monteiro pledged $500. Mayor Vargas and Councilmember Patterson both agreed but added they will have to confirm their available funds.

ELECTED OFFICIALS REPORTS/RECOMMENDATIONS

City Treasurer Poindexter-Hornback thanked the Council for approving her request to transfer $5.5 million from the City's money market account to its investment account earmarked for short-term treasury bonds to take advantage of high interest rates and boost the General Fund.

City Clerk Williams-Hunter reminded residents her office provides notary services.

Councilmember Manning thanked all who supported the Business Expo, job fair, and panel discussion – particularly City staff. She promoted the upcoming Women's History Month event and Mother's Day brunch.

Councilmember Monteiro agreed with Mr. Muffaletto's call for speed bumps on Broadway. He thanked the City of Carson and the City of Gardena for their State of the City event invitations. He thanked Ms. Leon Guerrero for coming to the meeting and noted Assembly Bill 205 was rushed through the legislative process leading to the current issues with the law. He echoed Ms. Sturdivant's promotion of the Autism Awareness Walk. He encouraged nominations for Volunteer Appreciation Day. He promoted the upcoming South Bay Cities Council of Governments General Assembly focused on artificial intelligence. He clarified the City is not promoting cannabis through Ordinance 2249 but rather attempting to regulate and encourage safe cannabis usage. He added a dispensary is safer than the street and the City can also collect Sales Tax. He requested the meeting be adjourned in memory of Erick Chavez's mother.

Councilmember Patterson added the Hawthorne Business Connect to the list of upcoming events to mark on calendars. He reported he can donate $250 from his stipend for Councilmember Manning's events. He encouraged residents to apply for vacancies on the City's Commissions. He called for partnership with a non-profit on an expungement clinic like those held by neighboring cities.

Councilmember Manning requested an update from City Manager Von Norris on the urgent care facility.

Mayor Vargas reported on behalf of Mayor Pro Tem Reyes English there will be an upcoming social event for Hawthorne's Community Emergency Response Team members and participants. He reported City Hall will be closed on Monday in celebration of Cesar Chavez Day. He stated angst about legalized cannabis should be redirected to the State as the City is only following its mandate. He reported attending the City of Carson and City of Gardena's State of the City events, lauding both. He added his Council peers and Hawthorne City staff joined him at these events and all were excited about what Hawthorne is doing relative to its neighbors. He reported presenting about the City to a recent South Bay Association of Realtors meeting, adding he discussed a need to maintain affordable housing for long-term Hawthorne residents amidst rising prices. He reported attending the recent Breakfast with the Easter Bunny, North Hawthorne Community Association Easter Egg Hunt, and the Islamic Center of Hawthorne's interfaith meeting.

Mayor Vargas stated the Council meeting will adjourn in memory of Hawthorne Community Television Supervisor Erick Chavez's mother and Deputy City Clerk Diana Cucalon's father. He requested a moment of silence for them.

CLOSED SESSION

Mayor Vargas called for oral comments. No public comments were received.

Mayor Vargas recessed the Council into Closed Session at 7:16 p.m.

16. CONFERENCE WITH LEGAL COUNSEL – EXISTIING LITIGATION
(Pursuant to Gov. Code Section 54956.9(d)(1))

Name of Case: Herman Roberson v. City of Hawthorne, et al.
U.S. District Court Case No. 2:10-CV-06913-DMG-JPR

Mayor Vargas called the City Council meeting back to order at 7:36 p.m. following recess with all Councilmembers present except for Councilmembers Patterson and Reyes English.

City Attorney Kim reported the City Council met in Closed Session on Item No. 16 and has agreed to a settlement of $51,000 for the dismissal of the case. He added the Council's vote was 4-0 in favor on the Settlement Agreement and to authorize the City Attorney to sign the Agreement on the City's behalf.

ADJOURNMENT

Mayor Vargas adjourned the Regular Meeting at 7:37 p.m.

CERTIFICATION

Passed and approved on the ___ day of _____ 2025.

_____
Dayna S. Williams-Hunter
City Clerk

AGENDA ITEM NO. 10.

CITY OF HAWTHORNE
City Council
AGENDA BILL
For the meeting of 03/25/2025
Originating Department: Public Works

City Manager: **Department Head:**

SUBJECT:
Resolution No. 8514 -- A Resolution of the City Council of the City of Hawthorne, California Approving an Agreement for Electric Vehicle Charging Station Design and Installation Project with Chargie

RECOMMENDED MOTION:
Staff recommends that the City Council approve Resolution No.8514

DISCUSSION:
The City's Public Works staff solicited proposals for the design and installation of EV chargers at multiple city facilities. The scope of services includes design, preparation of plans and specifications, panel upgrades, and EV charger installation. Two proposals were received and thoroughly evaluated. Following a comprehensive review, Chargie emerged as the most qualified proposer based on their quality of work, competitive pricing, and extensive professional experience. Chargie has significant expertise in securing Southern California Edison (SCE) funding, is an approved network provider, has successfully installed over 18,000 EV chargers for various government agencies, and offers 24/7 direct customer support.

The site are as follows:

- Hawthorne Memorial Senior Center: 3851 W El Segundo Blvd.
- Jim Thorpe Park: W/S Cordary S/O 139th St.
- Holly Glen Park: 5302 W. 136th St.
- Holly Park: 2058 ½ W 120th St.
- Hawthorne Police Department: 12501 Hawthorne Blvd.

ECONOMIC DEVELOPMENT STRATEGIC PLAN:
This project is a result of the City working closely with funding and regulatory agencies to support and improve our infrastructure.

FISCAL IMPACT:
None. The estimated funds of $685,000 are available in the adopted fiscal year 2024-2025 budget and will be funded with SCE Charge Ready Program, SCE Small site rebate Program, and non gas tax funds.

NOTICING PROCEDURE:

72 hours posted notice pursuant to the Ralph M. Brown Act

ATTACHMENTS
Resolution 8514
Agreement/Proposal

RESOLUTION NO. 8514

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HAWTHORNE, CALIFORNIA, APPROVING A AGREEMENT FOR ELECTRIC VEHICLE CHARGING STATION DESIGN AND INSTALLATION PROJECT WITH CHARGIE

WHEREAS, the City of Hawthorne has a high population density and many multi-generational households; and

WHEREAS, the demand for public accessible EV Charging Stations in residential neighborhoods has increased and placed pressure on the City to provide the infrastructure; and

WHEREAS, existing EV Chargers in the City are located on Commercial properties and spaces are limited and often taken by shoppers and visitors; and

WHEREAS, the City has implemented an ongoing strategy to address the limited amount of infrastructure for EV Chargers, such as the installation of "EV Chargers" at local public City facilities such as Jim Thorpe Park, Holly Glenn Park, Holly Park, Hawthorne Memorial park/Senior Center and Hawthorne Police Department; and

WHEREAS, the City of Hawthorne Department of Public Works solicitated proposals for the design and installation of EV Chargers at multiple city facilities; and

WHEREAS, the City selected Chargie as the service provider for the design and installation of EV Chargers at multiple city facilities from the list of consultants that replied to the City's request for proposals.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF HAWTHORNE HEREBY FINDS, DETERMINES AND RESOLVES AS FOLLOWS:

SECTION 1. The City Council of the City of Hawthorne, California hereby incorporates by reference above recitals and finds that they are true and correct.

SECTION 2. The City Council hereby approves the Agreement between Chargie and the City.

SECTION 3. The City Manager is hereby authorized, to execute the Agreement with Chargie and make any minor amendments thereto.

SECTION 4. The City Clerk shall certify to the adoption of this Resolution and shall cause this resolution and this certification to be entered in the Book of resolutions of the Council of the City of Hawthorne.

SECTION 5. This resolution shall be in full force and effect immediately upon its passage and adoption thereof.

PASSED, APPROVED AND ADOPTED this 25th day of March, 2025.

_____
ALEX VARGAS, Mayor
City of Hawthorne, California

ATTEST:

_____
DAYNA WILLIAMS-HUNTER, City Clerk
City of Hawthorne, California

APPROVED AS TO FORM:

_____
ROBERT M. KIM, City Attorney
City of Hawthorne, California

CITY OF HAWTHORNE

AGREEMENT FOR SERVICES

THIS AGREEMENT is made and effective as of March 26, 2025 between the City of Hawthorne, a municipal corporation ("City"), Chargie. ("Service Provider"). In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

1. **TERM**

This Agreement shall commence on March 26, 2025, and should continue on an as needed basis at the City's sole discretion.

2. **SERVICES**

The Service Provider shall perform the tasks described and set forth in Exhibit A, attached hereto and incorporated herein as though set forth in full as part of its services. The Service Provider may be asked to provide additional services if necessary during the term of this Agreement.

3. **PERFORMANCE**

The Service Provider shall at all times faithfully, competently and to the best of his/her ability, experience, and talent, perform all tasks described herein. The Service Provider shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing similar services as are required of the Service Provider hereunder in meeting its obligations under this Agreement.

4. **PAYMENT**

(a) The City agrees to pay the Service Provider in accordance with the payment rates and terms and the schedule of payment as set forth in Exhibit A, attached hereto and incorporated herein by this reference as though set forth in full, based upon actual time spent on services indicated in Exhibit A of this Agreement unless additional payment is approved as provided in this Agreement.

(b) The Service Provider shall not be compensated for any services rendered in connection with its performance of this Agreement which are in addition to those set forth herein, unless such additional services are authorized in advance and in writing by the Director of Public Works/City Engineer. The Service Provider shall be compensated for any additional services in the amounts and in the manner as agreed to by the Director of Public Works/City Engineer and at the time the

City's written authorization is given to the Servicer Provider for the performance of said services.

(c) The Service Provider will submit invoices for actual services performed. Payment shall be made within thirty (30) days of receipt of each invoice as to all non-disputed fees. If the City disputes any of the Service Provider's fees it shall give written notice to the Service Provider within thirty (30) days of receipt of an invoice of any disputed fees set forth on the invoice.

5. **SUSPENSION OR TERMINATION OF AGREEMENT WITHOUT CAUSE**

(a) The City may at any time, for any reason, with or without cause, suspend or terminate this Agreement, or any portion hereof, by serving upon the Service Provider at least ten (10) days prior written notice. Upon receipt of said notice, the Service Provider shall immediately cease all work under this Agreement, unless the notice provides otherwise. If the City suspends or terminates a portion of this Agreement such suspension or termination shall not make void or invalidate the remainder of this Agreement.

(b) In the event this Agreement is terminated pursuant to this Section, the City shall pay to the Service Provider the actual value of the work performed up to the time of termination, provided that the work performed is of value to the City. Upon termination of the Agreement pursuant to this Section, the Service Provider will submit an invoice to the City.

6. **DEFAULT OF SERVICE PROVIDER**

(a) The Service Provider's failure to comply with the provisions of this Agreement shall constitute a default. In the event that the Service Provider is in default for cause under the terms of this Agreement, City shall have no obligation or duty to continue compensating the Service Provider for any work performed after the date of default and can terminate this Agreement immediately by written notice to the Service Provider. If such failure by the Service Provider to make progress in the performance of work hereunder arises out of causes beyond the Service Provider's control, and without fault or negligence of the Service Provider, it shall not be considered a default.

(b) If the Director of Public Works/City Engineer or his delegate determines that the Service Provider is in default in the performance of any of the terms or conditions of this Agreement, he/she shall cause to be served upon the Service Provider a written notice of the default. The Service Provider shall have ten (10) days after service upon it of said notice in which to cure the default by rendering a satisfactory performance. In the event that the Service Provider fails to cure its default within such period of time, the City shall have the right, notwithstanding any other provision of this Agreement, to terminate this Agreement without further notice and without prejudice to any other remedy to which it may be entitled at law, in equity or under this Agreement.

7. **OWNERSHIP OF DOCUMENTS**

(a) The Service Provider shall maintain complete and accurate records with respect to sales, costs, expenses, receipts, and other such information required by the City that relate to the performance of services under this Agreement. The Service Provider shall maintain adequate records of services provided in sufficient detail to permit an evaluation of services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. The Service Provider shall provide free access to the representatives of City or its designees at reasonable times to such books and records; shall give City the right to examine and audit said books and records; shall permit City to make transcripts therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of three (3) years after receipt of final payment.

(b) Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared in the course of providing the services to be performed pursuant to this Agreement shall become the sole property of the City and may be used, reused, or otherwise disposed of by the City without the permission of the Service Provider.

8. **INDEMNIFICATION**

When the law establishes a professional standard of care for Service Provider Services, to the fullest extent permitted by law, The Service Provider shall indemnify, protect, defend and hold harmless City and any and all of its officials, employees and agents ("Indemnified Parties") from and against any and all losses, liabilities, damages, costs and expenses, including attorney's fees and costs to the extent same are caused in whole or in part by any negligent or wrongful act, error or omission of the Service Provider, its officers, agents, employees or sub service provider (or any entity or individual that Service Provider shall bear the legal liability thereof) in the performance of professional services under this Agreement.

9. **INSURANCE**

A) The Service Provider shall maintain in-force: Professional Liability Insurance. The Service Provider shall maintain in-force; Professional Liability Insurance (and/or Errors & Omissions Insurance) with minimum limits of $2,000,000 per occurrence and $4,000,000 general aggregate for loss or damages because of wrongful or negligent acts or omissions by the named insured.

B) The Service Provider shall maintain in-force Workers' Compensation and Employer's Liability Insurance as required by the California Labor Code. Evidence of coverage shall take the form of a Certificate of Insurance or a California Certificate to Self-Insure. Acceptable minimum limits for this coverage are: Workers' Compensation; Statutory in California; Employer's Liability: $1,000,000.

C) Certificates of Insurance. The Service Provider shall furnish to Customer evidence of any insurance required by this Agreement. A Certificate of Insurance from an insurer admitted to do business in the State of California will be provided, indicating that the respective policy(s) meets the following requirements: (1) The City, its officers, and employees shall be named as additional insured on the General Liability Insurance; (2) Insurance shall not be canceled or terminated without 30 days written notice; (3) General Liability shall be primary and any insurance held by City for its own protection shall be excess and shall be effective only upon exhaustion of the Service Provider's insurance; (4) Insurance shall be maintained for the duration of the Agreement, including any period extended beyond the expiration date of this Agreement required to complete performance as stipulated in this Agreement and all amendments thereto.

10. **INDEPENDENT SERVICE PROVIDER**

(a) The Service Provider is and shall at all times remain as to the City a wholly independent Service Provider. The personnel performing the services under this Agreement on behalf of the Service Provider shall at all times be under the Service Provider's exclusive direction and control. Neither City nor any of its officers, employees, or agents shall have control over the conduct of the Service Provider or any of Service Provider's officers, employees, or agents, except as set forth in this Agreement. The Service Provider shall not at any time or in any manner represent that it or any of its officers, employees, or agents are in any manner officers, employees, or agents of the City. The City Provider shall not incur or have the power to incur any debt, obligation, or liability whatever against City, or bind City in any manner.

(b) No employee benefits shall be available to the Service Provider in connection with the performance of this Agreement. Except for the fees paid to the Service Provider as provided in the Agreement, City shall not pay salaries, wages, or other compensation to the Service Provider for performing services hereunder for City. City shall not be liable for compensation or indemnification to the Service Provider for injury or sickness arising out of performing services hereunder.

11. **LEGAL RESPONSIBILITIES**

The Service Provider shall keep itself informed of State and Federal laws and regulations which in any manner affect those employed by it or in any way affect the performance of its service pursuant to this Agreement. The Service Provider shall at all times observe and comply with all such laws and regulations. The City, and its officers and employees, shall not be liable at law or in equity occasioned by failure of the Service Provider to comply with this Section.

12. **UNDUE INFLUENCE**

The Service Provider declares and warrants that no undue influence or pressure is used against or in concert with any officer or employee of the City of Hawthorne in connection with the award, terms or implementation of this Agreement, including any method of coercion, confidential financial arrangement, or financial inducement. No officer or employee of the City of Hawthorne will receive compensation, directly or indirectly, from the Service Provider, or from any officer, employee or agent of the Service Provider, in connection with the award of this Agreement or any work to be conducted as a result of this Agreement. Violation of this Section shall be a material breach of this Agreement entitling the City to any and all remedies at law or in equity.

13. **NO BENEFIT TO ARISE TO LOCAL EMPLOYEES**

No member, officer, or employee of City, or their designees or agents, and no public official who exercises authority over or responsibilities with respect to the Project during his/her tenure or for one year thereafter, shall have any interest, direct or indirect, in any agreement or sub-agreement, or the proceeds thereof, for work to be performed in connection with the Project performed under this Agreement.

14. **RELEASE OF INFORMATION/CONFLICTS OF INTEREST**

(a) All information gained by the Service Provider in performance of this Agreement shall be considered confidential and shall not be released by the Service Provider without City's prior written authorization. The Service Provider, its officers, employees, agents, or sub service providers, shall not without written authorization from the City Manager or unless requested by the City Attorney, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories, or other information concerning the work performed under this Agreement or relating to any project or property located within the

City. Response to a subpoena or court order shall not be considered "voluntary" provided the Service Provider gives City notice of such court order or subpoena. (b) The Service Provider shall promptly notify City should Service Provider, its officers, employees, agents, or sub service providers be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions, or other discovery request, court order, or subpoena from any person or party regarding this Agreement and the work performed thereunder or with respect to any project or property located within the City. City retains the right, but has no obligation, to represent the Service Provider and/or be present at any deposition, hearing, or similar proceeding. The Service Provider agrees to cooperate fully with the City and to provide the opportunity to review any response to discovery requests provided by the Service Provider. However, City's right to review any such response does not imply or mean the right by City to control, direct, or rewrite said response.

15. **ASSIGNMENT**

The Service Provider shall not assign the performance of this Agreement, nor any part thereof, nor any monies due hereunder, without prior written consent of the City because of the personal nature of the services to be rendered pursuant to this Agreement.

16. **LICENSES**

At all times during the term of this Agreement, the Service Provider shall have in full force and effect, all licenses required of it by law for the performance of the services described in this Agreement.

17. **GOVERNING LAW**

The City and Service Provider understand and agree that the laws of the State of California shall govern the rights, obligations, duties, and liabilities of the parties to this Agreement and also govern the interpretation of this Agreement. Any litigation concerning this Agreement shall take place in the municipal, superior, or federal district court with jurisdiction over the City of Hawthorne.

18. **ENTIRE AGREEMENT**

This Agreement contains the entire understanding between the parties relating to the obligations of the parties described in this Agreement. All prior or contemporaneous agreements, understandings, representations, and statements, oral or written, are merged into this Agreement and shall be of no further force or effect. Each party is entering into this Agreement based solely upon the representations set forth herein and upon each party's own independent investigation of any and all facts such party deems material.

19. **AUTHORITY TO EXECUTE THIS AGREEMENT**

The person or persons executing this Agreement on behalf of the Service Provider warrants and represents that he/she has the authority to execute this Agreement on behalf of the Service Provider and has the authority to bind the Service Provider to the performance of its obligations hereunder.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year first above written.

CITY OF HAWTHORNE:

_____

VONTRAY NORRIS
City Manager
City of Hawthorne

Service Provider:

By:_____

Title:

APPROVED AS TO FORM:

_____

ROBERT KIM
City Attorney
City of Hawthorne

ATTEST:

_____

DAYNA S. WILLIAMS-HUNTER
City Clerk
City of Hawthorne

EXHIBIT A

Proposal



City of Hawthorne
Request for Proposals for Electric Vehicle Charging Station Design and Installation

Response submitted by Chargie | March 11th, 2025
Jaideep Upadhyay, Director of Government Affairs
jaideep.upadhyay@chargie.com | 424-210-5521



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1.0 Cover Letter

City of Hawthorne
Engineering Division
4455 W. 126th Street
Hawthorne, CA 90250

March 11th, 2025

RE: RFP for EV Charging Design and Installation

Dear Selena:

The move toward the electrification of transportation is undeniable. From the explosive growth in EV sales to the massive funding dedicated to new infrastructure, California is a leader in this shift. Together with the City of Hawthorne we can continue to set the gold standard for EV charging in places that need it most.

Founded and headquartered in Los Angeles, Chargie is passionate about the region we call home. We are committed to providing drivers with the intuitive, reliable charging solutions they deserve, and the City with a truly turn-key partner. We are pleased to submit the enclosed response to the EV Charging Station Design and Installation RFP. A partnership with Chargie provides:

- **Turnkey service:** This includes design, engineering, installation, O&M, networking, network monitoring, break fix and much more.
- **Extensive experience with municipal partners**: We're proud to partner with the Moreno Unified School District and California State University – Northridge, operating 100+ chargers across various school campuses. In addition, Chargie works with a variety of government agencies including City of Brisbane, City of Nevada City and the Orange County Sanitation District.
- **An experienced SCE Charge Ready provider**: Chargie is an approved provider under SCE's Charge Ready program. Our team works extensively with the SCE program team and has over **3,500 chargers** in the program's install queue.
- **Certified internal teams:** Our certifications include EVITP and C-10 licenses.
- **Funding program experience:** To date Chargie has secured **$100+ million** in funding for clients through public/utility rebate, incentive, and grant programs.

We look forward to working with you to take the EV charging experience for the City to a whole new level. Thank you for the opportunity and your consideration.

Best Regards,

Chris Vargas
EVP, Business Development
Chargie LLC

2.0 RFP Signature Affidavit

Chargie acknowledges receipt of all RFP addenda and question responses. Please see signed affidavit on the following page:

Attachment 1

PROPOSER'S AFFIDAVIT

STATE OF CALIFORNIA

COUNTY OF LOS ANGELES

Chris Vargas being first duly sworn, deposes and says:

1. That he/she is the EVP Business Development of Chargie LLC

(Title of Office) *(Name of Company)*

Hereinafter called "Proposer," who has submitted to the City of Hawthorne a proposal for ELECTRIC VEHICLE CHARGING STATION DESIGN AND INSTALLATION.

2. That the proposal is genuine; that all statements of fact in the proposal are true;

3. That the proposal was not made in the interest of behalf of any person, partnership, company, association, organization or corporation not named or disclosed;

4. That the Proposer did not, directly or indirectly, induce solicit or agree with anyone else to submit a false or sham proposal, to refrain from proposing, or to withdraw his proposal, to raise or fix the proposal price of the Proposer or of anyone else, or to raise or fix any overhead, profit or cost element of the Proposer's price or the price of anyone else; and did not attempt to induce action prejudicial to the interest of the City of Hawthorne, or of any other Proposer, or anyone else interested in the proposed contract;

5. That the Proposer has not in any other manner sought by collusion to secure for itself an advantage over the other Proposer or to induce action prejudicial to the interests of the City of Hawthorne. Or of any other Proposer or of anyone else interested in the proposed contract;

6. That the Proposer has not accepted any proposal from any subcontractor or materialman through any proposal depository, the bylaws, rules or regulations of which prohibit or prevent the Proposer from considering any proposal from any subcontractor or materialman, which is not processed through that proposal depository; or which prevent any subcontractor or materialman from proposing to any contractor who does not use the facilities of or accept proposals from or through such proposal depository;

7. That the Proposer did not, directly or indirectly, submit the Proposer's proposal price or any breakdown thereof, or the contents thereof, or divulge information or data relative thereto, to any corporation, partnership, company, association, organization, proposal depository, or to any member or agent thereof, or to any individual or group of individuals, except to the City of Hawthorne, or to any person or persons who have a partnership or other financial interest with said Proposer in its business.

8. That the Proposer has not been debarred from participation in any State or Federal works project.

Dated the 6 day of March, 2025.



EVP Business Development

(Proposer's Signature) *(Title)*

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – SCHEDULED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location(s) Of Covered Operations
The City of Hawthorne, its officers, agents and employees.	

 © Insurance Services Office, Inc., 2012

4.0 Business Profile

Company Overview

Since 2017, Chargie has deployed its technology to manage and operate networked and load managed EV charging stations for multifamily buildings, commercial sites, municipalities, healthcare facilities, educational institutions, airports and more. With a staff of **70+**, our team has extensive experience in providing turnkey solutions including engineering, design, installation, network management, maintenance, and customer care. We have worked to develop and solidify a strong, wide-ranging client portfolio with properties throughout the country to install our EV charging infrastructure. To date, Chargie has worked with over **1,200** properties and has installed over **18,000** EV chargers.

Chargie provides a turnkey solution for smart electric vehicle charging, from full installation through ongoing management. We have an internal installation team of C-10 licensed and EVITP-certified staff, along with a wide network of qualified subcontractors to deliver optimal service. Our team of qualified engineers can quickly and effectively survey sites, developing optimized plans for each individual property use case. Chargie has always strived to ensure that the actual charging process for EV drivers is as simple as possible. This is a core value that we have built into our product to maximize the number of drivers served and, hopefully, entice more drivers to make the switch to EV. Our charging process is simple and can be fully managed and initiated using our mobile application, which will support the drivers' personal profile, store methods of payment, and serve as a communication hub regarding any questions or concerns with our system.

Experience & Qualifications

Chargie has a wealth of experience working with local, state and federal government/public agencies to provide cost effective and reliable EV charging infrastructure. Some notable government/public deployments include installations with:

- City of Brisbane
- City of Nevada City
- California State University Northridge
- Orange County Sanitation District - Headquarters and Plants
- Moreno Valley Unified School District

For the above installations, Chargie provided full turnkey service, surveying the identified sites, designing the EVSE infrastructure, completing the installation and managing ongoing service.

Beyond the local deployments above, Chargie has a wealth of experience working with large state and federal agencies. Chargie works closely with the California Energy Commission (CEC) and has been the recipient of over $9 million in grant funding from their Clean Transportation Program. On the federal level Chargie holds a Multiple Award Schedule contract with the U.S. General Services Administration and can provide EV charging hardware and software services to public agencies nationwide. Additionally, Chargie's solution is FedRAMP® authorized, ensuring our platform meets rigorous data security and internal control standards required by the federal government. Our FedRAMP authorized solution currently serves charging stations at select U.S. Customs and Border Protection ports of entry.

Chargie has a long-term relationship with Southern California Edison as an approved supplier for the Charge Ready program. Under this designation, Chargie is available to assist properties with a variety of SCE Charge Ready options including its Small Site Rebate, Charging Infrastructure and Rebate Program, and New Construction Rebate Program. We currently have over 4,500 chargers in SCE's application process and conduct bi-weekly meetings with SCE's executives and program management team.

Product Offering

Chargie is an SCE approved provider, with multiple EV chargers on the approved hardware list. Please see the full listing of Chargie's SCE approved hardware below:

EVSE Make/Model	EVSE Type	Approved Program	Approved EVSE Model Numbers
Chargie	Level 2	Charge Ready Transport	**CH-L-48-PRA-1-18**
Chargie	Level 2	Charge Ready Light Duty	**CH-L-48-PRA-1-18-40**
Chargie	Level 2	Charge Ready Light Duty	**CH-L-48-PRA-1-18-32**
Chargie	Level 2	Charge Ready Transport	**CH-L-48-PRA-1-25**
Chargie	Level 2	Charge Ready Light Duty	**CH-L-48-PRA-1-25-40**
Chargie	Level 2	Charge Ready Light Duty	**CH-L-48-PRA-1-25-32**
Chargie	Level 2	Charge Ready Transport	**CH-L-48-PRAC-1-18**
Chargie	Level 2	Charge Ready Light Duty	**CH-L-48-PRAC-1-18-40**
Chargie	Level 2	Charge Ready Light Duty	**CH-L-48-PRAC-1-18-32**
Chargie	Level 2	Charge Ready Transport	**CH-L-48-PRAC-1-25**
Chargie	Level 2	Charge Ready Light Duty	**CH-L-48-PRAC-1-25-40**
Chargie	Level 2	Charge Ready Light Duty	**CH-L-48-PRAC-1-25-32**
Chargie	Level 2	Charge Ready Transport	**CH-L-48-PRAT-1-18**
Chargie	Level 2	Charge Ready Light Duty	**CH-L-48-PRAT-1-18-40**
Chargie	Level 2	Charge Ready Light Duty	**CH-L-48-PRAT-1-18-32**
Chargie	Level 2	Charge Ready Transport	**CH-L-48-PRAT-1-25**
Chargie	Level 2	Charge Ready Light Duty	**CH-L-48-PRAT-1-25-40**
Chargie	Level 2	Charge Ready Light Duty	**CH-L-48-PRAT-1-25-32**
Chargie	Level 2	Charge Ready Transport	**CH-L-48-PRACT-1-18**
Chargie	Level 2	Charge Ready Light Duty	**CH-L-48-PRACT-1-18-40**
Chargie	Level 2	Charge Ready Light Duty	**CH-L-48-PRACT-1-18-32**
Chargie	Level 2	Charge Ready Transport	**CH-L-48-PRACT-1-25**
Chargie	Level 2	Charge Ready Light Duty	**CH-L-48-PRACT-1-25-40**
Chargie	Level 2	Charge Ready Light Duty	**CH-L-48-PRACT-1-25-32**

In addition to hardware, Chargie is an SCE approved network provider. Chargie's software solutions are built to be scalable, safe, and secure:

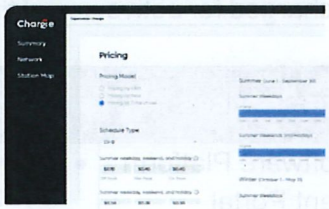
- Built to support the expansion/growth of the charging station network at an enterprise scale (anywhere and at any time).

- Engineered to support millions of system users simultaneously on our network providing live charging status, payment auth, and billing automatization.
- Gives the site host control over the pricing policies, reporting, and real-time insights on their charging stations.
- Built-in smart charging and load management helps manage electricity demand, manage costs by optimizing the charging time, and limit power consumption.
- Architected to offer effortless feature management (adding, removing, changing) and dynamic firmware updates.
- Leverages event-based messaging to seamlessly integrate with other third-party platforms and use cloud systems to ensure near-perfect software uptime.

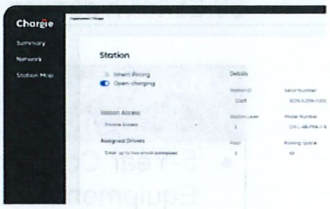
Our proprietary Management Platform manages station activation, configuration services, charger session analytics, and billing, and collects and stores charging data on Chargie's cloud servers. Additional features include secure network connection, load management (circuit sharing), scheduled charging, driver access via the mobile app, pricing and automatic funds collection, reporting, training and 24x7x365 support. Chargie's solutions are reliable, maintaining 98%+ availability.

Below, find some images of the management platform and mobile app.

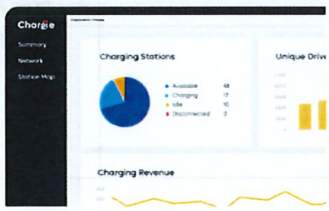
Set your own price
Customize station rates and pricing to fit your property's business model. Prices can be set to fluctuate with your utility's time-of-use electrical rates.



Set your property up to scale
Easily manage station access from anywhere – from assigned users to open access. Set and manage stations individually or in groups to meet your property's needs.



Monitor stations in real-time
Track and analyze station electrical consumption in real-time. See the current availability and status of any station at your property.



Export reports easily
Create and download reports on station revenue, charging utilization, driver behavior and more.

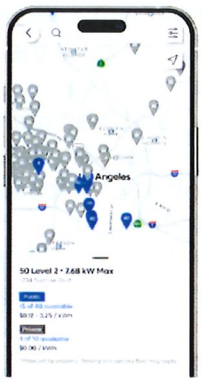




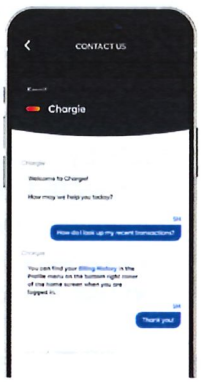
Manage charging sessions with a touch of a button



Manage payments easily



Discover new stations



Get support 24/7/365

Pricing & Cost Structure

Under Chargie's business model, the City will own the installed stations and keep 100% of the revenue generated.

Unlike other vendors with more complex maintenance and repair cost structures, Chargie covers essential aspects of ongoing service, maintenance, and networking under one streamlined $0.25/kWh service fee. This service fee is only charged for active use of the stations, and includes:

Monitoring, Maintenance, and Repair	Software Services	Administrative Services
• 5-Year Coverage on Parts, Equipment, and Labor • 99% Availability • 24/7 Station Monitoring • 24/7 Customer Support • On-Site Field Support • LTE Wireless Networking	• Chargie Software Platform • Management Portal Performance Dashboards • iOS and Android Mobile App	• Driver Payment Processing • Settlement Services • Rebate Administration • Reporting and Rebate Compliance

Please find detailed pricing in **Section 9.0 Cost Proposal**.

Service Level Agreements (SLAs)

Chargie's solution is supported by its NOC located in our headquarter office in Culver City, CA. The NOC owns, manages, and operates the health of all networks(s) and service(s), provides network(s)/service(s) monitoring, fault mitigation, performance management, network maintenance and support, trouble ticketing, break-fix, severity management and internal/external escalation. Our NOC team will assist in escalating all requests for maintenance and repair. **The NOC allows Chargie to repair 70%+ of issues remotely, ensuring high availability rates at the individual project sites.**

Additionally, Chargie houses a Customer Support team of 20+ agents who are available 24/7 to provide direct support should any end user/driver have any issues. Chargie staff are reachable by end users through email, web, mobile app, phone, social media, and chat, with each inbound request being assigned to a Chargie agent for resolution.

The team is trained to address a wide variety of issues, including but not limited to:

- Troubleshooting sessions
- Addressing billing issues
- Offering account assistance
- Reporting and escalating issues to NOC and Software Engineering
- Informing Product of customer issues/needs
- Customer retention

Requests are acknowledged by staff within a single business day and are resolved within 1-5 business days, depending on the severity of the issue. For issues with a higher severity or that cannot be resolved by the tools available to the agent, the ticket will be escalated to the NOC. After Chargie has resolved the issue, an agent will reach back out to the user who inbounded to let them know that it has been resolved.

Below, find a sample severity response matrix outlining our staff time to acknowledge and respond to issues on-site.

Severity	Description	Mean Time to Acknowledge (MTTA)	Mean Time to Resolve (MTTR)	Update Frequency
Level 1	Any System Issue that is causing any System installed at the site to be non-operational. i.e., Site Outage	15 Mins	3 Business Days	Daily report and ongoing communication on status of resolution. First update includes diagnosis and ETR
Level 2	A System Issue that does not significantly impact system functionality. A workaround exists but unacceptable for long term operation i.e., Charger / Network Element Failure	2 Hours	**Temporary Resolution:** 3 Business Days **Permanent Resolution:** 5 Business Days	Daily report and ongoing communication on status of resolution. First update includes diagnosis and ETR
Level 3	A System Issue that is minor or cosmetic in nature and does not impact the operation of the System. i.e., Broken display on charger	1 Business Day	5 Business Days	Daily report and ongoing communication on status of resolution. First update includes diagnosis and ETR

Implementation Plan

Chargie intends to follow our standard process for deploying chargers at the identified properties. We will survey and evaluate the proposed site, sending our team to complete site surveys and evaluations. Next, we will engage with planning and designing the installations; our engineers will customize a plan that works best for each property. We then will acquire all necessary permits and will work directly with local agencies and SCE to ensure all plans are approved. We will then begin the installation process and validate all installed chargers, a process that can take as little as two weeks allowing for drivers to quickly take advantage of our services. We will continue to manage and operate all installed chargers, monitoring each network and providing 24/7 network insights and metrics to property builders and managers.

As noted in the RFP, Chargie will partner closely with the City to ensure work is completed during regular business hours (Monday through Friday, 7:00am – 4:00pm PST), unless otherwise agreed, to minimize the impact on City operations and the surrounding community.

Find an overview of the implementation process below.

Task/Milestone	Details	Duration
Site Evaluation	Chargie will send qualified staff members to complete a site evaluation to begin planning and designing installations.	1-2 weeks
Permit Issuing*	Chargie will pursue all necessary permits required to complete the proposed installation project.	6 weeks
Pre-Installation / Delivery Meeting	Chargie will coordinate with the City prior to the delivery of our EVSE equipment at the installation site. Chargie will begin process to acquire all necessary permits for installation project.	1 week
Installation	Chargie will plan and conduct installation of all EVSE on site, in addition to any infrastructure construction that needs to be done.	2 weeks
Commission/Activation	Chargie will commission and activate the system after installation. Testing activities include, but are not limited to: data networks, charger functionality and successful charging on a vehicle, payment functionalities (end to end testing). We will ensure all resources are provided to support delivery, commissioning, activating, and troubleshooting the system. Chargie personnel will conduct a final site inspection to ensure proper installation, and a Network Activation Evaluation will take place to provide Chargie with the necessary installation details and connectivity tests.	1 week
Network Introduction		1 week
On-Site Training	Chargie personnel will conduct training sessions with necessary personnel on the various functionalities of the charger management system within the Chargie network.	1 week
Chargie Launched	Chargie personnel will conduct the live introduction of Chargie's software platform.	1 week

Ongoing Service and Management	Chargie will continue to provide full service to the charging site for the agreed upon term.	TBD

**Time to receive permits can vary and will have large effect on the installation timeline*

References

Please see three client references below. Chargie would like to highlight reference #4, who is recipient of the SCE Charge Ready program.

Installation Reference #1	
Name	California State University Northridge
Mailing Address	18111 Nordhoff St, Northridge, CA 91330
Contact Name	Austin Eriksson
Contact Telephone Number	(818) 677-7344
Contact Email Address	austin.eriksson@csun.edu
Project Scope	We have installed a total of 96 Level 2 and Level 3 chargers across 10 separate campus buildings.
Completion Date	May 2022

Installation Reference #2	
Name	City of Brisbane
Mailing Address	50 Park Place, Brisbane, CA, 94005
Contact Name	Adrienne Etherton
Contact Telephone Number	(415) 508-2118
Contact Email Address	aetherton@brisbaneca.org
Project Scope	We have installed a total of 10 Level 2 EV chargers and 1 Level 3 unit at the City of Brisbane's City Hall.
Completion Date	March 2023

Installation Reference #3	
Name	Moreno Valley Unified School District
Mailing Address	25634 Alessandro Boulevard Moreno Valley, CA, 92553
Contact Name	John Nichols
Contact Telephone Number	(951) 571-7814 ext 17683
Contact Email Address	jnichols@mvusd.net
Project Scope	Chargie was selected as the sole provider of EVSE infrastructure for Moreno Valley Unified School District, which consists of 40+ campuses.
Completion Date	October 2022

Installation Reference #4

Name	Ginder Development
Mailing Address	2311 N Hillman Ave Tulare CA 93274
Contact Name	Felicia Malyuk
Contact Telephone Number	N/A
Contact Email Address	fmalyuk@mancoabbott.com
Project Scope	Chargie installed nearly 100 chargers through the SCE program at a Ginder Development Property

Fraud or Debarment History:
Chargie has not been subject to any fraud convictions, debarments, or regulatory violations.

Licenses & Certifications:
Chargie houses an internal installation team of C10 and EVITP certified staff, along with a wide network of qualified subcontractors to deliver optimal service. Our team of qualified engineers can quickly and effectively survey sites, developing optimized plans for each individual site. Find below Chargie's C10 and EVITP certification numbers:

C10	1086808
EVITP	4041088

Please see the other licenses required by the City below:

DUNS #	11-765-5344
City of Hawthorne Business License	Chargie does not have a current City of Hawthorne Business License number, our team has applied and is waiting for license issuance. Chargie can confirm it will have an active license prior to potential award of this solicitation.

5.0 Statement of Qualifications

Please see the requested information below:

Physical Address	3947 Landmark St. Culver City, CA 90232
Years of Experience and Knowledge of Relevant Requirements	Chargie has been installing reliable EV charging infrastructure since 2017 and has a deep understanding of completing successful EVSE deployments. Additionally, as an SCE approved provider, Chargie has experience installing in SCE territory and navigating the Charge Ready program, including the Small Site Rebate process.
References	Please see references in **Section 4.0 Business Profile**.

6.0 Quality Assurance Capabilities

Chargie has a dedicated internal operations team that ensures the highest quality assurance. All hardware is inspected, configured and tested upon arrival to our storage facility and before site delivery. Post-installation all chargers are tested to ensure proper functionality, prior to full launch. Once live, chargers are continuously monitored by Chargie's Network Operation Center (NOC) housed in our Los Angeles headquarters. Chargers communicate back to the NOC in 5 second intervals and are continuously monitored to ensure high availability.

On the software and network side, Chargie has a team dedicated to upholding the highest quality assurance to ensure bug-free software and services. These software and services include the Management Platform (website), the Chargie mobile application, and the Chargie's network which are all rigorously tested on a bi-weekly basis. Bi-weekly software releases document these additional test cases, software changes, bug fixes, and hot fixes.

Code is developed with testing considerations in mind so that Chargie software is more isolated, maintainable, and scalable, thus making future software features and changes easier to implement. Assuring quality software will also include code coverage testing, automated browser testing, manual mobile application testing, and other automated testing suites and CI/CD testing.

TOKIO MARINE HCC

Surety Group
801 South Figueroa Street Suite 700
Los Angeles, CA 90017 USA
Tel: 310-649-0990

February 25, 2025

RE: Bondability Letter for Chargie, LLC.

To: Whom it may concern,

Tokio Marine HCC - Surety Group is a leading provider of surety bonds; comprised of American Contractors Indemnity Company, U.S. Specialty Insurance Company and United States Surety Company. Our underwriting companies are rated AA- (Very Strong) by Standard & Poor's and A+ (Superior) by A.M. Best Company.

Tokio Marine HCC is a leading specialty insurance group underwriting more than 100 classes of specialty insurance in approximately 180 countries. Headquartered in Houston, Texas, the company is made up of highly entrepreneurial teams equipped to underwrite special situations, companies and individuals. Tokio Marine HCC is part of Tokio Marine, a premier global company with a market cap of approximately $30 billion.

Chargie, LLC is a surety client of Tokio Marine HCC - Surety Group. We understand that you are considering them for future projects. Although we have not set a maximum single bond limit, we will consider the company for payment and performance bonds of $2,300,000 single limit within a $2,300,000 aggregate program.

Please be advised that execution of all final bonds is subject to review and acceptance of the final contract terms, conditions, and financing by our client and Tokio Marine HCC - Surety Group at the time of each request. This letter does not guarantee the execution of any final bonds. The information contained herein is furnished as a matter of courtesy for your confidential use and is merely an expression of opinion as of the date of this letter. If you have any questions please do not hesitate to contact me at 310-649-0990

Best Regards,

Alexis Pong, Attorney-In-Fact
On Behalf of American Contractors Indemnity Company

A member of the Tokio Marine HCC group of companies

TOKIO MARINE HCC

POWER OF ATTORNEY

AMERICAN CONTRACTORS INDEMNITY COMPANY TEXAS BONDING COMPANY
UNITED STATES SURETY COMPANY U.S. SPECIALTY INSURANCE COMPANY

KNOW ALL MEN BY THESE PRESENTS: That American Contractors Indemnity Company, a California corporation, Texas Bonding Company, an assumed name of American Contractors Indemnity Company, United States Surety Company, a Maryland corporation and U.S. Specialty Insurance Company, a Texas corporation (collectively, the "Companies"), do by these presents make, constitute and appoint:

Frank Mester, Adam Feinberg, Carla Pineda, Paul Lindinger or Alexis Pong of Los Angeles, California

its true and lawful Attorney(s)-in-fact, each in their separate capacity if more than one is named above, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver **any and all bonds, recognizances, undertakings or other instruments or contracts of suretyship to include riders, amendments, and consents of surety, providing the bond penalty does not exceed** *****Three Million***** Dollars (****$3,000,000.00****). This Power of Attorney shall expire without further action on April 23rd, 2026. This Power of Attorney is granted under and by authority of the following resolutions adopted by the Boards of Directors of the Companies:

Be it Resolved, that the President, any Vice-President, any Assistant Vice-President, any Secretary or any Assistant Secretary shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

Attorney-in-Fact may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements or indemnity and other conditional or obligatory undertakings, including any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts, and any and all notices and documents cancelling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be binding upon the Company as if signed by the President and sealed and effected by the Corporate Secretary.

Be it Resolved, that the signature of any authorized officer and seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signature or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached.

IN WITNESS WHEREOF, The Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 18th day of April 2022.

AMERICAN CONTRACTORS INDEMNITY COMPANY TEXAS BONDING OMPANY
UNITED STATES SURETY COMPANY U.S. SPECIALTY INSURANCE COMPANY

State of California

County of Los Angeles

By: _____
Daniel P. Aguilar, Vice President

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document

On this 18th day of April 2022, before me, Sonia O. Carrejo, a notary public, personally appeared Daniel P. Aguilar, Vice President of American Contractors Indemnity Company, Texas Bonding Company, United States Surety Company and U.S. Specialty Insurance Company who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

SONIA O. CARREJO
Notary Public - California
Los Angeles County
Commission # 2310710
My Comm. Expires Apr 23, 2025

Signature _____ (seal)

I, Kio Lo, Assistant Secretary of American Contractors Indemnity Company, Texas Bonding Company, United States Surety Company and U.S. Specialty Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect; furthermore, the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Los Angeles, California this 1st day of November 2024.

Corporate Seals

Bond No. Bondability Letter

Agency No. 9012

_____
Kio Lo, Assistant Secretary

HCCSMANPOA07/2023

visit tmhcc.com/surety for more information

Chargie

Chargie does not currently hold a business license with the City of Hawthorne. Chargie has applied for a business license and will ensure it is acquired prior to potential award.

8.0 Required Attachments

Please see signed attachments on the following pages.

NONCOLLUSION AFFIDAVIT
TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID

State of California)
)ss
County of Los Angeles)

Chris Vargas, being first duly sworn,
(Name)

deposes and says that he or she is EVP of Business Development of

Chargie LLC the party making the foregoing bid, the

bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid and will not pay, any fee to any corporation, partnership, company association, organization, bid depository or to any member or agent thereof to effectuate a collusive or sham bid.

Chargie LLC
Name of Firm / Company

Corporation
Type of Organization:
Partnership, Individual, or Corporation

Chris Vargas
Bidder's Name (Please print)

Bidder's Authorized Signature

EVP Business Development
Bidder's Title

3/6/25
Dated

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/23/2020

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.

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).

PRODUCER	CONTACT NAME:
	PHONE (A/C, No, Ext): FAX (A/C, No):
	E-MAIL ADDRESS:
	INSURER(S) AFFORDING COVERAGE / NAIC #
INSURED	INSURER A :
	INSURER B :
	INSURER C :
	INSURER D :
	INSURER E :
	INSURER F :

COVERAGES CERTIFICATE NUMBER: Cert ID 3010 REVISION NUMBER:

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.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR	Y	Y	GLOBJ11600-16	03/01/2019	03/01/2020	DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
	X Deductible-NONE						MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	POLICY X PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:							$
A	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	X ANY AUTO	Y	Y	BAP8311599-16	03/01/2019	03/01/2020	BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
B	X UMBRELLA LIAB X OCCUR			TUB 3028750 00	03/01/2019	03/01/2020	EACH OCCURRENCE	$ 5,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$ 5,000,000
	DED RETENTION $							$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N		Y	WC8311601-16	03/01/2019	03/01/2020	X PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (N) N/A						E.L. EACH ACCIDENT	$ 1,000,000
	(Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
								$
								$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER	CANCELLATION
The City of Hawthorne, et al 4455 West 126th Street Hawthorne CA 90250	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE

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9.0 Cost Proposal

Bid:

Item	Task	Cost
1	Production of Design, Plans and Specifications for installation of the Electric Vehicle Charge Ready Charging Stations with all required permits	$35,000
2	Installation of the (30) Charge Ready Electric Charging Stations with two new Panels	$300,000 - $450,000
3	Installation of the (20) small site rebate Electric Charging Stations	$200,000
	TOTAL	$535,000 - $685,000

Bid Alternate:

Item	Task	Cost
1	Maintenance and Repair per Electric Charging Station per year with allowable CPI of 4% max	Chargie covers essential aspects of ongoing service, maintenance, and networking under one streamlined $0.25/kWh service fee

It is difficult for Chargie to provide accurate pricing without detailed site plans. Chargie is assuming the prices in line item #2 are for installations under the Customer Side Make Ready SCE program, where connection to utility service is relatively close to the proposed charger locations.

Please note that the above price ranges are inclusive of all design, infrastructure and equipment install. There is potential for these costs to be lower after a full site analysis.



	Chargie LLC
Signature	**Company Name**
Chris Vargas	3947 Landmark Street
Print Name	**Company Address**
EVP - Business Development	Culver City, CA 90232
Title	**City St. Zip**
424-210-5521	N/A
Telephone #	**Fax #**

Federal Tax ID: 85-1861699

DUNS number: 11-765-5344

URL/Email Address www.chargie.com

AGENDA ITEM NO. 11.

CITY OF HAWTHORNE
City Council
AGENDA BILL
For the meeting of 03/25/2025
Originating Department: Police Department

City Manager: **Department Head:**

SUBJECT:
Resolution No. 8515 - A Resolution of the City Council of the City of Hawthorne, California Approving the Social Security Administration Office of Acquisition and Grants Contract Number 2832325C00060002.

RECOMMENDED MOTION:
Adopt Resolution No. 8515, Approving the Social Security Administration ("SSA") Contract Number 2832325C0006002 and Authorize the Chief of Police of the Hawthorne Police Department ("HPD") to Execute the Contract.

DISCUSSION:
The subject agreement with the "SSA" would call for the placement of two "HPD" detectives to the "SSA" Task Force for law enforcement assignments. The "SSA" would reimburse the City for the cost of the two "HPD" detectives. The "SSA" would cover the reimbursement up to a cap of $2,891,174.20.

"SSA" contracts with local law enforcement agencies for various investigations. In Los Angeles County, the "SSA" had primarily contractually hired investigators from the Los Angeles County District Attorney's Office. This year, the "SSA" has expanded it's request to include additional law enforcement agencies, including the "HPD."

ECONOMIC DEVELOPMENT STRATEGIC PLAN:
N/A

FISCAL IMPACT:
None. The "Police Department" will be reimbursed for its costs by the "SSA."

NOTICING PROCEDURE:
72 hours posted notice pursuant to the Ralph M. Brown Act.

ATTACHMENTS
SSA Contract
Resolution 8515

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS
OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30

1. REQUISITION NUMBER	PAGE	OF
RG09-25-1055	1	89

2. CONTRACT NO.	3. AWARD/ EFFECTIVE DATE	4. ORDER NUMBER	5. SOLICITATION NUMBER	6. SOLICITATION ISSUE DATE
28321325C00060002			28321324RR0900001	06/14/2024

7. FOR SOLICITATION INFORMATION CALL:	a. NAME	b. TELEPHONE NUMBER (No collect calls)	8. OFFER DUE DATE/LOCAL TIME
	ANGELA LEE	212-264-3529	

9. ISSUED BY — CODE 283213

Social Security Administration
Office of Acquisition and Grants
00000

10. THIS ACQUISITION IS ☒ UNRESTRICTED OR ☐ SET ASIDE: % FOR:

☐ SMALL BUSINESS
☐ HUBZONE SMALL BUSINESS
☐ SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS
☐ WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOMEN-OWNED SMALL BUSINESS PROGRAM
☐ EDWOSB
☐ 8(A)

NAICS: 561611
SIZE STANDARD: $25

11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED	12. DISCOUNT TERMS	13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)	13b. RATING / 14. METHOD OF SOLICITATION
☐ SEE SCHEDULE	Net 30	☐	☐RFQ ☐IFB ☐RFP

15. DELIVER TO — CODE 0345

Social Security Administration
Frank Hagel Federal Bldg
1221 Nevin Ave
Richmond CA 94802

16. ADMINISTERED BY — CODE OAG

SOCIAL SECURITY ADMINISTRATION
Office of Acquisition and Grants
1540 Robert M. Ball Building
6401 Security Blvd
Baltimore MD 21235

17a. CONTRACTOR/ OFFEROR — CODE 49LA1 — FACILITY CODE

City of Hawthorne Police Department
Attn: Miguel Alvarado
12501 SOUTH HAWTHORNE BOULEVARD
HAWTHORNE CA 902504404

TELEPHONE NO. 3103492927

☐ 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER

18a. PAYMENT WILL BE MADE BY — CODE HDQTRS

Social Security Administration
Office of Finance
Post Office Box 47
Baltimore MD 21235-0047

18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED ☐ SEE ADDENDUM

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	UEI: MBK8V5UBXNL8 CAGE Code: 49LA1 Contractor shall provide investigative services for the Los Angeles Cooperative Disability Investigations (CDI) Unit located in Los Angeles, California, in accordance with the attached Statement of Work and terms and conditions. Period of Performance: 01/01/2025 to 12/31/2025 Continued ... *(Use Reverse and/or Attach Additional Sheets as Necessary)*				

25. ACCOUNTING AND APPROPRIATION DATA
4007499/2025/252K/028258704/RG09-25-1055

26. TOTAL AWARD AMOUNT *(For Govt. Use Only)*
$0.00

☐ 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4. FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDA ☐ ARE ☐ ARE NOT ATTACHED.
☒ 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED. ADDENDA ☒ ARE ☐ ARE NOT ATTACHED.

☒ 28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN 1 COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED.

☒ 29. AWARD OF CONTRACT: Contractor OFFER DATED 07/11/2024. YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:

30a. SIGNATURE OF OFFEROR/CONTRACTOR	31a. UNITED STATES OF AMERICA *(SIGNATURE OF CONTRACTING OFFICER)*

30b. NAME AND TITLE OF SIGNER *(Type or print)*	30c. DATE SIGNED	31b. NAME OF CONTRACTING OFFICER *(Type or print)*	31c. DATE SIGNED
		ANGELA LEE	

AUTHORIZED FOR LOCAL REPRODUCTION
PREVIOUS EDITION IS NOT USABLE

STANDARD FORM 1449 (REV. 2/2012)
Prescribed by GSA - FAR (48 CFR) 53.212

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
0001	Base Year – Investigative Services (2 full-time investigators) Accounting Info: 4007499/2025/252K/028258704/RG09-25-1055 $312,790.44 (Subject to Availability of Funds)	12	MO	26,065.87	0.00
0002	Base Year – Overtime (All Investigators) Accounting Info: 4007499/2025/252K/028258704/RG09-25-1055 $135,336.00 (Subject to Availability of Funds)	1200	HR	112.78	0.00
0003	Base Year – Investigative Vehicles (2 vehicles for 2 investigators exclusively for CDI Program utilization) Accounting Info: 4007499/2025/252K/028258704/RG09-25-1055 $26,329.92 (Subject to Availability of Funds)	12	MO	2,194.16	0.00
0004	Base Year – Mileage (All Investigators) Accounting Info: 4007499/2025/252K/028258704/RG09-25-1055 $0.00 (Subject to Availability of Funds)	60000	DH	0.00	0.00
0005	Base Year – Travel, Training, Parking, and Tolls Continued ...				0.00

32a. QUANTITY IN COLUMN 21 HAS BEEN

☐ RECEIVED ☐ INSPECTED ☐ ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED: _____

32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE	32c. DATE	32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE	32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE 32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE

33. SHIP NUMBER ☐ PARTIAL ☐ FINAL	34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	36. PAYMENT ☐ COMPLETE ☐ PARTIAL ☐ FINAL	37. CHECK NUMBER

38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	40. PAID BY

41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT		42a. RECEIVED BY *(Print)*	
41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER	41c. DATE	42b. RECEIVED AT *(Location)*	
		42c. DATE REC'D *(YY/MM/DD)*	42d. TOTAL CONTAINERS

STANDARD FORM 1449 (REV. 2/2012) BACK

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
	28321325C00060002	3	89

NAME OF OFFEROR OR CONTRACTOR

City of Hawthorne Police Department

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	(All Investigators) Note: Not-to-exceed dollar amount set by Government. Accounting Info: 4007499/2025/252K/028258704/RG09-25-1055 $20,000.00 (Subject to Availability of Funds)				
1001	Option Year 1 - Investigative Services (2 full-time investigators) Amount: $326,851.20(Option Line Item)	12	MO	27,237.60	
1002	Option Year 1 - Overtime (All Investigators) Amount: $141,432.00(Option Line Item)	1200	HR	117.86	
1003	Option Year 1 - Investigative Vehicles (2 vehicles for 2 investigators exclusively for CDI Program utilization) Amount: $26,329.92(Option Line Item)	12	MO	2,194.16	
1004	Option Year 1 - Mileage (All Investigators) Amount: $0.00(Option Line Item)	60000	DH	0.00	
1005	Option Year 1 - Travel, Training, Parking, and Tolls (All Investigators) Note: Not-to-exceed dollar amount set by Government. Amount: $20,000.00(Option Line Item)				
2001	Option Year 2 - Investigative Services (2 full-time investigators) Amount: $343,200.00(Option Line Item)	12	MO	28,600.00	
2002	Option Year 2 - Overtime (All Investigators) Amount: $148,500.00(Option Line Item)	1200	HR	123.75	
2003	Option Year 2 - Investigative Vehicles (2 vehicles for 2 investigators exclusively for CDI Program utilization) Amount: $26,329.92(Option Line Item) Continued ...	12	MO	2,194.16	

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
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NAME OF OFFEROR OR CONTRACTOR

City of Hawthorne Police Department

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
2004	Option Year 2 - Mileage (All Investigators) Amount: $0.00(Option Line Item)	60000	DH	0.00	
2005	Option Year 2 - Travel, Training, Parking, and Tolls (All Investigators) Note: Not-to-exceed dollar amount set by Government. Amount: $20,000.00(Option Line Item)				
3001	Option Year 3 - Investigative Services (2 full-time investigators) Amount: $343,200.00(Option Line Item)	12	MO	28,600.00	
3002	Option Year 3 - Overtime (All Investigators) Amount: $148,500.00(Option Line Item)	1200	HR	123.75	
3003	Option Year 3 - Investigative Vehicles (2 vehicles for 2 investigators exclusively for CDI Program utilization) Amount: $26,329.92(Option Line Item)	12	MO	2,194.16	
3004	Option Year 3 - Mileage (All Investigators) Amount: $0.00(Option Line Item)	60000	DH	0.00	
3005	Option Year 3 - Travel, Training, Parking, and Tolls (All Investigators) Note: Not-to-exceed dollar amount set by Government. Amount: $20,000.00(Option Line Item)				
4001	Option Year 4 - Investigative Services (2 full-time investigators) Amount: $343,200.00(Option Line Item)	12	MO	28,600.00	
4002	Option Year 4 - Overtime (All Investigators) Amount: $148,500.00(Option Line Item)	1200	HR	123.75	

Continued ...

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
4003	Option Year 4 - Investigative Vehicles (2 vehicles for 2 investigators exclusively for CDI Program utilization) Amount: $26,329.92(Option Line Item)	12	MO	2,194.16	
4004	Option Year 4 - Mileage (All Investigators) Amount: $0.00(Option Line Item)	60000	DH	0.00	
4005	Option Year 4 - Travel, Training, Parking, and Tolls (All Investigators) Note: Not-to-exceed dollar amount set by Government. Amount: $20,000.00(Option Line Item)				
	OPTION TO EXTEND SERVICES (01/01/2030 - 06/30/2030): CLINs 5001 to 5005 may be used to extend services as stated under this line item and in accordance with contract clause C2-4, 52.217-8, Option to Extend Services (NOV 1999). SSA reserves the right to exercise this option within any time during the contract performance period in accordance with contract clause C2-4. Should SSA exercise this option for a period other than the period stated, the contractor shall continue performance within the limits and at the rates specified under the preceding performance period.				
5001	Option to Extend Services - Investigative Services (2 full-time investigators) Amount: $171,600.00(Option Line Item)	6	MO	28,600.00	
5002	Option to Extend Services - Overtime (All Investigators) Amount: $74,250.00(Option Line Item)	600	HR	123.75	
5003	Option to Extend Services - Investigative Vehicles (2 vehicles for 2 investigators exclusively for CDI Program utilization) Amount: $13,164.96(Option Line Item)	6	MO	2,194.16	

Continued ...

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
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NAME OF OFFEROR OR CONTRACTOR

City of Hawthorne Police Department

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
5004	Option to Extend Services - Mileage (All Investigators) Amount: $0.00(Option Line Item)	30000	DH	0.00	
5005	Option to Extend Services - Travel, Training, Parking, and Tolls (All Investigators) Note: Not-to-exceed dollar amount set by Government. Amount: $10,000.00(Option Line Item) . ---------- CONTACT INFORMATION ---------- - Contractor Point of Contact: Sergeant Shaun Kemp Email: skemp@cityofhawthorne.org Telephone: (310) 349-2803 - Contracting Officer's Representative: Stephanie Petford Email: Stephanie.Petford@ssa.gov Telephone: (510) 970-8300 - Direct Procurement Questions to: Angela Lee, Contract Specialist Email: Angela.Lee@ssa.gov Telephone: (212) 264-3529 The total amount of award: $2,892,174.20. The obligation for this award is shown in box 26.				

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SECTION A – Standard Form 1449 (SF 1449)

A-1 Addendum to Standard Form 1449

In accordance with Federal Acquisition Regulation (FAR) 12.302 and 12.303, this addendum to the Standard Form 1449 provides for continuation of the schedule and description of the supplies/services to be acquired.

A-2 Introduction

The Social Security Administration (SSA) requires investigative services for the Cooperative Disability Investigations (CDI) unit in Los Angeles, California. The purpose of this contract is to obtain the services of investigators, who have law enforcement authority that extends throughout the state of California.

A-3 Pricing

The Contractor shall furnish the necessary personnel, materials, services, and equipment, and otherwise perform all tasks necessary for or incidental to providing the required investigative services for the Cooperative Disability Investigations (CDI) Unit, in Los Angeles, California, in accordance with the specifications and requirements set forth in attached Statement of Work (SOW).

The Contractor shall provide fixed prices for each Contract Line Item Number (CLIN) except the CLINs for Travel, Training, Parking, and Tolls, which is set by SSA. The fixed prices for all other items shall cover all costs. The Contractor shall invoice for actual overtime hours and actual travel, training, parking, and tolls funds used and provide supporting documentation for those charges.

This contract calls for full-time (40 hours per week) investigators (one of which may be a supervising investigator). The number of investigators is specified in the pricing table below. The Contractor shall furnish the required resumes and suitability paperwork necessary to enable the investigators to start within 30 days notice after award.

Overtime hours will be worked by SSA-approved and security/suitability-cleared investigators only according to and within the Contractor's overtime policy, a copy of which will be provided to the Contracting Officer's Representative (COR) within ten days after award. The Government will not pay differing rates for weekend work, holiday work, or overtime. Overtime rate applies to any investigator, as specified in the Overtime CLINs.

This contract calls for one official vehicle per each investigator assigned to the CDI Unit. The monthly rates for the Investigative Vehicle CLINs will cover all costs associated with providing and provisioning the official vehicles and associated equipment, and the mileage rates for the Mileage CLINs will cover all costs associated with operations and maintenance of the official vehicles. All vehicle costs under the Investigative Vehicle CLINs and the Mileage CLINs shall be used to provide, provision, operate, and maintain the official vehicles assigned to CDI Unit official use only.

A-4 Pricing Table

CLIN	Description	Quantity	Unit	Unit Price	Amount
	Base Year: January 1, 2025 – December 31, 2025				
0001	Base Year – Investigative Services (2 full-time investigators)	12	MO	$26,065.87	$312,790.44
0002	Base Year – Overtime (All Investigators)	1,200	HR	$112.78	$135,336.00
0003	Base Year – Investigative Vehicles (2 vehicles for 2 investigators exclusively for CDI Program utilization)	12	MO	$2,194.16	$26,329.92
0004	Base Year – Mileage (All Investigators)	60,000	DH	$0.00	$0.00
0005	Base Year – Travel, Training, Parking, and Tolls (All Investigators)				Not to Exceed $60,000.00
	Option Year 1: January 1, 2026 – December 31, 2026				
1001	Option Year 1 – Investigative Services (2 full-time investigators)	12	MO	$27,237.60	$326,851.20
1002	Option Year 1 – Overtime (All Investigators)	1,200	HR	$117.86	$141,432.00
1003	Option Year 1 – Investigative Vehicles (2 vehicles for 2 investigators exclusively for CDI Program utilization)	12	MO	$2,194.16	$26,329.92
1004	Option Year 1 – Mileage (All Investigators)	60,000	DH	$0.00	$0.00
1005	Option Year 1 – Travel, Training, Parking, and Tolls (All Investigators)				Not to Exceed $60,000.00
	Option Year 2: January 1, 2027 – December 31, 2027				
2001	Option Year 2 – Investigative Services (2 full-time investigators)	12	MO	$28,600.00	$343,200.00
2002	Option Year 2 – Overtime (All Investigators)	1,200	HR	$123.75	$148,500.00
2003	Option Year 2 – Investigative Vehicles (2 vehicles for 2 investigators exclusively for CDI Program utilization)	12	MO	$2,194.16	$26,329.92

CLIN	Description	Quantity	Unit	Unit Price	Amount
2004	Option Year 2 – Mileage (All Investigators)	60,000	DH	$0.00	$0.00
2005	Option Year 2 – Travel, Training, Parking, and Tolls (All Investigators)				Not to Exceed $60,000.00
	Option Year 3: January 1, 2028 – December 31, 2028				
3001	Option Year 3 – Investigative Services (2 full-time investigators)	12	MO	$28,600.00	$343,200.00
3002	Option Year 3 – Overtime (All Investigators)	1,200	HR	$123.75	$148,500.00
3003	Option Year 3 – Investigative Vehicles (2 vehicles for 2 investigators exclusively for CDI Program utilization)	12	MO	$2,194.16	$26,329.92
3004	Option Year 3 – Mileage (All Investigators)	60,000	DH	$0.00	$0.00
3005	Option Year 3 – Travel, Training, Parking, and Tolls (All Investigators)				Not to Exceed $60,000.00
	Option Year 4: January 1, 2029 – December 31, 2029				
4001	Option Year 4 – Investigative Services (2 full-time investigators)	12	MO	$28,600.00	$343,200.00
4002	Option Year 4 – Overtime (All Investigators)	1,200	HR	$123.75	$148,500.00
4003	Option Year 4 – Investigative Vehicles (2 vehicles for 2 investigators exclusively for CDI Program utilization)	12	MO	$2,194.16	$26,329.92
4004	Option Year 4 – Mileage (All Investigators)	60,000	DH	$0.00	$0.00
4005	Option Year 4 – Travel, Training, Parking, and Tolls (All Investigators)				Not to Exceed $60,000.00
	OPTION TO EXTEND SERVICES (January 1, 2030 – June 30, 2030) CLINs 5001 to 5005 may be used to extend services as stated under this line item and in accordance				

CLIN	Description	Quantity	Unit	Unit Price	Amount
	with contract clause C2-4, 52.217-8, Option to Extend Services (NOV 1999). SSA reserves the right to exercise this option within any time during the contract performance period in accordance with contract clause C2-4. Should SSA exercise this option for a period other than the period stated, the contractor shall continue performance within the limits and at the rates specified under the preceding performance period.				
5001	Option to Extend Services – Investigative Services (2 full-time investigators)	6	MO	$28,600.00	$171,600.00
5002	Option to Extend Services – Overtime (All Investigators)	600	HR	$123.75	$74,250.00
5003	Option to Extend Services – Investigative Vehicles (2 vehicles for 2 investigators exclusively for CDI Program utilization)	6	MO	$2,194.16	$13,164.96
5004	Option to Extend Services – Mileage (All Investigators)	30,000	DH	$0.00	$0.00
5005	Option to Extend Services – Travel, Training, Parking, and Tolls (All Investigators)				Not to Exceed $10,000.00
GRAND TOTAL					$2,892,174.20

Price does not include allowance for contingency to cover increased costs due to a Collective Bargaining Agreement or other compensation plan that has not been approved. If the contractor has a Collective Bargaining Agreement or other compensation plan in place for its investigators, it will be incorporated into the resulting contract. If the contractor is a state or local government entity, the principles in 2 CFR § 200 will be used as a guide for future contract adjustments.

SECTION B – Schedule of Supplies/Services and Prices

I. BACKGROUND OF THE PROGRAM

A. Introduction and Purpose

The general purpose of the Cooperative Disability Investigations (CDI) program is to investigate suspected fraud against SSA's Title II and Title XVI (Supplemental Security Income (SSI)) disability programs and other Federal and State programs, including Title XIX (Medicaid), that emanate from these programs. Suspected fraud cases will be identified by the Disability Determination Services (DDS), Disability Processing Unit (DPU), by SSA Field Offices, through SSA Office of the Inspector General's Fraud Hotline, or other sources and referred to a CDI Unit for investigation.

The specific purpose of the CDI Unit is to:

- Prevent fraud by gathering sufficient independent evidence to allow the DDS to make a timely and correct determination (i.e., a denial or cessation of benefits when evidence of fraud or similar fault refutes evidence submitted by claimant); and

- Investigate and pursue civil or administrative action or criminal prosecution of claimants, medical providers, attorneys, translators, and others involved in making fraudulent disability claims.

The purpose of this contract is to obtain the services of investigators who have California statewide law enforcement and statewide arrest authority, to perform work as part of a CDI Unit.

B. Legislative Authority

Adjudication of disability claims and ensuring the integrity of the disability claims process is authorized under Titles II, XVI, and XIX of the Social Security Act as amended.

II. PROJECT OBJECTIVES AND DESCRIPTION

The objectives of the contract are to:

1. Assign full-time investigators to the CDI Unit in Los Angeles, CA. The number of investigators is specified in the pricing table in Section A-4. Although the investigators are assigned to the CDI Unit office in Los Angeles, CA and office types of functions are generally performed at this location, the investigators will primarily carry out their work in the field (e.g., surveillance activities, etc.).

2. Have the investigators conduct investigations of suspected disability fraud cases referred to the CDI Unit and to timely develop independent evidence of material facts to sufficiently resolve allegations of fraud or similar fault; and

3. As necessary, have the investigators pursue and take civil/criminal action, through the CDI Unit Team Leader (TL), against those who, as a result of the CDI Unit investigations, are found to be violating Federal and/or State statutes.

III. SERVICES TO BE PERFORMED

A. Requirements

The Contractor shall assign full-time investigators (one of which may be a supervising investigator) to the Los Angeles, CA CDI Unit. The number of investigators is specified in the pricing table in Section A-4. If applicable, the supervising investigator is the supervisor of its investigators. Under the direction of the SSA OIG Special Agent / CDI Unit TL assigned to the project, the investigators shall be responsible for investigating fraud cases referred to the CDI Unit. The investigations may require travel outside the Los Angeles, CA area and overnight duty.

The Contractor will retain authority and responsibility over its assigned staff including responsibility for performance evaluations, performance deficiencies, disciplinary action, or other options the Contractor may have in managing any member of its department pursuant to local statutes. The Contractor is responsible for investigators' time/attendance and travel reviews/approvals, performance monitoring, etc.

If any personnel assigned full-time to the CDI Unit will be absent for an extended period of time (two weeks or more), the Contractor shall provide replacement(s) in accordance with Section F. Contractor Personnel, that can fulfill the requirements of this Statement of Work.

As the CDI Unit's Team Leader, the SSA OIG Special Agent will be responsible for determining which cases are assigned to the investigators for investigation and how those investigations will be conducted. The Contractor may request that the CDI Unit Team Leader provide the Contractor with input regarding performance evaluation of the investigators (subject to the limitations set forth above).

Specifically the investigators will be required to:

(1) Conduct surveillance and videotape the activities of Title II and Title XVI claimants/beneficiaries suspected of committing fraud or similar fault;

(2) Interview suspects and other witnesses;

(3) Conduct undercover operations;

(4) Use databases (e.g., the National Crime Information Center (NCIC) and the National Insurance Crime Bureau (NICB)) to obtain information on suspects;

(5) Coordinate efforts with the SSA OIG Special Agent/CDI Unit TL and other members of the CDI Unit;

(6) Coordinate, as necessary, interaction with other State or local law enforcement agencies;

(7) Prepare cases for referral to the United States Attorney or the appropriate State or local prosecuting attorney for criminal prosecution;

(8) Maintain records of investigations to the standard that they may be used as evidence in court, in accordance with the policies and procedure set forth in the SSA OIG Special Agent Handbook;

(9) Prepare written Reports of Investigation (ROI), including statements of fact. Prepare investigative reports in accordance with SSA OIG policies and procedures. Provide the DDS and/or SSA personnel with copies of ROI and associated relevant documents;

(10) Use their existing California statewide law enforcement and statewide arrest authority and any additional authority provided if appointed as a Special Deputy U.S. Marshal, in the furtherance of the CDI program's mission;

(11) Obtain written approval of travel and overnight duty from the Contracting Officer's Technical Representative (COTR) prior to commencement of such travel and overnight duty;

(12) Understand and abide by SSA's security, confidentiality, Personally Identifiable Information (PII) responsibility and loss, and ethics requirements;

(13) Prepare accurate time and attendance sheets/records, and submit those records to the SSA OIG Special Agent/CDI Unit TL and to the investigators' supervisor;

(14) Submit requests for overtime in a timely manner to the SSA OIG Special Agent/CDI Unit TL and to the investigators' supervisor, per the CDI Program's policy/guidance on overtime requests. The investigators' supervisor(s) must also notify the SSA OIG Special Agent/CDI Unit TL of requests for annual and/or sick leave, submitted by the investigators, in a timely manner;

(15) Perform routine administrative tasks as necessary (e.g., preparing time and attendance reports, maintaining vehicle logs, attending staff meetings, and receiving training);

(16) Conduct investigations in accordance with policies and procedures developed specifically for the CDI Unit;

(17) Perform a wide variety of services essential to the effective operation of the CDI Unit including, but not limited to: budget preparation, review and analysis of incoming correspondence, arranging meetings and conferences, making travel arrangements, maintaining files and records, filing office records, copying and filing investigative reports, copying and mailing investigative reports, answering the telephones and taking messages, receiving and distributing incoming mail, assisting the CDI Unit's Disability Processing Units (DPU) liaison officer as needed, and keeping the SSA OIG Special Agent/CDI Unit TL informed of the status of issues and assignments;

(18) Report the results of investigations to SSA to facilitate timely and accurate disability eligibility determinations;

(19) Comply with all applicable laws, policies, practices, and procedures that are in effect during the period of performance.

B. Qualifications

1. The Contractor must be an agency that can provide full-time investigators with California statewide law enforcement and statewide arrest authority. The Contractor must provide investigators with a minimum of 3 years of law enforcement experience with the Contractor or another similar government agency. The Contractor must provide appropriate documentation (resumes, references, etc.) of the investigators proposed for the CDI Unit as part of its offer in response to this solicitation. The Federal Government (hereinafter referred to as "Government") reserves the right to reject any proposed investigators that do not meet the minimum requirements as stated herein.

2. The contractor personnel must have the necessary skills and experience to perform their respective job duties outlined in this Statement of Work.

3. All contractor personnel must be available during core business hours as determined by the SSA OIG Special Agent/CDI Unit TL.

4. The Contractor must ensure that its investigators assigned to the CDI Unit maintain firearm qualifications and training consistent with that law enforcement agency's applicable regulations and policies. SSA will not pay for such firearms qualification or training.

5. Competency to Testify.

   The Contractor must certify to SSA OIG that its investigators' personnel files contain no information that might tend to place in question their credibility or their reputation for truthfulness. If any such information is contained in an investigator's personnel file, the Contractor shall so inform SSA OIG before the investigator's assignment to the CDI Unit, so that SSA OIG may make a determination (in consultation with the U. S. Department of Justice, or other prosecutorial authorities, if necessary) as to whether that investigator would be competent to testify in a criminal trial. The Contractor shall also notify SSA OIG if any information that might tend to place in question an investigator's credibility or their reputation for truthfulness is added to the investigator's personnel files after their assignment to the CDI Unit, so that competency to testify in a criminal trial can be appropriately determined by SSA OIG and the need for a replacement investigator can be assessed.

6. Training.

   The SSA will, subject to SSA written approval, fund CDI Program-specific training and related travel and other costs necessary to maintain and operate the CDI Unit effectively, subject to the liability conditions set forth in sections VI, VII, and VIII.11 of this Statement of Work and subject to the availability of funds. The final decision regarding whether a Contractor employee will attend a specific training will be made by the COTR. All Contractor employee training away from the CDI Unit, whether SSA funded or Contractor funded, shall be coordinated with the CDI Unit Team Leader in order to avoid negative

impacts on CDI Unit investigations. Any SSA funded training-related travel expenses shall be handled in accordance with Section G. Travel Guidelines.

C. Equipment

The Contractor shall provide its investigators with such personal equipment as is necessary to perform the work specified in this contract including, but not limited to: weapons, body armor, ammunition, vehicles, cellular phones, pole cameras, GPS trackers, etc.

1. Investigators' Vehicles

   The Contractor shall provide one vehicle to each of the investigators assigned to the CDI Unit with the use of such vehicles restricted to CDI Unit official use only. The vehicles assigned to the unit will be suitable for undercover surveillance. The Contractor shall be responsible for these vehicles' costs, including reasonable collision insurance, and all routine maintenance expenses including fuel. The Contractor shall acknowledge that its investigators will be covered by the State/city and/or county self-insurance program when operating the assigned vehicles in the course and scope of their official duties.

2. Credentials, Identification, and Job Descriptions

   The Contractor shall provide its investigators with sufficient credentials and identification consistent with their duties and responsibilities. Also, the Contractor shall ensure that the job descriptions of the investigators assigned to the CDI Unit encompass, and are consistent with, the duties and responsibilities outlined above.

D. Disclosure and Confidentiality

The Contractor shall maintain safeguards to restrict the use and/or disclosure of applicant, beneficiary, and recipient information in accordance with Federal and applicable State privacy laws. Accordingly, the Contractor shall treat all investigations and any information, data, evidence, etc. produced as a result on a confidential need-to-know basis. All files of the CDI Unit will be considered criminal investigative files of the SSA OIG for purposes of the Privacy Act of 1974, as amended, and regulations promulgated pursuant thereto (Privacy Act). The Contractor agrees to maintain the confidentiality of such files to the same extent SSA employees are bound by the SSA disclosure regulations found at 20 C.F.R. § 401 et seq. Disclosure of such files must be approved by the SSA OIG Special Agent/CDI Unit TL assigned to the CDI Unit, subject to SSA OIG management oversight, and be in accordance with the Privacy Act.

E. Non-Personal Services

1. The Government and the Contractor agree and understand the services to be performed under this contract are non-personal in nature. The Contractor shall not perform any inherently Governmental functions under this contract as described in the Office of Federal Procurement Policy Letter 93-1.

2. The Government and the Contractor agree and recognize that no employer-employee relationship exists or will exist between the Government and the Contractor. The Contractor

and its employees are not employees of the Federal Government and are not eligible for entitlement and benefits given Federal employees. Contractor personnel under this contract shall not:

(i) be placed in a position where there is an appearance that they are employed by the Government or are under the supervision, direction, or evaluation of any Government employee;

(ii) hold themselves out to be a Government employee, agent, or representative or state orally or in writing at any time that they are acting on behalf of the Government - in all communications with third parties in connection with this contract, Contractor employees shall identify themselves as such and specify the name of the company/agency for which they work; or

(iii) be placed in a position of command, supervision, administration, or control over Government personnel or personnel of other Government contractors, or become a part of the Government organization.

3. If the Contractor believes any Government action or communication has been given that would create a personal service relationship between the Government and any Contractor employee, the Contractor shall promptly notify the Contracting Officer (CO) in writing.

4. Rules, regulations, directives, and requirements which SSA issues under its responsibility for administration and security are applicable to all personnel who enter SSA facilities and shall not be construed or interpreted to establish any degree of Government control that is inconsistent with a non-personal services contract.

F. Contractor Personnel

1. The Contractor shall obtain the consent of the CO or his/her authorized representative prior to making contractor personnel substitutions. Replacements for contractor personnel must possess qualifications equal to or exceeding the qualifications of the contractor personnel being replaced.

2. The Contractor shall assign only those contractor personnel whose resumes were submitted with its offer to fill the requirements of this contract. SSA will make no substitutions except in accordance with the provisions of F.3., F.4 and F.5 below.

3. During the first 90 days of the contract, SSA will not permit any contractor personnel substitutions unless such substitutions are necessitated by an individual's sudden illness, death, or termination of employment. In any of these events, the Contractor shall promptly notify the CO or his/her authorized representative and provide the information required by paragraph (4) below. <u>After the initial 90-day period, the Contractor must submit all proposed substitutions in writing at least 3 weeks in advance of the proposed substitution.</u>

4. With any request for contractor personnel substitution, the Contractor must provide a detailed explanation of the circumstances necessitating the proposed substitution, a complete resume of the proposed substitute, and any other information requested by the CO or his/her

authorized representative that is needed to consider and either approve or disapprove the proposed substitution. The Contractor must ensure that all proposed substitutions must have qualifications that are equal to or higher than the qualifications of the person being replaced, in addition to the minimum requirements stated herein. The CO or his/her authorized representative will evaluate such requests and promptly notify the Contractor of his/her approval or disapproval thereof.

5. Through the Contracting Officer, the SSA OIG Special Agent/CDI Unit TL may require the Contractor to remove an investigator from the CDI Unit for unacceptable performance or misconduct, or if the SSA OIG determines that an investigator is not competent to testify in a criminal trial. The Contractor must then immediately remove the investigator from participation in the CDI Unit. The Contracting Officer may also notify the Contractor that it must provide a substitute for the investigator within 30 calendar days of the date that the Contractor receives this notification, and the Contractor shall comply.

6. The Contractor and the Government shall maintain files of all contractor personnel authorized to work on this contract.

G. Travel Guidelines

Under the direction of the SSA OIG Special Agent/CDI Unit TL, the investigators shall investigate fraud cases referred to the CDI Unit, which may require travel and overnight duty. The investigators may be required to travel in excess of 50 miles from the CDI Unit office to perform the services. In addition, Contractor personnel may need to travel for SSA approved and funded training, as described in Section III.B.6. All Contractor personnel must obtain written approval from the SSA COTR prior to commencement of any SSA funded travel and overnight duty. Costs incurred by investigators for travel, including costs of lodging, other subsistence, and incidental expenses, shall be considered reasonable and allowable only to the extent such costs do not exceed charges normally allowed by the investigators' governmental unit in its regular operations as the result of the governmental unit's written travel policy. In the absence of an acceptable, written governmental unit policy regarding travel costs, the rates and amounts established under subchapter I of Chapter 57, Title 5, United States Code ("Travel and Subsistence Expenses; Mileage Allowances"), or by the Administrator of General Services apply, in accordance with established Federal Travel Regulations (FTR). To access the FTR, go to www.ecfr.gov/current/title-41/subtitle-F. When preparing the invoice for travel expenses, the Contractor must provide a breakdown of the travel-related costs for each investigator for the invoice period.

All Contractor personnel assigned to CDI Units are required to use their host agency credit card (if available) to purchase Contractor-issued transportation tickets, lodging, and Miscellaneous Items & Expenses (MI&E). The Contractor shall request reimbursement for travel related charges by its employees via their invoices submitted for reimbursement under the contract.

The Government will approve or deny the travel in writing. The cost of the travel shall be invoiced under the "Travel, training, parking, and tolls" Line items. Travel shall be directly related to the performance under the contract.

*IMPORTANT NOTE: Payment will not be provided for travel expenses to/from the CDI Unit or other locations authorized by the Government if the distance between the two points is 50 miles or less (reference the FTR).

IV. SSA AND OIG RESPONSIBILITIES

1. The SSA OIG will assign an OIG Special Agent/CDI Unit TL at the project site in Los Angeles, CA;

2. The SSA OIG Special Agent/CDI Unit TL will be the CDI Unit's final decision-making authority regarding day-to-day CDI Unit operations. The OIG Special Agent/CDI Unit TL will be in charge of the investigative operations of the CDI Unit. In this capacity, the OIG Special Agent/CDI Unit TL will determine which suspected fraud cases referred to the CDI Unit will be investigated; assign cases for investigation; determine when investigations on a case should be concluded; and refer cases to the United States Attorney for criminal prosecution;

3. If, in the course of investigations, violations of State or local civil and/or criminal statutes are discovered, the OIG Special Agent/CDI Unit TL, in conjunction with the investigators, will refer such cases to the appropriate State or local prosecuting attorney for civil or criminal prosecution. The OIG Special Agent/CDI Unit TL will also make referrals to SSA for administrative action, or to officials responsible for Civil Monetary Penalties, when appropriate;

4. The SSA and the SSA OIG will provide the investigators with any training deemed necessary by the OIG Special Agent/CDI Unit TL regarding SSA's disability procedures developed specifically for the CDI Unit: use of databases, etc.;

5. The SSA will provide office space, all necessary office equipment, supplies, computers, printers, telephones, etc. for the CDI Unit;

6. The SSA OIG Special Agent/CDI Unit TL will be responsible for coordinating interaction with other SSA Offices, and State, local, and Federal law enforcement entities, including the U.S. Department of Justice;

7. The SSA OIG will provide copies of any required progress/status reports produced by the CDI Unit to the Contractor;

8. When it is deemed necessary by the OIG Special Agent/CDI Unit TL for investigators to attend training, the SSA OIG may allow the investigators to participate in such training on an alternate or rotational basis to promote continuity in the services required by the CDI Unit;

9. The SSA OIG Special Agent/CDI Unit TL will resolve conflicts between OIG/CDI investigative procedures and those investigative procedures used by the contractor investigators' law enforcement agency;

10. The SSA OIG Special Agent/CDI Unit TL will monitor Contractor personnel time and attendance to ensure that it is accurately reported to their parent agencies.

11. The SSA OIG Special Agent/CDI Unit TL will monitor and approve the investigators' overtime to ensure that it is accurate, necessary, and in the needs of the CDI Unit; and

12. The COR will monitor and approve Contractor personnel written requests for approval of training, travel, and overnight duty based on the needs of the CDI Unit.

V. ORIENTATION

1. All Contractor personnel shall participate in an orientation related to the Social Security Administration Title II Disability and Title XVI Supplemental Security Income (SSI) programs related to the investigative process in which they will be involved.

2. The Government's orientation shall familiarize the Contractor personnel with the policies and procedures of the CDI Unit.

3. The orientation process will be conducted by the SSA OIG Special Agent/CDI Unit TL or a designee.

4. The duration and number of orientation sessions shall be determined by the SSA OIG Special Agent/CDI Unit TL.

5. Orientation sessions may be required throughout the life of the contract to ensure that the Contractor has up-to-date information on the procedures and policies of the CDI Unit, as determined by the OIG Special Agent/CDI Unit TL. All Contractor personnel shall participate in these orientation sessions.

VI. CONTRACTOR LIABILITY

1. The Contractor shall be responsible for the activities of its personnel assigned to the CDI Unit.

2. To the extent permitted by law, the Contractor agrees to assume civil liability for any tortious act or omission of its employees while working in the CDI Unit.

3. The Contractor acknowledges that its liability, if any, for the negligent or wrongful acts or omissions committed by its employees while they are participating as members of the CDI Unit is governed by applicable Federal, State, or local law or, with respect to employees of the Federal Government, by the Federal Tort Claims Act, 28 U.S.C. Sections 1345(b), 2671 *et seq*. Participating agencies agree that they will not be responsible or liable for the acts or any negligent, wrongful, or tortious act or omission performed by personnel of other agencies during the duration of this contract.

4. The Contractor acknowledges that the Federal Government does not contract or promise to indemnify individual Contractor personnel and substitute the United States as a party defendant in civil litigation, or provide representation to State and local law enforcement officers who cooperate with the SSA OIG on an informal basis as part of their State or local duties unless they have been either deputized as Special Deputies by the U.S. Marshals

Service or detailed to a Federal agency under the Intergovernmental Personnel Act, 5 U.S.C. Section 3374(c)(2).

5. The Contractor shall bear the risk of loss or damage to any vehicle or equipment utilized by its employee(s) while assigned to the CDI Unit, except as otherwise specified in this contract.

VII. SOVEREIGN IMMUNITY

Notwithstanding any other statement to the contrary, nothing in this contract is intended as a waiver of sovereign immunity, nor shall anything in this contract be construed as consent by any participating Federal or State or County agency or political subdivision of the State, to be sued by third parties.

VIII. U.S. MARSHALS SERVICE (USMS) SPECIAL DEPUTATION OF STATE OR LOCAL LAW ENFORCEMENT AGENCY PERSONNEL

1. Authority: The USMS Special Deputation authority is contained in 28 C.F.R. § 0.112, and the USMS powers and duties are set forth in 28 U.S.C. § 566. The USMS can authorize Special Deputation based upon the needs of the USMS or other sponsoring agencies that can demonstrate an appropriate justification.

2. Eligibility: SSA OIG will only sponsor deputation of State and local law enforcement officers assigned full-time to a CDI Unit who affirmatively certify compliance with the deputation requirements set forth on USMS Form USM-3A, Application for Special Deputation / Sponsoring Federal Agency Information.

3. Deputation Process:

    a. Special Deputation occurs when the USMS reviews and approves an Application for Special Deputation / Sponsoring Agency Information (USMS Form USM-3A, incorporated by reference herein and made a part of this agreement as Attachment A). Once SSA OIG has notified a participating State or local law enforcement agency that it intends to pursue special deputation for one or more of the participating agency's law enforcement officers, the State or local law enforcement agency participating in the CDI Unit shall, in cooperation with the law enforcement officer(s), timely prepare and provide to SSA OIG all documentation necessary to permit application for USMS Special Deputation or any renewals thereof, including:

        1. Application for Special Deputation (Page 1 of the USMS Form USM-3A), completed and certified by the law enforcement officer(s).

        2. An authorization letter on official letterhead from the State or local law enforcement agency employing the law enforcement officer concurring with the law enforcement officer's participation in the USMS Special Deputation program and stating that the applicant has no internal investigations pending within the employer's organization.

3. Documentation to support the Application for Special Deputation, including any documentation requested by SSA OIG or the USMS.

b. SSA OIG shall review the Application for Special Deputation, and verify that the statements submitted by the applicant are true and correct. If SSA OIG is satisfied with the truth and accuracy of the Application and does not have any concerns about sponsoring deputation, SSA OIG will complete the applicable Sponsoring Federal Agency Information (Page 2 of Form USM-3A), ensure the applicant has read and understood the current deadly force policy of the Department of Justice (DOJ), sign the Sponsoring Federal Agency Information certification (page 2 of the Form USM-3A), and submit the Form USM-3A to the USMS for review and approval.

c. Upon approval of Special Deputation by the USMS, each approved law enforcement officer must sign/affirm the Oath of Office section and sign as the Appointee in the Special Deputation Appointment section of a USMS Form USM-3 (Special Deputation Oath of Office, Authorization and Appointment).

d. Special Deputation remains in effect for approximately two (2) years from the date the individual is deputized by the USMS. The USMS Form USM-3 will indicate an expiration date.

4. For renewal of a Special Deputation, ninety (90) days before the expiration date, the State or local law enforcement agency participating in the CDI Unit shall, in cooperation with the Special Deputy, prepare and provide to SSA OIG all documentation necessary to permit renewal of the Application for USMS Special Deputation.

5. Use of Force by Special Deputies:

All individuals proposed for Special Deputy appointment for CDI purposes shall acknowledge in writing that they have read and agree to comply with the deadly force policy of their employing law enforcement agency or the Department of Justice, as set forth on the USM-3A. The Special Deputy must be briefed on DOJ's deadly force policy by an SSA OIG official, and will be provided a copy of such policy prior to undertaking CDI Unit activities. The Special Deputy shall sign a copy of DOJ's deadly force policy acknowledging he or she has been briefed.

6. General Special Deputation Guidelines and Requirements:

a. SSA OIG may, at its sole discretion, choose whether to serve as a Sponsoring Federal law enforcement agency, and request that a participating State or local law enforcement agency's law enforcement officer(s) assigned to a CDI Unit be deputized by the USMS.

b. To be eligible for USMS Special Deputation with SSA OIG as the Sponsoring Federal Agency, a State, or local law enforcement officer must:

i. Meet all the USMS requirements for Special Deputation as described in the Application for Special Deputation section of the USMS Form USM-3A;

ii. Be a full-time member of a CDI Unit;

iii. Timely provide the completed Application for Special Deputation section of the USMS Form USM-3A and any supporting documentation required by the SSA OIG or the USMS to support the Application and any renewal thereof; and

iv. Be approved by both SSA OIG and the USMS.

c. SSA OIG may at any time in its sole discretion choose to withdraw its sponsorship or otherwise decline to pursue Special Deputation for any law enforcement officer.

7. Credentials:

a. SSA OIG will issue an SSA OIG Special Deputy credential card to USMS approved Special Deputies assigned to a CDI Unit.

b. The SSA OIG Special Deputy credential card will bear the Special Deputy's photograph and a statement of authority to assist SSA OIG in Title 18 U.S. Code investigations.

c. Safeguarding Credentials

Each Special Deputy must safeguard SSA OIG Special Deputy credentials. When the credentials are not in the Special Deputy's personal possession, the Special Deputy must store them in a locked drawer with access limited to the Special Deputy, to afford reasonable protection against theft or loss.

d. Loss of Credentials

The Special Deputy to whom SSA OIG issues an SSA OIG Special Deputy credential is responsible for immediately reporting its loss in writing to the CDI Unit TL. That Special Deputy must also immediately notify the local police, obtain a copy of the police report and remit the report to the CDI Unit TL. Loss consists of theft, destruction, misplacement, or other circumstances that result in the Special Deputy no longer having physical possession or control of the credential.

e. Replacement of SSA OIG Special Deputy Credentials

i. A Special Deputy may request replacement of SSA OIG Special Deputy credentials only for the following reasons:

a. Loss of Special Deputy credentials;

b. Change of name of the individual to whom the credential is issued (a copy of the decree or government approved name change document must be provided);

c. Significant change in appearance of the individual to whom the credential is issued; or

d. Error in the name or title of the credential originally provided to the individual.

Requests for replacement credentials shall be made in writing by the Special Deputy to the CDI Unit TL within 1 business day of discovery of the loss or as soon as possible after the event necessitating replacement.

f. Credential Accountability

SSA OIG issues SSA OIG Special Deputy credentials directly to the Special Deputy and maintains the credentials on Special Deputy accountability records. When deputation is revoked for any reason or expires, or when a deputized officer is no longer actively assigned to the CDI Unit, the Special Deputy must return the credential to the CDI Unit TL with whom the Special Deputy last worked. The CDI Unit TL will return the credential to SSA OIG.

8. Deputized Officers Flying Armed Requirements:

To qualify to fly armed, a Special Deputy must have completed the TSA Law Enforcement Officer Flying Armed Training Course, must be flying armed to conduct official business for the SSA OIG, and must obtain prior written approval from the SSA OIG Assistant Inspector General for Investigations, or a Deputy Assistant Inspector General for Investigations. To obtain such written approval, the Special Deputy shall submit to the CDI Unit TL a signed and dated written request: stating the reason flying while armed is necessary; certifying that the Special Deputy has reviewed and will comply with Federal flying while armed regulations, guidance, and applicable SSA OIG Special Agent Handbook policies and procedures governing flying while armed; and has completed the TSA Law Enforcement Officer Flying Armed Training Course.

9. Limitations on Special Deputation Authority:

The USMS Special Deputation for CDI purposes shall empower a Special Deputy to assist SSA OIG Special Agents in their investigations under Title 18, and carry a duty firearm and execute search and arrest warrants related to such SSA OIG investigations. The USMS only grants U.S.C. Title 18 enforcement authority, so CDI duties carried out as a Special Deputy must be in connection with the investigation of a U.S.C. Title 18 offense and/or related enforcement efforts. **Special Deputation authority is not valid while a Special Deputy is off duty for the CDI Unit. A Special Deputy is not authorized to participate in Federal drug investigations unless deputized by the U.S. Drug Enforcement Agency (DEA) or U.S. Federal Bureau of Investigation (FBI), and working in connection with such DEA or FBI deputation.** The participating State or local law enforcement agency and the Special Deputy agree that any Federal authority that may be conferred through Special Deputation for CDI purposes is limited to activities supervised by SSA OIG.

10. Revocation or Termination of Special Deputation:

a. Special Deputation may be revoked at any time at the sole discretion of the USMS. SSA OIG also may initiate revocation through the USMS by requesting that the USMS revoke

the Special Deputation. In this case, SSA OIG shall provide written notice of the revocation request to the USMS and the State or local law enforcement agency.

b. Special Deputation also will terminate upon:

i. Expiration of the deputation, if not renewed,

ii. If the State or local law enforcement agency is a party to a CDI Unit Memorandum of Understanding (MOU), expiration, or termination of the applicable MOU,

iii. If the State or local law enforcement agency is a party to a CDI Unit contract between SSA and the State or local law enforcement agency, expiration, or termination of the contract, or

iv. Unless otherwise agreed in writing by SSA OIG, when the Special Deputy is no longer carrying out CDI duties on a full-time basis.

11. Liability of Special Deputies:

Notwithstanding any provision contained herein to the contrary, upon approval of USMS Special Deputation of a State or local law enforcement officer assigned to a CDI Unit, the Special Deputy shall be treated as a Federal employee for liability purposes, to the extent permitted by Federal law. Federal law shall apply for the purposes of determining the nature and extent of such Federal liability, including but not limited to the Federal Tort Claims Act and Federal law related to civil rights claims. SSA shall determine any such Federal liability consistent with Federal law and SSA policies and procedures.

SECTION C – Contract Clauses and Terms and Conditions

SECTION C1 – FAR Clauses Incorporated by Reference (IBR)

C1-1 52.252-2 Clauses Incorporated by Reference. (FEB 1998)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es): https://www.acquisition.gov/browse/index/far

(End of clause)

C1-2 52.203-17 Contractor Employee Whistleblower Rights. (NOV 2023)

C1-3 52.204-9 Personal Identity Verification of Contractor Personnel (JAN 2011)

C1-4 52.228-5 Insurance–Work on a Government Installation (JAN 1997)

C1-5 52.237-2 Protection of Government Buildings, Equipment, and Vegetation (APR 1984)

C1-6 52.237-3 Continuity of Services (JAN 1991)

C1-7 52.245-1 Government Property (SEP 2021)

SECTION C2 – Federal Acquisition Regulation (FAR) Full Text Clauses

C2-1 52.204-13 System for Award Management Maintenance. (OCT 2018)

(a) *Definitions*. As used in this clause-

Electronic Funds Transfer (EFT) indicator means a four-character suffix to the unique entity identifier. The suffix is assigned at the discretion of the commercial, nonprofit, or Government entity to establish additional System for Award Management (SAM) records for identifying alternative EFT accounts (see subpart 32.11) for the same entity.

Registered in the System for Award Management (SAM) means that-

(1) The Contractor has entered all mandatory information, including the unique entity identifier and the EFT indicator (if applicable), the Commercial and Government Entity (CAGE) code, as well as data required by the Federal Funding Accountability and Transparency Act of 2006 (see subpart 4.14), into SAM;

(2) The Contractor has completed the Core, Assertions, Representations and Certifications, and Points of Contact sections of the registration in SAM;

(3) The Government has validated all mandatory data fields, to include validation of the Taxpayer Identification Number (TIN) with the Internal Revenue Service (IRS). The Contractor will be required to provide consent for TIN validation to the Government as a part of the SAM registration process; and

(4) The Government has marked the record "Active".

System for Award Management (SAM) means the primary Government repository for prospective Federal awardee and Federal awardee information and the centralized Government system for certain contracting, grants, and other assistance-related processes. It includes-

(1) Data collected from prospective Federal awardees required for the conduct of business with the Government;

(2) Prospective contractor-submitted annual representations and certifications in accordance with FAR subpart 4.12; and

(3) Identification of those parties excluded from receiving Federal contracts, certain subcontracts, and certain types of Federal financial and non-financial assistance and benefits.

Unique entity identifier means a number or other identifier used to identify a specific commercial, nonprofit, or Government entity. See *www.sam.gov* for the designated entity for establishing unique entity identifiers.

(b) If the solicitation for this contract contained the provision 52.204-7 with its Alternate I, and the Contractor was unable to register prior to award, the Contractor shall be registered in SAM

within 30 days after award or before three days prior to submission of the first invoice, whichever occurs first.

(c) The Contractor shall maintain registration in SAM during contract performance and through final payment of any contract, basic agreement, basic ordering agreement, or blanket purchasing agreement. The Contractor is responsible for the currency, accuracy and completeness of the data within SAM, and for any liability resulting from the Government's reliance on inaccurate or incomplete data. To remain registered in SAM after the initial registration, the Contractor is required to review and update on an annual basis, from the date of initial registration or subsequent updates, its information in SAM to ensure it is current, accurate and complete. Updating information in SAM does not alter the terms and conditions of this contract and is not a substitute for a properly executed contractual document.

(d)(1)(i) If a Contractor has legally changed its business name or "doing business as" name (whichever is shown on the contract), or has transferred the assets used in performing the contract, but has not completed the necessary requirements regarding novation and change-of-name agreements in subpart 42.12, the Contractor shall provide the responsible Contracting Officer a minimum of one business day's written notification of its intention to-

(A) Change the name in SAM;

(B) Comply with the requirements of subpart 42.12 of the FAR; and

(C) Agree in writing to the timeline and procedures specified by the responsible Contracting Officer. The Contractor shall provide with the notification sufficient documentation to support the legally changed name.

(ii) If the Contractor fails to comply with the requirements of paragraph (d)(1)(i) of this clause, or fails to perform the agreement at paragraph (d)(1)(i)(C) of this clause, and, in the absence of a properly executed novation or change-of-name agreement, the SAM information that shows the Contractor to be other than the Contractor indicated in the contract will be considered to be incorrect information within the meaning of the "Suspension of Payment" paragraph of the electronic funds transfer (EFT) clause of this contract.

(2) The Contractor shall not change the name or address for EFT payments or manual payments, as appropriate, in SAM record to reflect an assignee for the purpose of assignment of claims (see FAR subpart 32.8, Assignment of Claims). Assignees shall be separately registered in SAM. Information provided to the Contractor's SAM record that indicates payments, including those made by EFT, to an ultimate recipient other than that Contractor will be considered to be incorrect information within the meaning of the "Suspension of Payment" paragraph of the EFT clause of this contract.

(3) The Contractor shall ensure that the unique entity identifier is maintained with the entity designated at *www.sam.gov* for establishment of the unique entity identifier throughout the life of the contract. The Contractor shall communicate any change to the unique entity identifier to the Contracting Officer within 30 days after the change, so an appropriate modification can be issued to update the data on the contract. A change in the unique entity identifier does not necessarily require a novation be accomplished.

(e) Contractors may obtain additional information on registration and annual confirmation requirements at *https://www.sam.gov*.

(End of clause)

C2-2 52.204-18 Commercial and Government Entity Code Maintenance. (AUG 2020)

(a) *Definition.* As used in this clause-

Commercial and Government Entity (CAGE) code means-

(1) An identifier assigned to entities located in the United States or its outlying areas by the Defense Logistics Agency (DLA) Commercial and Government Entity (CAGE) Branch to identify a commercial or government entity by unique location; or

(2) An identifier assigned by a member of the North Atlantic Treaty Organization (NATO) or by the NATO Support and Procurement Agency (NSPA) to entities located outside the United States and its outlying areas that the DLA Commercial and Government Entity (CAGE) Branch records and maintains in the CAGE master file. This type of code is known as a NATO CAGE (NCAGE) code.

(b) Contractors shall ensure that the CAGE code is maintained throughout the life of the contract for each location of contract, including subcontract, performance. For contractors registered in the System for Award Management (SAM), the DLA Commercial and Government Entity (CAGE) Branch shall only modify data received from SAM in the CAGE master file if the contractor initiates those changes via update of its SAM registration. Contractors undergoing a novation or change-of-name agreement shall notify the contracting officer in accordance with subpart 42.12. The contractor shall communicate any change to the CAGE code to the contracting officer within 30 days after the change, so that a modification can be issued to update the CAGE code on the contract.

(c) Contractors located in the United States or its outlying areas that are not registered in SAM shall submit written change requests to the DLA Commercial and Government Entity (CAGE) Branch. Requests for changes shall be provided at *https://cage.dla.mil*. Change requests to the CAGE master file are accepted from the entity identified by the code.

(d) Contractors located outside the United States and its outlying areas that are not registered in SAM shall contact the appropriate National Codification Bureau (points of contact available at *http://www.nato.int/structur/AC/135/main/links/contacts.htm*) or NSPA at *https://eportal.nspa.nato.int/AC135Public/scage/CageList.aspx* to request CAGE changes.

(e) Additional guidance for maintaining CAGE codes is available at *https://cage.dla.mil*.

(f) If the contract includes Federal Acquisition Regulation clause 52.204-2, Security Requirements, the contractor shall ensure that subcontractors maintain their CAGE code(s) throughout the life of the contract.

(End of clause)

C2-3 52.212-5 Contract Terms and Conditions Required To Implement Statutes or Executive Orders – Commercial Products and Commercial Services. (NOV 2024)

(a) The Contractor shall comply with the following Federal Acquisition Regulation (FAR) clauses, which are incorporated in this contract by reference, to implement provisions of law or Executive orders applicable to acquisitions of commercial products and commercial services:

(1) 52.203-19, Prohibition on Requiring Certain Internal Confidentiality Agreements or Statements (JAN 2017) (section 743 of Division E, Title VII, of the Consolidated and Further Continuing Appropriations Act, 2015 (Pub. L. 113-235) and its successor provisions in subsequent appropriations acts (and as extended in continuing resolutions)).

(2) 52.204-23, Prohibition on Contracting for Hardware, Software, and Services Developed or Provided by Kaspersky Lab Covered Entities (DEC 2023) (Section 1634 of Pub. L. 115-91).

(3) 52.204-25, Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment. (NOV 2021) (Section 889(a)(1)(A) of Pub. L. 115-232).

(4) 52.209-10, Prohibition on Contracting with Inverted Domestic Corporations (NOV 2015).

(5) 52.232-40, Providing Accelerated Payments to Small Business Subcontractors (MAR 2023) (31 U.S.C. 3903 and 10 U.S.C. 3801).

(6) 52.233-3, Protest After Award (AUG 1996) (31 U.S.C. 3553).

(7) 52.233-4, Applicable Law for Breach of Contract Claim (OCT 2004) (Public Laws 108-77 and 108-78 (19 U.S.C. 3805 note)).

(b) The Contractor shall comply with the FAR clauses in this paragraph (b) that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial products and commercial services: *[Contracting Officer check as appropriate.]*

[X] (1) 52.203-6, Restrictions on Subcontractor Sales to the Government (JUN 2020), with *Alternate I* (NOV 2021) (41 U.S.C. 4704 and 10 U.S.C. 4655).

[X] (2) 52.203-13, Contractor Code of Business Ethics and Conduct (NOV 2021) (41 U.S.C. 3509).

[ ] (3) 52.203-15, Whistleblower Protections under the American Recovery and Reinvestment Act of 2009 (JUN 2010) (Section 1553 of Pub. L. 111-5). (Applies to contracts funded by the American Recovery and Reinvestment Act of 2009.)

[X] (4) 52.203-17, Contractor Employee Whistleblower Rights (NOV 2023) (41 U.S.C. 4712); this clause does not apply to contracts of DoD, NASA, the Coast Guard, or applicable elements of the intelligence community—see FAR 3.900(a).

[X] (5) 52.204-10, Reporting Executive Compensation and First-Tier Subcontract Awards (JUN 2020) (Pub. L. 109-282) (31 U.S.C. 6101 note).

(6) [Reserved]

[X] (7) 52.204-14, Service Contract Reporting Requirements (OCT 2016) (Pub. L. 111-117, section 743 of Div. C).

[X] (8) 52.204-15, Service Contract Reporting Requirements for Indefinite-Delivery Contracts (OCT 2016) (Pub. L. 111-117, section 743 of Div. C).

[X] (9) 52.204-27, Prohibition on a ByteDance Covered Application (JUN 2023) (Section 102 of Division R of Pub. L. 117-328).

[ ] (10) 52.204-28, Federal Acquisition Supply Chain Security Act Orders—Federal Supply Schedules, Governmentwide Acquisition Contracts, and Multi-Agency Contracts. (DEC 2023) (Pub. L. 115–390, title II).

[X] (11)(i) 52.204-30, Federal Acquisition Supply Chain Security Act Orders—Prohibition. (DEC 2023) (Pub. L. 115–390, title II).

[ ] (ii) Alternate I (DEC 2023) of 52.204-30.

[X] (12) 52.209-6, Protecting the Government's Interest When Subcontracting with Contractors Debarred, Suspended, or Proposed for Debarment. (Nov 2021) (31 U.S.C. 6101 note).

[ ] (13) 52.209-9, Updates of Publicly Available Information Regarding Responsibility Matters (OCT 2018) (41 U.S.C. 2313).

[ ] (14) [Reserved]

[ ] (15) 52.219-3, Notice of HUBZone Set-Aside or Sole-Source Award (OCT 2022) (15 U.S.C. 657a).

[X] (16) 52.219-4, Notice of Price Evaluation Preference for HUBZone Small Business Concerns (OCT 2022) (if the offeror elects to waive the preference, it shall so indicate in its offer) (15 U.S.C. 657a)).

[ ] (17) [Reserved]

[ ] (18)(i) 52.219-6, Notice of Total Small Business Set-Aside (NOV 2020) (15 U.S.C. 644).

[ ] (ii) Alternate I (MAR 2020) of 52.219-6.

[ ] (19)(i) 52.219-7, Notice of Partial Small Business Set-Aside (NOV 2020) (15 U.S.C. 644).

[ ] (ii) Alternate I (MAR 2020) of 52.219-7.

[X] (20) 52.219-8, Utilization of Small Business Concerns (FEB 2024) (15 U.S.C. 637(d)(2) and (3)).

[ ] (21)(i) 52.219-9, Small Business Subcontracting Plan (SEP 2023) (15 U.S.C. 637(d)(4)).

[ ] (ii) Alternate I (NOV 2016) of 52.219-9.

[ ] (iii) Alternate II (NOV 2016) of 52.219-9.

[ ] (iv) Alternate III (JUN 2020) of 52.219-9.

[ ] (v) Alternate IV (SEP 2023) of 52.219-9.

[X] (22)(i) 52.219-13, Notice of Set-Aside of Orders (MAR 2020) (15 U.S.C. 644(r)).

[ ] (ii) Alternate I (MAR 2020) of 52.219-13.

[ ] (23) 52.219-14, Limitations on Subcontracting (OCT 2022) (15 U.S.C. 657s).

[ ] (24) 52.219-16, Liquidated Damages—Subcontracting Plan (SEP 2021) (15 U.S.C. 637(d)(4)(F)(i)).

[ ] (25) 52.219-27, Notice of Set-Aside for, or Sole-Source Award to, Service-Disabled Veteran-Owned Small Business (SDVOSB) Concerns Eligible Under the SDVOSB Program (FEB 2024) (15 U.S.C. 657f).

[X] (26)(i) 52.219-28, Post-Award Small Business Program Rerepresentation (FEB 2024) (15 U.S.C. 632(a)(2)).

[ ] (ii) Alternate I (MAR 2020) of 52.219-28.

[ ] (27) 52.219-29, Notice of Set-Aside for, or Sole-Source Award to, Economically Disadvantaged Women-Owned Small Business Concerns (OCT 2022) (15 U.S.C. 637(m)).

[ ] (28) 52.219-30, Notice of Set-Aside for, or Sole-Source Award to, Women-Owned Small Business Concerns Eligible Under the Women-Owned Small Business Program (OCT 2022) (15 U.S.C. 637(m)).

[ ] (29) 52.219-32, Orders Issued Directly Under Small Business Reserves (MAR 2020) (15 U.S.C. 644(r)).

[ ] (30) 52.219-33, Nonmanufacturer Rule (SEP 2021) (15 U.S.C. 637(a)(17)).

[X] (31) 52.222-3, Convict Labor (JUN 2003) (E.O. 11755).

[ ] (32) 52.222-19, Child Labor-Cooperation with Authorities and Remedies (FEB 2024).

[X] (33) 52.222-21, Prohibition of Segregated Facilities (APR 2015).

[X] (34)(i) 52.222-26, Equal Opportunity (SEPT 2016) (E.O. 11246).

[ ] (ii) Alternate I (FEB 1999) of 52.222-26.

[X] (35)(i) 52.222-35, Equal Opportunity for Veterans (JUN 2020) (38 U.S.C. 4212).

[ ] (ii) Alternate I (July 2014) of 52.222-35.

[X] (36)(i) 52.222-36, Equal Opportunity for Workers with Disabilities (JUN 2020) (29 U.S.C. 793).

[ ] (ii) Alternate I (July 2014) of 52.222-36.

[X] (37) 52.222-37, Employment Reports on Veterans (JUN 2020) (38 U.S.C. 4212).

[X] (38) 52.222-40, Notification of Employee Rights Under the National Labor Relations Act (DEC 2010) (E.O. 13496).

[X] (39)(i) 52.222-50, Combating Trafficking in Persons (NOV 2021) (22 U.S.C. chapter 78 and E.O. 13627).

[ ] (ii) Alternate I (MAR 2015) of 52.222-50 (22 U.S.C. chapter 78 and E.O. 13627).

[X] (40) 52.222-54, Employment Eligibility Verification (MAY 2022). (Executive Order 12989). (Not applicable to the acquisition of commercially available off-the-shelf items or certain other types of commercial products or commercial services as prescribed in FAR 22.1803.)

[ ] (41)(i) 52.223-9, Estimate of Percentage of Recovered Material Content for EPA-Designated Items (MAY 2008) (42 U.S.C. 6962(c)(3)(A)(ii)). (Not applicable to the acquisition of commercially available off-the-shelf items.)

[ ] (ii) Alternate I (MAY 2008) of 52.223-9 (42 U.S.C. 6962(i)(2)(C)). (Not applicable to the acquisition of commercially available off-the-shelf items.)

[ ] (42) 52.223-11, Ozone-Depleting Substances and High Global Warming Potential Hydrofluorocarbons (MAY 2024) (42 U.S.C. 7671, *et seq.*).

[ ] (43) 52.223-12, Maintenance, Service, Repair, or Disposal of Refrigeration Equipment and Air Conditioners (MAY 2024) (42 U.S.C. 7671, *et seq.*).

[ ] (44) 52.223-20, Aerosols (MAY 2024) (42 U.S.C. 7671, *et seq.*).

[ ] (45) 52.223-21, Foams (MAY 2024) (42 U.S.C. 7671, *et seq.*).

[ ] (46) 52.223-23, Sustainable Products and Services (MAY 2024) (E.O. 14057, 7 U.S.C. 8102, 42 U.S.C. 6962, 42 U.S.C. 8259b, and 42 U.S.C. 7671l).

[X] (47)(i) 52.224-3 Privacy Training (JAN 2017) (5 U.S.C. 552 a).

[ ] (ii) Alternate I (JAN 2017) of 52.224-3.

[ ] (48)(i) 52.225-1, Buy American-Supplies (OCT 2022) (41 U.S.C. chapter 83).

[ ] (ii) Alternate I (OCT 2022) of 52.225-1.

[X] (49)(i) 52.225-3, Buy American-Free Trade Agreements-Israeli Trade Act (NOV 2023) (19 U.S.C. 3301 note, 19 U.S.C. 2112 note, 19 U.S.C. 3805 note, 19 U.S.C. 4001 note, 19 U.S.C. chapter 29 (sections 4501-4732), Public Law 103-182, 108-77, 108-78, 108-286, 108-302, 109-53, 109-169, 109-283, 110-138, 112-41, 112-42, and 112-43.

[ ] (ii) Alternate I [Reserved].

[ ] (iii) Alternate II (DEC 2022) of 52.225-3.

[ ] (iv) Alternate III (FEB 2024) of 52.225-3.

[ ] (v) Alternate IV (OCT 2022) of 52.225-3.

[ ] (50) 52.225-5, Trade Agreements (NOV 2023) (19 U.S.C. 2501, *et seq*., 19 U.S.C. 3301 note).

[X] (51) 52.225-13, Restrictions on Certain Foreign Purchases (FEB 2021) (E.O.'s, proclamations, and statutes administered by the Office of Foreign Assets Control of the Department of the Treasury).

[ ] (52) 52.225-26, Contractors Performing Private Security Functions Outside the United States (OCT 2016) (Section 862, as amended, of the National Defense Authorization Act for Fiscal Year 2008; 10 U.S.C. Subtitle A, Part V, Subpart G Note).

[ ] (53) 52.226-4, Notice of Disaster or Emergency Area Set-Aside (NOV 2007) (42 U.S.C. 5150).

[ ] (54) 52.226-5, Restrictions on Subcontracting Outside Disaster or Emergency Area (NOV 2007) (42 U.S.C. 5150).

[X] (55) 52.226-8, Encouraging Contractor Policies to Ban Text Messaging While Driving (MAY 2024) (E.O. 13513).

[X] (56) 52.229-12, Tax on Certain Foreign Procurements (FEB 2021).

[ ] (57) 52.232-29, Terms for Financing of Purchases of Commercial Products and Commercial Services (NOV 2021) (41 U.S.C. 4505, 10 U.S.C. 3805).

[ ] (58) 52.232-30, Installment Payments for Commercial Products and Commercial Services (NOV 2021) (41 U.S.C. 4505, 10 U.S.C. 3805).

[X] (59) 52.232-33, Payment by Electronic Funds Transfer–System for Award Management (OCT 2018) (31 U.S.C. 3332).

[ ] (60) 52.232-34, Payment by Electronic Funds Transfer – Other than System for Award Management (JUL 2013) (31 U.S.C. 3332).

[ ] (61) 52.232-36, Payment by Third Party (MAY 2014) (31 U.S.C. 3332).

[ ] (62) 52.239-1, Privacy or Security Safeguards (AUG 1996) (5 U.S.C. 552a).

[X] (63) 52.240-1, Prohibition on Unmanned Aircraft Systems Manufactured or Assembled by American Security Drone Act-Covered Foreign Entities (NOV 2024) (Sections 1821-1826, Pub. L. 118-31, 41 U.S.C. 3901 note prec.).

[ ] (64) 52.242-5, Payments to Small Business Subcontractors (Jan 2017) (15 U.S.C. 637(d)(13)).

[ ] (65)(i) 52.247-64, Preference for Privately Owned U.S.-Flag Commercial Vessels (NOV 2021) (46 U.S.C. 55305 and 10 U.S.C. 2631).

[ ] (ii) Alternate I (APR 2003) of 52.247-64.

[ ] (iii) Alternate II (NOV 2021) of 52.247-64.

(c) The Contractor shall comply with the FAR clauses in this paragraph (c), applicable to commercial services, that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial products and commercial services: *[Contracting Officer check as appropriate.]*

[ ] (1) 52.222-41, Service Contract Labor Standards (AUG 2018) (41 U.S.C. chapter 67).

[ ] (2) 52.222-42, Statement of Equivalent Rates for Federal Hires (MAY 2014) (29 U.S.C. 206 and 41 U.S.C. chapter 67).

[ ] (3) 52.222-43, Fair Labor Standards Act and Service Contract Labor Standards-Price Adjustment (Multiple Year and Option Contracts) (AUG 2018) (29 U.S.C. 206 and 41 U.S.C. chapter 67).

[ ] (4) 52.222-44, Fair Labor Standards Act and Service Contract Labor Standards-Price Adjustment (MAY 2014) (29U.S.C.206 and 41 U.S.C. chapter 67).

[ ] (5) 52.222-51, Exemption from Application of the Service Contract Labor Standards to Contracts for Maintenance, Calibration, or Repair of Certain Equipment-Requirements (MAY 2014) (41 U.S.C. chapter 67).

[ ] (6) 52.222-53, Exemption from Application of the Service Contract Labor Standards to Contracts for Certain Services-Requirements (MAY 2014) (41 U.S.C. chapter 67).

[ ] (7) 52.222-55, Minimum Wages for Contractor Workers Under Executive Order 14026 (JAN 2022).

[ ] (8) 52.222-62, Paid Sick Leave Under Executive Order 13706 (JAN 2022) (E.O. 13706).

[ ] (9) 52.226-6, Promoting Excess Food Donation to Nonprofit Organizations (JUN 2020) (42 U.S.C. 1792).

(d) *Comptroller General Examination of Record*. The Contractor shall comply with the provisions of this paragraph (d) if this contract was awarded using other than sealed bid, is in excess of the simplified acquisition threshold, as defined in FAR 2.101, on the date of award of this contract, and does not contain the clause at 52.215-2, Audit and Records – Negotiation.

(1) The Comptroller General of the United States, or an authorized representative of the Comptroller General, shall have access to and right to examine any of the Contractor's directly pertinent records involving transactions related to this contract.

(2) The Contractor shall make available at its offices at all reasonable times the records, materials, and other evidence for examination, audit, or reproduction, until 3 years after final payment under this contract or for any shorter period specified in FAR Subpart 4.7, Contractor Records Retention, of the other clauses of this contract. If this contract is completely or partially terminated, the records relating to the work terminated shall be made available for 3 years after any resulting final termination settlement. Records relating to appeals under the disputes clause or to litigation or the settlement of claims arising under or relating to this contract shall be made available until such appeals, litigation, or claims are finally resolved.

(3) As used in this clause, records include books, documents, accounting procedures and practices, and other data, regardless of type and regardless of form. This does not require the Contractor to create or maintain any record that the Contractor does not maintain in the ordinary course of business or pursuant to a provision of law.

(e)(1) Notwithstanding the requirements of the clauses in paragraphs (a), (b), (c), and (d) of this clause, the Contractor is not required to flow down any FAR clause, other than those in this paragraph (e)(1), in a subcontract for commercial products or commercial services. Unless otherwise indicated below, the extent of the flow down shall be as required by the clause-

(i) 52.203-13, Contractor Code of Business Ethics and Conduct (NOV 2021) (41 U.S.C. 3509).

(ii) 52.203-17, Contractor Employee Whistleblower Rights (NOV 2023) (41 U.S.C. 4712).

(iii) 52.203-19, Prohibition on Requiring Certain Internal Confidentiality Agreements or Statements (JAN 2017) (section 743 of Division E, Title VII, of the Consolidated and Further Continuing Appropriations Act, 2015 (Pub. L. 113-235) and its successor provisions in subsequent appropriations acts (and as extended in continuing resolutions)).

(iv) 52.204-23, Prohibition on Contracting for Hardware, Software, and Services Developed or Provided by Kaspersky Lab Covered Entities (DEC 2023) (Section 1634 of Pub. L. 115-91).

(v) 52.204-25, Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment. (NOV 2021) (Section 889(a)(1)(A) of Pub. L. 115-232).

(vi) 52.204-27, Prohibition on a ByteDance Covered Application (JUN 2023) (Section 102 of Division R of Pub. L. 117-328).

(vii)(A) 52.204-30, Federal Acquisition Supply Chain Security Act Orders-Prohibition. (DEC 2023) (Pub. L. 115–390, title I).

(B) Alternate I (DEC 2023) of 52.204-30.

(viii) 52.219-8, Utilization of Small Business Concerns (FEB 2024) (15 U.S.C. 637(d)(2) and (3)), in all subcontracts that offer further subcontracting opportunities. If the subcontract (except subcontracts to small business concerns) exceeds the applicable threshold specified in FAR 19.702(a) on the date of subcontract award, the subcontractor must include 52.219-8 in lower tier subcontracts that offer subcontracting opportunities.

(ix) 52.222-21, Prohibition of Segregated Facilities (APR 2015).

(x) 52.222-26, Equal Opportunity (SEP 2016) (E.O. 11246).

(xi) 52.222-35, Equal Opportunity for Veterans (JUN 2020) (38 U.S.C. 4212).

(xii) 52.222-36, Equal Opportunity for Workers with Disabilities (JUN 2020) (29 U.S.C. 793).

(xiii) 52.222-37, Employment Reports on Veterans (JUN 2020) (38 U.S.C. 4212).

(xiv) 52.222-40, Notification of Employee Rights Under the National Labor Relations Act (DEC 2010) (E.O. 13496). Flow down required in accordance with paragraph (f) of FAR clause 52.222-40.

(xv) 52.222-41, Service Contract Labor Standards (AUG 2018) (41 U.S.C. chapter 67).

(xvi) [ ] (A) 52.222-50, Combating Trafficking in Persons (NOV 2021) (22 U.S.C. chapter 78 and E.O. 13627).

[ ] (B) Alternate I (MAR 2015) of 52.222-50 (22 U.S.C. chapter 78 and E.O. 13627).

(xvii) 52.222-51, Exemption from Application of the Service Contract Labor Standards to Contracts for Maintenance, Calibration, or Repair of Certain Equipment-Requirements (MAY 2014) (41 U.S.C. chapter 67).

(xviii) 52.222-53, Exemption from Application of the Service Contract Labor Standards to Contracts for Certain Services-Requirements (MAY 2014) (41 U.S.C. chapter 67).

(xix) 52.222-54, Employment Eligibility Verification (MAY 2022) (E. O. 12989).

(xx) 52.222-55, Minimum Wages for Contractor Workers Under Executive Order 14026 (JAN 2022).

(xxi) 52.222-62 Paid Sick Leave Under Executive Order 13706 (JAN 2022) (E.O. 13706).

(xxii)(A) 52.224-3, Privacy Training (JAN 2017) (5 U.S.C. 552a).

(B) Alternate I (JAN 2017) of 52.224-3.

(xxiii) 52.225-26, Contractors Performing Private Security Functions Outside the United States (OCT 2016) (Section 862, as amended, of the National Defense Authorization Act for Fiscal Year 2008; 10 U.S.C. Subtitle A, Part V, Subpart G Note).

(xxiv) 52.226-6, Promoting Excess Food Donation to Nonprofit Organizations (JUN 2020) (42 U.S.C. 1792). Flow down required in accordance with paragraph (e) of FAR clause 52.226-6.

(xxv) 52.232-40, Providing Accelerated Payments to Small Business Subcontractors (MAR 2023) (31 U.S.C. 3903 and 10 U.S.C. 3801). Flow down required in accordance with paragraph (c) of 52.232-40.

(xxvi) 52.240-1, Prohibition on Unmanned Aircraft Systems Manufactured or Assembled by American Security Drone Act-Covered Foreign Entities (NOV 2024) (Sections 1821-1826, Pub. L. 118-31, 41 U.S.C. 3901 note prec.).

(xxvii) 52.247-64, Preference for Privately Owned U.S.-Flag Commercial Vessels (NOV 2021) (46 U.S.C. 55305 and 10 U.S.C. 2631). Flow down required in accordance with paragraph (d) of FAR clause 52.247-64.

(2) While not required, the Contractor may include in its subcontracts for commercial products and commercial services a minimal number of additional clauses necessary to satisfy its contractual obligations.

(End of clause)

C2-4 52.217-8 Option To Extend Services. (NOV 1999)

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within 30 calendar days prior to the contract expiration date.

(End of clause)

C2-5 52.217-9 Option To Extend the Term of the Contract. (MAR 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within any time during the contract performance period; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 30 calendar days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed 66 months.

(End of clause)

C2-6 52.232-40 Providing Accelerated Payments to Small Business Subcontractors. (MAR 2023)

(a)(1) In accordance with 31 U.S.C. 3903 and 10 U.S.C. 3801, within 15 days after receipt of accelerated payments from the Government, the Contractor shall make accelerated payments to its small business subcontractors under this contract, to the maximum extent practicable and prior to when such payment is otherwise required under the applicable contract or subcontract, after receipt of a proper invoice and all other required documentation from the small business subcontractor.

(2) The Contractor agrees to make such payments to its small business subcontractors without any further consideration from or fees charged to the subcontractor.

(b) The acceleration of payments under this clause does not provide any new rights under the Prompt Payment Act.

(c) Include the substance of this clause, including this paragraph (c), in all subcontracts with small business concerns, including subcontracts with small business concerns for the acquisition of commercial products or commercial services.

(End of clause)

C2-7 52.252-6 Authorized Deviations in Clauses. (NOV 2020)

(a) The use in this solicitation or contract of any Federal Acquisition Regulation (48 CFR Chapter 1) clause with an authorized deviation is indicated by the addition of "(DEVIATION)" after the date of the clause.

(b) The use in this solicitation or contract of any Social Security Acquisition Regulation (48 CFR Chapter 23) clause with an authorized deviation is indicated by the addition of "(DEVIATION)" after the name of the regulation.

(End of clause)

C2-8 52.212-4 Contract Terms and Conditions—Commercial Items (DEVIATION 2017-02) (NOV 2021)

(a) Inspection/Acceptance. The Contractor shall only tender for acceptance those items that conform to the requirements of this contract. The Government reserves the right to inspect or test any supplies or services that have been tendered for acceptance. The Government may require repair or replacement of nonconforming supplies or reperformance of nonconforming services at no increase in contract price. If repair/replacement or reperformance will not correct the defects or is not possible, the Government may seek an equitable price reduction or adequate consideration for acceptance of nonconforming supplies or services. The Government must exercise its post-acceptance rights—

(1) Within a reasonable time after the defect was discovered or should have been discovered; and

(2) Before any substantial change occurs in the condition of the item, unless the change is due to the defect in the item.

(b) Assignment. The Contractor or its assignee may assign its rights to receive payment due as a result of performance of this contract to a bank, trust company, or other financing institution, including any Federal lending agency in accordance with the Assignment of Claims Act (31 U.S.C. 3727). However, when a third party makes payment (e.g., use of the Governmentwide commercial purchase card), the Contractor may not assign its rights to receive payment under this contract.

(c) Changes. Changes in the terms and conditions of this contract may be made only by written agreement of the parties.

(d) Disputes. This contract is subject to 41 U.S.C. chapter 71, Contract Disputes. Failure of the parties to this contract to reach agreement on any request for equitable adjustment, claim, appeal or action arising under or relating to this contract shall be a dispute to be resolved in accordance with the clause at Federal Acquisition Regulation (FAR) 52.233-1, Disputes, which is incorporated herein by reference. The Contractor shall proceed diligently with performance of this contract, pending final resolution of any dispute arising under the contract.

(e) Definitions. The clause at FAR 52.202-1, Definitions, is incorporated herein by reference.

(f) Excusable delays. The Contractor shall be liable for default unless nonperformance is caused by an occurrence beyond the reasonable control of the Contractor and without its fault or negligence such as, acts of God or the public enemy, acts of the Government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, unusually severe weather, and delays of common carriers. The Contractor shall notify the Contracting Officer in writing as soon as it is reasonably possible after the commencement of any excusable delay, setting forth the full particulars in connection therewith, shall remedy such occurrence with all reasonable dispatch, and shall promptly give written notice to the Contracting Officer of the cessation of such occurrence.

(g) Invoice.

(1) The Contractor shall submit an original invoice and three copies (or electronic invoice, if authorized) to the address designated in the contract to receive invoices. An invoice must include—

(i) Name and address of the Contractor;

(ii) Invoice date and number;

(iii) Contract number, line item number and, if applicable, the order number;

(iv) Description, quantity, unit of measure, unit price and extended price of the items delivered;

(v) Shipping number and date of shipment, including the bill of lading number and weight of shipment if shipped on Government bill of lading;

(vi) Terms of any discount for prompt payment offered;

(vii) Name and address of official to whom payment is to be sent;

(viii) Name, title, and phone number of person to notify in event of defective invoice; and

(ix) Taxpayer Identification Number (TIN). The Contractor shall include its TIN on the invoice only if required elsewhere in this contract.

(x) Electronic funds transfer (EFT) banking information.

(A) The Contractor shall include EFT banking information on the invoice only if required elsewhere in this contract.

(B) If EFT banking information is not required to be on the invoice, in order for the invoice to be a proper invoice, the Contractor shall have submitted correct EFT banking information in accordance with the applicable solicitation provision, contract clause (e.g., 52.232-33, Payment by Electronic Funds Transfer—System for Award Management, or 52.232-34, Payment by Electronic Funds Transfer—Other Than System for Award Management), or applicable agency procedures.

(C) EFT banking information is not required if the Government waived the requirement to pay by EFT.

(2) Invoices will be handled in accordance with the Prompt Payment Act (31 U.S.C. 3903) and Office of Management and Budget (OMB) prompt payment regulations at 5 CFR Part 1315.

(h) Patent indemnity. The Contractor shall indemnify the Government and its officers, employees and agents against liability, including costs, for actual or alleged direct or contributory infringement of, or inducement to infringe, any United States or foreign patent, trademark or copyright, arising out of the performance of this contract, provided the Contractor is reasonably notified of such claims and proceedings.

(i) Payment.—

(1) Items accepted. Payment shall be made for items accepted by the Government that have been delivered to the delivery destinations set forth in this contract.

(2) Prompt payment. The Government will make payment in accordance with the Prompt Payment Act (31 U.S.C. 3903) and prompt payment regulations at 5 CFR Part 1315.

(3) Electronic Funds Transfer (EFT). If the Government makes payment by EFT, see 52.212-5(b) for the appropriate EFT clause.

(4) Discount. In connection with any discount offered for early payment, time shall be computed from the date of the invoice. For the purpose of computing the discount earned, payment shall be considered to have been made on the date which appears on the payment check or the specified payment date if an electronic funds transfer payment is made.

(5) Overpayments. If the Contractor becomes aware of a duplicate contract financing or invoice payment or that the Government has otherwise overpaid on a contract financing or invoice payment, the Contractor shall—

(i) Remit the overpayment amount to the payment office cited in the contract along with a description of the overpayment including the—

(A) Circumstances of the overpayment (e.g., duplicate payment, erroneous payment, liquidation errors, date(s) of overpayment);

(B) Affected contract number and delivery order number, if applicable;

(C) Affected line item or subline item, if applicable; and

(D) Contractor point of contact.

(ii) Provide a copy of the remittance and supporting documentation to the Contracting Officer.

(6) Interest.

(i) All amounts that become payable by the Contractor to the Government under this contract shall bear simple interest from the date due until paid unless paid within 30 days of becoming due. The interest rate shall be the interest rate established by the Secretary of the Treasury as provided in 41 U.S.C. 7109 , which is applicable to the period in which the amount becomes due, as provided in (i)(6)(v) of this clause, and then at the rate applicable for each six-month period as fixed by the Secretary until the amount is paid.

(ii) The Government may issue a demand for payment to the Contractor upon finding a debt is due under the contract.

(iii) Final decisions. The Contracting Officer will issue a final decision as required by 33.211 if—

(A) The Contracting Officer and the Contractor are unable to reach agreement on the existence or amount of a debt within 30 days;

(B) The Contractor fails to liquidate a debt previously demanded by the Contracting Officer within the timeline specified in the demand for payment unless the amounts were not repaid because the Contractor has requested an installment payment agreement; or

(C) The Contractor requests a deferment of collection on a debt previously demanded by the Contracting Officer (see 32.607-2).

(iv) If a demand for payment was previously issued for the debt, the demand for payment included in the final decision shall identify the same due date as the original demand for payment.

(v) Amounts shall be due at the earliest of the following dates:

(A) The date fixed under this contract.

(B) The date of the first written demand for payment, including any demand for payment resulting from a default termination.

(vi) The interest charge shall be computed for the actual number of calendar days involved beginning on the due date and ending on—

(A) The date on which the designated office receives payment from the Contractor;

(B) The date of issuance of a Government check to the Contractor from which an amount otherwise payable has been withheld as a credit against the contract debt; or

(C) The date on which an amount withheld and applied to the contract debt would otherwise have become payable to the Contractor.

(vii) The interest charge made under this clause may be reduced under the procedures prescribed in FAR 32.608-2 in effect on the date of this contract.

(j) Risk of loss. Unless the contract specifically provides otherwise, risk of loss or damage to the supplies provided under this contract shall remain with the Contractor until, and shall pass to the Government upon:

(1) Delivery of the supplies to a carrier, if transportation is f.o.b. origin; or

(2) Delivery of the supplies to the Government at the destination specified in the contract, if transportation is f.o.b. destination.

(k) Taxes. The contract price includes all applicable Federal, State, and local taxes and duties.

(l) Termination for the Government's convenience. The Government reserves the right to terminate this contract, or any part hereof, for its sole convenience. In the event of such termination, the Contractor shall immediately stop all work hereunder and shall immediately cause any and all of its suppliers and subcontractors to cease work. Subject to the terms of this contract, the Contractor shall be paid a percentage of the contract price reflecting the percentage of the work performed prior to the notice of termination, plus reasonable charges the Contractor can demonstrate to the satisfaction of the Government using its standard record keeping system, have resulted from the termination. The Contractor shall not be required to comply with the cost accounting standards or contract cost principles for this purpose. This paragraph does not give the Government any right to audit the Contractor's records. The Contractor shall not be paid for any work performed or costs incurred which reasonably could have been avoided.

(m) Termination for cause. The Government may terminate this contract, or any part hereof, for cause in the event of any default by the Contractor, or if the Contractor fails to comply with any contract terms and conditions, or fails to provide the Government, upon request, with adequate assurances of future performance. In the event of termination for cause, the Government shall not be liable to the Contractor for any amount for supplies or services not accepted, and the Contractor shall be liable to the Government for any and all rights and remedies provided by law. If it is determined that the Government improperly terminated this contract for default, such termination shall be deemed a termination for convenience.

(n) Title. Unless specified elsewhere in this contract, title to items furnished under this contract shall pass to the Government upon acceptance, regardless of when or where the Government takes physical possession.

(o) Warranty. The Contractor warrants and implies that the items delivered hereunder are merchantable and fit for use for the particular purpose described in this contract.

(p) Limitation of liability. Except as otherwise provided by an express warranty, the Contractor will not be liable to the Government for consequential damages resulting from any defect or deficiencies in accepted items.

(q) Other compliances. The Contractor shall comply with all applicable Federal, State and local laws, executive orders, rules and regulations applicable to its performance under this contract.

(r) Compliance with laws unique to Government contracts. The Contractor agrees to comply with 31 U.S.C. 1352 relating to limitations on the use of appropriated funds to influence certain Federal contracts; 18 U.S.C. 431 relating to officials not to benefit; 40 U.S.C. chapter 37, Contract Work Hours and Safety Standards; 41 U.S.C. chapter 87, Kickbacks; 10 U.S.C. 2409 relating to whistleblower protections; 49 U.S.C. 40118, Fly American; and 41 U.S.C. chapter 21 relating to procurement integrity.

(s) Order of precedence. Any inconsistencies in this solicitation or contract shall be resolved by giving precedence in the following order:

(1) The schedule of supplies/services.

(2) The Assignments, Disputes, Payments, Invoice, Other Compliances, Compliance with Laws Unique to Government Contracts, and Unauthorized Obligations paragraphs of this clause;

(3) The clause at 52.212-5.

(4) Addenda to this solicitation or contract, including any license agreements for computer software.

(5) Solicitation provisions if this is a solicitation.

(6) Other paragraphs of this clause.

(7) The Standard Form 1449.

(8) Other documents, exhibits, and attachments.

(9) The specification.

(t) [Reserved]

(u) Unauthorized Obligations

(1) Except as stated in paragraph (u)(2) of this clause, when any supply or service acquired under this contract is subject to any End User License Agreement (EULA), Terms of Service (TOS), or similar legal instrument or agreement, that includes any clause requiring the Government to indemnify the Contractor or any person or entity for damages, costs, fees, or any other loss or liability that would create an Anti-Deficiency Act violation (31 U.S.C. 1341), the following shall govern:

(i) Any such clause is unenforceable against the Government.

(ii) Neither the Government nor any Government authorized end user shall be deemed to have agreed to such clause by virtue of it appearing in the EULA, TOS, or similar legal instrument or agreement. If the EULA, TOS, or similar legal instrument or agreement is invoked through an "I agree" click box or other comparable mechanism (e.g., "click-wrap" or "browse-wrap" agreements), execution does not bind the Government or any Government authorized end user to such clause.

(iii) Any such clause is deemed to be stricken from the EULA, TOS, or similar legal instrument or agreement.

(2) Paragraph (u)(1) of this clause does not apply to indemnification by the Government that is expressly authorized by statute and specifically authorized under applicable agency regulations and procedures.

(v) Incorporation by reference. The Contractor's representations and certifications, including those completed electronically via the System for Award Management (SAM), are incorporated by reference into the contract.

(End of clause)

SECTION C3 – Agency Specific Clauses

C3-1 0002 Agency Specific Clauses

This contract includes one or more Social Security Administration acquisition clauses which are provided in full text.

C3-2 2352.204-1 Security and Suitability Requirements (MAR 2018)

(a) Acronyms and Definitions – As used in this clause –

"Access to a facility, site, system, or information" means physical access to any Social Security Administration (SSA) facility or site, logical access to any SSA information system, or access to programmatic or sensitive information.

"CO" means contracting officer.

"Contractor" means any entity having a relationship with SSA because of this contract. This term includes, but is not limited to, corporations, limited liability partnerships, and sole proprietorships.

"Contractor personnel" means employees of the contractor, employees of the subcontractor, any consultant retained by the contractor or subcontractor, any volunteer or intern of the contractor or subcontractor, and if the contractor or subcontractor is a sole proprietorship, it refers to the sole proprietorship.

"COR-COTR" means contracting officer's representative-contracting officer's technical representative.

"CPOC" means company point of contact as specified by the contract.

"CSPS" means Center for Suitability and Personnel Security.

"e-QIP" means Electronic Questionnaire for Investigations Processing.

"PIV" means Personal Identity Verification.

"Subcontractor" means any entity having a relationship with SSA's contractor because of this contract. This term includes, but is not limited to, corporations, limited liability partnerships, and sole proprietorships.

(b) Purpose. This clause provides SSA's policies and procedures concerning the conduct of background investigations (i.e. suitability determinations) of contractor personnel. A background investigation is required any time contractor personnel requires any type of access to a facility, site, system, or information, whether or not a PIV credential is required. Contractor personnel may be subject to periodic reinvestigation per SSA policy. The purpose of these investigations is to determine the suitability of contractor personnel needing access to a SSA

facility, site, system, or information. If applicable, the clause also describes the process to obtain a PIV credential.

(c) PIV Credentials

(1) A PIV credential is required for contractor personnel requiring access to a SSA information system or routine, unescorted access to a SSA facility or site for a period of six months or more. (See paragraph (k) for more information.)

(2) A PIV credential is not required for:

(i) Contractor personnel requiring escorted access to a SSA facility or site for less than six months; or

(ii) Contractor personnel requiring infrequent escorted access to a SSA facility or site, even if the access may be longer than six months (e.g., contractor personnel who provide infrequent facilities or equipment maintenance or repair, or who conduct onsite shredding, etc.).

(d) Authorities

(1) Homeland Security Presidential Directive 12 (http://www.dhs.gov/homeland-security-presidential-directive-12).

(2) Office of Management and Budget Memorandum M-05-24 (https://obamawhitehouse.archives.gov/sites/default/files/omb/assets/omb/memoranda/fy2005/m05-24.pdf).

(3) The Crime Control Act of 1990, Public Law 101-647, subtitle E, as amended by Public Law 102-190 (for childcare center security requirements) (http://www.gpo.gov/fdsys/pkg/USCODE-2010-title42/pdf/USCODE-2010-title42-chap132-subchapV-sec13041.pdf).

(4) Executive Orders 13764 and 12968 (https://www.hsdl.org/?abstract&did=798174) and https://www.gpo.gov/fdsys/pkg/FR-1995-08-07/pdf/95-19654.pdf)

(5) Title 5, Code of Federal Regulations (CFR), Parts 731, 736, and 1400 (for positions assigned a “National Security” designation) (http://www.ecfr.gov/cgi-bin/text-idx?c=ecfr&tpl=/ecfrbrowse/Title05/5cfr731_main_02.tpl, http://www.ecfr.gov/cgi-bin/text-idx?c=ecfr&tpl=/ecfrbrowse/Title05/5cfr736_main_02.tpl, and http://www.ecfr.gov/cgi-bin/text-idx?SID=ea8d9b7f129b58c4b512ea9d68a44761&mc=true&node=pt5.3.1400&rgn=div5%23se5.3.1400_1201)

(e) Suitability Process. The background investigation and adjudication processes are compliant with 5 CFR 731 or equivalent. Any new contractor personnel (i.e. those who have not previously received a suitability determination under this contract) requiring access to a SSA facility, site, information, or system, must complete and submit, through the COR-COTR, the

documents listed in (e)(1) at least 30 business days prior to the date contractor personnel are to begin work. The suitability process cannot begin until the contractor submits, and SSA receives, accurate and complete documents.

(1) Suitability Document Submission

a. Immediately upon award, the CPOC must provide to the COR-COTR for all contractor personnel requesting a suitability determination:

(i) An e-QIP Applicant Listing including the names of all contractor personnel requesting suitability;

(ii) Completed Optional Form (OF) 306, Declaration for Federal Employment;

(iii) Fair Credit Reporting Act Authorizations (FCRA); and

(iv) Work authorization for non-United States (U.S.) born applicants, if applicable.

b. The e-QIP Applicant Listing must include the contractor's name, the contract number, the CPOC's name, the CPOC's contact information, the COR-COTR's name, the COR-COTR's contact information, and the full name, Social Security Number, date of birth, place of birth (must show city and state if born in the U.S. OR city and country if born outside of the U.S.), and a valid email address for all contractor personnel requesting suitability. All spelling of names, email addresses, places, and numbers must be accurate and legible.

c. The required suitability forms, and a sample of properly completed forms, are available on SSA's Office of Acquisition and Grants (OAG) website ("Information About Acquisitions" tab, "Security Information" section [https://www.ssa.gov/oag/acq/ASC_2352_204-1_Security_and_Suit_Reqrmts_Post_10012017/Links%20for%20Agency%20Specific%20Clause%202352_204-1%20Post%2010012017.htm]).

(2) e-QIP Application

a. Once SSA receives all completed documents, listed in (e)(1), CSPS will initiate the e-QIP process using the e-QIP Applicant Listing. CSPS will email the e-QIP notification to the CPOC and COR-COTR inviting contractor personnel to the e-QIP website to electronically complete the background investigation form (Standard Form (SF) 85, Questionnaire for Non-Sensitive Positions, or SF 86, Questionnaire for National Security Positions).

b. Contractor personnel will have up to 10 business days to complete the e-QIP application. The 10-day timeframe begins the day CSPS sends the invitation to the CPOC and COR-COTR. Contractor personnel must electronically sign the signature pages before releasing the application in e-QIP. Signature pages include the Certification and Release pages for SF 85 and the Certification, Release, and Medical Release pages for both the SF 85P and SF 86.

c. Find information about the e-QIP process in the e-QIP Quick Reference Guide for e-QIP Applicants at https://nbib.opm.gov/e-qip-background-investigations/.

d. If contractor personnel need assistance with e-QIP logon and navigation, call 1-844-874-9940.

(3) Fingerprinting

a. The e-QIP notification email also provides contractor personnel with instructions to obtain electronic fingerprinting services. Contractor personnel must report for fingerprint services immediately upon completion and release of the e-QIP application and within 10 business days from the day CSPS sends the invitation.

b. If contractor personnel cannot report to the designated fingerprint locations (in the notification email), CSPS will accept completed Field Division (FD) 258 fingerprint cards. The CO can provide the FD 258, if required. Contractor personnel must complete all fields on the FD 258. Incomplete fields may delay suitability processing.

c. If you need to mail completed FD 258 fingerprint cards, send them, via certified mail along with a completed Contractor Personnel Suitability Cover Sheet-Fingerprint Cards (found on the OAG website), to:

Social Security Administration
Center for Suitability and Personnel Security
Attn: Suitability Program Officer
6401 Security Boulevard
2246 Annex Building
Baltimore, MD 21235

(4) Status Check. If contractor personnel have completed each of the steps in (e) in their entirety and do not receive a suitability determination within 15 business days of their last submission, call 1-844-874-9940 to determine suitability status.

(f) Suitability Determination

(1) CSPS uses a Federal Bureau of Investigation fingerprint check as part of the basis for making a suitability determination. This determination is final unless information obtained during the remainder of the full background investigation, conducted by the Office of Personnel Management, is such that SSA would find the contractor personnel unsuitable to continue performing under this contract. CSPS will notify the CPOC and the COR-COTR of the results of these determinations.

(2) SSA will not allow contractor personnel access to a facility, site, information, or system until CSPS issues a favorable suitability determination. A suitability determination letter issued by CSPS is valid only for performance on the contract specified in the letter.

(3) If current contractor personnel are to perform work under a new contract, the CPOC must submit a fully completed, legible Contractor Personnel Rollover Request Form to the COR-COTR of the new contract. CSPS will notify the CPOC and the COR-COTR CO of suitability to work on the new contract. The Contractor Personnel Rollover Request Form is on OAG's website.

(g) Contractor Personnel Previously Cleared by SSA or Another Federal Agency. If contractor personnel previously received a suitability determination from SSA or another Federal agency, the CPOC should include this information next to the contractor personnel's name on the initial e-QIP Applicant Listing (see paragraph (e)(1)(b)) along with the OF 306. CSPS will review the information. If CSPS determines another suitability determination is not required, it will provide a letter to the CPOC and the COR-COTR indicating the contractor personnel was previously cleared under another Federal contract and does not need to go through the suitability determination process again.

(h) A contractor is not entitled to an equitable adjustment of the contract because of an unfavorable suitability determination(s). Additionally, if SSA determines that the number or percentage of unfavorable determinations make successful contract performance unlikely, SSA may terminate the contract for cause or default.

(i) Unsuitable Determinations

(1) The contractor must notify the contractor personnel of any unsuitable determinations as soon as possible after receipt of such a determination.

(2) The contractor must submit requests for clarification for unsuitable determinations in writing within 30 days of the date of the unsuitable determination to the email mailbox or address listed below. Contractor personnel must file their own requests; contractors may not file requests on behalf of contractor personnel.

dchr.ope.hspd12appeals@ssa.gov OR
Social Security Administration
Center for Suitability and Personnel Security
Attn: Suitability Program Officer
6401 Security Boulevard
2246 Annex Building
Baltimore, MD 21235

(j) Contractor Notification to Government. The contractor shall notify the COR-COTR and CSPS within one business day if any contractor personnel is arrested or charged with a crime during the term of this contract, or if there is any other change in the status of contractor personnel (e.g. leaves the company, no longer works under the contract, the alien status changes, etc.) that could affect their suitability determination. The contractor must provide in the notification as much detail as possible, including, but not limited to: name(s) of contractor personnel whose status has changed, contract number, the type of charge(s), if applicable, date of arrest, the court date, jurisdiction, and, if available, the disposition of the charge(s).

(k) Obtaining a Credential

(1) This section applies only if contractor personnel will have access to a SSA information system or routine or unescorted access to a SSA facility or site for a period of six months or more as described in paragraph (c)(1).

(2) Once the contractor personnel receive notification of an acceptable suitability determination, but prior to beginning work under the contract, the contractor personnel must appear at the respective Regional Security Office or SSA Headquarters Parking and Credentialing Office to begin the credentialing process. The contractor must contact the COR-COTR to arrange for credentialing. Once the COR-COTR makes the appointment, the COR-COTR must contact the contractor to inform the contractor of the credentialing appointment(s). The COR-COTR will also arrange for the contractor personnel to be escorted (by either the COR-COTR or a COR-COTR's representative) to the appropriate credentialing office at the time of this appointment. The contractor personnel must present the suitability determination letter and two forms of identification at this meeting. At least one of the forms of identification must be a Government-issued photo identification (ID) (for acceptable forms of ID see List of Acceptable Documents on OAG's website). For SSA Headquarters access, a completed Form SSA-4395, Application for Access to SSA Facilities, signed by the contractor personnel and the COR-COTR is also required. The COR-COTR will provide the SSA-4395 Form to the contractor personnel when applicable.

(3) Credentialing appointments last approximately 15 minutes. Depending on a contractor's scheduling needs and availabilities, contractor personnel may be scheduled for credentialing all in one day (this process may take a few hours to complete, depending on the number of contractor personnel that need to be credentialed) or they may come in at separate times convenient to the contractor personnel's and the COR-COTR's schedules.

(4) Contacts

a. SSA Headquarters' Parking and Credentialing Office representatives can be reached at Parking.and.Credentialing@ssa.gov or 410-965-5910.

b. Research Triangle Park Parking and Credentialing Office representatives can be reached at SSC.Parking.and.Credentialing@ssa.gov or 877-586-6650, extensions 25206 or 25207.

c. Regional Security Office contact information is in the Appendix at the end of this clause.

(l) Contractor Return of PIV Credential. The contractor must account for and ensure that all forms of Government-provided identification (PIV credential) issued to contractor personnel under this contract are returned to SSA's Headquarters' Parking and Credentialing Office or Regional Security Office, as appropriate, as soon as any of the following occur: when no longer needed for contract performance; upon completion of any contractor personnel employment; or upon contract completion or termination.

(m) Government Control. The Government has full control over and may grant, deny, or withhold access to a facility, site, system, or information and may remove contractor personnel, or require the contractor to remove contractor personnel from performing under the contract for reasons related to conduct even after contractor personnel are found suitable to work on the contract (see paragraph (n) below).

(n) Removal From Duty. The CO, in coordination with the COR-COTR and CSPS, may remove a contractor, or request the contractor immediately remove any contractor personnel from working under the contract based on conduct that occurs after a favorable suitability

determination. This includes temporarily removing contractor personnel arrested for a violation of law pending the outcome of any judicial proceedings. The contractor must comply with these requests to remove any contractor personnel. The Government's determination may be made based on, but not limited to, these incidents involving the misconduct or delinquency:

(1) Violation of the Rules and Regulations Governing Public Buildings and Grounds, 41 CFR 101-20.3. This includes any local credentialing requirements.

(2) Neglect of duty, including sleeping while on duty; unreasonable delays or failure to carry out assigned tasks; conducting personal affairs while on duty; and refusing to cooperate in upholding the integrity of SSA's security program.

(3) Falsification or unlawful concealment, removal, mutilation, or destruction of any official documents, records, or Government property or concealment of material facts by willful omissions from official documents or records.

(4) Disorderly conduct, use of abusive or offensive language, quarreling, intimidation by words or actions, or fighting. Also, participating in disruptive activities that interfere with the normal and efficient operations of the Government.

(5) Theft, vandalism, or any other criminal actions.

(6) Selling, consuming, possessing, or being under the influence of intoxicants, drugs, or substances that produce similar effects.

(7) Improper use of official authority or credentials.

(8) Unauthorized use of communications equipment or Government property.

(9) Misuse of weapon(s) or tools used in the performance of the contract.

(10) Unauthorized access to areas not required for the performance of the contract.

(11) Unauthorized access to SSA's employees' personal property.

(12) Violation of security procedures or regulations.

(13) Prior contractor personnel unsuitability determination by SSA or another Federal agency.

(14) Unauthorized access to, or disclosure of, agency programmatic or sensitive information, or Internal Revenue Service Tax Return information.

(15) Failure to ensure the confidentiality of or failure to protect from disclosure, agency information entrusted to them. Certain provisions of these statutes and regulations apply to Federal employees, and apply equally to contractor personnel: The Privacy Act of 1974, The Tax Reform Act of 1976 and the Taxpayer Browsing Protection Act of 1997, SSA regulation 1, The Computer Fraud and Abuse Act of 1986, and Section 1106 of the Social Security Act.

(16) Being under investigation by an appropriate authority for violating any of the above.

(o) The contractor is required to include the substance of this clause in any subcontract requiring the subcontractor to access a SSA facility, site, system, or information. However, the contractor must obtain, review, and submit to SSA all of the completed and required forms (see paragraph (e) from the subcontractor. SSA will not accept completed forms from anyone other than the contractor.

Appendix:

Regional Security Offices

Regional Credentialing Contacts for Contractor Personnel

Region 1 – Boston

Management and Operations Support, Wilson Osorio, 617-565-2840

Region 2 – New York

Center for Materiel Resources, Physical Security and Safety Team, Emmanuel Fernandez, 212-264-2603

Region 3 – Philadelphia

For Mid-Atlantic Social Security Center occupants: Center for Materiel Resources, Kevin Wiley, 215-597-1627

For all others: Center for Automation, Security and Integrity, 215-597-5100

Region 4 – Atlanta

Center for Security and Integrity

Willie Martin, 404-562-1761

Charlene C. Jones, 404-562-1432

Glen Gaston, 404-562-1871

Dennis Loewer, 404-562-1340

Region 5 – Chicago

Management and Operations Support, Building Services Unit

Sharon Young, 312-575-4150

Evelyn Principe, 312-575-6342

Sofia Luna, 312-575-5762

Carlon Brown, 312-575-5957

Colleen Carrington, 312-575-5242

Region 6 – Dallas

Center for Materiel Resources, Employee Relations, Veronica Drake, 214-767-2221

Region 7 – Kansas City

Center for Automation Security Integrity, General Office Line, 816-936-5555

Region 8 – Denver

Center for Security and Integrity, Phil Mocon, 303-844-4016

Region 9 – San Francisco

Center for Security and Integrity, Cassandra Howard, 510-970-4124

Region 10 – Seattle

Center for Security and Integrity

Mary Bates, 206-615-2105

Lisa Steepleton, 206-615-2183

(End of clause)

C3-3 2352.204-2 Federal Information Security Modernization Act (FISMA) and Agency Privacy Management (OCT 2024)

(a) Definitions

Terms defined for this clause:

“Agency” means the Social Security Administration (SSA).

“COR” means contracting officer’s representative.

“Credential Enrollment System (CES)” means the system supporting the Homeland Security Presidential Directive-12 credentialing process at SSA.

“OAG” means the Office of Acquisition and Grants at SSA.

“PIV Credential” means personal identity verification credentials required for contractor personnel requiring unescorted access to an SSA facility or access to SSA information systems.

(b) Agency Responsibility Related to FISMA and Privacy Awareness Training Requirements

(1) The Federal Information Security Management Act of 2002 (44 U.S.C. § 3541, et seq.), as amended by the Federal Information Security Modernization Act of 2014 (Pub. L. 113-283) (collectively, "FISMA"), and the Office of Management and Budget Circular No. A-130 (published July 28, 2016) require all agency contractor and subcontractor personnel working under agency contracts who will have access to any kind of SSA information, receive periodic training in information technology (IT) security and privacy awareness and accepted IT security practice. This includes training for contractor personnel who do not have access to electronic information systems. The training level and content is tailored to the contractors' assigned roles and responsibilities and the risk and magnitude of harm related to the required activities.

(2) SSA requires contractor personnel to read and sign the Security Awareness Contractor Personnel Security Certification form, SSA-222. The SSA-222 is on OAG's internet site (see paragraph (c)(3)(i) below) or contractors can ask the COR for a copy. This training does not preclude any additional role-based information security or privacy training specified elsewhere in this contract.

(c) Contractor Responsibilities Related to FISMA and Privacy Awareness Training Requirements

(1) Contractor Personnel Requiring an SSA-issued PIV Credential and Access to SSA's Network

(i) Following contract award, the agency mandates contractor personnel requiring a PIV credential and access to SSA's network to take security awareness training by reading and electronically signing the SSA-222, during the PIV credentialing process. This requirement also applies to contractor personnel requiring a PIV credential and access to SSA's network subsequently added to the contract. If contractor personnel receive a PIV credential, contractors are not required to send an email per paragraph (c)(3)(iii).

(ii) Contractor personnel shall take annual security awareness training via eLearning (also known as Video on Demand) on an SSA-managed website within the agency defined timeframe each Fiscal Year. Contractor personnel with a valid SSA email address will receive an email to take this training at the appropriate time.

(iii) Additionally, for each successive year of the contract, contractor personnel shall electronically attest to the SSA-222, within CES. The COR will email this invitation to contractor personnel initiating this action.

(iv) *Role-based Privacy Training*. SSA may identify contractor personnel with an SSA-issued PIV credential and access to SSA's network who must complete role-based privacy eLearning training every year of the contract. If "This contract entails the need for role-based training" is checked below, SSA will send the contractor personnel instructions as to how to complete the necessary training via the SSA email address assigned to them. The contractor personnel must complete the training within the timeframe specified in the email. [*Contracting*

Officer: Check the appropriate selection below.]

[ ] This contract entails the need for role-based training.

[X] This contract does not entail the need for role-based training.

(2) Contractor Personnel Requiring an SSA-issued PIV Credential but Not Access to SSA's Network

(i) Following contract award, the agency mandates contractor personnel requiring a PIV credential to take security awareness training by reading and electronically signing the SSA-222, during the PIV credentialing process. This requirement also applies to contractor personnel subsequently added to the contract and requiring a PIV credential. For contractor personnel receiving a PIV credential, contractors are not required to send an email per paragraph (c)(3)(iii) for the first year of the contract.

(ii) For each successive year of the contract, the contractor shall repeat the processes described in paragraphs (c)(3)(i)-(iii), below, on an annual basis. The contractor shall submit the information in paragraph (c)(3)(iii), below, within 45 days of the date the option was renewed, or the anniversary of the contract award date, whichever comes first.

(3) Contractor Personnel Not Requiring an SSA-issued PIV Credential and No Access to SSA's Network

(i) Following contract award, the contractor shall ensure that all contractor personnel performing under this contract take the security awareness training by reading and signing the SSA-222. This requirement also applies to contractor personnel subsequently added to the contract. A copy of this form is on OAG's Internet website (https://oag.ba.ad.ssa.gov/files/oag/documents/cotr/Security%20Requirements/ssa222-082022.pdf).

(ii) The contractor shall receive signed copies of the form from each contractor personnel working under the contract within 30 days following contract award, or within 30 days after a contractor personnel begins working under the contract, whichever comes first.

(iii) The contractor shall send an email to the COR, within 45 days following contract award. Similarly, the contractor shall send such email notification within 45 days after new contractor personnel are added to perform work under the contract. The contractor will attach each signed form, completed per paragraph (c)(3)(ii), above, to the email, along with a list of the names (first, middle initial, and last) of the contractor personnel who signed the form and the contract number they are working under.

(iv) For each successive year of the contract, the contractor shall repeat the processes described in paragraphs (c)(3)(i)-(iii), above, on an annual basis. The contractor shall submit the information in paragraph (c)(3)(iii), above, within 45 days of the date the option was renewed, or the anniversary of the contract award date, whichever comes first.

(4) The contractor shall retain copies of signed SSA-222 forms, mentioned in paragraphs (c)(2) and (3) above, for potential future SSA audits for a period of three years after final payment (per Federal Acquisition Regulation Section 4.703).

(d) Applicability of this Clause to Subcontractor Personnel. The contractor is required to include a clause substantially the same as this in all subcontracts awarded under the prime contract. This clause shall require the subcontractor to follow the instructions in paragraph (c) of this clause. For subcontractor personnel following paragraphs (c)(2) and (3), the subcontractor shall submit the signed forms to the contractor and the contractor shall be responsible for submitting this information to SSA per paragraph (c)(3)(iii). The subcontractor shall be responsible for maintaining its signed forms as detailed in paragraph (c)(4).

(End of clause)

C3-4 2352.204-3 Records Management Mandatory Annual Training (JUN 2020)

(a) Definitions - Terms defined for this clause -

“Agency” means the Social Security Administration (SSA).

“Contractor” means any entity having a relationship with SSA because of this contract. This term includes, but is not limited to, corporations, limited liability partnerships, and sole proprietorships.

“Contractor personnel” means employees of the contractor, employees of the subcontractor, any consultant retained by the contractor or subcontractor, any volunteer or intern of the contractor or subcontractor, and if the contractor or subcontractor is a sole proprietorship, it refers to the sole proprietorship.

“COR” means contracting officer’s representative.

“Federal record” means all recorded information, regardless of form or characteristics, made or received by a Federal agency under Federal law or in connection with the transaction of public business and preserved or appropriate for preservation by that agency or its legitimate successor as evidence of the organization, functions, policies, decisions, procedures, operations, or other activities of the United States Government or because of the informational value of data in them.

“OAG” means the Office of Acquisition and Grants at SSA.

“Subcontractor” means any entity having a relationship with SSA’s contractor because of this contract. This term includes, but is not limited to, corporations, limited liability partnerships, and sole proprietorships.

(b) Purpose

This clause provides SSA's policies and procedures and contractor's responsibilities for SSA providing training and guidance to all contractors and contractor personnel regarding their Federal records management responsibilities.

(c) Authorities

(1) National Archives and Records Administration bulletin 2017-01 (https://www.archives.gov/records-mgmt/bulletins/2017/2017-01-html)

(2) Presidential Memorandum M-19-21 (https://www.whitehouse.gov/wp-content/uploads/2019/06/M-19-21.pdf)

(d) Contractor Responsibilities Related to Records Management Training Requirements

(1) Contractor Personnel Requiring an SSA-issued Personal Identity Verification Credential and Access to the Agency's Network

(i) Following contract award, contractor personnel performing under this contract must take the records management training. Contractor personnel must read the Records Management Training document entitled Records and Information Management Annual Contractor Compliance Training and complete the Certification of Social Security Administration Records Management Awareness: Contractor Personnel Compliance document. This requirement also applies to contractor personnel subsequently added to the contract. These documents are located on OAG's Internet website (https://www.ssa.gov/oag/acq/oagacq_records-management.htm).

(ii) The contractor must receive signed copies of the completed Certification from each contractor personnel working under the contract within 30 calendar days following contract award, or within 30 calendar days after a contractor personnel begins working under the contract. The contractor will attach each signed Certification to an email along with a list of names of the contractor personnel who signed the Certification and the contract number they are working under and email it to the COR within 45 calendar days of award or when contractor personnel begin working under the contract.

(iii) For each successive year of the contract, if any, contractor personnel must take annual records management training via a video on demand on an SSA-managed website. Contractor personnel with a valid SSA.gov email address will receive an email to take this training at the appropriate time. The COR will notify contractor personnel without an SSA email address of this training requirement.

(2) Contractor Personnel Not Requiring Personal Identity Verification or Agency Network Access:

(i) Following contract award, contractor personnel performing under this contract who do not meet the requirements in paragraph (1), above, must take the records management training by reading the Records Management Training document entitled Records and Information Management Annual Contractor Compliance Training and completing the Certification of Social Security Administration Records Management Awareness: Contractor Personnel Compliance document. This requirement also applies to contractor personnel subsequently added to the

contract. These documents are located on OAG's Internet website (https://www.ssa.gov/oag/acq/oagacq_records-management.htm).

(ii) The contractor must receive signed copies of the completed Certification from each contractor personnel working under the contract within 30 calendar days following contract award, or within 30 calendar days after a contractor personnel begins working under the contract. The contractor will attach each signed Certification to an email along with a list of names of the contractor personnel who signed the Certification and the contract number they are working under and email it to the COR within 45 calendar days of award or when contractor personnel begin working under the contract.

(iii) For each successive year, if any, of the contract, the contractor shall repeat the processes described in paragraphs (d)(2)(i) and (ii), above.

(3) The contractor and SSA shall retain copies of the signed Certification mentioned in paragraphs (d)(1) and (2) above for potential future SSA audits for a period of three years after final payment (per Federal Acquisition Regulation 4.703).

(e) Applicability of this Clause to Subcontractor Personnel.

The contractor is required to include a clause substantially the same as this in all subcontracts awarded under the prime contract. This clause shall require the subcontractors to follow the instructions in paragraph (d) of this clause. The subcontractor shall submit the signed Certifications to the contractor and the contractor will be responsible for submitting this information to SSA. The subcontractor shall be responsible for maintaining its signed Certifications as detailed in paragraph (d)(3).

(End of clause)

C3-5 2352.224-1 Protection of Confidential Information (NOV 2024)

(a) *Definitions.* As used in this clause—

"Confidential information" means information or data, or copies or extracts of information or data, that is: (1) provided by the Social Security Administration (SSA) to the contractor for, or otherwise obtained by the contractor in, the performance of this contract; and (2) of a personal nature about an individual, such as name, home address, and Social Security number, or proprietary information or data submitted by or pertaining to an institution or organization, such as employee pay scales and indirect cost rates; sensitive information; controlled unclassified information; federal tax information (FTI); or information designated by SSA as confidential for other reasons. Confidential information includes all personally identifiable information (PII) provided by SSA or collected or acquired by the contractor as a result of this contract. Aggregations and tabulations of such PII, as well as de-identified individual-level data, shall also be treated as confidential information, unless SSA has provided written approval for public dissemination.

"Federal tax information (FTI)" means information that SSA obtains from the Internal Revenue Service (IRS) or on behalf of IRS. FTI is also referred to as "tax return information" or

"return information." FTI is governed by the Internal Revenue Code (IRC). The IRC defines "return information to include "a taxpayer's identity, the nature, source, or amount of his income, payments, receipts, deductions, exemptions, credits, assets, liabilities, net worth, tax liability, tax withheld, deficiencies, over-assessments, or tax payments. (26 U.S.C. § 6103(b)). FTI is categorized as Sensitive But Unclassified information and may contain PII.

"Personally identifiable information (PII)" means information that can be used to distinguish or trace an individual's identity, either alone or when combined with other information that is linked or linkable to a specific individual, such as name, Social Security number, medical, educational, financial, and employment information. PII only includes information that is made or becomes available to the Contractor as a result of performing under this contract or provided by SSA.

(b) In addition to what is deemed confidential information in (a) above, the Contracting Officer and the Contractor may, by mutual consent, identify elsewhere in this contract specific information or categories of information that the Government will furnish to the Contractor or that the Contractor is expected to generate which are confidential. Similarly, the Contracting Officer and the Contractor may, by mutual consent, identify such confidential information from time to time during the performance of the contract. All confidential information will be used only for purposes delineated in the contract; any other use of the confidential information will require the Contracting Officer's express written authorization. The Contracting Officer and the Contractor will settle any disagreements regarding the identification pursuant to the "Disputes" clause.

(c) The Contractor shall restrict access to all confidential information to the minimum number of employees who need it in connection with the performance of work under this contract. Employees who need access to confidential information for performance of the contract will be determined in conference between SSA's Contracting Officer, Contracting Officer's Representative, and the responsible Contractor official. Upon request, the Contractor will provide SSA with a list of "authorized employees," that is, all employees who have or will have access to confidential information covered by this clause.

(d) The Contractor shall process all confidential information under the immediate supervision and control of authorized employees in a manner that will: protect the confidentiality of the records; prevent the unauthorized use of confidential information; and prevent access to the records by unauthorized persons.

(e) The Contractor shall inform all authorized employees of the confidential nature of the information and the administrative, technical and physical safeguards required to protect the information from improper disclosure. All confidential information shall, at all times, be stored in an area that is physically safe from unauthorized access. See paragraph (f) below regarding the minimum standards which the safeguards must meet.

(f) Whenever the Contractor is storing, viewing, transmitting, or otherwise handling confidential information, the Contractor shall comply with the applicable standards for security controls that are established in the Federal Information Security and Management Act (FISMA)

and by SSA. (These standards include those set by the National Institute of Standards and Technology (NIST) via the Federal Information Processing Standards (FIPS) publications and NIST Special Publications, particularly FIPS 199, FIPS 200, and NIST Special Publications - 800 series.)

(g) The Contractor's use of confidential information, in the performance of the contract, is subject to the Privacy Act of 1974, 5 U.S.C. § 552a; the Social Security Act, 42 U.S.C. § 1306; and SSA's regulations at 20 C.F.R. Part 401. All such information shall be confidential and shall not be disclosed without the written permission of the Contracting Officer.

(h) The Contractor shall assure that its subcontractor(s) and their employees or any successor subcontractor(s) and their employees with access to confidential information are made aware of the prescribed rules of conduct and criminal penalties for violations of the Privacy Act and the Social Security Act. For knowingly disclosing information in violation of the Privacy Act, the Contractor and Contractor employees may be subject to the criminal penalties as set forth in 5 U.S.C. § 552(i)(1) to the same extent as employees of SSA. The Contractor and Contractor employees may be subject to the criminal penalties for disclosures that are not in accordance with SSA's regulations (20 C.F.R. Part 403). (42 U.S.C. § 1306(a)). For willfully disclosing confidential tax return information in violation of the IRC, the Contractor and Contractor employees may be subject to the criminal penalties set forth in 26 U.S.C. § 7213.

(i) Whenever the Contractor is uncertain how to handle properly any material under the contract, the Contractor must obtain written instructions from the Contracting Officer addressing this question. If the material in question is subject to the Privacy Act or section 1106 of the Social Security Act or is otherwise confidential information subject to the provisions of this clause, the Contractor must obtain a written determination from the Contracting Officer prior to any release, disclosure, dissemination, or publication. Contracting Officer instructions and determinations will reflect the result of internal coordination with appropriate program and legal officials.

(j) The Government reserves the right to conduct on-site visits to review the Contractor's documentation and in-house procedures for protection of and security arrangements for confidential information and adherence to the terms of this clause.

(k) The Contractor shall include this clause in all resulting subcontracts whenever there is any indication that the subcontractor(s), engaged by the contractor, and their employees or successor subcontractor(s) and their employees might have access to confidential information.

(l) *Federal tax information.* (1) This contract [ ] does [X] does not entail, or potentially entail, the creation, collection, use, processing, storage, maintenance, dissemination, disclosure, or disposal of FTI:

(2) If this contract entails FTI, the Contractor shall also comply with the provisions of Publication 1075, *Tax Information Security Guidelines for Federal, State, and Local Agencies* (Pub. 1075), Exhibit 7, found at https://www.irs.gov/pub/irs-pdf/p1075.pdf, as amended. The Contractor shall adhere to the current version of Pub. 1075. At a minimum, the Contractor shall

check on or around the anniversary date of the contract or contract modification providing for this clause, as applicable, for any updates to this exhibit. The provisions of Pub. 1075 Exhibit 7 do not override or amend the Contractor's responsibility set forth in this contract for confidential information. If the Contractor has a question about compliance with contract terms, it shall promptly raise its question to the Contracting Officer.

(End of clause)

C3-6 2352.224-2A – Protecting and Reporting the Loss of Personally Identifiable Information (NOV 2024)

(a) Definitions.

The following terms are defined for the purposes of this clause:

"Agency" means the Social Security Administration (SSA).

"Breach" means the loss of control, compromise, unauthorized disclosures, unauthorized acquisition, or any similar occurrence where: (1) a person other than an authorized user accesses or potentially accesses personally identifiable information (PII); or (2) an authorized user accesses or potentially accesses personally identifiable information for an other than authorized purpose. A breach is not limited to an occurrence where a person other than an authorized user potentially accesses PII by means of a network intrusion, a targeted attack that exploits website vulnerabilities, or an attack executed through an email message or attachment. A breach may also include the loss or theft of physical documents that include PII and portable electronic storage media that store PII, the inadvertent disclosure of PII on a public website, or an oral disclosure of PII to a person who is not authorized to receive that information. It may also include an authorized user accessing PII for other than an authorized purpose. Often, an occurrence may be first identified as an incident, but later identified as a breach once it is determined that the incident involves PII, as is often the case with a lost or stolen laptop or electronic storage device.

Some common examples of a breach include:

- A laptop or portable storage device storing PII is lost or stolen;
- An email containing PII is inadvertently sent to the wrong person;
- A box of documents with PII is lost or stolen during shipping;
- An unauthorized third party overhears agency employees discussing PII about an individual seeking employment or Federal benefits;
- A user with authorized access to PII sells it for personal gain or disseminates it to embarrass an individual;
- An information technology system that maintains PII is accessed by a malicious

actor; or

- PII that should not be widely disseminated is posted inadvertently on a public website.

"Employee(s)" means individual(s) under a direct employee-employer relationship with the Contractor, where the Contractor has the power or right to control and direct the individual in the material details of how work is to be performed.

"Handling of PII" or "handle(s) PII" means accessing, using, creating, collecting, processing, storing, maintaining, disseminating, disclosing, disposing, or destruction of PII, as defined in this clause.

"Incident" means an occurrence that (1) actually or imminently jeopardizes, without lawful authority, the integrity, confidentiality, or availability of information or an information system or (2) constitutes a violation or imminent threat of violation of law, security policies, security procedures, or acceptable use policies.

"Personally identifiable information" (PII) means information that can be used to distinguish or trace an individual's identity, either alone or when combined with other information that is linked or linkable to a specific individual, such as name, Social Security number, medical, educational, financial, and employment information. PII only includes information that is made or becomes available to the Contractor as a result of performing under this contract or provided by SSA.

"Primary agency contact" means the SSA Contracting Officer's Representative (COR), or, for indefinite delivery contracts with individual orders issued against the contract, e.g., task-order contracts, the order's Task Manager, if one has been assigned. The COR may have one or more designated alternates to act for the COR when the COR is unavailable. If neither the COR nor the designated alternate is available, the alternate shall be considered a responsible agency manager in the office.

"Secure area" or "Secure duty station" means, for the purpose of this clause, either of the following, unless the agency expressly states otherwise on a case-by-case basis: (1) a Contractor employee's official place of work that is in the Contractor's established business office in a commercial setting, or (2) a location within the agency or other Federal- or State-controlled premises. A person's private home, even if it is used regularly as a "home office" (including that of a Contractor management official), shall not be considered a secure area or duty station.

"Suspected breach" means PII that, among other possibilities, has been lost or stolen, or accessed in an unauthorized fashion, but it is not yet confirmed that the PII has been compromised to meet the level of a breach.

"Transport(ing)" or "transported" means the physical taking or carrying of PII from one location to another. For the purpose of this clause, the term does not include shipping by a common or contract carrier (as defined in Federal Acquisition Regulation (FAR) section 47.001),

shipping by the U.S. Post Office, or electronic transmission.

(b) Responsibility for Safeguarding PII.

(1) The Contractor shall comply with applicable limitations on use, treatment, and safeguarding of PII under the Privacy Act of 1974 (5 U.S.C. § 552a); the Federal Information Security Management Act of 2002 (44 U.S.C. § 3541, et seq.), as amended by the Federal Information Security Modernization Act of 2014 (Pub. L. 113-283); related National Institute of Standards and Technology guidelines; the Paperwork Reduction Act, 44 U.S.C. § 3501-3521; the E-Government Act of 2002, 44 U.S.C. § 3501 note; Office of Management and Budget (OMB) guidance relating to handling of PII, including OMB Memorandum M-17-12, "Preparing for and Responding to a Breach of Personally Identifiable Information"; SSA privacy and security policies and procedures relating to handling of PII; and other Federal laws governing handling of PII.

(2) The Contractor shall establish, maintain, and follow its own policies and procedures to protect the confidentiality of PII (PII policies and procedures) in accordance with the laws, policies, and requirements referenced in this clause and elsewhere in the contract. The Contractor's PII policies and procedures shall include safeguards to protect PII from loss, theft, or inadvertent disclosure and breach procedures.

(3) The Contractor shall restrict handling of PII to only those authorized employees who need it in connection with the performance of work under this contract.

(4) Unless authorized by this contract or otherwise in writing by SSA, the Contractor shall not publish, disclose, release, or otherwise disseminate PII, internally or externally.

(5) The Contractor shall inform its employees who will or may handle PII of their individual responsibility to safeguard it. In addition, the Contractor shall educate and train employees as required by FAR 24.301 and enforce employees' compliance with the Contractor's PII policies and procedures and other requirements relating to handling of PII in this contract. SSA may require the Contractor to provide evidence of the performance of training and the content of the training.

(6) Additional policies, procedures, and requirements involving the handling of PII may be prescribed elsewhere in this contract, including but not limited to information security policies. The Contractor shall follow all such policies, procedures, and requirements. If contract performance calls for the Contractor handling of PII in a manner not addressed in this clause or elsewhere in the contract that may cause a security question or concern, the Contractor shall seek clarification and direction from the agency, prior to commencing the handling of PII in question.

(c) Safeguarding Requirements.

(1) The Contractor is responsible for safeguarding PII at all times. The Contractor shall ensure that PII remains under the immediate supervision and control of authorized employees in a manner that will protect the confidentiality and integrity of PII. Examples of proper safeguarding include, but are not limited to: maintaining the confidentiality of each employee's

individual password (by not sharing the password with any other individual or entity and not writing it down); verifying the identity of individuals before disclosing information to them; preventing others in the area from viewing PII on one's computer screen; consistently locking or logging off one's workstation when one is away; and ensuring that PII is appropriately returned or, upon receiving the agency's approval, destroyed when no longer needed. The Contractor may use its internal policies and practices, non-disclosure agreements, system security requirements or any other means to accomplish its safeguarding responsibilities.

(2) Transporting PII Outside a Secure Area/Secure Duty Station.

(i) The Contractor shall safeguard equipment, files, or documents containing PII when transporting information from a secure area/secure duty station. The Contractor shall ensure that the laptops and other electronic devices/media being used to transport PII are encrypted and password protected. The Contractor shall ensure that the encryption and password protection are in accordance with any agency-prescribed standards or policies, which shall be communicated separately from this clause. The Contractor shall use reasonable protection measures when transporting PII, e.g., storing files in a locked briefcase, not leaving files and/or equipment in plain view.

(ii) The Contractor shall ensure that its PII policies and procedures address transporting PII outside a secure area and emailing PII to and from non-SSA email addresses. The Contractor shall provide employees, upon or immediately prior to their commencing work on the contract, with contact information and instructions relating to PII breaches and incidents, based on the Contractor's security/PII loss incident policy and procedures. (If the preceding requirement is introduced to the contract under a contract modification, the Contractor shall ensure employees are provided this information and instructions within 10 working days of the modification.) The Contractor shall periodically remind employees of the foregoing information and instructions per the regular training requirements at (d)(1), below. (NOTE: Agency-prescribed contact information and instructions for reporting lost or possibly lost PII are discussed in paragraph (d) below.) SSA may require that the Contractor present evidence of compliance with these provisions.

(iii) Tracking PII-containing material (files, documents, etc.).

(A) Unless the PII is being transported for disposal pursuant to the contract per (c)(3) below, or SSA grants an exception per (c)(2)(iii)(D), below, the Contractor shall take appropriate and necessary action to ensure that the PII-containing material, such as file(s) or document(s) being physically transported or transmitted electronically outside the secure area/secure duty station, are tracked through a log. The PII-containing material shall be logged out prior to transport as well as logged back in upon return. The Contractor can establish any mechanism for tracking as long as the process, at a minimum, provides for the following information to be logged:

(1) first and last name of the employee taking/returning the material;

(2) the identification of the PII-containing material, such as the name of the file(s) or document(s) containing PII;

(3) the media used to transport the PII (e.g., electronic, such as laptop, portable drive, compact disc/digital versatile disc (CD/DVD), or email—be as specific as possible; paper, such as paper file folders or printouts);

(4) the reason he/she intends to transport the PII-containing material;

(5) the date he/she transported the PII-containing material from the secure area/secure duty station;

(6) the date the PII-containing material is due to be returned to the secure area/duty station. See subparagraph (c)(2)(iii)(B), immediately below.

(7) the approver's name and phone number.

(8) the actual return date of the PII-containing material.

(B) Materials shall be returned or, when authorized by paragraph (c)(3), documented as destroyed, within 90 days of removal from the office or have Contractor supervisory approval for being held longer.

(C) The log shall be maintained in a secure manner. Upon request by the agency, the Contractor shall provide the information from the log in a format (e.g., electronic or paper) that can be readily accessed by the agency. The Contractor shall retain the log in accordance with General Records Schedule 4.2, Information Access and Protection Records, Item 40 (disposition authority DAA-GRS-2016-0002-0004).

(D) SSA may relieve the Contractor of having to comply with these logging requirements for certain transmissions when the Contractor is engaged in routine and secure transmission of PII, and SSA determines that there are appropriate security controls in place to track the data through other means.

(3) *Return and/or Disposal of PII.* The Contractor shall return and/or dispose of the PII when the PII is no longer required for performance of this contract, e.g., upon contract completion, per agency direction and requirements. The marked statement(s) below apply to this contract: [*Contracting Officer: Mark all that apply below.*]

[ ] (i) This contract entails the return of PII.

[ ] (ii) This contract entails the disposal of PII. The Contractor shall follow the procedures described in []

(4) *Emailing PII.* The Contractor's corporate or organizational email system is deemed not to be secure. Therefore, the Contractor shall put policies and procedures in place to ensure that its employees email PII using only the following procedures in (i) - (ii), below:

(i) *Sending from an SSA email address*. If employees have been given access to the SSA email system, they may use it to send email messages containing PII in the body or in an unencrypted attachment but only to other SSA email addresses (which contain the "name @ssa.gov" format) or to email addresses belonging to an SSA-certified email system. Email directed to any other address(es) may contain PII only if the PII is entirely contained in an encrypted attachment. The Contractor shall encrypt PII in accordance with OMB Circular A-130, Managing Information as a Strategic Resource (July 28, 2016).

(ii) *Sending from a non-SSA email system*. If employees are using the Contractor's own or any other non-agency email system (e.g., Yahoo!, Gmail), they may send email messages transmitting PII only if the PII is entirely contained in an encrypted attachment, per OMB Circular A-130; none of the PII may be in the body of the email itself or in an unencrypted attachment. When emailing from such systems, this procedure applies when emailing PII to any email address, including but not limited to, an SSA email system address. Unless specifically noted otherwise, the Contractor and its employees are expected to conduct business operations under this contract using the Contractor's own email system, i.e., in accordance with the foregoing rules for transmitting PII.

SSA may grant written exceptions to compliance with the email requirements in paragraph (c)(4) above when the Contractor's corporate or organizational email system has been deemed by SSA to be secure.

(d) *Procedures for Reporting PII Breach or Incident*. The agency has its own reporting requirements for PII breaches or incidents. The purpose of the following paragraphs is to ensure that the Contractor meets the requirements and shares breach or incident information appropriately. The Contractor's report of a breach or incident will not, by itself, be interpreted as evidence that the contractor failed to provide adequate safeguards for PII.

(3) *Contractor Responsibility.* In addition to establishing and implementing its own internal procedures referenced in paragraph (b), above, the Contractor shall provide regular training (at least annually and when new employees commence work) for contractors on how to identify and report a breach or incident and take reasonable actions to implement agency-prescribed procedures described in paragraph (d)(3) below for reporting PII breaches or incidents. These include training employees handling PII about these procedures, including how to identify and report a PII breach or incident, and otherwise taking appropriate and necessary steps to enforce their compliance in carrying them out. The Contractor shall cooperate and exchange information with agency officials, as determined necessary by the agency, in order to report and manage a suspected or confirmed breach or incident effectively. The Contractor shall maintain capabilities to determine what agency information was or could have been accessed and by whom, be able to construct a timeline of user activity, determine methods and techniques used to access agency information, and identify the initial attack vector. The Contractor shall allow for an inspection, investigation, forensic analysis, and any other action necessary to ensure

compliance with OMB memorandum M-17-12 and agency guidance and breach procedures to assist with responding to a breach or incident. SSA may require evidence of compliance with this guidance.

(4) *Potential Need for Immediate, Direct Reporting by the Employee.* The agency recognizes that Contractor employees will likely make the initial discovery of a PII breach or incident. When an employee becomes aware or suspects that PII has been lost or compromised, he/she is required to follow the Contractor's established security/PII breach/incident reporting process (see paragraph (d)(1), above). The Contractor's reporting process, along with the agency's (see paragraph (d)(3) below), shall require the Contractor, and not necessarily the employee, in such circumstances to notify the agency of the breach or incident. However, the Contractor shall inform each employee handling or potentially handling PII that he/she must be prepared to notify outside authorities directly and immediately as described in paragraph (d)(3)(v) below, if, shortly following the breach or incident or discovery of the breach or incident, he/she finds it evident that neither an appropriate Contractor nor the agency manager/contact can be reached. The Contractor shall emphasize to the employee that timeliness in reporting the incident is critical.

(5) Procedures.

(i) When a Contractor employee becomes aware of or suspects a PII breach or incident, the Contractor, in accordance with its incident reporting process, shall provide immediate (as soon as possible and without unreasonable delay) notification of the breach or incident to the primary agency contact. If the primary agency contact is not readily available, the Contractor shall immediately notify the contact's alternate. (**See the worksheet in agency-specific clause H2352.224-2b, below, for the identity of the designated primary and alternate agency contacts.**) The Contractor shall act to ensure that each employee, prior to commencing work on the contract, has been given information as to who the primary and alternate agency contacts are and how to contact them. In addition, the Contractor shall act to ensure that each employee promptly receives any updates on such information, as they are made available. Whenever the employee removes PII from a secure area/secure duty station, he/she shall comply with the Contractor's security policies, including having on hand the current contact information for the primary agency contact and at least one alternate.

(ii) The Contractor shall provide the primary agency contact or the alternate, as applicable, updates on the status of the reported PII loss or compromise as they become available but shall not delay the initial report.

(iii) The Contractor shall provide complete and accurate information about the details of the PII breach or incident to assist the agency contact/alternate, including the following information:

(A) Contact information;

(B) A description of the PII breach or incident (i.e., nature of the breach, scope, number of files or records, type of equipment or media, etc.) including the approximate time and location of the loss;

(C) A description of safeguards used, where applicable (e.g., locked briefcase, redacted personal information, password protection, encryption, etc.);

(D) An identification of agency components (organizational divisions or subdivisions) contacted, involved, or affected;

(E) Whether the Contractor or its employee has contacted or been contacted by any external organizations (i.e., other agencies, law enforcement, press, etc.);

(F) Whether the Contractor or its employee has filed any other reports (i.e., Federal Protective Service, local police, and agency reports); and

(G) Any other pertinent information.

(iv) The Contractor may use the worksheet following this clause to gather and organize information quickly about the incident. The Contractor shall ensure that each employee with access to PII under the contract, prior to accessing the PII, has a copy of the worksheet with its instructions (see agency-specific clause 2352.224-2b), and particularly when transporting PII from a secure duty station.

(v) There may be rare instances (e.g., outside of business hours) when the Contractor is unable to reach either the primary agency contact or the alternate immediately. In such a situation, the Contractor shall immediately call the agency's National Network Service Center (NNSC) toll-free at 1-877-697-4889 to file the initial report directly, providing the information in (d)(3)(iii) above and as requested by the NNSC (again, the worksheet in agency-specific clause 2352.224-2b may be used to collect and organize the information prior to (and/or during) the call). Overall, during this time, the Contractor shall cooperate as necessary with the NNSC or any of the other external organizations described in (d)(3)(iii) above.

(vi) If the Contractor makes a direct report to the NNSC, the Contractor shall document the call with the Change, Asset, and Problem Reporting System (CAPRS) number, which the NNSC will assign. The Contractor shall provide the CAPRS number to the primary agency contact, or, if unavailable, his/her alternate.

(vii) Subparagraphs (v)-(vi) apply to all Contractor employees. The Contractor shall ensure its internal procedures and PII breach/incident training make clear to employees these responsibilities. Reports to the NNSC should not be delayed because an employee could not reach the Contractor's management.

(viii) The Contractor and its employee(s) shall limit disclosures about PII involved in a breach or incident to only those SSA and Contractor employee(s) with a need for the information in order to respond to and take action to prevent, minimize, or remedy the breach or

incident. The Contractor may disclose breach or incident information to Federal, state, or local law enforcement agencies and other third parties with a need for the information; however, information about the specific PII involved may only be disclosed to such authorities and third parties as Federal law permits. The Contractor shall not, without SSA approval, publicly disclose information about PII involved in a breach or incident or SSA's involvement in a breach or incident. The Contractor shall not, without SSA approval, notify individuals affected by the PII breach or incident. The Contractor's PII breach and incident reporting process shall ensure that disclosures are made consistent with these requirements. As used in this paragraph, the term PII references only PII covered by this clause.

(e) Additional Contractor Responsibilities When There Is a Suspected or Confirmed Breach.

(6) The Contractor shall have a formal security/PII breach or incident reporting process in place that outlines appropriate roles and responsibilities, as well as the steps that must be taken, in the event of a security/PII breach or incident. The plan shall designate who within the Contractor's organization has responsibility for reporting the PII breach or incident to the agency.

(7) In the event of a PII breach or incident, the Contractor shall take immediate steps to address consequential security issues that have been identified, including steps to minimize further security risks to those individuals whose personal information was lost, compromised, or potentially compromised.

(8) The Contractor shall confer with SSA personnel in reviewing the actions the Contractor has taken and plans to take in dealing with the breach or incident. Additionally, the Contractor shall provide any documentation requested by SSA.

(9) The Contractor shall bear the cost for any data breach or incident: (1) occurring outside of SSA-controlled facilities, systems, or environments when the affected PII was in the possession or control of the Contractor or its employees, agents, or representatives; or (2) resulting from the Contractor or its employees, agents, or representatives' failure to properly safeguard PII or facilities, systems, or other environments containing PII in accordance with this contract's requirements. In addition, as SSA requires, the Contractor shall be responsible for or shall assist SSA in taking preventative and remedial actions that SSA determines are necessary to address such a breach or incident. Preventative and remedial actions may include notification to individuals potentially affected by the breach and other countermeasures to mitigate the risk of harm or to protect PII (e.g., operating call centers and providing resources for potentially affected individuals). SSA will notify the Contractor when SSA determines that preventative or remedial action(s) are necessary and instruct the Contractor on whether the action(s) will be effectuated by the Contractor or SSA. SSA may choose to effectuate the action(s) at the agency's discretion. The Contractor shall be responsible for the cost of all preventative or remedial action(s), including those actions effectuated by SSA, resulting from the breaches and incidents covered by this paragraph. Note: Nothing in this paragraph affects the Contractor's obligations in paragraph (e)(2) above to take immediate steps to address identified security issues.

(f) Subcontractor(s).

(10) The Contractor shall include this clause in all resulting subcontracts whenever there is any indication that the subcontractor(s) and their employees, or successor subcontractor(s) and their employees, will or may handle PII. When this clause is included in a subcontract, all references to "Contractor" in paragraphs (a) through (e) and (h) shall be read to apply to the subcontractor(s).

(11) The Contractor shall take appropriate and necessary action to ensure its subcontractor(s) and their employees, or any successor subcontractor(s) and their employees, comply with this clause.

(12) *Notification of Subcontractor Handling of PII*. If the Contractor engages a subcontractor under this contract whose employee(s) will actually or potentially handle PII, the Contractor shall do the following:

(i) Notify the SSA COR and the Contracting Officer of this arrangement in advance of providing access to PII, providing the subcontractor name(s) and address(es) and, upon request, a description of the nature of the PII to which the employee(s) will actually or potentially be given/have access (e.g., phone numbers, SSN); and

(ii) Provide the agency's COR the names of the subcontractor employee(s) who will actually or potentially be assigned and/or have access to the PII. The Contractor may satisfy this requirement when submitting the name(s) of the subcontractor employee(s) to the agency's COR for the requisite security background check described in paragraph (g), below.

(g) *Security & Suitability Requirements Clause.* For each Contractor employee handling PII, the Contractor shall fulfill the requirements of the Security & Suitability Requirements Clause, found elsewhere in this contract, to ensure that any such individual has the appropriate background checks.

(h) The Contractor shall permit the agency to conduct security reviews and inspections to ensure that the Contractor maintains adequate safeguards and security measures for PII in accordance with the terms of this contract. At SSA's request, the Contractor shall grant SSA, and its auditors, access to all systems, facilities, equipment, locations, and other environments that create, collect, use, process, store, maintain, disseminate, disclose, or dispose of PII for such reviews and inspections. The Contractor is not required to provide SSA access to parts of those systems, facilities, equipment, locations, and other environments that are not impacted by such reviews and inspections.

(End of clause)

C3-7 2352.224-2B Worksheet for Reporting a Loss or a Suspected Loss of Personally Identifiable Information (PII) (JUN 2023)

INSTRUCTIONS

The purpose of this worksheet is to assist individuals, entities (including contractors), or agencies who lose or suspect the loss of Social Security Administration (SSA) PII. (See Note number 1, below.) This worksheet should be used as an information-gathering tool to quickly organize and report to SSA the needed information about the loss or suspected loss. However, **do not include PII specific to the loss on this worksheet**.

Employees and individuals should not wait until confirmation of loss occurred before reporting. Both confirmed and suspected losses should be timely reported. A delay may undermine the agency's ability to apply preventative and remedial measures to protect the PII or reduce the risk of harm to potentially affected individuals.

All PII losses, suspected or confirmed, should be reported within one (1) hour of discovery using the online PII Loss Reporting Tool (see Note number 2, below) or by calling SSA's National Network Service Center (NNSC) at 1-877-697-4889.

Notes:

1. PII is information that can be used to distinguish or trace an individual's identity, either along or when combined with other information that is linked or linkable to a specific individual (e.g., name, date of birth, Social Security number).

2. The "PII Loss Reporting Tool" is located on the SSA Intranet and may not be accessible to all contractors.

Basic Information for the Contractor for Reporting PII Loss (Suspected or Confirmed):

a. Your primary agency contact for reporting PII breach incidents. This is: Stephanie Petford, Email: Stephanie.Petford@ssa.gov

b. The alternates to this primary contact. They are as follows:

First Alternate: Jen Mitchell, Email: Jen.Mitchell@ssa.gov

Second Alternate: Bharathi Iyer, Email: Bharathi.Iyer@ssa.gov

c. The contract number: 28321325C00060002

d. Agency/Entity/Office (see Item #1 of the worksheet): Deputy Commissioner for Operations, San Francisco Regional Office (Region 9)

1. **Information about the individual making the report:**

   Name:

   Position:

Agency/Entity/Office:

Work Email Address:

Work Phone Number:

Date of Report to SSA:

2. **Is the individual, who was in possession of the data or to whom the data was assigned, different from the person making the report (as listed in #1)?**

Same as person making the report? [ ] Yes [ ] No

If no, complete the following for the individual who was in possession/assigned the data:

Name:

Position:

Agency/Entity/Office:

Work Email Address:

Work Phone Number:

3. **Circumstances of the breach:**

Is the incident a result of robbery or theft? [ ] Yes [ ] No

Did the incident include equipment? [ ] Yes [ ] No

Full description of how the incident occurred:

Date/Time of Incident:

4. **Information about the data that was lost/stolen:**

Describe what was lost or stolen:

Did the incident occur while teleworking or performing duties at (or traveling to/from an alternative worksite?

Estimated number of individuals affected:

What elements of PII did the data contain?

[ ] Name
[ ] Bank Account Information
[ ] Social Security number
[ ] Medical/Health Information
[ ] Date of Birth
[ ] Benefit Payment Information
[ ] Place of Birth
[ ] Mother's Maiden Name
[ ] Address
[ ] Medicare Beneficiary Identifier
[ ] Other (describe):

Are you able to identify the individual(s) whose information was compromised?

[ ] Yes [ ] No

5. **How was the data physically stored, packaged and/or contained? If electronic, check the appropriate response below:**

[ ] Laptop
[ ] Workstation
[ ] Hard Drive
[ ] CD/DVD
[ ] USB Drive
[ ] Tablet
[ ] Server
[ ] Cloud
[ ] Cell Phone/Black Berry
Phone Number:
Hardware Make/Model:
Hardware Serial Number:
[ ] Email
[ ] Other (describe):

Was the device encrypted? [ ] Yes [ ] No

Was the device password protected? [ ] Yes [ ] No

Was a VPN SmartCard lost? [ ] Yes [ ] No

6. **Others contacted and reports filed about the breach: (Include Deputy Commissioner level, agency level, regional/associate level component names)**

Federal Protective Service Report: [ ] Yes [ ] No

Local Police Report: [ ] Yes [ ] No

AIRS Incident Reporting Form: [ ] Yes [ ] No

SSA-342: [ ] Yes [ ] No

Other:

Have other SSA components been contacted? [ ] Yes [ ] No

If so, please list other contacted SSA components (including the OIG):

Media Interest: [ ] Yes [ ] No

Congressional Interest: [ ] Yes [ ] No

Actions Taken:

Other Information:

(End of clause)

C3-8 2352.227-1 Dissemination of Information (SEP 2013)

Data and information either provided to the contractor, or to any subcontractor or generated by activities under the proposed contract is privileged. The contractor, and any subcontractors, shall be restricted from duplicating, using or disclosing such data or information, in whole or in part, outside the Social Security Administration for any purpose other than the fulfillment of the requirements set forth in this contract. This restriction does not limit the contractor's right to use

such data or information if obtained from a non-restricted source. Refer any questions about "privileged information" to the Government Contracting Officer's Technical Representative, through the Contracting Officer.

(End of clause)

C3-9 2352.227-2 Government License to Reproduce End Products (SEP 2013)

All material developed under this contract becomes the property of the Government. At its discretion the Government will have an unrestricted license to make and distribute copies for all work developed and completed under this contract.

(End of clause)

C3-10 2352.232-1 Invoice Submission and Payment Related Information (OCT 2022)

(a) The invoice shall include all elements of a proper invoice as defined in the invoice or payment clause used in this award and any other information required below or in any other contract clause. To assist the Government in making timely payments, include the contractor's Taxpayers Identification Number, Unique Entity Identifier (UEI) number, and award number on each invoice.

(b) Email communication is the preferred method of submission for invoices and public vouchers. If the invoice cannot be emailed, submit it via regular mail or by hand carrying it to the Office of Travel and Administrative Payment Services at the address below.

(c) If submitting electronically:

Submit the invoice as an attachment to an email message (the preference is one attached invoice as a .pdf file per email) to otaps.daps.invoices@ssa.gov.

(d) If submitting by mail, send to:

Social Security Administration
Office of Travel and Administrative Payment Services
Post Office Box 47
Baltimore, Maryland 21235-0047

(e) If hand carried, deliver to:

Social Security Administration
Office of Travel and Administrative Payment Services
2310 East Low Rise Building
6401 Security Boulevard
Baltimore, Maryland 21235-0047

(f) The telephone number of the administrative payments customer service help desk is (410) 965-0607.

(g) The Government will make payment to the contractor using the Electronic Funds Transfer (EFT) information contained in SAM. In the event that the EFT information changes, the contractor shall be responsible for providing the updated information to SAM. The EFT information submitted must be that of the contractor unless there is an official Notice of Assignment on file with the Office of Travel and Administrative Payment Services.

(h) Remittance information associated with EFT payments is available via the Invoice Processing Platform (IPP) on the Department of Treasury's Internet site at http://www.ipp.gov. After registering in IPP for Treasury payment status, email OTAPS.Vendor.Maintenance@ssa.gov and the SSA vendor maintenance team will flag the vendor to start receiving Treasury payment information in IPP (this process may take several business days).

(i) The contractor may also direct payment inquiries to SSA's Office of Travel and Administrative Payments by:

(1) Sending an email to payment.inquiries@ssa.gov.

(2) Visiting the internet site at https://www.ssa.gov/vendor/contact.htm. The contractor can also access the IPP system through a link on this site.

(3) Using the Financial Interactive Voice Response System (FIVR) (https://www.ssa.gov/vendor/contact.htm). FIVR is an automated self-service telephone system available 24 hours a day that allows direct electronic access to administrative payment information using the telephone keypad. The contractor can access FIVR by calling (410) 965-0607. The services available through FIVR also are available through a Telecommunications Device for the Deaf line at 410-597-1395.

(j) Small businesses may obtain assistance from SSA's Office of Small and Disadvantaged Business Utilization (OSDBU) Director to obtain payments, required late payment interest penalties, or information regarding payments due to such concerns. Send emails to smallbusiness@ssa.gov or visit the OSDBU website at https://www.ssa.gov/agency/osdbu/.

(End of clause)

C3-11 2352.232-4 Contract Funding During a Continuing Resolution (JUL 2011)

(a) This contract may be partially funded if it is awarded during a continuing resolution. If this occurs, funds will not be available for performance of this contract beyond the date specified on the contract. The Government's obligation for performance beyond that date is contingent upon the availability of additional appropriated funds from which payment for contract purposes can be made. No legal liability on the part of the Government for any payment may arise for performance under this contract beyond the date specified on the contract, until additional funds are made available to the Contracting Officer for performance, and added by contract modification.

(b) If the contract is partially funded, the Government will not accept supplies or services beyond the specified period of performance until additional funds have been added by contract modification.

(c) If this is a firm-fixed-price contract, the balance of the unfunded portion of the contract period will be obligated once the agency has received its full appropriation, and the Contracting Officer has authority to fund the remaining portion of the contract.

(End of clause)

C3-12 2352.232-5 Option Period Funding During a Continuing Resolution (JUL 2011)

(a) An option period(s) under this contract may be partially funded if exercised (awarded) during a continuing resolution. If this occurs, funds will not be available for performance of the option period beyond the date specified on the contract modification. The Government's obligation for performance beyond that date is contingent upon the availability of additional appropriated funds from which payment for contract purposes can be made. No legal liability on the part of the Government for any payment may arise for performance under the option period beyond the date specified on the relevant contract modification, until additional funds are made available to the Contracting Officer for performance, and added by contract modification.

(b) If the option period is partially funded, the Government will not accept supplies or services beyond the specified period of performance until additional funds have been added by contract modification.

(c) If this is a firm-fixed-price option period, the balance of the unfunded portion of the option period will be obligated once the agency has received its full appropriation, and the Contracting Officer has the authority to fund the remaining portion of the contract.

(End of clause)

C3-13 2352.232-7 Payment Discount Terms on Invoices (MAY 2024)

Any and all negotiated payment discount terms must be clearly identified on the Contractor's invoice. Any invoice that does not properly document those payment discount terms may be rejected.

The payment discount terms incorporated by this award shall not be changed without prior approval by the Contracting Officer.

(End of clause)

C3-14 2352.242-1 Post Award Evaluation of Contractor Performance (April 2022)

(a) Contractor Performance Evaluations: Interim and final contractor performance evaluations shall be prepared in the Department of Defense's Contractor Performance Assessment Reporting System (CPARS) per Federal Acquisition Regulation Subpart 42.15 and the CPARS user manual at https://cpars.gov/documents/CPARS_User_Manual.pdf.

(b) An interim contractor performance evaluation is prepared and completed as determined by the contracting officer (known as the assessing official in CPARS).

The final performance evaluation is prepared and completed within 120 days after completion of the contract, purchase order, delivery order or task order, or Blanket Purchase Agreement call order over the simplified acquisition threshold. Complete details on the business steps associated with the CPARS process is at FAR Subpart 42.15 and the CPARS User Manual at https://cpars.gov/documents/CPARS_User_Manual.pdf.

(c) Electronic Access to Contractor Performance Evaluations:

(1) The Contractor shall designate a performance evaluation review representative (PERR) (known as the contractor representative in CPARS) in paragraph (d) below who will be responsible for reviewing the contractor's interim and final performance evaluation assessments completed by the Government before the assessments are finalized in CPARS. The Contractor is responsible for keeping its PERR information in paragraph (d) current with the contracting officer throughout the life of this contract. Only the PERR may access, review, and comment on the contractor's performance evaluations in CPARS prior to finalization.

(2) The agency Focal Point (FP) or Alternate FP, are the only individuals who can grant CPARS access to the PERR.

(3) Once award is made, the agency FP or Alternate FP will grant access to the PERR. The PERR will receive a system-generated email when: access has been granted to CPARS; and there is a performance evaluation assessment to review. Only the PERR receiving the email has access to the assessment.

(4) The CPARS website is www.cpars.gov. The website provides a drop down menu for "FAQs" and "Guidance," where the PERR can obtain a CPARS User Manual. New PERRs can access on-line training at the drop down tab for "Training."

(d) Contractor's Designated Performance Evaluation Review Representative (PERR) (known as the contractor representative in CPARS)

Name: Captain Christopher Port
Address: 12501 Hawthorne Blvd, Hawthorne, CA 90250
Phone: (310) 349-2801
E-mail: cport@cityofhawthorne.org
UserID (complete if the PERR is an existing CPARS user):

C3-15 2352.242-2 Designation of Contracting Officer's Representative (COR) and Alternate COR (ACOR) (NOV 2023)

(a) The following Contracting Officer's Representative (COR) and Alternate COR (ACOR) will represent the Government for the purpose of this award:

COR Name: Stephanie Petford
Title: Senior Management Analyst
Address: 1221 Nevin Ave, Richmond, CA 94801
Telephone: (510) 970-8300
Email: Stephanie.Petford@ssa.gov

ACOR Name: Shshane Thomas
Title: Management and Program Analyst
Address: 1221 Nevin Ave, Richmond, CA 94801
Telephone: (510) 970-8294
Email: S.Marie.Thomas@ssa.gov

(b) The COR or ACOR may not re-delegate the authority outlined in this clause, or the authority specified within their COR designation letters.

(c) The COR is responsible for the following general duties:

(1) Monitoring the contractor's technical progress, including the surveillance and assessment of performance and recommending to the Contracting Officer (CO) changes in requirements;

(2) Interpreting the statement of work (SOW), statement of objective (SOO), or performance work statement (PWS), and any other technical performance requirements;

(3) Performing technical evaluation of requirements as required;

(4) Performing technical inspections and acceptances required by this award;

(5) Assisting in the resolution of technical problems encountered during performance;

(6) Certifying invoices or vouchers for payment by confirming the receipt of goods and/or services at the contracted price/costs; and

(7) Initiating a Contractor Performance Assessment Report (CPAR) within 30 days after electronic notification that a CPAR is required.

(d) The ACOR is responsible for carrying out the duties of the COR only in the event the COR can no longer perform his or her duties as assigned, or is unavailable.

(e) The COR, ACOR, and COR-Task Manager (COR-TM) (if applicable) are the only Government employees authorized by the CO to perform certain functions of the award. The COR and ACOR are authorized to perform the functions listed above, and may provide the technical direction described below. However, if the award calls for the designation of a COR-TM, see Section [Not Applicable] for the authority, responsibilities, and limitations of the COR-TM at the task level.

(f) The CO is the only person with authority to act as agent of the Government under this award. Only the CO has authority to:

(1) Direct or negotiate any changes in the SOW, SOO, or PWS;

(2) Modify or extend the period of performance;

(3) Change the delivery schedule;

(4) Authorize reimbursement to the Contractor for any costs incurred during the performance of this award; or

(5) Otherwise, change any terms and conditions of this award.

(g) At any time during performance of this award, the CO may unilaterally remove or replace the COR or ACOR.

(h) The CO will provide written notice, transmitted electronically as an attachment to an email, or through standard mail carrier, to the contractor, of such designation, or any change thereto, within a reasonable amount of time after award, or after notification of a change is necessary. The designation letter sets forth the specific authorities, responsibilities, and limitations of the COR, or ACOR) under this award.

(i) Performance of work under this award shall be subject to the technical direction of the COR. The term "technical direction" is defined to include, without limitation (except as specified in the COR designation letter), the following:

(1) Directions to the Contractor, on other than firm-fixed-price contracts, which redirect the contract effort, shift work emphasis between work areas or tasks, require pursuit of certain lines of inquiry, fill in details or otherwise serve to accomplish the contractual SOW;

(2) Provisions of information to the Contractor, which assists in the interpretation of drawings, specifications, or technical portions of the work description;

(3) Review and, where required by the award, approval of technical reports, drawings, specifications, and technical information to be delivered by the Contractor to the Government under the award.

(j) Technical direction must be within the general scope of the SOW, SOO, or PWS stated in Section B of this award. The COR does not have the authority to and may not issue any technical direction that affects price, quality, quantity, delivery, or other terms and conditions of the award.

(k) The COR shall issue all technical direction in writing or shall confirm in writing, within five working days after issuance, technical direction issued verbally.

(l) The Contractor shall proceed promptly with the performance of technical direction duly issued by the COR in the manner prescribed by this clause and within the COR's authority under the provisions of this clause.

(m) If, in the opinion of the Contractor, any instruction or direction issued by the COR falls outside the authority of the COR, the Contractor shall not proceed. In this case, the Contractor shall notify the CO or designated Contract Specialist in writing, within five working days after receipt of any such instruction or direction and shall request the CO modify the award accordingly. Upon receiving such notification from the Contractor, the CO shall issue an appropriate modification to the award, or advise the Contractor, in writing, that, the technical direction is within the scope of this clause and does not constitute a change under the "Changes"

clause of this award. The Contractor shall proceed immediately with the direction given. A failure of the parties to agree upon the nature of the instruction or direction, or upon the action to be taken with respect thereto, shall be subject to the "disputes" clause of the award.

(End of clause)

C3-16 2352.242-5 Contractor's Administrator (SEP 2013)

The contractor's representative responsible for handling contract administration is:

Name: Captain Christopher Port
Address: 12501 Hawthorne Blvd, Hawthorne, CA 90250
Phone: (310) 349-2801
Email: cport@cityofhawthorne.org

(End of clause)

C3-17 2352.245-2 Government Telecommunications/Systems, Services, and Equipment Provided Under the Contract (NOV 2008)

(a) Government telephone services are hereby made available for routine contractor use under this contract. The contractor will utilize its dedicated telephone system for all possible calls. Infrequent calls by contractor personnel from areas where contractor telephone services are not available may be authorized at the discretion of the contracting officer or the contracting officer's technical representative.

(b) Contractors may use the SSA telephone system to conduct official business; i.e., if the call is necessary to perform the SSA contract. Such official business calls may include emergency calls and calls which SSA determines are necessary in the interest of performing the contract.

(c) The Government reserves the right to recover usage charges and fees associated with the use of the telephone services provided to the contractor under this contract in the event the contractor uses the provided service and equipment for other than the purposes authorized in paragraph (a) and (b) of this clause.

(End of clause)

SECTION C4 – Administrative Matters

C4-1 Authorized Ordering Officials

The following individuals are authorized to issue delivery orders or task orders against this contract.

POSITION	AUTHORITY/ORDERING LIMITS
Contracting Officers Office of Acquisition & Grants	Various, up to signature authority

Ordering officials are authorized to negotiate prices and issue orders for nonscheduled items or services for a delivery order or task order. Nonscheduled items or services are those that are not specifically listed in Section A of this contract, but are incidental to and within the general scope of work or having the same general characteristics of a scheduled item or service. Labor rates for orders issued under this contract shall be consistent with those set forth in Section A of this contract.

C4-2 Designation of Contractor's Project Manager/Contract Coordinator

The contractor's primary point of contact serving as the Project Manager/ Contract Coordinator for this contract is:

Name & Title: Sergeant Shaun Kemp
Address: 12501 Hawthorne Blvd, Hawthorne, CA 90250
Telephone Number: (310) 349-2803
Email Address: skemp@cityofhawthorne.orge

C4-3 Observance of Legal Holidays and Administrative Leave (JAN 2022)

(a) The Government observes the following days as holidays:

New Year's Day
Birthday of Martin Luther King, Jr.
Washington's Birthday
Memorial Day
Juneteenth National Independence Day
Independence Day
Labor Day
Columbus Day
Veterans Day
Thanksgiving Day
Christmas Day
Any other day designated by Federal law, Executive Order, or Presidential Proclamation.

(b) When a holiday falls on a non-workday -- Saturday or Sunday -- the holiday usually is observed on Monday (if the holiday falls on Sunday) or Friday (if the holiday falls on Saturday).

Observance of such days by Government personnel shall not be cause for additional period of performance or entitlement to compensation except as set forth in the contract. If the contractor's personnel work on a holiday, the Government will not reimburse the contractor for holiday or other premium compensation unless authorized pursuant to an overtime clause elsewhere in the contract.

(c) When the Government grants administrative leave to its Government employees for reasons such as inclement weather, unanticipated holidays declared by the President, or similar reasons, the contractor shall also dismiss assigned contractor personnel working on-site unless prohibited elsewhere in the contract. However, the contractor agrees to continue to provide sufficient personnel to perform the requirements of critical tasks already in operation or scheduled, and if necessary, shall seek guidance from the contracting officer or his/her duly authorized representative pertaining to such requirements.

(End of clause)

C4-4 Contractor Use of Government Facilities

While on Government premises, the Contractor shall comply with the rules, regulations and procedures governing the conduct of personnel and the operation of this facility. The Contractor is also responsible for ensuring that all contractor personnel working on Government premises are aware of the Occupant Emergency Program (OEP). During a building evacuation, all contractor personnel must follow the instructions of SSA's Occupant Emergency Organization (OEO) personnel. Contractor must ensure that employees who are unable to follow OEO personnel verbal instructions (non-English speaking employees, hearing impaired, etc.) have a Contractor employee designated to provide assistance in following evacuation procedures or that the appropriate OEO evacuation personnel is notified of the employees impairment, location, etc. to enable the OEO personnel to effectively evacuate the employee.

(End of clause)

C4-5 Period of Performance

The period of performance for this contract shall be for a one-year base and four (4) one-year options. The total duration of this contract is sixty-six (66) months if all options, including the option to extend services, are exercised:

Base Year: January 1, 2025 through December 31, 2025
Option Year 1: January 1, 2026 through December 31, 2026
Option Year 2: January 1, 2027 through December 31, 2027
Option Year 3: January 1, 2028 through December 31, 2028
Option Year 4: January 1, 2029 through December 31, 2029

C4-6 Designation of Government Contracting Personnel

Angela Lee, Division of Western Regional Contracts, has been assigned to administer this contract. Changes in the Scope of Work, contract cost, price, quantity, quality, or delivery schedule shall be made only by a Contracting Officer by a properly executed modification. All

correspondence that in any way concerns the terms or conditions of this contract must be submitted directly to the following address:

Social Security Administration
Office of Acquisition and Grants
Attn: Angela Lee
26 Federal Plaza, Room 4040
New York, NY 10278

Telephone Number: (212) 264-3529

Email Address: Angela.Lee@ssa.gov

(End of clause)

SECTION D – Contract Documents, Exhibits and/or Attachments

Attachment Number	Title	Date
1	Form USM-3A, Application for Special Deputation / Sponsoring Federal Agency Information	Base*

*Base is the date of contract award.

RESOLUTION NO. 8515

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HAWTHORNE, CALIFORNIA, APPROVING THE SOCIAL SECURITY ADMINISTRATION OFFICE OF ACQUISTION AND GRANTS, CONTRACT NUMBER 2832325C00060002

WHEREAS, The Social Security Administration (SSA) allows state and local governments to support a broad range of activities to prevent and control crime and to improve the criminal justice system; and

WHEREAS, The SSA seeks the assistance of the Hawthorne Police Department (HPD) by assigning two Hawthorne officers for their Investigation Task Force; and

WHEREAS, The SSA offered Contract Number 2832325C00060002, in which the HPD would assign two officers for the Investigation Task Force and reimburse the City's costs for the two officers; and

WHEREAS, the SSA Contract contains a cost reimbursement limit of $2,892,174.20, which is well within the expected costs to the City.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hawthorne does hereby find, determine and order as follows:

Section 1. The City Council of the City of Hawthorne, California, hereby incorporates by reference all the recitals herein and finds that they are true and correct.

Section 2. The City Council of the City of Hawthorne hereby approves the Social Security Administration Office of Acquisition and Grants Contract Number 2832325C00060002 attached hereto as Exihit "A" and authorizes the Hawthorne Police Department to assign two police investigators to the Social Security Administration Investigation Task Force and recoup the City's cost of the assignment of the investigators from Social Security Administration Office pursuant to the said contract.

Section 3. The City Manager or the Chief of Police is further authorized to execute the SSA Contract and make any minor changes thereto.

Section 4. The City Clerk shall certify the adoption of this Resolution and shall cause this Resolution and the certification to be entered in the book of resolutions of the Council of the City of Hawthorne.

Section 5. This Resolution shall be in full force and effect immediately upon its passage and adoption thereof.

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

_____

ALEX VARGAS, Mayor
City of Hawthorne, California

ATTEST:

_____

DAYNA WILLIAMS-HUNTER, City Clerk
City of Hawthorne, California

APPROVED AS TO FORM:

_____

ROBERT M. KIM, City Attorney
City of Hawthorne, California

EXHIBIT "A"

SOCIAL SECURITY ADMINISTRATION OFFICE OF ACQUISITION AND GRANTS

CONTRACT NUMBER 28321325C00060002

AGENDA ITEM NO. 12.

CITY OF HAWTHORNE
City Council
AGENDA BILL
For the meeting of 03/25/2025
Originating Department: Public Works

City Manager: **Department Head:**

SUBJECT:
Progress Payment #4 in the amount of $30,000.00 due to Huntington Beach Electric Inc of Huntington Beach, CA for Hawthorne Jim Thorpe Park and City Hall Council Chambers Lighting Project (Project #23-07)

RECOMMENDED MOTION:
Staff recommends that the City Council approve this Progress Payment #4 to Huntington Beach Electric Inc of Huntington Beach, CA.

DISCUSSION:
This project includes providing all services, labor, materials, permits, insurance, tools and equipment needed, in accordance with the Plan and Specifications to successfully and safely complete the lighting retrofits and panel upgrade at Jim Thorpe Park and retrofitting Hawthorne City Council Chamber.

The work consists of procuring and installing a new electrical panel and (80) light fixtures at Jim Thorpe Park. As well as, procuring and installing (75) light fixtures, (4) new televisions, and the removal and dispose of existing projectors/screens and all other work necessary to complete the improvements in accordance with the Plans and Specifications.

Huntington Beach Electric Inc has removed and replaced all futsal court lights and the baseball field lights. They are currently in the process of obtaining and installing the new electrical service panel, upgraded original 400A SWG to a 600A SWG, eta completion by April 2025. They installed new breakers to existing panel, rewired/paired poles and added new conduits.

ECONOMIC DEVELOPMENT STRATEGIC PLAN:
This lighting and panel upgrade can contribute to our economic strategic plan in several ways. For example, the new energy efficient light fixtures will help lower cost of lighting the baseball and futsal courts at Jim Thorpe Park and promotes a more inviting environment for residents to participate/attend city council meetings thus helping the City create a recognizable and relevant brand.

FISCAL IMPACT:
None. Funds for this progress payment in the amount of $30,000.00 will be paid for with funds through Energy Efficiency & Conservation Block Grant (EECBG) Program.

NOTICING PROCEDURE:
72 hours posted notice pursuant to the Ralph M. Brown Act

ATTACHMENTS
City Project Invoice
Contractor Invoice

11-Mar-24
Council Date

Honorable Mayor and City Council
City of Hawthorne
Hawthorne, CA 90250

RE: PROGRESS PAYMENT NO. 4 FOR HAWTHORNE JIM THORPE PARK AND CITY HALL COUNCIL CHAMBERS LIGHTING PROJECT #23-07

The following is a detailed breakdown of **Progress Payment No.4** due to Huntington Beach Electric Inc, PO Box 1626, Huntington Beach, CA, 92647 for work done on the subject project through February, 2025.

	Description	Contract Quantity	Unit	Unit Price	Contract Amount	Qty or % Previous	Qty or % This estimate	Amount This Estimate	Total Qty or % to Date	Total Amount to Date
1	Procure and install (80) light fixtures at Jim Thorpe Park. Plus, all other aspects of the Project as specified, including hardware, warranty, permits etc.	1	LS	$160,000.00	$ 160,000.00	1.00	0.00	$ -	1.00	$ 160,000.00
2	Procure and Install (1) 400A electrical service panel at Jim Thorpe Park. Plus, all other Lump Sum aspects of the Project as specified, including hardware, warranty, permits etc.	1	LS	$101,500.00	$ 101,500.00	0.64	0.31	$ 31,578.95	0.95	$ 96,538.95
3	Procure and install (75) light fixtures and (1) light dimming system in City Council Chambers. Plus, all other Lump Sum aspects of the Project as specified, including hardware, warranty, permits etc.	1	LS	$88,000.00	$ 88,000.00	1.00	0.00	$ -	1.00	$ 88,000.00
4	Procure and Install (4) televisions: Remove exisitng projector screens and Install (2) New 75 inch to 80 inch televisions in the City Council Chambers, Procure and Install (2) New 45 inch television on the outside of the City Hall Council Chambers. Center exisitng television in front of speaker pdium. Plus, all other Lump Sum aspects of the Project as specified, including hardware, warranty, permits etc.	1	LS	$35,000.00	$ 35,000.00	1.00	0.00	$ -	1.00	$ 35,000.00
5	Remove and Dispose Existing Projector Screens and Procure and Install (3) New Electronic Voting Boards in the City Hall Council Chambers. Plus, all other Lump Sum aspects of the Project as specified, including hardware, warranty, permits etc.	1	LS	$59,500.00	$ 59,500.00	1.00	0.00	$ -	1.00	$ 59,500.00
6	Change Order A1: Avidex Adiitional lighting, cabling, softerware upgrade and hearing assistant equipment/integration.	1	LS	$9,146.92	$ 9,146.92	1.00	0.00	$ -	1.00	$ 9,146.92
7	Change Order A2: Avidex Adiitional lighting, cabling, softerware upgrade and hearing assistant equipment/integration.	1	LS	$5,264.90	$ 5,264.90	1.00	0.00	$ -	1.00	$ 5,264.90
8	Change Order #2: Upgrade 400A propose SWGR to 600A, Trench and install new 3/4" underground conduit and #12 AWG cable between poles that are not operating. Install field fuses in pull boxes. Replace contactors in existing SWGR as needed. Light pole Pairing (7). Civil concrete work (2).	1	LS	$44,140.00	$ 44,140.00	1.00	0.00	$ -	1.00	$ 44,140.00
Total Contract Price					$ 502,551.82					
							TOTAL	$ 31,578.95		$ 497,590.77
							LESS RETENTION	$ 1,578.95		$ 24,879.54
							LESS PREVIOUSLY PAID	$ -		$ 442,711.23
							TOTAL AMOUNT DUE	**$ 30,000.00**		**$ 30,000.00**

TOTAL AMOUNT DUE THIS 4th PROGRESS PAYMENT:
Accout#

225-4106-408-0-0-45834 $ 30,000.00

German Franco

German Franco
Project Engineer

Huntington Beach Electric Inc

PO BOX 1626
HUNTINGTON BEACH, CA 92647

Invoice

Date	Invoice #
2/16/2025	2021-18-152

Bill To
CITY OF HAWTHORNE 4455 W 126TH STREET HAWTHORNE CA

P.O. No.
pp4

HUNTINGTON BEACH
ELECTRIC INC

Item	Description	Qty	Serviced	Amount	Address of work
LED	line item 2 - jim thorpe park	1	11/12/2024	31,578.95	4455 W 126TH STREET

Total $31,578.95

Phone #	Fax #	E-mail	Web Site
714-264-9522	714-276-6418	ERIC@DONTPANICBRO.COM	WWW.DONTPANICBRO.COM

AGENDA ITEM NO. 13.

CITY OF HAWTHORNE
City Council
AGENDA BILL
For the meeting of 03/25/2025
Originating Department: Public Works

City Manager: **Department Head:**

SUBJECT:
Award of Contract for Hawthorne Police Department Roof Replacement Project (Project # 25-09)

RECOMMENDED MOTION:
Staff recommends that the City Council award contract to the second lowest responsive and responsible bidder, Chapman Coast Roof Co., Inc of Fullerton, CA

DISCUSSION:
At the meeting of February 11, 2025, City Council authorized Engineering staff to publicly advertise for this project with a due date of March 11, 2025. The City received ten bids with each accompanied by bid bonds. Staff determined Estate Design and Construction, Inc. of Los Angeles, CA was the lowest bidder. However, their proposal submission raised concerns to staff. Estate Design and Construction is a General Contractor (License Type A). However, their subcontractor, Roofing Solutions by Corey J. Pate (License Type C-39), did not comply with Section 2-1 (Work to be Done) of the Hawthorne Police Department Roof Replacement Project specifications and plans.

Given these issues, staff recommends awarding the project to the second lowest responsive and responsible bidder, Chapman Coast Roof Co. Inc. They have been verified as an approved installer with a solid track record and positive references from previous projects.

This project consists of excavation, removal and replacement of the Hawthorne Police Department roof.

ECONOMIC DEVELOPMENT STRATEGIC PLAN:
This project is a result of the City working closely with funding and regulatory agencies to support and improve our infrastructure. City departments shall continue to work cooperatively to ensure that improvements to infrastructure are kept apace of wear and tear.

FISCAL IMPACT:
None. The approximate cost of $879,663.00 will be funded through issuance of the 2024 Lease Revenue Bonds (the "2024 Bonds") and allocated funds from the 2024-2025 budget.

NOTICING PROCEDURE:
72 hours posted notice pursuant to the Ralph M. Brown Act.

ATTACHMENTS
Bid List

City of Hawthorne's
BID LIST

TITLE:	**City of Hawthorne Police Department Roof Replacement Project (Project # 25-09)**
TO BE RETURNED:	**Tuesday, March 11, 2025 4:00 P.M.**
TO BE OPENED:	**Tuesday, March 11, 2025 4:15 P.M.**

COMPANY/CITY	BID AMOUNT	BID BOND
Commercial Roofing Systems, Inc. Arcadia, Ca	1,113,546.00	✓
Estate Design and Construction Los Angeles, Ca	430,253.07 ~~430~~,253.07	✓
AME Builders, Inc dba AME Roofing Upland, Ca	927,800.00	✓
Roof Construction Chambers Inc. Escondido, Ca	933,250.00 933,250.00	✓
Chapman Coast Roof Co., Inc Fullerton, Ca	879,663.00	✓
Courtney Inc. Irvine, Ca	1,123,337.00	✓
F C And Sons Roofing Inc. Bell Gardens, Ca	1,139,500.00	✓
C. I. Services, Inc Anahiem, Ca	960,039.00	✓
Letner Roofing Company Orange, Ca	1,037,000.00	✓
Best Contracting Services, Inc Gardena, Ca	1,054,459.00	✓

COMMENTS: _____

NAME: _____ M.D. Esq.

_____ Jesus Velazquez

DATE: 03/11/2025 TIME: 4:15 pm

AGENDA ITEM NO. 14.

CITY OF HAWTHORNE
City Council
AGENDA BILL
For the meeting of 03/25/2025
Originating Department: Planning

City Manager: **Department Head:**

SUBJECT:
2024 General Plan Annual Progress Report

RECOMMENDED MOTION:
Receive and file.

DISCUSSION:
Each year, the cities of California must report their progress toward meeting the policies and goals of their General Plan. The reports are sent to the Governor's Office of Planning and Research and to the Department of Housing and Community Development.

ECONOMIC DEVELOPMENT STRATEGIC PLAN:
Not applicable. This is a state-manadated report.

FISCAL IMPACT:
None.

NOTICING PROCEDURE:
None.

ATTACHMENTS
2024 General Plan APR

2024 Annual Progress Report

City of Hawthorne General Plan

March 2025

Gregg McClain
City of Hawthorne
Planning and Community Development Department
4455 W. 126th Street
Hawthorne, California 90250

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Appendix A. City of Hawthorne General Plan Housing Element Annual Progress Report

Acronyms and Abbreviations

ADA	American with Disabilities Act
AMI	area median income
APR	Annual Progress Report
CGC	California Government Code
City	City of Hawthorne
COVID-19	Coronavirus Disease 2019
DHSP	Downtown Hawthorne Specific Plan
EDSP	Economic Development Specific Plan
EOP	Emergency Operation Plan
HCD	California Department of Housing and Community Development
HRC	Housing Rights Center
NIMS	National Incident Management System
OPR	California Governor's Office of Planning and Research
RHNA	Regional Housing Needs Allocation
SCAQMD	South Coast Air Quality Management District
SEMS	Standard Emergency Management System
SOP	Standard Operating Procedure

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Introduction

1.1 Purpose

The purpose of this Annual Progress Report (APR) is to fulfill the requirements of California Government Code (CGC), Section 65400(a), on the implementation status of the General Plan of the City of Hawthorne (City). The APR also informs the public of the progress toward meeting the community's goals. CGC Section 65400(a), requires that cities and counties "investigate and make recommendations to the legislative body regarding reasonable and practical means for implementing the general plan or element of the general plan, so that it will serve as an effective guide for orderly growth and development, preservation and conservation of open space land and natural resources, and the efficient expenditure of public funds relating to the subjects addressed in the General Plan." The APR is required to be prepared and submitted to the City Council, the California Governor's Office of Planning and Research (OPR), and the California Department of Housing and Community Development (HCD). A report on the Housing Element is required to be submitted by April 1 of each year per the requirements of HCD.

At a minimum, the APR should address the following:

1. General Plan status and progress in its implementation.
2. Progress in meeting its share of the regional housing needs pursuant to CGC Section 65584.
3. Local efforts to remove governmental constraints to the maintenance, improvement, and development of housing pursuant to paragraph (3) of subdivision (c) of CGC Section 65583.
4. The degree to which the City's approved General Plan complies with the California General Plan Guidelines developed and adopted pursuant to CGC Section 65040.2 and the date of the last General Plan revision/update.

1.2 State General Plan Guidelines

OPR guidance provides suggested content for the APR. The following presents the content in this APR, based on suggestions from the guidance:

- Introduction.
- Table of contents.
- List of acronyms and abbreviations.
- Date of presentation and acceptance by City Council. The APR is scheduled to be presented to the City Council on March 25, 2025.
- Measures associated with the implementation of the General Plan, with specific references to individual elements.

- Housing Element APR reporting requirements – each jurisdiction is required to report certain housing information in accordance with state housing law (refer to CGC Sections 65400, 65583, and 65584) and HCD's Housing Element guidelines.
- The Housing Element APR is addressed in Appendix A, prepared through the use of standards, forms, and definitions adopted by HCD.
- The degree to which the General Plan complies with OPR General Plan Guidelines, including environmental justice considerations, collaborative planning with the military lands and facilities, and consultation with Native American tribes.
- The date of the last update to the General Plan.
- Priorities for land use decision-making established by the local legislative body (e.g., passage of moratoria or emergency ordinances).
- Goals, policies, objectives, standards, or other plan proposals that need to be added or were deleted, amended, or otherwise adjusted.
- One or more lists of the following, including references to specific General Plan Elements or policies, statuses (i.e., approved/denied, initiated/ongoing/completed), and a brief comment on how each advanced the implementation of the General Plan during the past year:
  - Planning Activities Initiated. These may include but are not limited to Master Plans, Specific Plans, master environmental assessments, annexation studies, and other studies or plans.
  - General Plan Amendments. These may include agency-driven and applicant-driven amendments.
  - Major development applications processed.

This APR summarizes the planning activities for the City from January 1 to December 31, 2024.

Table 1: City of Hawthorne General Plan Elements and Adoption Year

Element	Adoption Year	Update Year (If Applicable)
Land Use Element	1990	2016
Circulation Element	1990	2015
Housing Element	2014	2022
Noise Element	1989	2018
Safety Element	1989	2023
Conservation Element	1989	—
Open Space/Recreation Element	1989	—
Economic Development Element	2015	—
Environmental Justice Element	2022	—

General Plan Overview

The following describes the elements of the General Plan and the implementation status of each element's goals. A discussion of projects and capital improvements are provided in Section 3, Planning and Development Activities.

2.1 City of Hawthorne General Plan

The City's General Plan addresses the critical issues that will shape the City's future, specifically the following:

- Optimum types and mix of land uses that will both secure the City's economic solvency and maintain a high quality of life.
- Transportation systems needed to accommodate planned growth.
- Infrastructure systems needed to accommodate planned growth.
- Important natural resources to be protected and integrated with planned growth.
- Community facilities needed to accommodate planned growth.
- Community amenities needed to provide a balanced and pleasing place to live, work, shop, play, and learn.

The City's General Plan is organized into the nine elements, Land Use, Circulation, Housing, Noise, Safety, Conservation, Open Space and Recreation, Economic Development, and Environmental Justice, which include all mandated elements per CGC Section 65302. The implementation status of each element is identified below.

2.1.1 Land Use Element

The Land Use Element functions as a guide to the ultimate pattern of development for the City within its incorporated boundaries and sphere of influence.

As required by CGC Section 65302(a), the Land Use Element describes the proposed general distribution, location, and extent of land uses in the City and their relationship to all elements of the General Plan. The Land Use Element is the driving element in the General Plan to which all elements must relate. Because it establishes the type, intensity, and pattern of land uses, it inherently shapes housing, transportation, noise, air quality, infrastructure, public services, natural resources, safety, open space, and recreation. The Land Use Plan contained in the Land Use Element describes geographically the proposed location of the land use designations. A discussion of the goals of the Land Use Element and the manner in which the City has met these goals is provided below:

- **Goal 1: The city shall expand current efforts to attract and enhance commercial development.**
  - **Implementation:** The City continued to accept applications and pursue the development of hospitability businesses near the airport and other key areas in the City. Also, the City partnered with an economic development consultant to assist in scouting for business attraction opportunities.
- **Goal 2: Every effort shall be made to ensure that both existing and future development will be and will remain compatible with surrounding desirable uses.**
  - **Implementation:** The City evaluated all proposed developments to ensure compatibility with surrounding land uses. Multiple discretionary applications were reviewed by the Planning Commission and City Council, where required, and were only approved if the development was compatible with surrounding desirable uses.
- **Goal 3: A sound local economy which attracts investment, increases the tax base, creates employment opportunities for Hawthorne residents, and generates public revenues.**
  - **Implementation:** The City completed the following actions:
    - The City launched its Commercial Facade Program, focusing on improvements to the street-facing exteriors of buildings. The program offered businesses the chance to rebrand and increase profits. Eligible businesses, with at least one full-time employee or a commitment to create a full-time equivalent position, could receive up to $30,000 per verified full-time employee. Participants were required to submit reports for at least twelve months.
    - Hawthorne Business Connect introduced the 'Jewels of Hawthorne' Promotional Book Program, aimed at highlighting local businesses. The program was free for businesses during its first year.
    - Hawthorne Business Connect hosted an end-of-year business social, inviting local business owners to network with fellow businesses, local dignitaries, and City staff, fostering a collaborative culture and encouraging lasting partnerships.
    - The City hosted its 9th Annual Hawthorne Business Expo at the Memorial Center, with over 80 businesses attending. This year's theme was to connect, collaborate, and cultivate. A guest panel shared insights, and a job fair featuring 30+ employers was held for the first time.

2.1.2 Circulation Element

The Circulation Element is one of the required General Plan Elements identified in the California Planning and Zoning Law. As specified in CGC Section 65302(b), a Circulation Element is required to identify the general location and extent of existing and proposed major thoroughfares,

transportation routes, terminals, airports, and other public utilities and facilities in the City's planning areas.

This element is intended to provide guidance on decisions that expand and improve the transportation system for local and regional trips and to accommodate the diverse transportation needs of residents in the planning areas. Furthermore, this element is intended to specify the City's policies for the coordination of transportation infrastructure planning with the planning of public facilities, where joint benefits can be achieved. The design, location, and constituent modes of travel can have significant effects on air quality, plant and animal habitat, environmental noise, energy use, and community appearance. Both economic and environmental considerations have been incorporated into the development of the Circulation Element.

A discussion of the Circulation Element goals and the manner in which the City has met these goals is provided below:

- **Goal 1: Provide for the safe and efficient movement of people, goods and services throughout the city.**
  - **Implementation:** The City broke ground on the Alley Improvement Project (#24-3) that will restore various alleys throughout the City and consists of grinding, excavation and removal of existing pavement and construction of PCC pavement, curb and gutter, sidewalks, alleys, driveways and ADA ramps and adjustment of utilities.
  - **Implementation:** The City created new one-way parking zones on 126th Street (between Hawthorne Boulevard and Grevillea Avenue). By adding these new parking zones, it's now easier for residents and visitors to access City services without dealing with as much traffic.
  - **Implementation:** The upcoming City Hall expansion includes the construction of 239 new underground parking spaces. These new developments show the City's commitment to properly managing parking resources, making things more convenient for residents, and improving traffic flow throughout Hawthorne. In 2024, the City announced construction will begin in Spring 2025, supported by funding from the Multi Fund and Measure A.
  - **Implementation:** The City painted hundreds of T-markings to designate street parking spaces all over the City in strategic spots to make best use of available curb space. T-parking has many benefits - it increases the number of on-street parking spots and stops people from parking improperly like double parking or blocking driveways.
  - **Implementation:** The City continues to allocate funding to transportation maintenance from Measure M and Measure W.

2.1.3 Housing Element

The provision of adequate housing for families and individuals of all economic levels is an important public goal. The issue has grown in complexity due to rising land and construction costs and increasing competition for physical and financial resources in the public and private sectors. In response to this concern, the California Legislature amended the CGC in 1980 to require each local community to include a specific analysis of its housing needs and a realistic set of programs designed to meet those needs. This analysis is to be set forth in a Housing Element and incorporated into the general plan of each municipality.

The 6th Cycle Housing Element Update (2021–2029) addresses the state-mandated planning period from October 15, 2021, to October 15, 2029. It is consistent with the City's General Plan and the community's vision of its housing needs and objectives. The Housing Element Update reflects the City's continuing efforts to retain and expand housing opportunities in the community. Information about the City's efforts in meeting the Housing Element goals is presented in the Housing Element APR (Appendix A). The Housing Element APR uses the state mandated template form provided by HCD with data input from the City per HCD requirements. The Regional Housing Needs Assessment (RHNA) for the 6th cycle for the City is provided in Table 2.

Table 2: Hawthorne Regional Housing Needs Assessment Allocation

Income Category	6th Cycle	
	Number of Units	% of Total Units
Very Low Income (0%–50% of AMI)	445	25.7%
Low Income (51%–80% of AMI)	204	11.8%
Moderate Income (81%–120% of AMI)	249	14.4%
Above Moderate Income (More than 120% of AMI)	836	48.2%
Total	**1,734**	**100.0%**

Note: AMI = Area Median Income

- **Goal 1: Provide a broad range of housing opportunities to meet the existing and future needs of all Hawthorne residents.**
  - **Implementation:** Promoting the development of a diverse array of housing options is essential to meet the varied requirements of both present and prospective residents of Hawthorne. To facilitate the creation of different housing types, the City made the following zoning ordinance amendments during the planning period:
    - An ordinance amending Chapters 17.04, 17.14, 17.16, 17.18, 17.19, 17.22, and 17.87 to be in compliance with the housing element; and establishing new Chapters 17.85 (housing overlay) and 17.101 (standards for specific uses) in compliance with the Housing Element.

- An ordinance amending the City's zoning map to implement the new housing overlay and other policies of the 2021-2029 Housing Element.
- An ordinance establishing a new Chapter 17.100 (multifamily and mixed-use objective design standards) of Title 17 (zoning) of the Hawthorne municipal code.
- An ordinance establishing a new Chapter 16.64 (urban lot splits) of Title 16; and establishing a new Chapter 17.102 (two-unit residential development and urban lot splits) of Title 17.

The following programs featured in the Housing Element Update aimed at helping further housing development for current and future residents and continued by the City in 2024.

- ***Program 1:*** Residential Sites Inventory
  - In 2023 the City used sources from the General Fund to begin identifying and rezoning sites that are sufficient in meeting the required density to achieve the RHNA requirements. Efforts continued into 2024 and are ongoing.
- ***Program 2:*** Monitor Residential Capacity
  - In 2024, Hawthorne continued to ensure no net loss of capacity on development sites by implementing an ongoing monitoring procedure. The evaluation procedure is pursuant to Government Code 65863.
- ***Program 3:*** Public Property Conversion to Housing
  - In 2024, the City continued to work with nonprofits and public agencies to determine which sites are feasible for residential development. The updated list of surplus City-owned lands, their information, and development status are included in the City's Annual Progress Report.
- ***Program 4:*** Replacement of Units on Sites
  - Pursuant to Government Code Section 65583.2(g)(3), in 2024 the City continues to replace any units on identified sites in the Site Inventory that are rent-controlled or reserved for low or very low-income households. Developments that require the demolition of such units will only be approved if the new building houses as many as demolished or if certain affordability requirements.
- ***Program 5:*** Facilitate Affordable and Special Needs Housing Construction
  - In 2024 the City remained committed to facilitating construction by taking the following actions:
    - Collaborating with affordable housing and special needs housing developers.
    - On a case-by-case basis, implement regulatory concessions and incentives.
    - Assist developers with obtaining Low-Income Housing Tax Credits to fund the new affordable housing developments.
    - Collaborate with housing developers to support large families.
- ***Program 6:*** Mixed Use Development

    - In 2024, the City continued to encourage mixed-use developments by providing technical assistance, pursuing strategic partnerships, monitoring development interests and inquiries.
  - ***Program 7:*** Accessory Dwelling Units
    - In 2023, the City initiated the amendment of its Zoning Code to facilitate the development of accessory dwelling units and junior accessory dwelling units as a housing option for low- and moderate-income individuals. This work continued through 2024 and is expected to be completed in 2025.
  - ***Program 8:*** Density Bonus Implementation
    - In 2024, the City continued to grant density bonuses on a sliding scale to developments that incorporate affordable housing units. The City initiated a revision to the Density Bonus regulations in 2023 to be fully compliant with state density bonus laws. A draft was prepared in 2024 but needs updates and is expected completion in summer/fall of 2025.
  - ***Program 9:*** Multi-Family Acquisition and Rehabilitation
    - Using HOME funding the City continued working with Community Housing Development Organizations to acquire dilapidated developments and rehabilitate them.
  - ***Program 10:*** California Accessibility Standards Compliance Program
    - In 2024, the City continued to ensure that new and rehabilitated developments adhere to the State of California accessibility standards by providing technical assistance and readily available resources to developers.
  - ***Program 11:*** Lot Consolidation
    - In 2023, the City worked on an incentive program for lot consolidations for affordable housing. Further efforts were on pause in 2024.

- **Goal 2: Protect, encourage, and provide housing opportunities for persons of lower and moderate incomes.**
  - ***Program 12:*** Rental Assistance
    - Families in the low and very low-income category are eligible to receive assistance through the Federal Housing Choice Voucher program. In 2024, the City continued to promote this program to its residents most in financial need.
  - ***Program 13***: Preservation of Existing Affordable Units
    - In 2024, the City continued efforts to preserve the 614 deed-restricted units through the following actions:
      - Monitor units at risk.
      - Work with owners by providing technical assistance and identifying funding sources.

        - Work with potential purchasers by providing technical assistance to agencies looking to manage/purchase properties.
        - Educate tenants of the legislation surrounding at-risk units.
    - ***Program 14:*** Housing for Extremely Low-Income Households
        - In 2024, the City continues to encourage development by doing the following:
            - Conducting outreach to housing developers.
            - Providing financial and technical assistance on a case-by-case basis.
            - Identifying grant and funding opportunities.
            - Applying for or supporting funding applications.
            - Reviewing and prioritizing local funding.
            - Offering additional incentives outside of the density bonus.

- **Goal 3: Preserve and maintain the existing housing stock so that all residents live in neighborhoods free from blight and deterioration.**
    - ***Program 15:*** Single Family Residential Rehabilitation Program
        - The City will provide funding for housing rehabilitation to low and moderate-income homeowners subject to availability.
        - The City continued to provide financial assistance to low and moderate-income owner occupants of single-family detached condominiums and manufactured or mobile homes for the preservation of decent, safe and sanitary housing through its Housing Rehabilitation Program (HRP).
    - ***Program 16:*** Code Enforcement
        - Continue enforcing the Hawthorne Municipal Code to ensure building safety and property maintenance.
    - ***Program 17:*** Energy Conservation and Energy Efficiency Opportunities
        - The City will implement energy-efficient measures for new development construction. Information about the measures will be made available on the City's website[1] and the permit counter.

- **Goal 4: Reduce or remove governmental and nongovernmental constraints to the development, improvement, and maintenance of housing where feasible and legally permissible.**
    - ***Program 18:*** Monitor Changes in Federal and State Housing, Planning, and Zoning Laws
        - In 2024, the City continued to monitor legislation to identify and remove housing constraints on an ongoing basis.

[1] https://www.cityofhawthorne.org/departments/public-works/environmental-programs/action-plans

- ***Program 19:*** Zoning Code Amendments – Housing Constraints
    - These following draft amendments were actively pursued in 2024 and are expected to be approved by the end of 2025:
        - Reduction in parking for residential, commercial, and industrial properties
        - Update residential standards (ADU's, SB9, etc.)

      Program 20: Mitigation of Nongovernmental Constraints
    - In 2024, the City continued to aim to offset the impact of market-driven constraints such as land cost and construction costs by streamlining the application and development process.

- **Goal 5: Affirmatively further fair housing practices, promoting equal opportunity for all residents to reside in housing of their choice.**
    - ***Program 21:*** Fair Housing Services
        - In partnership with the Housing Rights Center, the City continued to provide fair housing services such as landlord/tenant counseling, mediation, and bilingual housing education to minimize discriminatory housing practices.
    - ***Program 22:*** Affirmatively Furthering Fair Housing Outreach and Coordination Program
        - In 2024, the City continued to facilitate equal and fair housing opportunities by creating and enforcing programs on an ongoing basis that address the following:
            - Education and Outreach
            - Integration/Segregation
            - Access to Opportunity
    - ***Program 23:*** Economic Displacement Risk Analysis
        - In 2023, the City conducted an analysis to determine the level of impact of economic displacement. With the results, the City is working to take necessary action and implement programs to diminish the economic displacement.

2.1.4 Noise Element

The Noise Element of Hawthorne's General Plan is a program for including noise control in the planning process. It is a tool for planners to use in achieving and maintaining compatible land use with environmental noise levels. The Noise Element identifies noise-sensitive land uses and noise sources and defines areas of noise impact for the purpose of developing programs to ensure that Hawthorne residents will be protected from excessive noise intrusion. The element quantifies the community noise environment in terms of noise exposure contours for both near and long-term levels of growth and traffic activity. The information within the element is intended to be a guideline for the development of land use policies to achieve compatible land uses and provide baseline levels and noise source identification for local noise ordinance enforcement. A discussion

of the Noise Element goals and the manner in which the City has met these goals is provided below:

- **Goal 1: Provide for the reduction of noise where the noise environment is unacceptable.**
  - **Implementation:** In 2024, the City continued to apply and enforce the City's noise standards which are codified in Chapter 9.34 of Title 9 of the Municipal Code. These standards were updated in 2019 (Ordinance 2169) and are met by ensuring that construction does not occur before or after the allowable hours, that exterior and interior decibel levels are maintained at appropriate levels (by zone), and that appropriate mitigation is incorporated into projects to protect sensitive receptors. Additionally, the City continued to ensure that each project analyzes the impacts it may have on the most proximate sensitive receptors.
- **Goal 2: Protect and maintain those areas having acceptable noise environments.**
  - **Implementation:** In 2024, the City continued to apply and enforce the City's noise standards which are codified in Chapter 9.34 of Title 9 of the Municipal Code. The City also continued to evaluate the development of noise-sensitive uses within the vicinity of the Hawthorne Municipal Airport using noise exposure contours developed as part of the Airport's 14 CFR Part 150 study and the compatibility criteria presented in the land use compatibility guidelines.
  - **Implementation**: MyHawthorne311, a smartphone app, launched in 2022, serves as a valuable tool for residents, businesses, and visitors to report issues (including noise, graffiti, illegal dumping, potholes, etc.), submit inquiries, and track the resolution of such concerns. This platform operates 24/7, ensuring timely communication and effective monitoring of noise disturbances to help maintain optimal noise environments throughout the community.
- **Goal 3: Provide sufficient information concerning the community noise levels so that noise can be objectively considered in land use planning decisions.**
  - **Implementation:** In 2024 the City continued to ensure that all larger projects that may have had a noise impact, not otherwise considered by the General Plan, were required to provide their own noise studies.

2.1.5 Safety Element

The City adopted its update to the Safety Element in February 2022. It addresses the impact of natural and human-made hazards that may threaten the health, safety, and property of the residents living and working in the planning area. The Safety Element includes an evaluation of emergency operations, fire safety, seismic hazards, flooding, hazardous waste and materials, and climate change and resiliency planning. It emphasizes the importance of risk reduction, disaster

prevention, and preparedness. The element includes maps and a Safety Plan of known seismic and other geologic hazards. It addresses evacuation routes, peak-load water supply requirements, minimum road widths, and clearances around structures as they relate to identified fire and geologic hazards. In addition, it emphasizes hazard reduction and accident prevention, and responses to human-made hazards. In 2023, the City approved a resolution amending the text of the Safety Element of the General Plan related to the Local Hazard Mitigation Plan (LHMP) for compliance with AB 2140. The City has continued implementation of the goals of this new element in 2024, documenting the progress in the Annual Progress Report. The element's goals are listed below:

- **Goal 1: A community that is highly prepared and equipped to handle emergency situations, in order to minimize loss of life, injury, property damage, and disruption of vital services.**
  - **Implementation:** The City of Hawthorne has an Emergency Operations Plan (EOP) to respond to emergencies associated with natural disasters, technological incidents, and national security emergencies. The City continued to utilize the California Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS).

    The emergency management organization is responsible for ensuring the preparation and maintenance of the current Standard Operating Procedures (SOP) during an emergency, resource lists, and checklists that detail how assigned responsivities are performed to support SMES/NIMS implementation for the successful response during a major disaster. The City included in its SOP/EOP specific emergency authorities that designate officials, and their successors can assume during emergencies, such as:
    - The City of Hawthorne is primarily responsible for emergency actions and will commit all available resources to save lives, minimize injury to persons, and minimize damage to property;
    - The City of Hawthorne will utilize SEMS/NIMS in emergency response operations;
    - The Director of Emergency Services (Samuel English) will coordinate the City's disaster response in conformance with its Emergency Services Ordinance;
    - The City of Hawthorne will participate in the Los Angeles County Operational Area;
    - The resources of the City of Hawthorne will be made available to local agencies and citizens to cope with disasters affecting this area;
    - The City will commit its resources to a reasonable degree before requesting mutual aid assistance; and
    - Mutual aid assistance will be requested when disaster relief requirements exceed the City's ability to meet them.

- The City continued implementation of specific policies to help direct its recovery efforts during a disaster such as:

    - Provide sufficient levels of all emergency response services to protect the health, safety, and welfare of all persons and to protect property in the City;
    - Regularly practice implementation of the City's Local Hazard Mitigation Plan and update it regularly;
    - Support the development of other local preparedness plans and multi-jurisdictional cooperation and communication agreements for emergency situations;
    - Coordinate with service providers to ensure the resilience of critical facilities, lifeline services, and infrastructure, and plan for the use of critical facilities during post-disaster response and recovery;
    - Cooperate with the Federal Emergency Management Agency (FEMA), Office of Emergency Services (OES) and other local, state and federal agencies involved in emergency preparedness and response;
    - Coordinate with local stake stakeholders (officials, schools, businesses, and organizations) within the community to make them aware of their role in the emergency plan and the necessary requirements in case of emergency;
    - Participate in mutual aid agreements with adjacent service providers to ensure efficient and adequate resources, facilities, and support services before, during, and after emergencies;
    - Evaluate the potential to utilize a comprehensive emergency communication system that allows for efficient connection in case of emergency;
    - Work with Los Angeles County Fire Department and the Hawthorne Police Department to maintain, update, and regularly exercise emergency access, protocols, and evacuation routes to assess their effectiveness under a range of emergency scenarios; and
    - Periodically coordinate with emergency shelter providers to ensure that necessary equipment supplies are available in case of emergency.

- In 2024, the City of Hawthorne continued its existing Mutual Aid Agreements with the following organizations and agencies:
    - Area G Fire Mutual Aid Agreement;
    - Area GF Law Enforcement Mutual Aid Agreement;
    - State of California Master Mutual Aid Agreement;
    - Area G Joint Powers Agreement;
    - Southern California Cities and Counties Public Works Mutual Aid;
    - State of California Emergency Managers Mutual Aid.

- **Goal 2: A City that is safe and adequately prepared for urban and wildfire emergencies.**
  - **Implementation:** In 2024, the City continued to contract with the Los Angeles County Fire Department for fire protection services.
- **Goal 3: A community that is adequately prepared for natural hazards related to seismic activity.**
  - **Implementation:** The City is part of the seismically active Southern California region, probably best known for the 750-mile-long San Andreas Fault, which stretches from the Mexican Border to San Francisco. The City is bounded on the southwest by the Palos Verdes Fault and on the west by the Newport-Inglewood Fault. Both faults are less than five miles from the City. The City has incorporated a map of the major faults near Hawthorne in the City's Local Hazard Mitigation Plan. Much of Hawthorne lies atop late Quaternary (Pleistocene) compact-to-very-dense deposits of gravel, silt, and clay. The City is not subject to liquefaction due to the nature of its geological structure. It is also not susceptible to landslides.

    In 2024, the City continued to implement policies to address seismic activity in or around the City of Hawthorne such as:
    - Enforce State seismic design guidelines and all relevant building codes to reduce the risk of damage associated with seismic activity;
    - Encourage landscaped open space uses for areas within identified fault zones and limit residential development in these areas;
    - Reduce the risk of impacts from seismic hazards by applying proper and up-to-date land use planning, development, engineering, building construction, and retrofitting requirements;
    - Maintain and periodically review, in sequence with the Capital Improvement Project budget, an inventory of public buildings and infrastructure within the City of Hawthorne at risk of seismic hazard impacts and evaluate potential mitigation projects to address risks, as financially feasible; and
    - Require new critical infrastructure and facilities that may be constructed in the City to incorporate site-specific seismic structural design as required by applicable building codes.
- **Goal 4: A community that is protected from flood hazards.**
  - **Implementation:** In 2024, the City continued to review the updated California MS4 permit to implement expanding the existing Storm Water Management and discharge control requirements and impose rainwater Low Impact Development (LID) Strategies.
- **Goal 5: A community that is protected from the potential for hazardous waste and materials contamination.**

- **Implementation:** In 2024, the City continued to contract with the Los Angeles County Fire Department for fire protection services, which include hazardous waste and materials contamination.

- **Goal 6: A resilient, sustainable, and equitable community where risks to life, property, the economy, and the environment resulting from climate change, including extreme weather events, are minimized.**
  - **Implementation:** The City hosted a variety of community activities aimed at promoting sustainability and environmental stewardship. These included a Community Clean-Up Day in February, an Earth Day Celebration and Service Provider Fair in April, and a Collection Day in October. These events engaged residents in waste reduction efforts, provided opportunities for recycling and composting, and raised awareness about sustainable practices, contributing to a cleaner, healthier environment and supporting the City's goals to reduce greenhouse gas emissions and combat climate change.

2.1.6 Conservation Element

The Conservation Element identifies and examines the community's natural resources and provides policies for the protection and preservation of these resources. This element also addresses man-made resources such as public utilities and infrastructure that are of common public value as well. The Conservation Element encompasses the following topics: climate, air quality, water quality and supply, and energy. A discussion of the goals of the Conservation Element and the manner in which the City has met these goals is provided below:

- **Goal 1: Maintain a safe, clean drinking water supply capable of adequately meeting normal and emergency demands in the city through sound conservation and management practice.**
  - **Implementation:** In 2024, the City continued to be in good standing with both Golden State Water and the California Water Company, the two water providers within the City of Hawthorne, who maintain their own urban water management plan. These plans ensure the safety and adequacy of water demand during normal dry and multiple dry years**.**

- **Goal 2: Protect and upgrade our air resources so that ambient air quality standards are met on a consistent basis.**
  - **Implementation:** In 2024, all discretionary decisions made by the City complied with the California Environmental Quality Act (CEQA), including meeting standards established by the South Coast Air Quality Management District (SCAQMD). SCAQMD based its standards on meeting the California Clean Air Act and the Federal Clean Air Act.

- **Goal 3: Encourage the efficient use of energy and promote the conservation of non-renewable energy sources.**
  - **Implementation:** In 2024, the City continued implementation of Title 24 and Cal Green ensuring new development meets current energy efficiency standards.

2.1.7 Open Space and Recreation Element

The City of Hawthorne is a fully developed urban environment and the open spaces within the City are predominantly parklands, school yards, horticultural plots, railroad rights-of-ways, flood control channels, Southern California Edison easements, and small isolated, vacant lots. The Open Space and Recreation Element identifies existing open space lands, including the quantity of open space, functions of the lands, and the distribution throughout the city. It also identifies issues and opportunities to provide open space and recreation in the City. The primary intent of this Element is to preserve existing parks and other recreational opportunities while ensuring that additional open spaces are acquired to accommodate future needs. A discussion of the goals of the Open Space and Recreation Element and the manner in which the City has met these goals is provided below:

- **Goal 1: Encourage the development of a variety of recreational opportunities accessible to the public.**
  - **Implementation:** In 2024, the City continued to maintain and provide parkland and recreation facilities for public use. In 2024, four substantial park and recreation project upgrades were initiated or completed: the Zela Davis Park Renovation Project (currently under construction), the Dodger Dream Field Project (currently under construction), the New Senior Center Renovation (currently under construction), and the Eucalyptus Park and Ramona Park Project (in the design phase). Further details on these projects can be found in Section 3.3.

2.1.8 Economic Development Element

An Economic Development Element is not a mandatory element per the CGC. Nonetheless, given that the financing of government services is challenging, particularly in California, the City adopted its Economic Development Element to establish goals and policies related to economic development with the intent of making the City a great place to do business, increase the rate of success and profitability of our businesses, and improve the revenue to the City that flows from taxes and fees. A discussion of the goals of the Economic Development Element and the manner in which the City has met these goals is provided below:

- **Goal 1: The City will promote, assist and contribute to a sound local economy which attracts investment, increases the tax base, creates employment opportunities for Hawthorne residents and generates public revenues.**

- **Implementation:** In 2024, the City continued its efforts to implement the Downtown Hawthorne Specific Plan (DHSP) by approving businesses appropriate to the land designations, including hospitality uses.
- Other Implementation Actions in 2024 included:
    - The City launched its Commercial Facade Program, focusing on improvements to the street-facing exteriors of buildings. The program offered businesses the chance to rebrand and increase profits. Eligible businesses, with at least one full-time employee or a commitment to create a full-time equivalent position, could receive up to $30,000 per verified full-time employee. Participants were required to submit reports for at least twelve months.
    - The City hosted its 9th Annual Hawthorne Business Expo at the Memorial Center, with over 80 businesses attending. This year's theme was to connect, collaborate, and cultivate. A guest panel shared insights and a job fair featuring 30+ employers was held for the first time.

- **Goal 2: The City of Hawthorne will have an Economic Development Strategic Plan (EDSP) that will: 1) Identify the City's objectives related to business retention, expansion and attraction; 2) Outline specific programs and tools to achieve the objectives; and 3) Establish metrics to track progress toward achieving the objectives.**
    - **Implementation:** In 2023, the City completed the Economic Development Strategic Plan and provided an update on the progress of its goals in October 2024.
- **Goal 3: The City will develop and implement a customer service strategy for all City staff that interface with businesses.**
    - **Implementation:** In 2024, the City continued to provide customer service training for all staff to improve City staff's interaction with customers and businesses.
    - **Implementation:** In 2024, the City continued to implement an online customer service interface to streamline applications for multiple permits, plans, and approvals, including non-emergency online service requests.
- **Goal 4: The City will develop a robust program of staff training to support economic development initiatives.**
    - **Implementation:** In 2024, the City continued to provide staff training to support economic development.
- **Goal 5: The City will further develop outreach and marketing programs aimed toward business retention and growth and projecting a positive image of the community.**

- **Implementation:** In January 2024, Hawthorne Business Connect introduced the 'Jewels of Hawthorne' Promotional Book Program, aimed at highlighting local businesses. The program was free for businesses during its first year.
- **Implementation:** In November 2024, Hawthorne Business Connect hosted an end-of-year business social, inviting local business owners to network with fellow businesses, city dignitaries, and city staff, fostering a collaborative culture and encouraging lasting partnerships.
- **Implementation:** In 2024, the City began data collection to support an application to be recognized as a business friendly city.

- **Goal 6: The City will collect relevant data and use it to monitor progress toward achieving goals.**
  - **Implementation:** In 2024, the City maintained accurate records of all plans, permits, and approvals to assist City Staff in determining housing trends in order to ensure regulations properly reflected the needs of the City.
- **Goal 7: The City will streamline and automate processes that result in better delivery of services, improved access to information, or improved efficiency in operations.**
  - **Implementation:** In 2024, the City continued to implement an online customer service interface to streamline applications for multiple permits, plans, and approvals, including a non-emergency online service requests.
- **Goal 8: The City will identify key strategic assets and exploit them for economic development and, where necessary, safeguard these assets appropriately.**
  - **Implementation:** In 2024, the City continues facilitating appropriate development at multiple locations within the downtown Hawthorne area that were identified as having significant potential for economic development, utilizing guidelines established in the DHSP.
  - **Implementation:** In 2024, the City continued to do major road improvements on the main arterials to encourage access to local businesses.
  - **Implementation:** In 2024, the City continued to encourage hospitality businesses taking advantage of the proximity to LAX and the new SoFi Stadium**.**
- **Goal 9: The City will identify key strategic partners and develop mutually beneficial relationships around issues of economic development.**
  - **Implementation:** In 2024, the City maintained a mutually beneficial relationship with Hawthorne-based businesses by continuing to review and approve proposed improvements to their facilities.
  - **Implementation:** In 2024, the City continued to utilize multiple consultants for a variety of purposes to improve economic development goals.

2.1.9 Environmental Justice Element

The City adopted its first Environmental Justice Element in February 2022 as part of the City's General Plan. Environmental justice is defined by the State of California as "the fair treatment and meaningful involvement of people of all races, cultures, incomes, and national origins, with respect to the development, adoption, implementation, and enforcement of environmental laws, regulations, and policies (CGC Section 65040.12)." The new Environmental Justice Element reflects the City's commitment to reducing environmental burdens and ensuring all residents have the opportunity to access public goods and services that improve their quality of life. The City will implement the goals of this new element over the next year and document the progress in the next Annual Progress Report. A discussion of the goals of the Environmental Justice Element and the manner in which the City has met these goals is provided below:

- **Goal 1: Reduce greenhouse gas emissions, enhance air quality, and reduce impacts associated with climate change.**
  - **Implementation:** In 2024, the City continued to ensure compliance with required South Coast Air Quality Management District (SCAQMD) guidelines and work with responsible Federal, State, and County agencies. The City continued to work on new developments that encourage the use of public transportation to establishments.
  - **Implementation:** The City hosted a variety of community activities aimed at promoting sustainability and environmental stewardship. These included a Community Clean-Up Day in February, an Earth Day Celebration and Service Provider Fair in April, and a Collection Day in October. These events engaged residents in waste reduction efforts, provided opportunities for recycling and composting, and raised awareness about sustainable practices, contributing to a cleaner, healthier environment and supporting the City's goals to reduce greenhouse gas emissions and combat climate change.
- **Goal 2: Locate public facilities and services equitably throughout the community.**
  - **Implementation**: The City continued to work on new developments that encourage the use of public transportation to establishments.
- **Goal 3: Promote access to healthy food and nutritional choices.**
- **Goal 4: Foster healthy living conditions for people of all backgrounds and incomes.**
  - **Implementation:** In 2024, the City continued to promote and facilitate the conservation and rehabilitation of substandard residential properties by homeowners and landlords. The City was awarded funding through the Year 4 allocation of the Permanent Local Housing Allocation Grant program through HCD and dedicated that funding to the rehabilitation of City-owned properties that provide affordable housing for Hawthorne residents.
  - **Implementation:** In October 2024, The City hosted a Senior Citizen Resource Fair at City Hall, inviting seniors, caregivers, and families to learn about available services and

programs. Health experts and local organizations attended to provide valuable information and answer questions, helping to address the everyday needs of seniors.

  - **Implementation:** The City of Hawthorne Homeless Services hosts Community Mondays every week, offering critical resources to individuals experiencing homelessness. Through collaboration with the Venice Family Clinic, the program provides medical care via a mobile van, along with counseling services through the Telehealth Van, substance use and abuse education, mental health services, and more, fostering healthy living conditions for all community members, especially those in need.

- **Goal 5: Encourage physical activity and improved physical fitness.**
  - **Implementation:** In 2024, the City continued to prioritize increasing opportunities for physical activity within DACs, as demonstrated by:
    - Renovation to Zela Davis Park: A multi-benefit, climate resilient community space through the construction of a new playground, picnic area with shade structures, exercise equipment, half court, walking paths with mosaic art elements, perimeter fencing, restroom building, California native plants, bioswale, and other sustainable elements.
    - Dodger Dream Fields: The construction of two new baseball fields at Jim Thorpe Park to support youth ages 5 to 12 and high school-aged baseball with many upgrades including upgraded dugouts, enlarged fields, 2 scoreboards, new infield mix, sod.
    - New Senior Center: The renovation of the existing Senior Center building into a two story building with an elevator (making it ADA accessible), a sewing room, activities room, dance studio, community garden and many other additional amenities.
- **Goal 6: Support accessible and culturally appropriate opportunities for all people regardless of race, color, national origin, language, or income to engage in the decision-making process.**
  - **Implementation:** In 2024, the City continued to encourage community leaders from underrepresented groups to attend public events and remain informed about economic development possibilities within the City.

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Planning and Development Activities

This section provides information on planning and development activities related to General Plan implementation. Information is presented in terms of projects and capital improvements.

3.1 Projects

Projects discussed herein include discretionary development applications, General Plan amendments, zoning amendments, conditional use permits, tentative maps, tentative parcel maps, site plans, zoning verifications, and other administrative items.

3.1.1 Discretionary Development Applications

From January 1, 2024, to December 31, 2024, 19 discretionary actions were in process. Table 3 shows a summary and status of these discretionary actions. Table 4 shows details for each case. These include design reviews, tenant improvements, construction and renovation projects, zoning and land use changes, plan checks and adjustments, and facade improvements.

Table 3: Summary of Discretionary Actions for 2024

Status	Planning
Void	2
Submitted - Online	8
Fees Due	2
Fees Paid	2
Review Expired	4
Approved	1
Grand Total	**19**

Table 4: Details of Discretionary Actions for 2024

Case Number	Description	Status
Planning		
DR-2024-0001	Herbarium - Design Review for new cannabis business	Review Expired
DR-2024-0002	New single tenant commercial office building with employee parking garage.	Review Expired
DR-2024-0003	Convert existing garage to ADU 347 sq ft.	Void
DR-2024-0004	Demo, addition and renovation of existing church and school.	Review Expired
DR-2024-0005	Tenant Improvement. Convert an office space to medial spa.	Submitted - Online
DR-2024-0006	Exterior facade improvement - Commercial property.	Fees Due
DR-2024-0007	Plan check for minor design changes during the RFI process. Moved EV Chargers to the correct parking lot, added two gate openers, and etc.	Submitted - Online
DR-2024-0008	Exterior Facade Improvement - CDBG Funds.	Fees Due
DR-2024-0009	Install the new exterior front entrance door.	Submitted - Online
DR-2024-0010	Installation of 6 ft x 79 ft screen wall at existing rooftop. Screen wall to match building color.	Submitted - Online
DR-2024-0011	New construction of McDonald's restaurant.	Submitted - Online
DR-2024-0012	Facade remodel at the front elevation of the two buildings facing El Segundo Blvd. Remove existing clay tile mansard roof and replace with exterior cladding.	Fees Paid
DR-2024-0013	New attached ADU 1000 sqft and addition.	Void
DR-2024-0014	Legalizing building plan as it is.	Submitted - Online
SD-2024-0001	Street Vacation.	Submitted - Online
SD-2024-0002	Vesting Tentative Tract Map 84465 for condominium purposes.	Approved
SD-2024-0003	Lot Line Adjustment submission as related to CU-2024-0007 & DR-2024-0011.	Fees Paid
DB-2024-0001	PROJECT 100+: 6 story Multi-use Building with 100 affordable Apartment units and 6 Commercial Units with parking at ground level.	Review Expired
CZ-2024-0001	Applying for a zoning change for the property located at 14316 Cerise Avenue from M-1 zoning to R-3 zoning. Per the city, the General Plan incorrectly lists this property and surrounding parcels as commercial. We would like to request a Change of Zone for the parcel to be residential zoning (R-3).	Submitted - Online

3.1.2 Building and Safety Applications

From January 1, 2024, to December 31, 2024, 116 building and safety actions were in process. Table 5 shows a summary and status of these actions. Table 6 shows details for each case. These include commercial entitlements, commercial construction, residential entitlements, and residential construction.

Table 5: Summary of Building and Safety Actions for 2024

Status	Building and Safety
Void	8
Submitted - Online	7
Fees Due	24
Fees Paid	32
In Review	30
Issued	12
Stop Work Order	1
Plan Approval Expired	2
Grand Total	**116**

Table 6: Details of Building and Safety Actions for 2024

Case Number	Description	Status
Building and Safety		
BLDC-2024-0399	Phase 1 of a multiple phase project for the City of Hawthorne. Below grade parking structure with 2 access ramps. Total of 162 parking spaces.	Void
BLDC-2024-0426	A new city yard campus for the City of Hawthorne, incorporating a two story office and storage building, covered parking for large city vehicles, an above ground propane tank, a mechanic station, and storage of materials and waste.	In Review
BLDC-2024-0442	Tenant Improvement and Addition of the Existing City of Hawthorne Senior Center. Zone: OUS; Year Built: 1979; Construction Type: VB; Occupancy Type: A-3; Building Area Overall Sqft: 21,000 (not including internal courtyards or covered areas); Existing Building Sqft: 6,000 (included in overall sqft).	In Review
BLDC-2024-0507	Phase 1 of a multiple phase project for the City of Hawthorne. 1 level subterranean parking garage and 3 -story city hall expansion building with an occupied roof.	Fees Due
BLDC-2024-0513	6 story commercial building with Commercial properties at ground floor (about 14,610 sq. ft.) and parking plus affordable apartments in upper stories (about 65,000 sq. ft.).	Stop Work Order

Table 6: Details of Building and Safety Actions for 2024

Case Number	Description	Status
BLDC-2024-0532	This project involves the design and construction of four new aviation hangars at Hawthorne airport. The hangars will be pre-engineered structures on concrete slabs featuring bottom-rolling or hydro-swing doors and will include power, lighting, ventilation, and space heating as required. The project also includes the design of office spaces, ADA-compliant restrooms, and necessary mechanical, electrical, and plumbing systems. Civil engineering tasks, such as utility connections and geotechnical work, are being handled separately by C&S Engineers. The hangars are designed for standard aviation use and are not intended for aircraft maintenance.	Fees Due
BLDR-2024-0880	REF: (BLDR-2023-0539) Main Building E 2 car garage 360 sf w recreation room 322 sf & legalizing attached storage of 30 sf. Located at the rear of the property. Existing electrical panel to remain w/ new ceiling joists to be installed. Total new ADU of 798 sf.	Fees Paid
BLDR-2024-0881	New ADU 485.67 sq.ft. Attached to existing garage 400 sq.ft., addition to garage 80 sq.ft.	In Review
BLDR-2024-0887	Convert existing space to new ADU.	Void
BLDR-2024-0891	New Detached 656 Sq.Ft. Accessory Dwelling Unit in Rear of Property	Plan Approval Expired
BLDR-2024-0897	Convert (e) garage into ADU and addition.	Fees Paid
BLDR-2024-0901	New 1-story attached ADU.	In Review
BLDR-2024-0903	1) demolish existing 4 carports 702 s.f. 2) proposed detached 2 ADU total 1,304 s.f. (652 s.f. Each) for unit 1.	Issued
BLDR-2024-0923	Detached garage conversion.	Submitted - Online
BLDR-2024-0913	Convert 1,073 sf of existing unit to new ADU	Fees Paid
BLDC-2024-0337	Convert (e) attached car garage to one new legal attached ADU with total area of 780 s.f. As per gcs 65852.2/LAMC 12.22 A.33(c) & (d).	Void
BLDR-2024-0951	1 983 sf detached ADU in backyard.	In Review
BLDR-2024-0957	1) demolish existing 4 carports 702 s.f. 2) proposed detached 2 ADU total 1,304 s.f. (652 s.f. Each).	Fees Due
BLDR-2024-0958	Proposed 2 ADU 800 s.f. Each, consisting of 2 bed, 2 bath	In Review
BLDR-2024-0963	Proposing to construction new ADU with 2-stories proposing to convert existing garage to JADU	Fees Paid
BLDR-2024-0970	Add new 304 sq ft to an existing 372 sq ft garage and convert the space into a 676 sq ft ADU.	Issued
BLDR-2024-0976	Convert (e) attached car garage to one new legal attached ADU with a total area of 780 s.f. As per gcs 65852.2.	Fees Paid
BLDR-2024-0981	Adding to an existing garage to convert to an ADU.	Fees Paid
BLDR-2024-0988	(N) 1 story building consisting of: ADU "a" :2 bedroom, 1 bathroom (600 sf.) @ ground floor.	In Review
BLDR-2024-0986	Proposed one story 1,000 sq.ft. ADU at the rear side of house.	In Review

Table 6: Details of Building and Safety Actions for 2024

Case Number	Description	Status
BLDR-2024-0997	New 2-story detached ADU's unit 1 (798 sq.ft) and unit 2 (798 sq.ft).	Fees Due
BLDR-2024-0995	1. Permit and convert a portion of existing single family to new JADU 496 sq ft. 2. Permit unpermitted addition to existing sfd 787 sq ft. 3. Permit new detached ADU at rear of property 793 sq ft	Fees Due
BLDR-2024-1003	Convert existing garage to one accessory dwelling unit (ADU).	Fees Due
BLDR-2024-1006	Convert existing garage to ADU.	Fees Paid
BLDR-2024-1009	Proposed 1-story addition to (e) sfd. 60 s.f. To front of (e) sfd and (359.00 s.f.) To rear of (e) sfd. Total addition to (e) sfd 419.00 sf. Addition to include bedroom extension, new master bedroom and new master bath. Proposed 2-car garage (464.00 s.f.) Attached to existing 2-car garage. New ADU (990.00 sf) over new and existing garage. To include new master bedroom, new master bath, new wic, new bath, kitchen, dining room, and living room.	Issued
BLDR-2024-1027	New 1,000 sq.ft detached ADU located in the rear of the property.	Fees Due
BLDR-2024-1023	Convert existing tuck under parking into one (1) attached two-bedroom ADU.	Issued
BLDC-2024-0367	Converting the existing 4-car garage into ADU at 713 sf.	Submitted - Online
BLDR-2024-1038	Convert existing detached 1-car garage to an ADU of 186 sq. Ft. And new addition attached of 86 sq.ft. Total of 272 sq.ft.	In Review
BLDR-2024-1040	Conversion of existing garage in two story single family residence for creation of new JADU.	Fees Paid
BLDR-2024-1044	Permitting 2 existing units as ADU's; originally permitted as a rec room then converted, unpermitted, to one 1-bed unit and a studio unit. No change to any structure element.	Fees Paid
BLDR-2024-1053	2-story building ground floor_(n) ADU & garage second floor_(n) unit addition to SFR.	In Review
BLDR-2024-1063	Convert existing studio apt. To an ADU within the existing multi-family apartment building, located on the ground floor adjacent to the parking garage.	Fees Paid
BLDR-2024-1071	Converting existing to ADU w/one bathroom, kitchen and sleeping / living area.	Fees Due
BLDR-2024-1081	I am building 2 ADU's, each one is 513 sq ft.	Void
BLDR-2024-1085	Conversion of garage to an ADU.	Fees Paid
BLDC-2024-0389	Conversion of existing garage to garage + (2) ADU units above with existing setbacks.	Void
BLDR-2024-1092	Convert existing garage and recreation room to ADU.	Void
BLDR-2024-1103	Convert existing garage to ADU.	In Review
BLDR-2024-1115	Proposed 433 square feet conversion of existing duplex garage into ADU. Work to include new living room, kitchen, bathroom and laundry room.	Fees Paid

Table 6: Details of Building and Safety Actions for 2024

Case Number	Description	Status
BLDR-2024-1114	Converting the existing 4-car garage into ADU at 713 sf.	Fees Paid
BLDR-2024-1117	ADU - garage conversation.	Fees Due
BLDR-2024-1138	(ADU) addition remodeled to existing single family residence with addition remodel on redesigning 1 primary bedroom & 2 new bathrooms at 450 sf =total 1,586 sf.	Plan Approval Expired
BLDR-2024-1143	Proposed 549 ADU conversion.	Fees Paid
BLDR-2024-1148	Existing garage to convert into an ADU.	Fees Due
BLDR-2024-1152	New ground floor addition of (ADU) 788 s.f. New 2nd floor dwelling unit per (sb-9) 788 s.f new exterior access stairs 63 s.f. Tear down exiting two car garage of 400 s.f.	Fees Due
BLDR-2024-1159	New 442 sf attached ADU.	Fees Due
BLDR-2024-1163	Two scope of work: - converted 429.68 sf existing unit with 598 sf addition to 1,027.69 sf ADU. - converted partial of existing main house (323 sf) and 99 sf addition to 422 sf JADU.	Issued
BLDR-2024-1167	499 sq. Ft. 1-story attached sb9 unit w/ 2 bedrooms, bathroom & kitchen. -(n) tankless w/h, (n) 100a elec. Serv. W/ 3-gang & (n) split-system.	Issued
BLDR-2024-1173	Conversion of existing 3 car garage to a 706 sf 1-bed 1-bath ADU.	Issued
BLDR-2024-1172	Conversion of existing 3 car garage to a 613 sf 1-bed 1-bath ADU.	Issued
BLDR-2024-1174	New two-story, detached ADU including two 1,000 sf 3-bed units one on top of each other.	Issued
BLDR-2024-1171	Conversion of existing 3 car garage to a 613 sf 1-bed 1-bath ADU.	Issued
BLDR-2024-1181	New ADU building in rear of property 12 feet away from existing single-family dwelling in front.	In Review
BLDR-2024-1182	Detached ADU 520 sf including 2 bedrooms, 1 bath.	Fees Paid
BLDR-2024-1184	Conversion of existing garage to garage + (2) ADU units above with existing setbacks.	Fees Due
BLDR-2024-1188	Interior remodel and extension of (e) main house (e) garage to ADU conversion.	In Review
BLDR-2024-1196	Convert existing garage at rear of property into ADU.	Fees Due
BLDR-2024-1209	New ADU.	Fees Paid
BLDR-2024-1205	Conversion of detached garage to ADU with addition.	In Review
BLDR-2024-1216	Construct new detached ADU; new ADU will be two-story 2 bedroom / 2 bathroom with kitchen.	Fees Paid
BLDR-2024-1226	Accessory dwelling unit at existing garage with addition. Add gas/ electric separate services.	Fees Paid
BLDR-2024-1234	5 ADUs	In Review

Table 6: Details of Building and Safety Actions for 2024

Case Number	Description	Status
BLDR-2024-1245	Existing 1-story, detached, workshop to be converted to a 537 sf (1 bed/1 bath) ADU.	Fees Paid
BLDR-2024-1246	A 2nd story addition is proposed over the (e) workshop of a 524 sf (1 bed/1 bath) ADU w/ exterior staircase for access.	Fees Paid
BLDR-2024-1255	Garage conversion to ADU.	In Review
BLDR-2024-1264	Existing single one car garage to be convert into (ADU) remove existing flat roof to be construct a new gable roof propose new addition to extend master bed rm separate mechanical plumbing and electrical permits (at the time of building permit issuance).	Fees Due
BLDR-2024-1267	JADU (refer back to bldr-2023-0624).	Issued
BLDR-2024-1275	Proposed new ground up construction of a 600 sf ADU that includes 2 beds and one bath.	In Review
BLDR-2024-1282	(E) garage approx. 400 sq ft conversion into ADU.	Fees Paid
BLDR-2024-1289	Supplemental permit. Just revising the kitchen layout of ADU 1. No structural changes.	Void
BLDR-2024-1296	2 new detached accessory dwelling units in a new 2-story structure (1 ADU on each floor).	Fees Paid
BLDR-2024-1306	Convert of existing garage into ADU 363 sf + 277 sf addition = 640 sf (this permit is for the ADU only, see addition permit) no new address is requested per owner, there will be no new utilities meters. Interior remodel of the main hse and addition 371sf addition covered patio = 220 sf.	Issued
BLDR-2024-1310	Accessories structure.	In Review
BLDR-2024-1314	New one story ADU. 25'-6"x31' 790sf.	In Review
BLDR-2024-1323	To convert existing 352 sq.ft. Garage to an accessory dwelling unit and do some interior remodeling into existing single family dwelling.	Fees Due
BLDR-2024-1334	Conversion first floor of SFR to ADU and JADU and keep second floor as SFR	Fees Paid
BLDR-2024-1336	ADU.	Fees Paid
BLDR-2024-1335	Convert existing carport into ADU.	Fees Paid
BLDR-2024-1343	Convert existing garage of 411 sq ft into ADU.	Fees Due
BLDR-2024-1341	324 sq. Ft. Garage + addition & 2nd floor to be converted into a total of 1,200 sq. Ft. SB9.	Submitted - Online
BLDR-2024-1347	Convert existing detached garage to a 1-story ADU with an addition.	In Review
BLDR-2024-1348	370 sf existing garage to be converted to ADU.	In Review
BLDR-2024-1353	Existing 406.69 sq/ft two car garage to be converted into accessory dwelling unit -ADU. Existing 491.36 sq/ft roof frame to be re-framed. Existing 55'-11" linear feet wood fence to be demo.	Fees Paid

Table 6: Details of Building and Safety Actions for 2024

Case Number	Description	Status
BLDR-2024-1361	New detached ADU.	In Review
BLDR-2024-1372	Convert existing garage and workshop in ADU.	Submitted - Online
BLDR-2024-1374	(N) 1200 sq. Ft. Ground level second primary residence. (n) 795 sq. Ft. First level ADU (n) attached 500 sq. Ft. Jr. ADU.	Fees Due
BLDR-2024-1403	Existing 5-car carport conversion to new ADU.	In Review
BLDR-2024-1404	Convert 634 sf exiting detached workshop to ADU.	In Review
BLDR-2024-1409	Convert (e) 2 car garage 412sf and (n)addition 368sf into ADU, new total 780sf.	Fees Due
BLDR-2024-1408	Conversion existing detached garage into 2 new ADU.	Fees Due
BLDR-2024-1415	(N) 657 detached ADU in the rear side of the property.	In Review
BLDR-2024-1418	Garage conversion 560 sq ft.	In Review
BLDR-2024-1430	Convert an existing garage into ADU.	In Review
BLDR-2024-1432	Three scopes of works: 1. new construction attached sb9 1308 sf to main house to have duplex; 2. proposed new construction detached ADU 1 with 800 sf; 3. proposed new construction detached ADU 2 with 800 sf.	In Review
BLDR-2024-1437	New attached ADU 2 story plus bedroom addition to existing unit	Fees Paid
BLDR-2024-1449	New ADU (400 sf) new living room, kitchen, bath, and bedroom	Fees Paid
BLDR-2024-1459	Second story addition with a second story deck and convert existing portion of the house into a JADU.	Fees Paid
BLDR-2024-1464	Adding 2 bedroom, 1 bathroom ADU.	Void
BLDR-2024-1471	This is a privately funded market rate California code townhome project. (12) total townhome buildings consisting of (68) units with attached garages. Type v-b/r-3, fully sprinklered with 13d-22 system	Submitted - Online
BLDR-2024-1474	New attached proposed one story ADU @728 sf.	In Review
BLDR-2024-1483	One story ADU.	Fees Due
BLDR-2024-1495	Building a - convert existing tuck under parking into (1) attached 1 studio ADU unit (1 studio), new laundry room.	Fees Due
BLDR-2024-1497	Conversion of rec room and garage to ADU - 476 sq ft.	Fees Due
BLDC-2024-0541	Building a - convert existing tuck under parking into (1) attached 1 studio ADU unit (1 studio), new laundry room.	In Review
BLDR-2024-1526	Internal remodel: convert (e) den to (n) bedroom, add internal bathroom, new addition to sfr = 184 sf / convert existing garage into new SB-9.	Submitted - Online
BLDR-2024-1520	New 590 s.f. 2-car garage and new 590 s.f. 2nd floor ADU. Garage to include 1/2 bath and storage. ADU to include 1-bedroom kitchen and bath and living space.	Fees Paid
BLDR-2024-1522	The conversion of an existing storage room into an accessory dwelling unit.	Fees Paid

Table 6: Details of Building and Safety Actions for 2024

Case Number	Description	Status
BLDR-2024-1528	Convert existing garage to ADU (368 sq. Ft.) Addition to proposed ADU (555 sq. Ft.) Total ADU = 923 s.f.	Fees Paid
BLDR-2024-1531	To convert existing 360 sq. Ft. Into an accessory dwelling unit.	Fees Due
BLDR-2024-1532	SB9 development as 2nd primary unit. Area = 1,000 s.f.	Submitted - Online

3.2 Amendments

In 2024, the City adopted an ordinance amending chapters 17.04, 17.32, AND 17.34 to update the definitions of automobile repair and the zones within which they are permitted (Ordinance No.2253, ZA-2024-0001 Definition of minor auto repair). The ordinance updated definitions for "minor" and "major automobile repair" to reflect current industry standards, recognizing auto upholstery as a use similar to "minor automobile repair" in terms of impacts and risks. The ordinance includes an applicant-driven amendment to allow auto upholstery as a permitted use at 4611 W. Imperial Highway, a property located within the Regional Commercial (CR) zone and the Downtown Hawthorne Specific Plan (DHSP). This change would reclassify the existing auto upholstery use from an unpermitted use to a legal nonconforming use. The ordinance also clarifies that "minor automobile repair" no longer requires a Conditional Use Permit (CUP) in the M-1 and M-2 zones, reflecting the intended regulatory framework for these zones.

The following amendments are also in progress and are expected to be adopted in 2025:

- Reduction in parking for residential, commercial, and industrial properties
- Update residential standards (ADU's, SB9, etc.)
- Update to sign regulations
- Update to alcohol regulations

3.3 Capital Improvements Program

There were seven capital improvement projects in process in 2024, totaling more than $32 million. Table 7 includes a breakdown of capital improvement projects in process by project type.

Table 7: Capital Improvement Projects In Process in 2024

Project Type	Number of Projects	Cost
Roads	1	$450,000.00
Parks†	3	$3,349,289.00
Public Facilities†	3	$28,215,087.00
Total	**7**	**$32,014,376.00**

† One of the projects under each of these categories (Eucalyptus Park and Ramona Park and New City Hall, respectively) does not have a cost yet as they are in the design phase.

3.3.1 Roads

In 2024, one road project was completed. The project was as follows:

Alley Improvement Project CDBG Funds (#24-06): The project restored various alleys throughout the City and consists of grinding, excavation and removal of existing pavement and construction of PCC pavement, curb and gutter, sidewalks, alleys, driveways and ADA ramps and adjustment of utilities.

- Cost: $450,000.00
- Status: Complete

3.3.2 Parks

In 2024, no parks projects were completed. There were however three projects in process. They are as follows:

Zela Davis Park Renovation Project (#24-04): The project will renovate the existing, under-utilized 0.5-acre park in the City of Hawthorne into a multi-benefit, climate resilient community space through the construction of a new playground, picnic area with shade structures, exercise equipment, half court, walking paths with mosaic art elements, perimeter fencing, restroom building, California native plants, bioswale, and other sustainable elements.

- Cost: $3,020,500.00
- Status: Under construction

Dodger Dream Field: The Los Angeles Dodgers Foundation partnered with the City of Hawthorne to bring two new baseball fields to Jim Thorpe Park. The Dodgers Dream Fields will support youth ages 5 to 12 and high school-aged baseball with upgrades including upgraded dugouts, enlarged fields, 2 scoreboards, new infield mix and sod.

- Cost: $328,789.00
- Status: Under Construction

Eucalyptus Park and Ramona Park (#24-07): The work consists of the improvement at Eucalyptus Park and Ramona Park, including Americans with Disabilities Act (ADA) accessibility. At Eucalyptus Park, this project will remove and replace the existing play equipment and install a new mini soccer field. At Ramona Park, this project will remove and replace the existing play equipment, as well as re-stripe the existing basketball court.

- Cost: N/A
- Status: Design phase

3.3.3 Public Facilities

In 2024, there were three projects in process. They are as follows:

New Senior Center (#24-03): This project will convert the existing Senior Center building into a two story building with an elevator (making it ADA accessible), a sewing room, activities room, dance studio, community garden and many other additional amenities.

- Cost: $14,445,000.00
- Status: Under Construction

New City Yard (#24-02): The new two-story building will feature a fuel-pumping station for city vehicles, mechanic station, wash down bays, radio tower, office, training rooms, a drone pad on the roof.

- Cost: $13,770,087.00
- Status: Under Construction

New City Hall (#24-01): The project includes 20,000 square feet of additional office space, new Council Chambers, and seismic upgrades to enhance earthquake resilience. The LEED Certified building will feature sustainable design elements such as energy-efficient systems, large windows for natural light, and eco-friendly materials. Additionally, the City Hall will incorporate public spaces, including a retail and restaurant area, a city park for events, and an underground parking structure with 239 spaces.

- Cost: N/A
- Status: Design phase

3.4 Grants

In 2024, the City received $1,177,964 in Community Development Block Grant (CDBG) funds and $508,759.41 in HOME funds for the FY 2024-2025. The FY 2024-2025 Action Plan allocated these CDBG and HOME funds, along with $806,910.13 in unprogrammed CDBG funds from prior years and $4,490,956.12 in unprogrammed HOME funds, to support various program activities, which will be carried out between July 1, 2024, and June 30, 2025, as shown in Table 8.

Table 8: CDBG and HOME Funding Activities FY 2024-2025

Activities	Type	Source	Amount
South Bay Workforce Investment Board: Teen Center	Public Service	CDBG	$93,217.00
New Star Family Center: Domestic Violence Services	Public Service	CDBG	$21,813.00
Family Promise of the South Bay: Shelter and Supportive Services	Public Service	CDBG	$19,390.00
Catholic Charities of Los Angeles: St. Margaret's Emergency Assistance	Public Service	CDBG	$21,915.00
The Richstone Family Center: Behavioral Health Services	Public Service	CDBG	$20,359.00
City of Hawthorne: Section 108 Loan Repayment	Capital Activities	CDBG	$339,773.75
City of Hawthorne: Housing Rehabilitation Program	Capital Activities	CDBG	$430,000.00
City of Hawthorne: Public Housing Modernization	Capital Activities	CDBG	$200,000.00
City of Hawthorne: Acquisition and Rehabilitation	Capital Activities	CDBG	$602,814.38
City of Hawthorne: CDBG Program Administration	Admin	CDBG	$205,592.00
Fair Housing Foundation: Fair Housing Services	Fair Housing	CDBG	$30,000.00
City of Hawthorne: Acquisition, Rehab, Resale	Housing	HOME	$1,600,000.00
City of Hawthorne: Homebuyer Assistance	Housing	HOME	$254,710.41
City of Hawthorne: Rental Rehabilitation (includes PY23)	Housing	HOME	2,640,781.12
CHDO: Set-Aside PY 20, 21, 22, 23, & 24	Housing	HOME	$453,349.00
City of Hawthorne: HOME Program Administration	Admin	HOME	$50,875.00

In addition, in 2024 the City awarded $525,365 through the Year 4 allocation of the Permanent Local Housing Allocation (PHLA) Grant program through HCD and dedicated that funding to the rehabilitation of City-owned properties that provide affordable housing for Hawthorne residents.

Appendix A. City of Hawthorne General Plan Housing Element Annual Progress Report

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AGENDA ITEM NO. 15.

CITY OF HAWTHORNE
City Council
AGENDA BILL
For the meeting of 03/25/2025
Originating Department: Planning

City Manager: **Department Head:**

SUBJECT:
2024 Housing Element Annual Progress Report

RECOMMENDED MOTION:
Receive and file.

DISCUSSION:
The state's Department of Housing and Community Development requires every jurisdiction in California to submit a report on the progress towards attaining the goals and policies of the cities' Housing Elements.

ECONOMIC DEVELOPMENT STRATEGIC PLAN:
Not applicable. This is a state-mandated report.

FISCAL IMPACT:
None.

NOTICING PROCEDURE:
None.

ATTACHMENTS
2024 Housing Element APR

Please Start Here

General Information	
Jurisidiction Name	Hawthorne
Reporting Calendar Year	2024
Contact Information	
First Name	Gregg
Last Name	McClain
Title	Planning Director
Email	gmcclain@cityofhawthorne.org
Phone	3103492970
Mailing Address	
Street Address	4455 W 126th St
City	Hawthorne
Zipcode	90250

Optional: Click here to import last year's data. This is best used when the workbook is new and empty. You will be prompted to pick an old workbook to import from. Project and program data will be copied exactly how it was entered in last year's form and must be updated. If a project is no longer has any reportable activity, you may delete the project by selecting a cell in the row and typing ctrl + d.

Click here to download APR Instructions

Click here to add rows to a table. If you add too many rows, you may select a cell in the row you wish to remove and type ctrl + d.

v_01_23_25

Optional: This runs a macro which checks to ensure all required fields are filled out. The macro will create two files saved in the same directory this APR file is saved in. One file will be a copy of the APR with highlighted cells which require information. The other file will be list of the problematic cells, along with a description of the nature of the error.

Optional: Save before running. This copies data on Table A2, and creates another workbook with the table split across 4 tabs, each of which can fit onto a single page for easier printing. Running this macro will remove the comments on the column headers, which contain the instructions. Do not save the APR file after running in order to preserve comments once it is

Optional: This macro identifies dates entered that occurred outside of the reporting year. RHNA credit is only given for building permits issued during the reporting year.

Link to the online system: https://hcd.my.site.com/hcdconnect

Toggles formatting that turns cells green/yellow/red based on data validation rules.

Submittal Instructions

Please save your file as Jurisdictionname2024 (no spaces). Example: the city of San Luis Obispo would save their file as SanLuisObispo2024

Housing Element Annual Progress Reports (APRs) forms and tables must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1 of each year for the prior calendar year; submit separate reports directly to both HCD and OPR pursuant to Government Code section 65400. There are two options for submitting APRs:

1. **Online Annual Progress Reporting System - Please see the link to the online system to the left.** This allows you to upload the completed APR form into directly into HCD's database limiting the risk of errors. If you would like to use the online system, email APR@hcd.ca.gov and HCD will send you the login information for your jurisdiction. *Please note: Using the online system only provides the information to HCD. The APR must still be submitted to OPR. Their email address is opr.apr@opr.ca.gov.*

2. **Email -** If you prefer to submit via email, you can complete the excel Annual Progress Report forms and submit to HCD at APR@hcd.ca.gov and to OPR at opr.apr@opr.ca.gov. Please send the Excel workbook, not a scanned or PDF copy of the tables.

Housing Applications Summary	
Total Housing Applications Submitted:	112
Number of Proposed Units in All Applications Received:	299
Total Housing Units Approved:	299
Total Housing Units Disapproved:	0

Use of SB 423 Streamlining Provisions - Applications	
Number of SB 423 Streamlining Applications	0
Number of SB 423 Streamlining Applications Approved	0

Units Constructed - SB 423 Streamlining Permits			
Income	Rental	Ownership	Total
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	**0**	**0**	**0**

Streamlining Provisions Used - Permitted Units	# of Projects	Units
SB 9 (2021) - Duplex in SF Zone	2	3
SB 9 (2021) - Residential Lot Split	0	0
AB 2011 (2022)	0	0
SB 6 (2022)	0	0
SB 423 (2023)	0	0

Ministerial and Discretionary Applications	# of	Units
Ministerial	112	299
Discretionary	0	0

Density Bonus Applications and Units Permitted	
Number of Applications Submitted Requesting a Density Bonus	0
Number of Units in Applications Submitted Requesting a Density Bonus	0
Number of Projects Permitted with a Density Bonus	0
Number of Units in Projects Permitted with a Density Bonus	0

Housing Element Programs Implemented and Sites Rezoned	Count
Programs Implemented	23
Sites Rezoned to Accommodate the RHNA	0

Jurisdiction	Hawthorne
Reporting Year	2024 (Jan. 1 - Dec. 31)
Planning Period	6th Cycle 10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table A
Housing Development Applications Submitted

Project Identifier					Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes								Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Density Bonus Law Applications		Application Status	Project Type	Notes
1					2	3	4	5							6	7	8	9	10		11	12	13
Prior APN+	Current APN	Street Address	Project Name+	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted (see instructions)	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by project	Total DISAPPROVED Units by Project	Please select state streamlining provision/s the application was submitted pursuant to.	Did the housing development application seek incentives or concessions pursuant to Government Code section 65915?	Were incentives or concessions requested pursuant to Government Code section 65915 approved?	Please indicate the status of the application.	Is the project considered a ministerial project or discretionary project?	Notes+
Summary Row: Start Data Entry Below								0	0	0	80	0	20	199	299	299	0						
	4142-002-083	4939 W 121st St Hawthorne, CA 90250		BLDR-2024-0880	ADU	O	1/3/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4046-013-007	4213 W Broadway Hawthorne, CA 90250		BLDR-2024-0881	ADU	O	1/5/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4045-003-025	4373 W 132nd St Hawthorne, CA 90250		BLDR-2024-0887	ADU	O	1/12/2024							1	1	1		NONE	No	N/A	Withdrawn	Ministerial	
	4071-004-011	14903 Cranbrook Ave Unit: B Hawthorne, CA 90250		BLDR-2024-0891	ADU	O	1/15/2024							1	1	1		NONE	No	N/A	Approved	Ministerial	
	4072-017-002	15017 Bodger Ave Hawthorne, CA 90250		BLDR-2024-0897	ADU	O	1/23/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4072-009-001	14637 Bodger Ave Hawthorne, CA 90250		BLDR-2024-0901	ADU	O	1/26/2024							1	1	1		NONE	No	N/A	Approved	Ministerial	
	4044-025-014	11846 Eucalyptus Ave Hawthorne, CA 90250 UNIT 1		BLDR-2024-0903	ADU	R	1/30/2024							2	2	2		NONE	No	N/A	Approved	Ministerial	
	4041-009-025	12536 Truro Ave Hawthorne, CA 90250		BLDR-2024-0923	ADU	R	1/31/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4045-003-025	4373 W 132nd St Hawthorne, CA 90250		BLDR-2024-0913	ADU	R	1/31/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4045-025-006	4010 W 130th St Unit: F Hawthorne, CA 90250		BLDC-2024-0337	ADU	O	2/5/2024							1	1	1		NONE	No	N/A	Withdrawn	Ministerial	
	4043-006-026	4565 W 137th Pl Hawthorne, CA 90250		BLDR-2024-0951	ADU	O	2/5/2024							1	1	1		NONE	No	N/A	Approved	Ministerial	
	4044-025-014	11846 Eucalyptus Ave Hawthorne, CA 90250		BLDR-2024-0957	ADU	R	2/7/2024							2	2	2		NONE	No	N/A	Approved	Ministerial	
	4043-008-023	13714 S Inglewood Ave Hawthorne, CA 90250		BLDR-2024-0958	ADU	R	2/7/2024							2	2	2		NONE	No	N/A	Pending	Ministerial	
	4042-005-014	4718 W 130th St Hawthorne, CA 90250		BLDR-2024-0963	ADU	R	2/8/2024							2	2	2		NONE	No	N/A	Pending	Ministerial	
	4045-015-019	13644 Washington Ave Hawthorne, CA 90250		BLDR-2024-0970	ADU	O	2/12/2024							1	1	1		NONE	No	N/A	Approved	Ministerial	
	4045-025-006	4010 W 130th St Unit: F Hawthorne, CA 90250		BLDR-2024-0976	ADU	R	2/15/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4045-019-005	4218 W 132nd St Hawthorne, CA 90250		BLDR-2024-0981	ADU	O	2/21/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4042-021-027	4550 W 133rd St Hawthorne, CA 90250		BLDR-2024-0988	ADU	O	2/22/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4042-017-001	4599 W 136th St Hawthorne, CA 90250		BLDR-2024-0986	ADU	O	2/22/2024							1	1	1		NONE	No	N/A	Approved	Ministerial	
	4045-027-024	4035 W 134th St Hawthorne, CA 90250		BLDR-2024-0997	ADU	R	2/26/2024							2	2	2		NONE	No	N/A	Pending	Ministerial	
	4042-005-018	4754 W 130th St Hawthorne, CA 90250		BLDR-2024-0995	ADU	O	2/26/2024							2	2	2		NONE	No	N/A	Pending	Ministerial	

	4049-004-037	12532 Cranbrook Ave Hawthorne, CA 90250		BLDR-2024-1003	ADU	R	2/29/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4046-029-021	12611 Freeman Ave Hawthorne, CA 90250		BLDR-2024-1006	ADU	O	3/4/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4047-018-005	11819 Birch Ave Hawthorne, CA 90250		BLDR-2024-1009	ADU	O	3/6/2024							1	1	1		NONE	No	N/A	Approved	Ministerial	
4043-011-900	4043-011-035	4494 W 137th Pl Hawthorne, CA 90250		BLDR-2024-1027	ADU	O	3/13/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4047-007-010	11529 York Ave Hawthorne, CA 90250		BLDR-2024-1023	ADU	R	3/13/2024							1	1	1		NONE	No	N/A	Approved	Ministerial	
	4045-005-015	4318 W 133rd St Hawthorne, CA 90250		BLDC-2024-0367	ADU	R	3/21/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4050-029-024	13313 Roselle Ave Hawthorne, CA 90250		BLDR-2024-1038	ADU	R	3/21/2024							1	1	1		NONE	No	N/A	Approved	Ministerial	
	4145-027-001	5324 W 138th Pl Hawthorne, CA 90250		BLDR-2024-1040	ADU	O	3/25/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4052-010-031	13806 Lemoli Ave Hawthorne, CA 90250		BLDR-2024-1044	ADU	O	3/26/2024							2	2	2		NONE	No	N/A	Pending	Ministerial	
	4052-029-005	3528 W 139th St Hawthorne, CA 90250		BLDR-2024-1053	ADU	R	4/1/2024							1	1	1		NONE	No	N/A	Approved	Ministerial	
	4077-003-034	4307 W 142nd St Hawthorne, CA 90250		BLDR-2024-1063	ADU	R	4/5/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4045-020-022	4205 W 132nd St Unit: B Hawthorne, CA 90250		BLDR-2024-1071	ADU	R	4/10/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4046-020-005	4214 W Broadway Hawthorne, CA 90250		BLDR-2024-1081	ADU	O	4/19/2024							2	2	2		NONE	No	N/A	Withdrawn	Ministerial	
	4072-020-002	14829 Kornblum Ave Hawthorne, CA 90250		BLDR-2024-1085	ADU	O	4/23/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4045-007-024	4359 W 136th St Hawthorne, CA 90250		BLDC-2024-0389	ADU	R	4/29/2024							2	2	2		NONE	No	N/A	Withdrawn	Ministerial	
	4041-005-012	12140 Ramona Ave Hawthorne, CA 90250		BLDR-2024-1092	ADU	O	4/30/2024							1	1	1		NONE	No	N/A	Withdrawn	Ministerial	
	4041-005-012	12140 Ramona Ave Hawthorne, CA 90250		BLDR-2024-1103	ADU	O	5/3/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4045-028-006	4084 W 134th St Hawthorne, CA 90250		BLDR-2024-1115	ADU	O	5/7/2024							1	1	1		NONE	No	N/A	Approved	Ministerial	
	4045-005-015	4318 W 133rd St Hawthorne, CA 90250		BLDR-2024-1114	ADU	R	5/7/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4045-031-038	13734 Jefferson Ave Hawthorne, CA 90250		BLDR-2024-1117	ADU	O	5/8/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4142-002-083	4939 W 121st St Unit: A Hawthorne, CA 90250		BLDR-2024-1138	ADU	O	5/16/2024							1	1	1		NONE	No	N/A	Approved	Ministerial	
	4051-018-001	14029 Yukon Ave Hawthorne, CA 90250		BLDR-2024-1143	ADU	O	5/21/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4048-012-015	3846 W 119th St Hawthorne, CA 90250		BLDR-2024-1148	ADU	R	5/23/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4042-021-008	4565 W 134th St Hawthorne, CA 90250		BLDR-2024-1152	ADU	O	5/27/2024							2	2	2		SB9, SB 9 (2021) - Duplex in SF Zone	No	N/A	Pending	Ministerial	
	4043-032-028	4472 W 142nd St Hawthorne, CA 90250		BLDR-2024-1159	ADU	O	5/29/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4043-011-018	4507 W 138th St Hawthorne, CA 90250		BLDR-2024-1163	ADU	R	5/31/2024							2	2	2		NONE	No	N/A	Approved	Ministerial	
	4045-008-034	13637 Washington Ave Hawthorne, CA 90250		BLDR-2024-1167	ADU	O	6/4/2024							1	1	1		SB9, SB 9 (2021) - Duplex in SF Zone	No	N/A	Approved	Ministerial	
	4052-007-007	13703 Lemoli Ave Hawthorne, CA 90250		BLDR-2024-1173	ADU	R	6/5/2024							1	1	1		NONE	No	N/A	Approved	Ministerial	
	4052-007-007	13703 Lemoli Ave Hawthorne, CA 90250		BLDR-2024-1172	ADU	R	6/5/2024							1	1	1		NONE	No	N/A	Approved	Ministerial	

	4052-007-007	13703 Lemoli Ave Hawthorne, CA 90250		BLDR-2024-1174	ADU	R	6/5/2024							1	1	1		NONE	No	N/A	Approved	Ministerial	
	4052-007-007	13703 Lemoli Ave Hawthorne, CA 90250		BLDR-2024-1171	ADU	R	6/5/2024							1	1	1		NONE	No	N/A	Approved	Ministerial	
	4042-011-005	4755 W 134th St Hawthorne, CA 90250		BLDR-2024-1181	ADU	O	6/10/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4071-001-023	3603 W 144th Pl Hawthorne, CA 90250		BLDR-2024-1182	ADU	O	6/11/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4045-007-024	4359 W 136th St Hawthorne, CA 90250		BLDR-2024-1184	ADU	R	6/12/2024							2	2	2		NONE	No	N/A	Pending	Ministerial	
	4145-009-019	13207 Delafield Ave Hawthorne, CA 90250		BLDR-2024-1188	ADU	O	6/17/2024							1	1	1		NONE	No	N/A	Approved	Ministerial	
	4045-010-034	4316 W 138th St Unit: A Hawthorne, CA 90250		BLDR-2024-1196	ADU	O	6/25/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4043-001-020	4757 W 137th St Hawthorne, CA 90250		BLDR-2024-1209	ADU	O	7/1/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4043-017-006	13902 Truro Ave Hawthorne, CA 90250		BLDR-2024-1205	ADU	O	7/1/2024							1	1	1		NONE	No	N/A	Approved	Ministerial	
	4042-028-008	4453 W. 131St Hawthorne, CA 90250		BLDR-2024-1216	ADU	O	7/5/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4047-025-010	11958 Menlo Ave Hawthorne, CA 90250		BLDR-2024-1226	ADU	R	7/9/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
4048-020-020	4048-020-022	3670 W Imperial Hwy Hawthorne, CA 90303		BLDR-2024-1234	ADU	R	7/11/2024							5	5	5		NONE	No	N/A	Pending	Ministerial	
	4043-008-029	4756 W 137th St Hawthorne, CA 90250		BLDR-2024-1245	ADU	R	7/17/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4043-008-029	4756 W 137th St Hawthorne, CA 90250		BLDR-2024-1246	ADU	R	7/17/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4037-026-002	4605 W Imperial Hwy Hawthorne, CA 90304		BLDR-2024-1255	ADU	R	7/19/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4071-002-009	3614 W 144th Pl Hawthorne, CA 90250		BLDR-2024-1264	ADU	O	7/26/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4045-033-026	4055 W 141st Street Unit: A Hawthorne, CA 90250		BLDR-2024-1267	ADU	O	7/31/2024							1	1	1		NONE	No	N/A	Approved	Ministerial	
	4141-004-066	11613 Sundale Ave Hawthorne, CA 90250		BLDR-2024-1275	ADU	O	8/2/2024							1	1	1		NONE	No	N/A	Approved	Ministerial	
	4071-008-005	3338 W 147th St Hawthorne, CA 90250		BLDR-2024-1282	ADU	O	8/5/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4050-026-047	13400 Cordary Ave Hawthorne, CA 90250		BLDR-2024-1289	ADU	R	8/12/2024							1	1	1		NONE	No	N/A	Withdrawn	Ministerial	
	4052-028-067	3320 W 139th St Hawthorne, CA 90250		BLDR-2024-1296	ADU	R	8/20/2024							2	2	2		NONE	No	N/A	Pending	Ministerial	
	4145-009-019	13207 Delafield Ave Hawthorne, CA 90250		BLDR-2024-1306	ADU	O	8/27/2024							1	1	1		NONE	No	N/A	Approved	Ministerial	
	4045-033-026	4055 W 141st St Unit: C Hawthorne, CA 90250		BLDR-2024-1310	ADU	O	8/29/2024							1	1	1		NONE	No	N/A	Approved	Ministerial	
	4037-024-012	11304 S Firmona Ave Hawthorne, CA 90304		BLDR-2024-1314	ADU	R	8/30/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4056-026-032	11719 Atkinson Ave Hawthorne, CA 90250		BLDR-2024-1323	ADU	R	9/4/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4048-011-036	3938 W 119Th Hawthorne, CA 90250		BLDR-2024-1334	ADU	O	9/9/2024							2	2	2		NONE	No	N/A	Pending	Ministerial	
	4042-022-020	4464 W 133rd St Hawthorne, CA 90250		BLDR-2024-1336	ADU	O	9/9/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4045-029-012	4042 W 135th St Hawthorne, CA 90250		BLDR-2024-1335	ADU	R	9/9/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4044-019-017	11876 Manor Dr Hawthorne, CA 90250		BLDR-2024-1343	ADU	O	9/12/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4047-020-018	11851 Freeman Ave Hawthorne, CA 90250		BLDR-2024-1341	ADU	O	9/12/2024							1	1	1		SB9, SB 9 (2021) - Duplex in SF Zone	No	N/A	Pending	Ministerial	

	4048-018-023	3811 W 115th St Hawthorne, CA 90250		BLDR-2024-1347	ADU	O	9/13/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4041-009-025	12536 Truro Ave Hawthorne, CA 90250		BLDR-2024-1348	ADU	O	9/16/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4051-018-004	14105 Yukon Ave Hawthorne, CA 90250		BLDR-2024-1353	ADU	R	9/19/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4046-020-005	4214 W Broadway Hawthorne, CA 90250		BLDR-2024-1361	ADU	O	9/25/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4047-015-005	11626 Acacia Ave Hawthorne, CA 90250		BLDR-2024-1372	ADU	O	9/26/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4045-017-011	4160 W 134th St Hawthorne, CA 90250		BLDR-2024-1374	ADU	O	9/30/2024							2	2	2		NONE	No	N/A	Pending	Ministerial	
	4047-010-014	11726 Oxford Ave Unit: A Hawthorne, CA 90250		BLDR-2024-1403	ADU	R	10/14/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4043-007-022	4653 W 137th Pl Hawthorne, CA 90250		BLDR-2024-1404	ADU	R	10/14/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4044-027-003	4722 W 118th St Hawthorne, CA 90250		BLDR-2024-1409	ADU	O	10/15/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4046-022-011	12527 Oxford Ave Hawthorne, CA 90250		BLDR-2024-1408	ADU	R	10/15/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4141-018-009	4828 W 115th St Hawthorne, CA 90250		BLDR-2024-1415	ADU	O	10/17/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4050-019-015	3722 W 132nd St Hawthorne, CA 90250		BLDR-2024-1418	ADU	R	10/21/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4047-016-007, 4047-016-008, 4047-016-009	11736 Hawthorne Blvd Hawthorne, CA 90250		BLDC-2024-0513	5+	R	10/24/2024				80		20	0	100	100		NONE	No	N/A	Pending	Ministerial	
	4041-015-002	12502 Grevillea Ave Unit: D Hawthorne, CA 90250		BLDR-2024-1430	ADU	R	10/25/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4045-033-031	4085 W 141st St Hawthorne, CA 90250		BLDR-2024-1432	ADU	O	10/28/2024							2	2	2		SB9, SB 9 (2021) - Duplex in SF Zone	No	N/A	Pending	Ministerial	
	4045-033-031	4085 W 141st St Hawthorne, CA 90250		BLDR-2024-1432	2 to 4	O	10/28/2024							2	2	2		SB9, SB 9 (2021) - Duplex in SF Zone	No	N/A	Pending	Ministerial	
	4049-003-043	12516 Fonthill Ave Hawthorne, CA 90250		BLDR-2024-1437	ADU	O	10/31/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4043-026-006	4570 W 141st St Hawthorne, CA 90250		BLDR-2024-1449	ADU	O	11/8/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4051-025-009	13913 Doty Ave Hawthorne, CA 90250		BLDR-2024-1459	ADU	R	11/13/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4047-007-010	11529 York Ave Hawthorne, CA 90250		BLDR-2024-1464	ADU	R	11/16/2024							1	1	1		NONE	No	N/A	Withdrawn	Ministerial	
	4041-010-016	4519 W El Segundo Blvd Hawthorne, CA 90250		BLDR-2024-1471	5+	R	11/19/2024							68	68	68		NONE	No	N/A	Pending	Ministerial	
	4044-013-022	4435 W 115th St Hawthorne, CA 90250		BLDR-2024-1474	ADU	O	11/20/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4050-014-022	13106 Kornblum Ave Hawthorne, CA 90250		BLDR-2024-1483	ADU	O	11/25/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4052-009-008	13520 Lemoli Ave Hawthorne, CA 90250		BLDR-2024-1495	ADU	R	12/6/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4044-007-016	11507 Ramona Ave Hawthorne, CA 90250		BLDR-2024-1497	ADU	R	12/7/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4052-009-008	13520 Lemoli Ave Unit: A Hawthorne, CA 90250		BLDC-2024-0541	ADU	R	12/10/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4047-025-009	11952 Menlo Ave Hawthorne, CA 90250		BLDR-2024-1526	ADU	O	12/16/2024							1	1	1		SB9, SB 9 (2021) - Duplex in SF Zone	No	N/A	Pending	Ministerial	
	4072-019-010	14717 Fonthill Ave Hawthorne, CA 90250		BLDR-2024-1520	ADU	O	12/16/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4042-004-006	4661 W 130th St Hawthorne, CA 90250		BLDR-2024-1522	ADU	O	12/16/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	

	4045-010-020	4302 W 138th St Hawthorne, CA 90250		BLDR-2024-1528	ADU	R	12/17/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4056-018-006	11631 Casimir Ave Hawthorne, CA 90250		BLDR-2024-1531	ADU	O	12/20/2024							1	1	1		NONE	No	N/A	Pending	Ministerial	
	4041-008-028	12231 Truro Ave Hawthorne, CA 90250		BLDR-2024-1532	ADU	O	12/21/2024							1	1	1		SB9, SB 9 (2021) - Duplex in SF Zone	No	N/A	Pending	Ministerial	

Jurisdiction	Hawthorne
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ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table A2

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

| Project Identifier | | | | | Unit Types | | Affordability by Household Incomes - Completed Entitlement | | | | | | | | | Affordability by Household Incomes - Building Permits | | | | | | | | | | Affordability by Household Incomes - Certificates of Occupancy | | | | | | | | | | | | Streamlining | Infill | Housing with Financial Assistance and/or Deed Restrictions | | Housing without Financial Assistance or Deed Restrictions | | Demolished/Destroyed Units | | | Density Bonus | | | | Notes |
|---|---|---

Jurisdiction	Hawthorne
Reporting Year	2024 (Jan. 1 - Dec. 31)
Planning Period	6th Cycle (mm/dd/yyyy - mm/dd/yyyy)

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

| | | |

Jurisdiction	Hawthorne	
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ANNUAL ELEMENT PROGRESS REPORT
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This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.

Please contact HCD if your data is different than the material supplied here

Table B
Regional Housing Needs Allocation Progress
Permitted Units Issued by Affordability

		1	Projection Period	2									3	4
Income Level		**RHNA Allocation by Income Level**	**Projection Period - 06/30/2021-10/14/2021**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total Units to Date (all years)**	**Total Remaining RHNA by Income Level**
Very Low	Deed Restricted	445	-	-	-	-	-	-	-	-	-	-	-	**445**
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-		
Low	Deed Restricted	204	1	-	-	-	-	-	-	-	-	-	1	**203**
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-		
Moderate	Deed Restricted	249	-	-	-	-	-	-	-	-	-	-	-	**249**
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-		
Above Moderate		836	13	6	26	-	66	-	-	-	-	-	111	**725**
Total RHNA		**1,734**												
Total Units			**14**	**6**	**26**	**-**	**66**	**-**	**-**	**-**	**-**	**-**	**112**	**1,622**

Progress toward extremely low-income housing need, as determined pursuant to Government Code 65583(a)(1).

		5											6	7
		Extremely low-Income Need		**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total Units to Date**	**Total Units Remaining**
Extremely Low-Income Units*		223		-	-	-	-	-	-	-	-	-	**-**	**223**

*Extremely low-income housing need determined pursuant to Government Code 65583(a)(1). Value in Section 5 is default value, assumed to be half of the very low-income RHNA. May be overwritten.

Please Note: Table B does not currently contain data from Table F or Table F2 for prior years. You may login to the APR system to see Table B that contains this data.

Note: units serving extremely low-income households are included in the very low-income RHNA progress and must be reported as very low-income units in section 7 of Table A2. They must also be reported in the extremely low-income category (section 13) in Table A2 to be counted as progress toward meeting the extremely low-income housing need determined pursuant to Government Code 65583(a)(1).

Please note: For the last year of the 5th cycle, Table B will only include units that were permitted during the portion of the year that was in the 5th cycle. For the first year of the 6th cycle, Table B will only include units that were permitted since the start of the planning period. Projection Period units are in a separate column.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

VLI Deed Restricted
VLI Non Deed Restricted
LI Deed Restricted
LI Non Deed Restricted
MI Deed Restricted
MI Non Deed Restricted

Jurisdiction	Hawthorne	
Reporting Year	2024	(Jan. 1 - Dec. 31)
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ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table C

Sites Identified or Rezoned to Accommodate Shortfall Housing Need and No Net-Loss Law

Project Identifier				Date of Rezone	RHNA Shortfall by Household Income Category				Rezone Type	Sites Description							
1				2	3				4	5	6	7	8		9	10	11
APN	Street Address	Project Name+	Local Jurisdiction Tracking ID+	Date of Rezone	Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income	Rezone Type	Parcel Size (Acres)	General Plan Designation	Zoning	Minimum Density Allowed	Maximum Density Allowed	Realistic Capacity	Vacant/Nonvacant	Description of Existing Uses
Summary Row: Start Data Entry Below																	

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Jurisdiction	Hawthorne	
Reporting Year	2024	(Jan. 1 - Dec. 31)

Table D

Program Implementation Status pursuant to GC Section 65583

Housing Programs Progress Report

Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.

1	2	3	4
Name of Program	**Objective**	**Timeframe in H.E**	**Status of Program Implementation**
Program 1: Adequate Housing Sites	Apply identified changes to the City's land use policies and zoning standards to fully accommodate the 2021-2029 RHNA. Maintain and monitor the residential sites inventory to ensure sufficient sites remain to accommodate the RHNA allocation throughout the planning period. Receive and process development applications for residential projects.	By October 15, 2023, amend the Zoning Code to (i) establish the Housing Overlay, (ii) rezone the identified sites from M-1 to R-3, and (iii) increase the permitted density in the Mixed Use district of the Downtown Hawthorne Specific Plan, in order to designate adequate candidate sites with the objective of meeting the City's remaining RHNA of 1,374 units. Annual monitoring and reporting throughout the planning period.	Complete.
Program 2: Monitor Residential Capacity (No Net Loss)	Maintain adequate capacity to accommodate the City's RHNA obligations at all income levels throughout the planning period. Report as required through the HCD annual report process.	Ongoing implementation, at time of approval of a project on a site listed in the Housing Element, and annual reporting throughout the planning period.	Ongoing.
Program 3: Public Property Conversion to Housing	Collaborate with the development community on an annual basis, including affordable housing developers, to evaluate the viability of developing city-owned land as affordable housing.	Annually	Ongoing.
Program 4: Replacement of Units on Sites	For all project applications, identify need for replacement of housing units and ensure replacement, if required, occurs.	Ongoing	Ongoing.
Program 5: Facilitate Affordable and Special Needs Housing Construction	Monitor the City's existing affordable housing stock and support affordable housing developers in their efforts to develop new affordable units in Hawthorne. Monitor the City's options for special needs housing and likewise support special needs housing developers.	Annual outreach to the development community; provide ongoing assistance to interested affordable housing and special needs housing developers.	Ongoing.
Program 6: Mixed-Use Development	Support the development of mixed-use projects along transit corridors.	Ongoing implementation with annual monitoring; prepare objective design standards for mixed-use development by December 2023.	Complete.
Program 7: Accessory Dwelling Units (ADUs)	Maintain an ADU ordinance consistent with State law. Support the development of accessory dwelling units in neighborhoods throughout the City.	Survey ADU owners/builders to determine affordability and update ADU application to inquire about affordability level (2022); identify and evaluate potential incentives to encourage production of affordable ADUs (2022-2023); present findings to the City's Planning Commission and/or City Council (2023); prepare and distribute ADU factsheet (2022); implementation and annual monitoring and reporting throughout the planning period via the Housing Element Annual Progress Report (continuous).	Ongoing.

Program 8: Density Bonus Implementation	Continue to implement density bonuses consistent with State law. Promote the use of density bonus incentives and provide technical assistance to developers in utilizing the density bonus to maximize feasibility and meet local housing needs.	Annual monitoring of relevant legislation; annual outreach to the development community; ongoing implementation	Ongoing.
Program 9: Multi-Family Acquisition and Rehabilitation	Acquire and rehabilitate two rental units annually, targeting for occupancy by extremely low and very low-income households. Support applications by CHDOs for additional state and federal funding to pursue the acquisition and rehabilitation of larger multifamily rental housing.	Ongoing	Ongoing.
Program 10: California Accessibility Standards Compliance Program	Assure housing units accommodate residents with disabilities.	Ongoing implementation; updates to the City's website by February 15, 2022	Ongoing.
Program 11: Lot Consolidation	Establish an administrative lot consolidation procedure by April 2023; develop incentives for lot consolidation by April 2023; distribute a lot consolidation incentives factsheet to the development community by October 2023; and provide incentives as projects are submitted.	Identification of incentives by April 2023 and distribution to development community by October 2023; ongoing implementation and education as part of biennial outreach to developers.	In process.
Program 12: Rental Assistance	An average of 1,160 Hawthorne households were assisted by this program annually during the prior planning period. The objective is to place a special emphasis on promoting the program to the City's special needs populations, and maintain this level of assistance as allowed by the federal budget.	Ongoing implementation and annual reporting throughout the planning period.	Ongoing.
Program 13: Preservation of Existing Affordable Units	Work with property owners, interest groups, and the state and federal governments to preserve the City's affordable housing stock.	Ongoing implementation and annual monitoring and reporting throughout the planning period. Within 60 days of notice of intent to convert at-risk units to market rate rents, the City will work with potential purchasers using HCD's current list of Qualified Entities (https://www.hcd.ca.gov/policy-research/preserving-existingaffordable-housing.shtml), and educate tenants of their rights.	Ongoing.
Program 14: Housing for Extremely Low-Income Households	The City will encourage the development of housing for extremely lowincome households through a variety of activities, such as conducting outreach to housing developers on an annual basis, providing financial assistance (when feasible) or in-kind technical assistance or land write-downs, providing expedited processing, identifying grant and funding opportunities, applying for or supporting applications for funding on an ongoing basis, reviewing and prioritizing local funding at least twice in the planning period, and/or offering additional incentives beyond the density bonus. The City will also educate the development community on the need for larger units suitable for larger ELI households.	Ongoing, as projects are processed through Planning and Community Development Department and annual outreach with local developers.	Ongoing.
Program 15: Single-Family Residential Rehabilitation Program	The Residential Rehabilitation Program will assist approximately 10 housing units annually for a total of 80 households. Continue to provide information regarding this program through brochures displayed at City Hall, the Hawthorne Library, and Memorial Center. Identify and secure additional funding sources annually.	Ongoing	Ongoing.

Program 16: Code Enforcement	Continue to enforce applicable sections of the Hawthorne Municipal Code, including property maintenance standards and the California Building Code. Identify and prioritize target areas.	Ongoing enforcement; identify and prioritize target areas (2021-2022)	Ongoing.
Program 17: Energy Conservation and Energy Efficiency Opportunities	Improve energy-efficiency in new and existing development and promote available programs and benefits to all City residents, especially lower income residents.	Ongoing implementation; review the General Plan to determine if updates are appropriate no later than December 2022 and complete updates, if needed, no later than December 2023.	Ongoing. General Plan review delayed due to staffing shortages.
Program 18: Monitor Changes in Federal and State Housing, Planning, and Zoning Laws	Monitor state and federal legislation as well as City development processes and zoning regulations to identify and remove constraints to housing.	Ongoing implementation and annual reporting throughout the planning period.	Ongoing.
Program 19: Zoning Code Amendments – Housing Constraints	Ensure that the City's Zoning Code is consistent with State law and update the Zoning Code as needed to comply with future changes.	Zoning Code Amendments adopted by December 2022.	In process.
Program 20: Mitigation of Nongovernmental Constraints	Promote the use of the preapplication process for all applicants, with the goal of working with 85% of applications.	Ongoing implementation and annual reporting throughout the planning period.	Ongoing.
Program 21: Fair Housing Services	Support fair housing services provider and efforts to minimize discriminatory housing practices.	Annual allocation of funds to fair housing services provider. Annual monitoring and reporting throughout the planning period through the Housing Element Annual Progress Report (APR) and the Consolidated Annual Performance and Evaluation Report (CAPER).	Ongoing.
Program 22: Affirmatively Furthering Fair Housing Outreach and Coordination Program	Facilitate equal and fair housing opportunities by implementing actions to affirmatively further fair housing and opportunities for all persons regardless of race, religion, sex, age, marital or familial status, ancestry, national origin, color, disability, or other protected characteristics through provision of information, coordination, and education on fair housing law and practices to residents, landlords, and housing developers.	Ongoing outreach and coordination, beginning immediately; annual review of fair housing educational information to ensure that the most recent information provided by the City's fair housing services provider is being disseminated; annual presentations and media outreach.	Ongoing.
Program 23: Economic Displacement Risk Analysis	Understand the potential for market-force economic displacement and consider programs to address the issue, if necessary.	Conduct analysis by December 31, 2023 and establish resulting programs (if any) by December 31, 2024. Ongoing implementation and reporting throughout the planning period through the Housing Element Annual Progress Report (APR).	In process.

Jurisdiction	Hawthorne	
Reporting Period	2024	(Jan. 1 - Dec. 31)
Planning	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

Table E

Commercial Development Bonus Approved pursuant to GC Section 65915.7

Project Identifier				Units Constructed as Part of Agreement				Description of Commercial Development Bonus	Commercial Development Bonus Date Approved
1				2				3	4
APN	**Street Address**	**Project Name+**	**Local Jurisdiction Tracking ID+**	**Very Low Income**	**Low Income**	**Moderate Income**	**Above Moderate Income**	**Description of Commercial Development Bonus**	**Commercial Development Bonus Date Approved**
Summary Row: Start Data Entry Below									

Jurisdiction	Hawthorne	
Reporting Period	2024	31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table F

Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)

Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.

Activity Type	Units that Do Not Count Towards RHNA+ Listed for Informational Purposes Only				Units that Count Towards RHNA + Note - Because the statutory requirements severely limit what can be counted, please contact HCD at apr@hcd.ca.gov and we will unlock the form which enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1+. For detailed reporting requirements, see the chcklist here:
	Extremely Low-Income+	Very Low-Income+	Low-Income+	TOTAL UNITS+	Extremely Low-Income+	Very Low-Income+	Low-Income+	TOTAL UNITS+	https://www.hcd.ca.gov/community-development/docs/adequate-sites-checklist.pdf
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Units									
Mobilehome Park Preservation									
Total Units by Income									

Jurisdiction	Hawthorne	
Reporting Period	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table F2

Above Moderate Income Units Converted to Moderate Income Pursuant to Government Code section 65400.2

For up to 25 percent of a jurisdiction's moderate-income regional housing need allocation, the planning agency may include the number of units in an existing multifamily building that were converted to deed-restricted rental housing for moderate-income households by the imposition of affordability covenants and restrictions for the unit. Before adding information to this table, please ensure housing developments meet the requirements described in Government Code 65400.2(b).

Project Identifier					Unit Types		Affordability by Household Incomes After Conversion							Units credited toward Moderate Income RHNA		Notes
1					2	3	4							5		6
Prior APN+	**Current APN**	**Street Address**	**Project Name+**	**Local Jurisdiction Tracking ID**	**Unit Category** (2 to 4,5+)	**Tenure R=Renter**	**Very Low-Income Deed Restricted**	**Very Low-Income Non Deed Restricted**	**Low- Income Deed Restricted**	**Low- Income Non Deed Restricted**	**Moderate-Income Deed Restricted**	**Moderate-Income Non Deed Restricted**	**Above Moderate-Income**	**Total Moderate Income Units Converted from Above Moderate**	**Date Converted**	**Notes**
Summary Row: Start Data Entry Below							0	0	0	0	0	0	0	0		

Jurisdiction	Hawthorne	
Reporting Period	2024	(Jan. 1 - Dec. 31)
Period	6th Cycle	10/15/2021 - 10/15/2029

NOTE: This table must only be filled out if the housing element sites inventory contains a site which is or was owned by the reporting jurisdiction, and has been sold, leased, or otherwise disposed of during the reporting

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Table G

Locally Owned Lands Included in the Housing Element Sites Inventory that have been sold, leased, or otherwise disposed of

Project Identifier						
1				2	3	4
APN	**Street Address**	**Project Name+**	**Local Jurisdiction Tracking ID+**	**Realistic Capacity Identified in the Housing Element**	**Entity to whom the site transferred**	**Intended Use for Site**
Summary Row: Start Data Entry Below						

Jurisdiction	Hawthorne	
Reporting Period	2024	(Jan. 1 - Dec. 31)

NOTE: This table must contain an invenory of ALL surplus/excess lands the reporting jurisdiction owns

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

For Los Angeles County jurisdictions, please format the APN's as follows:9999-999-999

Table H
Locally Owned Surplus Sites

Parcel Identifier				Designation	Size	Notes
1	2	3	4	5	6	7
APN	**Street Address/Intersection**	**Existing Use**	**Number of Units**	**Surplus Designation**	**Parcel Size (in acres)**	**Notes**
Summary Row: Start Data Entry Below						

Jurisdiction	Hawthorne	
Reporting Period	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

NOTE: STUDENT HOUSING WITH DENSITY BONUS ONLY. This table only needs to be completed if there were student housing projects WITH a density bonus approved pursuant to Government Code65915(b)(1)(F)

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table J

Student housing development for lower income students for which was granted a density bonus pursuant to subparagraph (F) of paragraph (1) of subdivision (b) of Section 65915

Project Identifier				Project Type	Date	Units (Beds/Student Capacity) Approved							Units (Beds/Student Capacity) Granted	Notes
1				2	3	4							5	6
APN	**Street Address**	**Project Name+**	**Local Jurisdiction Tracking ID+**	**Unit Category** (SH - Student Housing)	**Date**	**Very Low-Income Deed Restricted**	**Very Low-Income Non Deed Restricted**	**Low- Income Deed Restricted**	**Low- Income Non Deed Restricted**	**Moderate-Income Deed Restricted**	**Moderate-Income Non Deed Restricted**	**Above Moderate-Income**	**Total Additional Beds Created Due to Density Bonus**	**Notes**
Summary Row: Start Data Entry Below														

Jurisdiction	Hawthorne	
Reporting Period	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT

Table K
Tenant Preference Policy

Local governments are required to inform HCD about any local tenant preference ordinance the local government maintains when the jurisdiction submits their annual progress report on housing approvals and production, per Government Code 7061 (SB 649, 2022, Cortese). Effective January 1, 2023, local governments adopting a tenant preference are required to create a webpage on their internet website containing authorizing local ordinance and supporting materials, no more than 90 days after the ordinance becomes operational.

Does the Jurisdiction have a local tenant preference policy?	
If the jurisdiction has a local tenant preference policy, provide a link to the jurisdiction's webpage containing authorizing local ordinance and supporting materials.	
Notes	

Jurisdiction	Hawthorne	
Reporting Year	2024	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Local Early Action Planning (LEAP) Reporting
(CCR Title 25 §6202)

Please update the status of the proposed uses listed in the entity's application for funding and the corresponding impact on housing within the region or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 50515.02 or 50515.03, as applicable.

Total Award Amount	$ 300,000.00	*Total award amount is auto-populated based on amounts entered in rows 15-26.*

Task	$ Amount Awarded	$ Cumulative Reimbursement Requested	Task Status	Other Funding	Notes
Project Initiation, Management and Meetings Phase One	$1,290.00	$1,290.00	Completed	None	The City has issued an RFP to hire an independent consultant to prepare the Housing, Safety and Environmental Justice Elements and environmental assessment. The RFP was issued on August 8, 2020, and on December 15, 2020, the City awarded a contract to De Novo Planning Group (De Novo) to prepare the Housing, Safety and Environmental Justice Elements and environmental assessment. The Kick-Off Meeting was held on December 30, 2020.
Data Gathering and Analysis for Safety Element	$9,180.00	$9,180.00	Completed	None	The Consultant has reviewed and analyzed relevant data and information sources for the preparation of the targeted updates to the Safety Element.
Data Gathering and Analysis for EJ Element	$8,850.00	$8,850.00	Completed	None	The Consultant has reviewed and analyzed relevant data and information sources for the preparation of the Environmental Justice Element.
Preparing Drafts of Safety and EJ Elements	$15,105.00	$15,105.00	Completed	None	The Consultant has prepared drafts of the Environmental Justice Element and targeted updates to the Safety Element. The Environmental Justice and targeted Safety update was approved by the City Council on March 8, 2022.
Community Engagement	$7,735.00	$7,735.00	Completed	None	The Consultant developed and has completed community engagement services. The consultant provided public outreach to community residents and businesses in community workshops, focus group meetings, and one-on- one interviews. The consultant utilized on-line surveys, news articles, city website, and social media to disseminate public information. Public information materials were printed in English and Spanish, and workshops offered bi-lingual interpretation services.
Housing Element	$0.00	$0.00	Completed	None	Although the Housing Element is not a part of the LEAP funded activities, the City is including the Housing Element in this timeline to provide context to the overall project. LEAP funds are not budgeted towards the completion of the Housing Element as indicated in the grant Project Timeline and Budget.
CEQA Compliance, IS/ND	$4,625.00	$4,625.00	Completed	Other	The consultant has prepared a Negative Declaration for the Housing Element, Environmental Justice Element, and targeted updates to the Safety Element. The Notice of Intent was filed with the County Clerk on December 6, 2021 and the Negative Declaration was approved by the City on March 8, 2022. The majority of the environmental assessment is paid from SB-2 funds due to related analysis to the Housing Element versus the Environmental Justice and targeted updates to the Safety Element. The SB-2 grant provided $15,820 towards the Negative Declaration costs. The City is requesting, in this line-item, $4,625 from the LEAP grant for Phase One CEQA expenses as shown in the city's amended Project Description and Budget that was approved by HCD on December 30, 2021.
Adopt Housing Element	$0.00	$0.00	Completed	None	LEAP grant funds were not used towards any portion of the drafting the Housing Element.
Adopt Safety and EJ Elements	$2,320.00	$2,320.00	Completed	None	The targeted Safety Element update and the Environmental Justice Element were adopted by the City on March 8, 2022.

Project Management for Phases One and Two	$40,000.00	$40,000.00	Completed	None	This task has been successsfully completed.On August 2, 2024, HCD acknowledged receipt of the City's Final Report and Final RFR for payment.
Project Initiation, Management and Meetings Phase Two	$1,000.00	$1,000.00	Completed	None	This task has been successfully completed. The consultant maintained effective communication throughout the completion of the Project.
Data Gathering and Analysis for Code Amendments	$15,000.00	$15,000.00	Completed	None	This task has been successfully completed.
Community Engagement	$35,000.00	$35,000.00	Completed	None	This task has been successfully completed. The City maintained its community enegagement throughout the preparation of the studies, proposed policies and draft documents. As a result, there were no community objections raised during the adoption of the code amendments.
Preparing Drafts of Code Amendments	$51,583.00	$51,583.00	Completed	None	This task has been completed.
CEQA Compliance	$106,312.00	$106,312.00	Completed	None	This task has been completed.
Adopt Code Amendments	$2,000.00	$2,000.00	Completed	None	This task has been completed. There was no community objection at the City Council public hearing.

Summary of entitlements, building permits, and certificates of occupancy (auto-populated from Table A2)

Completed Entitlement Issued by Affordability Summary		
Income Level		**Current Year**
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		68
Total Units		**68**

Building Permits Issued by Affordability Summary		
Income Level		**Current Year**
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		66
Total Units		**66**

Certificate of Occupancy Issued by Affordability Summary		
Income Level		**Current Year**
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		32
Total Units		**32**

AGENDA ITEM NO. 16.

CITY OF HAWTHORNE
City Council
AGENDA BILL
For the meeting of 03/25/2025
Originating Department: Planning

City Manager: **Department Head:**

SUBJECT:
Consultant Agreement with Kimley Horn to provide CEQA analysis for a project at the Hawthorne Municipal Airport.

RECOMMENDED MOTION:
Approve the Agreement with Kimley Horne for consulting services.

DISCUSSION:
The attached contract is to provide professional consulting services for a potential billboard project at the Hawthorne Municipal Airport. The costs of this contract are fully reimbursable by the applicant, Advanced Air, LLC under a separate Reimbursement Agreement, also attached. The Reimbursement Agreement covers a bit more than the Professional Services Agreement to cover staff time and the cost of public hearings.

ECONOMIC DEVELOPMENT STRATEGIC PLAN:
Goal 2: Develop revenue-generating programs and adjust fees.

FISCAL IMPACT:
No impact. The cost of this agreement is covered by a Reimbursement Agreement with the project applicant.

NOTICING PROCEDURE:
None.

ATTACHMENTS
PSA Kimley Horne-billboards
Reimbursement Agreement-Advanced Air LLC

PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF HAWTHORNE AND KIMLEY-HORN AND ASSOCIATES, INC.

This PROFESSIONAL SERVICES AGREEMENT ("AGREEMENT") is made and entered into this ____ day of _____, 2024, by and between the City of Hawthorne, a California municipal corporation and general law city ("CITY") and Kimley-Horn and Associates, Inc., a North Carolina Corporation ("CONSULTANT"). This agreement is made with reference to the following:

RECITALS

A. CITY requested a proposal for professional services with respect to providing consulting services related to California Environmental Quality Act (CEQA) documentation and supporting studies for the development of two electronic billboards at the Hawthorne Airport.

B. CONSULTANT submitted a proposal for the performance of such services, a true and correct copy of which is attached hereto as Exhibit "A" and by this reference made a part hereof.

C. CITY desires for CONSULTANT to provide professional services as described in Exhibit "A".

D. CONSULTANT represents and warrants that it has the qualifications, experience and facilities necessary to properly perform the services required under this AGREEMENT in a thorough, competent and professional manner. CONSULTANT shall at all times faithfully, competently, and to the best of its ability, experience and talent, perform all services described herein. In meeting its obligations under this AGREEMENT, CONSULTANT shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing services similar to those required of CONSULTANT under this AGREEMENT.

NOW, THEREFORE, in consideration of the foregoing Recitals, the agreement of the parties as set forth herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. DEFINITIONS

The following definitions shall apply to the following terms, except where the context of this AGREEMENT otherwise requires:

(a) Project: Provide consultation and CEQA documents and studies related to the development of two electronic billboard structures, one located at 12208 Crenshaw Blvd and the other at 12016 Prairie Ave.

(b) Services: CONSULTANT shall provide professional services for the project as described in Exhibit "A" attached herein

(c) Duration: Said AGREEMENT shall be effective from the date of execution of this AGREEMENT until acceptance and approval of all final documents and studies.

(d) Completion of Project: CONSULTANT shall complete all tasks as noted in Exhibit "A" for a period as noted in the agreement with a period not to exceed 12 months.

(e) Consultant: Kimley-Horn 1100 W Town and Country Rd., Orange, CA 92868

(f) City: 4455 w 126th st., Hawthorne, CA 90250

2. SCOPE OF SERVICES

(a) CONSULTANT shall forthwith undertake and complete the project in accordance with Exhibit "A" hereto and all in accordance with Federal, State and City statues, regulations, ordinances and guidelines, all to the reasonable satisfaction of CITY.

(b) CONSULTANT shall, at CONSULTANT'S sole cost and expense, secure and hire such other persons as may, in the opinion of CONSULTANT, be necessary to comply with the terms of this Agreement. In the event any such other persons are retained by CONSULTANT, CONSULTANT hereby warrants that such persons shall be fully qualified to perform services required hereunder. CONSULTANT further agrees that no subcontractor shall be retained by CONSULTANT except upon the prior written approval of CITY.

3. COMPENSATION, METHOD OF PAYMENT, AND ADDITIONAL SERVICES

(a) CITY shall pay CONSULTANT no more than the total project cost ($77,500.00) as set forth in the proposal, Exhibit "A."

(b) Payments to CONSULTANT shall be made by CITY in accordance with the invoices submitted by CONSULTANT, and such invoices shall be paid within thirty (30) days after said invoices are received by CITY. Each invoice shall detail work performed and charges. All charges shall be in accordance with CONSULTANT's proposal with respect to hourly rates and project costs as set forth in Exhibit "A".

(c) Payment to CONSULTANT for work performed pursuant to this AGREEMENT shall not be deemed to waive any defects in work performed by CONSULTANT.

4. CITY ASSISTANCE AND AVAILABILITY OF CITY RECORDS

(a) The CITY shall provide the following assistance to CONSULTANT as needed so CONSULTANT can perform the services described above:

(i.) Information and assistance as set forth in Exhibit "A".

(ii.) Photographically reproducible copies of forms, documents, codes and other information, if available, which CONSULTANT considers necessary in order to complete the project.

(iii.) Such information as is generally available from CITY files applicable to the project.

(iv.) Assistance, if necessary, in obtaining information from other governmental agencies and/or private parties. However, it shall be CONSULTANT's responsibility to make all initial contact with respect to the gathering of such information.

5. CONSULTANT'S BOOK OF RECORDS

(a) CONSULTANT shall maintain any and all documents and records demonstrating or relating to CONSULTANT's performance of services pursuant to this AGREEMENT. CONSULTANT shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, or other documents or records evidencing or relating to work, services, expenditures and disbursements charged to CITY pursuant to this AGREEMENT. Any and all such documents or records shall be maintained in accordance with generally accepted accounting principles and shall be sufficiently complete and detailed so as to permit an accurate evaluation of the services provided by CONSULTANT pursuant to this AGREEMENT. Any and all such documents or records shall be maintained for five (5) years from the date of execution of this AGREEMENT and to the extent required by laws relating to audits of public agencies and their expenditures.

(b) Any and all records or documents required to be maintained pursuant to this section shall be made available for inspection, audit and copying at any time during regular business hours, upon written request by the CITY or CITY's designated representative. Copies of such documents or records shall be provided directly to the requesting party for inspection, audit and copying when it is practical to do so; otherwise, unless an alternative is mutually agreed upon. Such documents and records shall be made available at CONSULTANT's address indicated for receipt of notices in this AGREEMENT.

(c) Where CITY or CONSULTANT has reason to believe that any of the documents or records required to be maintained pursuant to this section may be lost or discarded due to dissolution or termination of CONSULTANT's business, the CITY may, by written request, require that custody of such documents or records be given to the requesting party and that such documents and records be maintained by the requesting party. Access to such documents and records shall be granted to all parties to this AGREEMENT, as well as to their successors-in-interest and authorized representatives.

6. TERMINATION OF AGREEMENT

This AGREEMENT may be terminated without cause by CITY upon the giving of a written "Notice of Termination" to CONSULTANT upon thirty (30) days prior written notice or the CONSULTANT may terminate this contract upon thirty (30) days prior written notice. In the event this Agreement is so terminated, CONSULTANT shall be compensated at CONSULTANT's

applicable hourly rates as set forth in Exhibit "A", on a pro-rata basis with respect to the percentage of the project completed as of the date of termination. In no event, however, shall CONSULTANT receive more than the maximum specified in paragraph 3(a), above. CONSULTANT shall provide to CITY any and all documents, data, studies, surveys, drawings, maps, models, photographs and reports, whether in draft or final form, prepared by CONSULTANT as of the date of termination. CONSULTANT may not terminate this Agreement except for cause.

7. NOTICES AND DESIGNATED REPRESENTATIVES

(a) Any and all notices, demands, invoices and written communications between the parties hereto shall be addressed as set forth in this paragraph. The below named individuals, furthermore, shall be those persons primarily responsible for the performance by the parties under this AGREEMENT:

To CITY
4455 West 126th Street,
Hawthorne, CA 90250
Attn: Director of Planning

To CONSULTANT
1100 W Town and Country Rd.,
Suite 700
Orange, CA 92868

(b) Any such notices, demands, invoices and written communications, by mail, shall be deemed to have been received by the addressee forty-eight (48) hours after deposit thereof in the United States mail, postage prepaid and properly addressed as set forth above.

8. CONTINUITY OF PERSONNEL

CONSULTANT shall make every reasonable effort to maintain the stability and continuity of CONSULTANT's staff assigned to perform the services required under this AGREEMENT, CONSULTANT shall notify CITY of any changes in CONSULTANT's staff assigned to perform the services required under this AGREEMENT, prior to any such performance. CITY shall not be responsible for time and costs associated with CONSULTANT's turnover or reassignment of staff.

9. STATUS OF CONSULTANT

(a) The parties hereto agree that CONSULTANT and its employers, officers and agents are independent contractors under this Agreement and shall not be construed for any purpose to be employees of CITY.

CONSULTANT shall have no authority 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 contract or otherwise. Unless such authority is expressly conferred under this AGREEMENT or is otherwise expressly conferred in writing by CITY.

(b) The personnel performing the services under this AGREEMENT on behalf of CONSULTANT shall at all times be under CONSULTANT's exclusive direction and control. Neither CITY, nor any elected or appointed boards, officers, officials, employees or agents of CITY shall have control over the conduct of CONSULTANT or any of CONSULTANT's officers, employees or agents, except as set forth in this AGREEMENT. CONSULTANT shall not at any time or in any manner represent that CONSULTANT or any of CONSULTANT's officers, employees or agents are in any manner officials, officers, employees or agents of CITY.

(c) The CONSULTANT or any of CONSULTANT's officers, employees or agents, shall not obtain any rights to retirement, health care or any other benefits that may otherwise accrue to CITY employees. CONSULTANT expressly waives any claim CONSULTANT may have to any such rights.

10. LEGAL RESPONSIBILITIES

The CONSULTANT shall keep itself informed of applicable State and Federal laws and regulations, which in any manner affect those employed by it or in any way affect the performance of its service pursuant to this AGREEMENT. The CONSULTANT shall at all times observe and comply with all such laws and regulations pursuant to sound professional practices including, but not limited to, possessing and maintaining all necessary licensing. CITY, and its officers and employees, shall not be liable at law or in equity occasioned by negligent failure of the CONSULTANT to comply with this Section.

11. NON-DISCRIMINATION

CONSULTANT shall not discriminate, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (cancer), sexual orientation, marital status, and denial of family care leave. CONSULTANT shall ensure that the evaluation and treatment of their employees and applicants for employment are free from discrimination and harassment. CONSULTANT shall comply with the provisions of the California Fair Employment and Housing Act (Government Code, Section 12900 et seq.), and the regulations promulgated thereunder (California Administrative Code, Title 2, Section 7285 et seq.). If applicable, CONSULTANT shall give written notice of their obligation under this clause to labor organizations with which they have a collective bargaining AGREEMENT or other AGREEMENT.

12. INDEMNIFICATION

To the fullest extent provided by law, CONSULTANT shall indemnify, hold harmless, and defend CITY, its officers, employees, elected and appointed officials, and volunteers from and against any and all claims and losses, costs or expenses for any damage resulting in death or injury to any person and/or injury or damage to any property resulting from any negligent act or omission of CONSULTANT or any of its officers, employees, agents, or subcontractors in the performance of this AGREEMENT. Such cost and expense shall include reasonable attorney fees.

13. CONFLICT OF INTEREST

(a) No CITY employee whose position with CITY enables such employee to influence the award of this AGREEMENT or any competing AGREEMENT, and no spouse or economic dependent of such employee, shall be employed in any capacity by the CONSULTANT or have any other direct or indirect financial interest in this AGREEMENT. No officer or employee of this CONSULTANT who may financially benefit from the performance of work hereunder shall in any way participate in the CITY's approval, or ongoing evaluation of such work, or in any way attempt to unlawfully influence CITY's approval or ongoing evaluation of such work.

(b) The CONSULTANT shall comply with all conflict of interest laws, ordinances, and regulations now in effect or hereafter to be enacted during the term of this AGREEMENT. The CONSULTANT warrants that it is not now aware of any facts that create a conflict of interest. If the CONSULTANT hereafter becomes aware of any facts that might reasonably be expected to create a conflict of interest, it shall immediately make full written disclosure of such facts to the CITY. Full written disclosure shall include, but is not limited to, identification of all persons implicated and a complete description of all relevant circumstances. Failure to comply with the provisions of this section shall be a material breach of this contract.

14. CONFIDENTIAL INFORMATION

All information gained or work product produced by CONSULTANT in performance of this AGREEMENT shall be considered confidential, unless information is in the public domain or already known to CONSULTANT. CONSULTANT shall not release or disclose any such information or work product to persons or entities other than CITY without prior written authorization from the CITY, except as may be required by law.

15. INSURANCE

CONSULTANT shall obtain and maintain at its expense, until completion of performance and acceptance by the CITY, the following insurance placed with an insurer admitted to write insurance in California or a nonadmitted insurer on California's List of eligible Surplus Lines Insurers (LESLI) and having a rating of or equivalent to A:VIII by A.M. Best Company.

(a) Commercial General Liability (equivalent in coverage scope to Insurance Services office, Inc. (ISO) form CG 00 01 11 85 or 11 88) an amount not less than $2,000,000 per occurrence and $4,000,000 general aggregate. Such insurance shall include products and completed operations liability, independent contractor's liability, broad from contractual liability, and cross liability protection. The "City of Hawthorne, its officials, employees, and agents" must be separately endorsed to the policy as additional insured's on an endorsement equivalent to the ISO forms CG20 10 11 85 of CG 20 26 1185.

(b) Automobile Liability (equivalent in coverage scope to ISO form CA 00 01 06 92) in an amount not less than $1,000,000 combined single limit per accident for bodily injury and property damage covering Auto Symbol 1 (Any Auto).

(c) Workers' Compensation as required by the California Labor Code and Employer's Liability in an amount not less than $1,000,000 per accident.

16. AUTHORITY TO EXECUTE

The person or persons executing this AGREEMENT on behalf of CONSULTANT represents and warrants that he/she/they has/have the authority to so execute this AGREEMENT and to bind CONSULTANT to the performance of its obligations hereunder.

17. MODIFICATION OF AGREEMENT

No amendment to or modification of this AGREEMENT shall be valid unless made in writing and approved by the CONSULTANT and by the CITY. The parties agree that this requirement for written modifications cannot be waived and that any attempted waiver shall be void.

18. WAIVER

Waiver by any party to this AGREEMENT of any term, condition, or covenant of this AGREEMENT shall not constitute a waiver of any other term, condition, or covenant. Waiver by any party of any breach of the provisions of this AGREEMENT shall not constitute a waiver of any other provision, nor a waiver of any subsequent breach or violation of any provision of this AGREEMENT. Acceptance by CITY of any work or services by CONSULTANT shall not constitute a waiver of any of the provisions of this AGREEMENT.

19. LAW TO GOVERN; VENUE

This AGREEMENT shall be interpreted, construed and governed according to the laws of the State of California. In the event of litigation between the parties, venue in state trial courts shall lie exclusively in the County of Los Angeles.

20. ATTORNEY'S FEES, COSTS, AND EXPENSES

In the event litigation or other proceeding is required to enforce or interpret any provision of this AGREEMENT, the prevailing party in such litigation or other proceeding shall be entitled to an award of reasonable attorney's fees, costs and expenses, in addition to any other relief to which it may be entitled.

21. ENTIRE AGREEMENT

This AGREEMENT, including the attached Exhibit "A", is the entire, complete, final and exclusive expression of the parties with respect to the matters addressed therein and supersedes all other agreements or understandings, whether oral or written, or entered into between CONSULTANT and CITY prior to the execution of this AGREEMENT. No statements, representations or other agreements, whether oral or written, made by any party that are not

embodied herein shall be valid and binding. No amendment to this AGREEMENT shall be valid and binding unless in writing duly executed by the parties or their authorized representatives.

22. SEVERABILITY

If a term, condition or covenant of this AGREEMENT is declared or determined by any court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this AGREEMENT shall not be affected thereby and the AGREEMENT shall be read and construed without the invalid, void or unenforceable provision(s).

IN WITNESS WHEREOF, this Professional Services Agreement has been executed by their duly authorized representatives.

CITY OF HAWTHORNE

By:_____
Vontray Norris
City Manager

KIMLEY-HORN AND ASSOCIATES, INC.

By: [signature] (P.E No. 65218)
[Name] Jason Melchor
[Title] Associate

APPROVED AS TO FORM:

By:_____
Robert M. Kim
City Attorney

ATTEST:

By:_____
Dayna Williams-Hunter
City Clerk

EXHIBIT A
Proposal for Environmental Consulting Services for the Hawthorne Airport Electronic Billboards Project

Kimley»Horn

February 28, 2025

Mr. Gregg McClain
Planning Director
City of Hawthorne
4455 West 126th Street
Hawthorne, CA 90250

Re: Proposal to Provide Environmental Consulting Services for the Hawthorne Airport Electronic Billboards Project, City of Hawthorne, California

Dear Mr. McClain:

Kimley-Horn ("Kimley-Horn" or "Consultant") is pleased to submit this Proposal to the City of Hawthorne ("City" or "Client") to provide Environmental Consulting Services for the Hawthorne Airport Electronic Billboards Project (the "Project").

PROJECT UNDERSTANDING

The City has received an application to allow construction and operation of two electronic/digital billboards within the Hawthorne Airport at the following locations:

- Southwest corner of West 120th Street and Prairie Avenue; and
- Southeast of the driveway entrance to 12101 Crenshaw Boulevard.

The specifications for each billboard are as follows:

- Type: Digital
- Lighting: LED
- Dimensions: 48 feet wide by 14 feet tall; and
- Height: 46 feet maximum (pending verification).

Each billboard would be equipped with automatic dimming capability that allows them to automatically adjust as ambient light levels change.

The Applicant is also requesting approval of the following: an amendment to the Freeway Overlay Zone Map (Hawthorne Code § 17.88.020) to change the boundaries to include the Hawthorne Airport;

a Sign Permit for each billboard (Hawthorne Code Chapter 17:35: On-Premises Signs); and for each billboard, a Billboard Agreement (Hawthorne Code § 17.88.030).[1]

In 2016, the City created the Freeway Overlay Zone (Ord. 2122 § 7, 2016) for the establishment of new and relocated billboards (Hawthorne Code Chapter 17.88: Freeway Overlay Zone). The City prepared an Initial Study/Mitigated Negative Declaration ("2016 IS/MND") to evaluate the Freeway Overlay Zone's environmental impacts. The 2016 IS/MND found the Freeway Overlay Zone would result in no impact/less than significant impact for all resource areas analyzed, except concerning aesthetics, cultural resources, and transportation, which were found to result in less than significant impacts with mitigation incorporated.

The 2016 IS/MND evaluated the environmental impacts associated with the Freeway Overlay Zone, as depicted on the Freeway Overlay Zone Map. The Applicant seeks to change the boundaries of the Freeway Overlay Zone to include the Hawthorne Airport, which constitutes a change to the project analyzed in the 2016 IS/MND. Project changes alone do not trigger requirements for subsequent review. CEQA allows use of Addenda to an IS/MND (and EIR) if none of the three triggers for subsequent review exist.[2] An agency may use an addendum to make changes or additions to the prior negative declaration (or EIR). (State CEQA Guidelines §§ 15164(a), (b).) Preliminarily, this Scope assumes preparation of an Addendum to the 2016 IS/MND is the appropriate CEQA clearance document for the Project, which will be verified upon completion of the Addendum.

The City is seeking an environmental consultant to analyze the Project's potential environmental effects pursuant to CEQA.

SCOPE OF SERVICES

Kimley-Horn will provide the Scope of Services specifically set forth below. The Scope assumes the following:

- Baseline conditions, Project description, and approach will not change once Client issues the Notice to Proceed (NTP).

[1] The Freeway Overlay Zone Map amendment and Billboard Agreement are subject to discretionary review by the Planning Commission and City Council, the Sign Permit is subject to ministerial review by the Director of Building and Safety.

[2] Subsequent Review may be required if another discretionary approval is being considered and: (a) there are substantial changes to the project; (b) there are substantial changes in the project's circumstances; or (c) new information that could not have been known at the time the IS/MND was approved/EIR certified becomes available and such changes or new information require major revisions to the previous IS/MND or EIR due to new significant environmental effects or a substantial increase in the severity of previously identified significant effects. (Pub. Res. Code § 21166; Guidelines § 15162(a).)

- Given their locations, Outdoor Advertising Act requirements (Outdoor Advertising Act Section 5272(a)(4)) do not apply to the proposed billboards, thus, no permitting or coordination with CalTrans is required.
- No permitting or coordination with agencies other than the City is required.
- No design plans will be prepared.
- One Light and Glare Study will be prepared to address both billboards.
- This Scope excludes any additional technical studies/CEQA documentation beyond an Addendum and the Light and Glare Study.
- For each deliverable, unless otherwise noted, Kimley-Horn will:
    - Respond to one review cycle (one reconciled set of City comments) in Word redline format, and comments will not raise new substantive issues requiring re-analysis.
    - Additional review cycles are excluded and would require a budget augment.
    - Provide to City a "redline copy" that reflects the proposed edits and responds to comments and a "check copy" for City approval prior to finalizing.
    - Provide to City in electronic format (Word/PDF), unless otherwise noted

TASK 1.0 LIGHT AND GLARE STUDY

Kimley-Horn will perform a lighting analysis of two electronic billboards with LED lighting, as described above.

Task 1.1: Field Review/Analysis

Kimley-Horn will perform a nighttime field visit to review the existing site conditions and collect illumination values using a light meter. If necessary, luminance values will be collected using a luminance meter. Values will be collected at up to four receptor sites with available access adjacent to the proposed billboard locations. If additional sites are required as part of the analysis, additional budget will be required.

In addition to light measurements, Kimley-Horn will perform a visual evaluation of the existing surrounding light sources near the billboard sites, reviewing glare, lighting uses, color temperature, and other relevant lighting characteristics. Kimley-Horn will take photos of the existing site conditions to be used as a visual reference during the analysis and to be included in the Study.

Task 1.2: Proposed Billboard Lighting Analysis

Kimley-Horn will prepare a photometric analysis and exhibits for the existing lighting and the proposed LED billboards. The photometric analysis will be calculated using AGi32 lighting software. We will create the AGi32 model using the lighting measurements taken in the field as a basis. To perform the proposed billboard lighting analysis, Kimley-Horn will utilize manufacturer-provided lighting studies for each of the two billboards.

Kimley-Horn will analyze the lighting impact of the proposed LED billboards on the surrounding receptor sites using AGi32. We will evaluate illuminance, luminance, glare, and other commonly reviewed lighting metrics. We will review the impacts to the four receptor sites and review the impact to drivers on adjacent roadways, considering standards in the California Vehicle Code and American National Standards Institute (ANSI)/IES RP-8-22 – Recommended Practice: Lighting Roadway and Parking Facilities. Kimley-Horn will prepare photometric exhibits displaying the effects of the proposed billboards to be included in the Study.

Task 1.3: Technical Report

Kimley-Horn will prepare a technical report summarizing the results of the site visit, analysis, findings, and conclusions. The report will express standards, review methodology, existing conditions, field data collection, proposed lighting analysis, and conclusions and recommendations. The lighting analysis will evaluate glare and contrast on adjacent roadways and light trespass onto adjacent sites. Standards to be reviewed and described may include City, Title 24, California Vehicle Code, and IESNA standards.

TASK 2.0: ADDENDUM TO THE 2016 IS/MND

As discussed above, an IS/MND was completed in 2016 for the Freeway Overlay Zone . The 2016 IS/MND found the Freeway Overlay Zone would result in no impact/less than significant impact for all resource areas analyzed, except concerning aesthetics, cultural resources, and transportation, which were found to result in less than significant impacts with mitigation incorporated.

An agency may use an addendum to make changes or additions to the prior negative declaration. (State CEQA Guidelines §§ 15164(a), (b).) State CEQA Guidelines §15164 provides general guidance regarding Addendums; however, it defers to State CEQA Guidelines §15162 to determine whether circumstances warrant preparation of subsequent analysis. That is, if a project fails to meet §15162 criteria, an Addendum may be appropriate. This finding must consider factors such as changes in the proposed project's scope relative to the approved project, changes in surrounding circumstances that have occurred since the 2016 IS/MND was adopted, and the discovery of new information that was not known at the time the 2016 IS/MND was prepared. The Addendum test is the ability to provide substantial evidence showing that a proposed project would not create new significant adverse impacts or increase the severity of a significant adverse impact identified in the previous CEQA document.

Kimley-Horn will prepare an Addendum to the 2016 IS/MND that will include the minor additions/changes necessary to make the previous MND adequately apply to the proposed Project in the changed situation (i.e., the expanded Freeway Overlay Zone). Additionally, the Addendum will evaluate the environmental effects of the two proposed electronic/digital billboards, as appropriate. The Addendum will include a brief explanation of the decision not to prepare a subsequent IS/MND (State CEQA Guidelines § 15164(e).).

Task 2.1: State CEQA Guidelines Appendix G Checklist

For the environmental analysis, it is important to demonstrate that adequate consideration has been given to all the environmental topics previously analyzed in the 2016 IS/MND and sufficient evidence is provided to support the determination that the Addendum is the appropriate CEQA document. Therefore, Kimley-Horn proposes to use the State CEQA Guidelines Appendix G Environmental Checklist as the basis for the analysis. Concerning any State CEQA Guidelines Appendix G thresholds adopted after the 2016 IS/MND's adoption, the Addendum will not evaluate the Project's potential to result in a significant effect. For each Appendix G threshold, the Addendum will summarize the 2016 IS/MND findings, evaluate the potential Project impacts, and determine whether the Project impact conclusions are consistent with the 2016 IS/MND significance determinations. Rather than focusing on the significance of the Project impacts, the analysis will confirm whether the impact was examined in the 2016 IS/MND. If the impact was not examined, the analysis will determine the impact's significance. Each resource area analysis will also identify the regulatory framework (e.g., federal and State regulations, General Plan policies, Municipal Code Standards, and Standard Conditions of Approval) that are applicable to mitigate potentially significant Project impacts.

The State CEQA Guidelines do not specify the content or format for an Addendum. Kimley-Horn recommends the Addendum consist of the following sections: (1) Purpose of the Addendum; (2) Project Background; (3) Project Description, which would provide a project setting discussion; (4) Environmental Analysis; and (5) Sources Cited. The Mitigation Monitoring and Reporting Plan (MMRP) will be provided as an Appendix to the Addendum. The MMRP will identify 2016 IS/MND mitigation measures applicable to the Project, as well as any minor modifications to applicable measures and standard conditions of approval, based on regulatory and City requirements.

Task 2.2: Complete Addendum

Kimley-Horn will respond to one reconciled set of City comments on the Administrative Addendum. Kimley-Horn will provide the City with a redline copy that reflects the proposed edits and responds to the City's comments, and a check copy for approval prior to finalizing. The Addendum does not need to be circulated for public review. (Guidelines §§ 15164(c), (d).)

TASK 3.0. NOTICE OF DETERMINATION AND STATE CLEARINGHOUSE FORMS

Pursuant to AB 819, which took effect January 1, 2022, public agencies must submit all CEQA environmental documents to the State Clearinghouse (SCH) for publication to CEQAnet. Kimley-Horn will work with the City to obtain Submitter access to the CEQA Submit online platform. Kimley-Horn will prepare the Notice of Determination ("NOD") and SCH Forms (Notice of Completion (NOC), Environmental Document Transmittal, and OPR Summary Form) for the Project and file these along with the Project's Addendum to CEQAnet and the County Clerk on behalf of the City. The NOD will be filed within five working days of action on the Project. This Scope assumes that the City will provide the receipt of prior payment of California Department of Fish and Wildlife (CDFW) fees as a part of the 2016 IS/MND.

TASK 4.0: PROJECT MANAGEMENT AND MEETINGS/HEARINGS

Task 4.1: Project Management

Kimley-Horn will be responsible for Project Management, including overall Project Team coordination and supervision, and ongoing consultation with the City. Project management responsibilities include task scheduling and assignment, contract administration and accounting, and coordination and communications with the City. Kimley-Horn will maintain communication to ensure compliance with the Scope of Work, budget, and schedule, and to disseminate Project information in a timely manner. This task assumes a three-month Project schedule.

Task 4.2: Meetings/Hearings

The Kimley-Horn CEQA Project Manager and one additional Kimley-Horn Staff will attend virtual meetings and represent the Project Team, as appropriate. This Task assumes up to 18 hours meeting attendance, including preparation, attendance, and follow-up, as appropriate. Should the City determine that additional meetings beyond the assumed hours required, services will be provided on a time and materials (T&M) basis.

INFORMATION PROVIDED BY CLIENT

Kimley-Horn shall be entitled to rely on the completeness and accuracy of all information provided by the Client or the Client's consultants or representatives. The Client shall provide all information requested by Kimley-Horn, including but not limited to the following:

- Other relevant studies, if any,
- Physical improvements (if any), and
- Required City permits.

PRELIMINARY SCHEDULE

Kimley-Horn is prepared to begin work immediately, and estimates completion of the Light and Glare Study and Administrative Addendum within six weeks of Notice to Proceed.

FEE AND EXPENSES

Kimley-Horn will perform the Scope of Services outlined above on a labor fee plus expense basis with the maximum labor fee shown on **Table 1: Fee and Expenses**, except that additional efforts associated with Task 4.2 will be performed on a T&M basis, if required. Kimley-Horn will not exceed the total maximum labor fee shown without authorization from Client. Individual Task amounts are provided for budgeting purposes only. Kimley-Horn reserves the right to reallocate amounts among Tasks, as necessary.

TABLE 1: FEE AND EXPENSES

TASK #	TASK	FEE
1.0	**LIGHT AND GLARE STUDY**	$43,800
2.0	**ADDENDUM TO THE 2016 IS/MND**	$19,100
3.0	**NOD AND STATE CLEARINGHOUSE FORMS**	$1,100
4.0	**PROJECT MANAGEMENT AND MEETINGS**	
4.1	Project Management	$4,100
4.2	Meetings/Hearings	$6,000
	Total Fee	***$74,100***
Expenses		$3,400
	Total Fee and Expenses	***$77,500***

Direct reimbursable expenses such as express delivery services, fees, air travel, and other direct expenses will be billed at 1.10 times cost. A percentage of labor fee will be added to each invoice to cover certain other expenses such as telecommunications, in-house reproduction, postage, supplies, Project-related computer time, and local mileage. Administrative time related to the Project will be billed hourly. All permitting, application, and similar Project fees will be paid directly by the Client. Should the Client request Kimley-Horn to advance any such Project fees on the Client's behalf, a separate invoice for such fees, with a ten percent (10%) markup, will be immediately issued to and paid by the Client.

Payment will be due within 30 days of your receipt of the invoice and should include the invoice number and Kimley-Horn Project Number.

CLOSURE

In addition to the matters set forth herein, our Agreement shall include and be subject to, and only to, the attached Standard Provisions, which are incorporated by reference. As used in the Standard Provisions, "Consultant" shall refer to Kimley-Horn and Associates, Inc., and "Client" shall refer to **City of Hawthorne**.

To expedite invoices and reduce paper waste, Kimley-Horn submits invoices via email in an Adobe PDF format. We can also provide a paper copy via regular mail, if requested. Please provide the following information:

____ Please email all invoices to _____

____ Please copy _____

If you concur in all the foregoing and wish to direct us to proceed with the services, please have authorized persons execute the Agreement and return to us. We will commence services only after we have received a fully-executed agreement. Fees and times stated in this Proposal are valid for sixty (60) days after the date of this letter.

To ensure proper set up of your project so that we can get started, please complete and return with the signed copy of this Agreement the attached Request for Information. Failure to supply this information could result in delay in starting work on your project.

We appreciate the opportunity to provide these services to you. Please contact Rita Garcia at 714.786.6116 or rita.garcia@kimley-horn.com, if you have any questions.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.



By: Rita Garcia
Project Manager

CITY OF HAWTHORNE

By:
(signature) _____

(print name) _____

Title: _____

Date: _____

Client's Federal Tax ID: _____

Client's Business License No.: _____

Client's Street Address: _____

_____

Attachments:

- Request for Information
- Standard Provisions

Request for Information

Please return this information with your signed contract; failure to provide this information could result in delay in starting your project

Client Identification

Full, Legal Name of Client						
Mailing Address for Invoices						
Contact for Billing Inquiries						
Contact's Phone and e-mail						
Client is (check one)	Owner		Agent for Owner		Unrelated to Owner	

Property Identification

	Parcel 1	Parcel 2	Parcel 3	Parcel 4
Street Address				
County in which Property is Located				
Tax Assessor's Number(s)				

Property Owner Identification

	Owner 1	Owner 2	Owner 3	Owner 4
Owner(s) Name				
Owner(s) Mailing Address				
Owner's Phone No.				
Owner of Which Parcel #?				

Project Funding Identification – List Funding Sources for the Project

Attach additional sheets if there are more than 4 parcels or more than 4 owners

KIMLEY-HORN AND ASSOCIATES, INC.
STANDARD PROVISIONS

(1) **Consultant's Scope of Services and Additional Services.** The Consultant will perform only the services specifically described in this Agreement. If requested by the Client and agreed to by the Consultant, the Consultant will perform Additional Services, which shall be governed by these provisions. Unless otherwise agreed to in writing, the Client shall pay the Consultant for any Additional Services an amount based upon the Consultant's then-current hourly rates plus an amount to cover certain direct expenses including telecommunications, in-house reproduction, postage, supplies, project related computer time, and local mileage. Other direct expenses will be billed at 1.15 times cost.

(2) **Client's Responsibilities.** In addition to other responsibilities herein or imposed by law, the Client shall:
(a) Designate in writing a person to act as its representative, such person having complete authority to transmit instructions, receive information, and make or interpret the Client's decisions.
(b) Provide all information and criteria as to the Client's requirements, objectives, and expectations for the project and all standards of development, design, or construction.
(c) Provide the Consultant all available studies, plans, or other documents pertaining to the project, such as surveys, engineering data, environmental information, etc., all of which the Consultant may rely upon.
(d) Arrange for access to the site and other property as required for the Consultant to provide its services.
(e) Review all documents or reports presented by the Consultant and communicate decisions pertaining thereto within a reasonable time so as not to delay the Consultant.
(f) Furnish approvals and permits from governmental authorities having jurisdiction over the project and approvals and consents from other parties as may be necessary.
(g) Obtain any independent accounting, legal, insurance, cost estimating and feasibility services required by Client.
(h) Give prompt written notice to the Consultant whenever the Client becomes aware of any development that affects the Consultant's services or any defect or noncompliance in any aspect of the project.

(3) **Period of Services.** Unless otherwise stated herein, the Consultant will begin work after receipt of a properly executed copy of this Agreement. This Agreement assumes conditions permitting continuous and orderly progress through completion of the services. Times for performance shall be extended as necessary for delays or suspensions due to circumstances that the Consultant does not control. If such delay or suspension extends for more than six months, Consultant's compensation shall be renegotiated.

(4) **Method of Payment.** Client shall pay Consultant as follows:
(a) Invoices will be submitted periodically for services performed and expenses incurred. Invoices are due and payable upon presentation. Client shall pay Consultant a time price differential of one and one-half percent (1.5%) of the outstanding amount of each invoice that is overdue for more than 30 days. The Client shall also pay any applicable sales tax. All retainers will be held by the Consultant and applied against the final invoice. If the Client fails to make any payment due under this or any other agreement within 30 days after presentation, the Consultant may, after giving notice to the Client, suspend services and withhold deliverables until all amounts due are paid, and may commence legal proceedings including filing liens to secure payment.
(b) If the Client relies on payment or proceeds from a third party to pay Consultant and Client does not pay Consultant's invoice within 60 days of receipt, Consultant may communicate directly with such third party to secure payment.
(c) If the Client objects to an invoice, it must advise the Consultant in writing giving its reasons within 14 days of receipt of the invoice or the Client's objections will be waived, and the invoice shall conclusively be deemed due and owing. If the Client objects to only a portion of the invoice, payment for all other portions remains due.
(d) If the Consultant initiates legal proceedings to collect payment, it may recover, in addition to all amounts due, its reasonable attorneys' fees, reasonable experts' fees, and other expenses related to the proceedings. Such expenses shall include the cost, at the Consultant's normal hourly billing rates, of the time devoted to such proceedings by its employees.
(e) The Client agrees that the payment to the Consultant is not subject to any contingency or condition. The Consultant may negotiate payment of any check tendered by the Client, even if the words "in full satisfaction" or words intended to have similar effect appear on the check without such negotiation being an accord and satisfaction of any disputed debt and without prejudicing any right of the Consultant to collect additional amounts from the Client.

(5) **Use of Documents.** All documents and data prepared by the Consultant are related exclusively to the services described in this Agreement, and may be used only if the Client has satisfied all of its obligations under this

Agreement. They are not intended or represented to be suitable for use or reuse by the Client or others on extensions of this project or on any other project. Any modifications by the Client to any of the Consultant's documents, or any reuse of the documents without written authorization by the Consultant will be at the Client's sole risk and without liability to the Consultant, and the Client shall indemnify, defend and hold the Consultant harmless from all claims, damages, losses and expenses, including but not limited to attorneys' fees, resulting therefrom. The Consultant's electronic files and source code remain the property of the Consultant and shall be provided to the Client only if expressly provided for in this Agreement. Any electronic files not containing an electronic seal are provided only for the convenience of the Client, and use of them is at the Client's sole risk. In the case of any defects in the electronic files or any discrepancies between them and the hardcopy of the documents prepared by the Consultant, the hardcopy shall govern.

(6) **Opinions of Cost.** Because the Consultant does not control the cost of labor, materials, equipment or services furnished by others, methods of determining prices, or competitive bidding or market conditions, any opinions rendered as to costs, including but not limited to the costs of construction and materials, are made solely based on its judgment as a professional familiar with the industry. The Consultant cannot and does not guarantee that proposals, bids or actual costs will not vary from its opinions of cost. If the Client wishes greater assurance as to the amount of any cost, it shall employ an independent cost estimator. Consultant's services required to bring costs within any limitation established by the Client will be paid for as Additional Services.

(7) **Termination.** The obligation to provide further services under this Agreement may be terminated by either party upon seven days' written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof, or upon thirty days' written notice for the convenience of the terminating party. The Consultant shall be paid for all services rendered and expenses incurred to the effective date of termination, and other reasonable expenses incurred by the Consultant as a result of such termination.

(8) **Standard of Care.** The standard of care applicable to Consultant's services will be the degree of care and skill ordinarily exercised by consultants performing the same or similar services in the same locality at the time the services are provided. No warranty, express or implied, is made or intended by the Consultant's performance of services, and it is agreed that the Consultant is not a fiduciary with respect to the Client.

(9) **LIMITATION OF LIABILITY.** In recognition of the relative risks and benefits of the Project to the Client and the Consultant, the risks are allocated such that, to the fullest extent allowed by law, and notwithstanding any other provisions of this Agreement or the existence of applicable insurance coverage, that the total liability, in the aggregate, of the Consultant and the Consultant's officers, directors, employees, agents, and subconsultants to the Client or to anyone claiming by, through or under the Client, for any and all claims, losses, costs or damages whatsoever arising out of or in any way related to the services under this Agreement from any causes, including but not limited to, the negligence, professional errors or omissions, strict liability or breach of contract or any warranty, express or implied, of the Consultant or the Consultant's officers, directors, employees, agents, and subconsultants, shall not exceed twice the total compensation received by the Consultant under this Agreement or $50,000, whichever is greater. Higher limits of liability may be negotiated for additional fee. This Section 9 is intended solely to limit the remedies available to the Client or those claiming by or through the Client, and nothing in this Section 9 shall require the Client to indemnify the Consultant.

(10) **Mutual Waiver of Consequential Damages.** In no event shall either party be liable to the other for any consequential, incidental, punitive, or indirect damages including but not limited to loss of income or loss of profits.

(11) **Construction Costs.** Under no circumstances shall the Consultant be liable for extra costs or other consequences due to unknown conditions, or related to the failure of contractors to perform work in accordance with the plans and specifications. Consultant shall have no liability whatsoever for any costs arising out of the Client's decision to obtain bids or proceed with construction before the Consultant has issued final, fully-approved plans and specifications. The Client acknowledges that all preliminary plans are subject to substantial revision until plans are fully approved and all permits obtained.

(12) **Certifications.** All requests for the Consultant to execute certificates, lender consents, or other third-party reliance letters must be submitted to the Consultant at least 14 days prior to the requested date of execution. The Consultant shall not be required to execute certificates, consents, or third-party reliance letters that are inaccurate, that relate to facts of which the Consultant does not have actual knowledge, or that would cause the Consultant to violate applicable rules of professional responsibility.

(13) **Dispute Resolution.** All claims by the Client arising out of this Agreement or its breach shall be submitted first to mediation in accordance with the American Arbitration Association as a condition precedent to litigation. Any mediation or civil action by Client must be commenced within one year of the accrual of the cause of action asserted but in no event later than allowed by applicable statutes.

(14) **Hazardous Substances and Conditions.** Consultant shall not be a custodian, transporter, handler, arranger, contractor, or remediator with respect to hazardous substances and conditions. Consultant's services will be limited to analysis, recommendations, and reporting, including, when agreed to, plans and specifications for isolation, removal, or remediation. The Consultant will notify the Client of unanticipated hazardous substances or conditions of which the Consultant actually becomes aware. The Consultant may stop affected portions of its services until the hazardous substance or condition is eliminated.

(15) **Construction Phase Services.**
(a) If the Consultant prepares construction documents and the Consultant is not retained to make periodic site visits, the Client assumes all responsibility for interpretation of the documents and for construction observation, and the Client waives any claims against the Consultant in any way connected thereto.
(b) The Consultant shall have no responsibility for any contractor's means, methods, techniques, equipment choice and usage, sequence, schedule, safety programs, or safety practices, nor shall Consultant have any authority or responsibility to stop or direct the work of any contractor. The Consultant's visits will be for the purpose of endeavoring to provide the Client a greater degree of confidence that the completed work of its contractors will generally conform to the construction documents prepared by the Consultant. Consultant neither guarantees the performance of contractors, nor assumes responsibility for any contractor’s failure to perform its work in accordance with the contract documents.
(c) The Consultant is not responsible for any duties assigned to it in the construction contract that are not expressly provided for in this Agreement. The Client agrees that each contract with any contractor shall state that the contractor shall be solely responsible for job site safety and its means and methods; that the contractor shall indemnify the Client and the Consultant for all claims and liability arising out of job site accidents; and that the Client and the Consultant shall be made additional insureds under the contractor’s general liability insurance policy.

(16) **No Third-Party Beneficiaries; Assignment and Subcontracting.** This Agreement gives no rights or benefits to anyone other than the Client and the Consultant, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole benefit of the Client and the Consultant. The Client shall not assign or transfer any rights under or interest in this Agreement, or any claim arising out of the performance of services by Consultant, without the written consent of the Consultant. The Consultant reserves the right to augment its staff with subconsultants as it deems appropriate due to project logistics, schedules, or market conditions. If the Consultant exercises this right, the Consultant will maintain the agreed-upon billing rates for services identified in the contract, regardless of whether the services are provided by in-house employees, contract employees, or independent subconsultants.

(17) **Confidentiality.** The Client consents to the use and dissemination by the Consultant of photographs of the project and to the use by the Consultant of facts, data and information obtained by the Consultant in the performance of its services. If, however, any facts, data or information are specifically identified in writing by the Client as confidential, the Consultant shall use reasonable care to maintain the confidentiality of that material.

(18) **Miscellaneous Provisions.** This Agreement is to be governed by the law of California. This Agreement contains the entire and fully integrated agreement between the parties and supersedes all prior and contemporaneous negotiations, representations, agreements or understandings, whether written or oral. Except as provided in Section 1, this Agreement can be supplemented or amended only by a written document executed by both parties. Any conflicting or additional terms on any purchase order issued by the Client shall be void and are hereby expressly rejected by the Consultant. Any provision in this Agreement that is unenforceable shall be ineffective to the extent of such unenforceability without invalidating the remaining provisions. The non-enforcement of any provision by either party shall not constitute a waiver of that provision nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

AGREEMENT REGARDING APPLICATION PROCESSING COSTS

THIS AGREEMENT REGARDING COST OF APPLICATION PROCESSING ("AGREEMENT") is made as of _____, 2024, by and among Advanced Air LLC, a California corporation ("DEVELOPER ") and the City of Hawthorne, a California municipal corporation and general law city ("CITY").

Recitals

A CITY is a Municipal Corporation organized and existing under the laws of the State of California.

B. DEVELOPER desires to develop a two electronic billboard structures ("PROJECT") one located at 12208 Crenshaw Blvd and the other at 12016 Prairie Ave. ("SITES") both located in the CITY.

C. DEVELOPER desires to enter into this Cost reimbursement AGREEMENT with the CITY to subsidize the CITY's need to hire Kimley-Horn and Associates, Inc. ("CONSULTANT") to assist the CITY with CEQA analysis related to the PROJECT, as well as other expenses required for public hearings and staff hours devoted to the PROJECT.

D. DEVELOPER is willing to reimburse the CITY for its actual costs of such CONSULTANT, expenses, and staff hours, subject to the terms of this AGREEMENT.

NOW, THEREFORE, the Parties agree as follows:

AGREEMENT

1. Engagement of CONSULTANT. The Parties acknowledge that the CITY will engage Kimley-Horn and Associates, Inc. to serve as the CONSULTANT to the CITY for purposes of CEQA analysis and for preparation of any necessary CEQA documents.

2. Actual expenses related to public hearing(s). The parties acknowledge that the CITY will incur expenses related to the holding of at least one public hearing, and that these expenses will be reimbursed by DEVELOPER in lieu of an application fee.

3. Actual expenses related to staff hours. The parties acknowledge that the CITY will incur expenses related to staff time dedicated to processing DEVELOPER's application, and that these expenses will be reimbursed by DEVELOPER at the fully-burdened rate for each staff person so engaged, in lieu of an application fee.

4. Deposit of FUNDS. Upon execution of this AGREEMENT, DEVELOPER shall deposit with the CITY the amount of $40,000.00 ("FUNDS"). Unless otherwise agreed to by DEVELOPER, the CITY may use the FUNDS only for 1) payment of invoices from the CONSULTANT for CEQA analysis and preparation of necessary documents pursuant to the procedures set forth in this AGREEMENT, 2) actual public hearing and reporting costs, and 3) actual cost of staff hours dedicated to the PROJECT. If the CITY anticipates that these tasks will

exceed the initial $40,000.00 deposit, the CITY may seek two (2) additional deposits of $20,000.00 each, with the total deposit by DEVELOPER not to exceed $80,000.00. In lieu of making such additional deposit, DEVELOPER may choose to terminate this AGREEMENT pursuant to Section 3(b) of this AGREEMENT.

5. CEQA analysis and Associated Reports

(a) Upon deposit of the FUNDS with the CITY, the CITY shall direct the CONSULTANT work on necessary CEQA analysis and documents. Subject to the understanding set forth in subdivision (d) of this Section, the CITY shall endeavor to provide DEVELOPER regular updates on CONSULTANT's progress, however, DEVELOPER acknowledges that the CONSULTANT may not be able to deliver their work on this schedule and there shall be no penalty to the CITY if it cannot provide these documents on this schedule. Thereafter, the CITY will work with DEVELOPER in good faith to negotiate and finalize all necessary documents as expeditiously as possible.

(b) At any time while this AGREEMENT is in effect, the CITY and DEVELOPER understand that either the CITY or DEVELOPER may elect to terminate this AGREEMENT and terminate the CONSULTANT's work. In such event, the Parties shall proceed in accordance with Section 4(c) below.

(c) Nothing in this AGREEMENT should be interpreted as a commitment by the CITY or by its City Council to approve any documents prepared under this AGREEMENT or any other documents prepared by CONSULTANTs.

(d) Part of the purpose of this AGREEMENT is to permit the CITY to engage the CONSULTANT at DEVELOPER's expense, nothing in this AGREEMENT shall be interpreted as a commitment by the CITY to approve a future project related to the SITES. DEVELOPER specifically acknowledges that this AGREEMENT does not guarantee an approval of this or for any future projects on the SITES, and that any potential denial does not obviate DEVELOPER's obligations under this AGREEMENT.

6. Payment of Legal Fees and Expenses

(a) Upon receipt of each invoice from the CONSULTANT, the CITY will provide a copy of such invoice to DEVELOPER.

(b) If within 10 days of the CITY transmitting an invoice to DEVELOPER, DEVELOPER notifies the CITY that it objects to a charge on such invoice, the CITY and DEVELOPER will confer to resolve such objections. Otherwise, DEVELOPER will be deemed to have approved the invoice and the CITY may withdraw from the FUNDS in the amount of the approved invoice for payment.

(c) At such time as the CITY and DEVELOPER agree the CONSULTANT's obligations are complete, either party may elect to terminate this AGREEMENT as provided in Section 3(b) above. The CITY shall direct the CONSULTANT to prepare final invoices reflecting any remaining fees and expenses due to the

CONSULTANT. Upon approval and payment of such final invoice in accordance with the process set forth in Section 4(a) above, the CITY shall, within ten (10) days thereafter, provide to DEVELOPER a final accounting of the FUNDS, and shall refund to DEVELOPER the unused balance of the FUNDS.

(d) Nothing in this AGREEMENT should be interpreted as an agreement by the CITY to commit itself to authorize work by the CONSULTANT that would obligate the CITY to make payments to the CONSULTANT in excess of the amount actually deposited by DEVELOPER pursuant to this AGREEMENT.

7. Termination. Unless the Parties otherwise agree, this AGREEMENT shall automatically terminate upon the distribution of all of the FUNDS in accordance with the terms of this AGREEMENT.

8. Defaults. In the event of a default by either Party under this AGREEMENT, the non-defaulting Party shall be entitled to all of its remedies at law or in equity. However, in no event shall the CITY's financial obligations to DEVELOPER under this AGREEMENT exceed a full refund of the amount paid by DEVELOPER under this AGREEMENT.

9. General Provisions.

(a) Notices. All notices or other communications required or permitted to be given hereunder shall be in writing, shall be addressed as provided below and shall be considered as properly given (i) if delivered in person, (ii) if sent by overnight delivery service providing proof of delivery, (iii) if mailed by first-class United States mail, postage prepaid, registered or certified with return receipt requested, or (iv) if sent by electronic mail, with receipt confirmed. Notice so given shall be effective upon receipt by the addressee; provided, however, that if any notice is tendered to an addressee and the delivery thereof is refused by such addressee, such notice shall be effective upon tender. For the purposes of notice, the addresses of the parties shall be as noted below; provided that any party shall have the right to change its address for notice hereunder by giving written notice to the other patties. The initial addresses of the parties are as follows:

To DEVELOPER Corporation:

Advanced Air LLC
12101 Crenshaw Blvd., Ste 100
Hawthorne, CA 90250
Email: dsandusky@jetcenterla.com

To CITY:

4455 West 126th Street
Hawthorne, CA 90250
ATTN: Planning Dept

(b) Governing Law: Interpretation. This AGREEMENT shall be governed by and construed in accordance with the internal laws of the State of California. As all parties are represented by counsel and as all patties have equal negotiating power, there shall be no construction in favor of any party due to the fact that counsel for the other party was responsible for the drafting of the documents.

(c) Counterparts. This AGREEMENT may be executed and delivered by email transmission, and in more than one counterpart, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument.

(d) Severability. If any provision of this AGREEMENT shall be held to be invalid, illegal or unenforceable, the same shall not affect any other provision of this AGREEMENT, but this AGREEMENT shall be construed in a manner which, as nearly as possible, reflects the original intent of the parties.

(e) Amendment and Modification. This AGREEMENT may be amended or modified only by written agreement executed by the Parties.

(f) Waiver. Any waiver of any of the provisions or conditions of this AGREEMENT or any of the rights of a party hereto shall be valid only if set forth in an instrument in writing signed by the party granting such waiver. Any waiver or failure to insist upon strict compliance with any obligation, covenant, agreement or condition shall not operate as a waiver of any other provision.

(g) Binding Effect. This AGREEMENT shall inure to the benefit of and be binding upon the parties, their legal representatives, successors, and permitted assigns.

(h) Entire Agreement. This AGREEMENT sets forth the entire understanding and agreement of the Parties hereto relating to the FUNDS and supersede any and all other understandings, negotiations or agreements relating thereto.

IN WITNESS WHEREOF, the Parties hereto have executed this AGREEMENT as of the Effective Date.

DEVELOPER CORPORATION: Advanced Air LLC.

By: _____

[NAME] _____

CITY: CITY OF HAWTHORNE, CALIFORNIA

By: _____
Vontray Norris
CITY MANAGER

Approved as to form:

By: _____
Robert M. Kim
CITY ATTORNEY

Attest:

By: _____
Dayna Williams-Hunter
CITY CLERK

AGENDA ITEM NO. 17.

CITY OF HAWTHORNE
City Council
AGENDA BILL
For the meeting of 03/25/2025
Originating Department: Public Works

City Manager: **Department Head:**

SUBJECT:
Progress Payment #2 in the amount of $607,312.53 due to Martinez Landscape Company, Inc. of Sylmar, CA for General Maintenance (Project # 22-05).

RECOMMENDED MOTION:
Staff recommends that City Council approve this Progress Payment #2 and change orders 6 and 7 due to Martinez Landscape Company, Inc. of Sylmar, CA.

DISCUSSION:
This contract encompasses various crucial maintenance activities, including the City's Weed Abatement Project, landscape and general maintenance needs, and specific tasks such as concrete and asphalt replacement, sidewalk, curb, and gutter replacements. Additionally, it includes essential tree planting, removal, and maintenance services for the medians along Hawthorne Blvd, Prairie Ave, Inglewood Ave, and Imperial Hwy. These contract maintenance activities are designed to complement the work performed by City Staff as required.

Furthermore, the contract incorporates regular debris maintenance on Caltrans right of way, ensuring that roads and adjacent areas remain free from obstructions. This work plays a vital role in preserving safe and accessible roadways, while also preventing the accumulation of trash, plastic, and other debris from being washed into our storm drains by rainwater. By effectively managing debris, the contract helps to safeguard the cleanliness and functionality of the surrounding environment.

Lastly, this payment includes installation of pressure valves at Jim Thorpe Park and the release of retention for year 2 of this general maintenance contract.

ECONOMIC DEVELOPMENT STRATEGIC PLAN:
Improving streets enhances economic development by attracting businesses, increasing property values, and encouraging investment in the area. Well-maintained roads improve accessibility, reduce traffic congestion, and create safer environments for commerce, boosting local economic activity.

FISCAL IMPACT:
None. Funds for this payment in the amount of $607,312.53 are available in the adopted Fiscal Year 2024-25 budget and will be paid for with approved and allocated funds from Prop C, Measure R, and Non-Gas Tax Funds.

NOTICING PROCEDURE:
72 hours opsted notice pursuant to the Ralph M. Brown Act.

ATTACHMENTS
Progress Payment 2

MARTINEZ LANDSCAPE CO., INC.

12357 San Fernando Road Sylmar, CA 91342

General Maintenance Contract Project #22-05

3/1/2025

Invoice # 1

				CONTRACT		PREVIOUS MONTH		CURRENT MONTH		TOTAL TO DATE	
ITEM#	QUANTITY	UNIT	ITEM DESCRIPTION	Unit Price	Total Price	QUANTITY	Total Price	QUANTITY	Total Price	QUANTITY	AMOUNT
1	30,000.00	SQ. FT	Mowing Lots	$0.35	$10,500.00		$0.00		$0.00	0.00	$0.00
2	30,000.00	SQ. FT	Mowing Parkways	$0.25	$7,500.00		$0.00		$0.00	0.00	$0.00
3	100,000.00	SQ. FT	Hand Cleaning of debris from lots as required	$0.100	$10,000.00		$0.00		$0.00	0.00	$0.00
4	40	Locations	Removal of rubbish per 10lbs. To 500lbs.	$175.000	$7,000.00		$0.00		$0.00	0.00	$0.00
5	30	Locations	Removal of rubbish per 500lbs. To 1,000lbs.	$225.00	$6,750.00		$0.00	10.00	$2,250.00	10.00	$2,250.00
6	100	Locations	Removal of rubbish per 1,001lbs. To 1 ton	$225.00	$22,500.00	50.00	$11,250.00		$0.00	50.00	$11,250.00
7	25	Locations	Removal or rubbish per 1 ton or more	$250.00	$6,250.00	30.00	$7,500.00		$0.00	30.00	$7,500.00
8	20	Trees	Removal 10"-30" diameter Tree and stump, including disposal	$225.00	$4,500.00	35.00	$7,875.00		$0.00	35.00	$7,875.00
9	30	Trees	Remove 30" to 40" diameter Tree and stunp, including disposal	$450.00	$13,500.00	20.00	$9,000.00		$0.00	20.00	$9,000.00
10	15	Trees	Remove 40"-or above diameter Tree and stump, including disposal	$575.00	$8,625.00	10.00	$5,750.00		$0.00	10.00	$5,750.00
11	50	Trees	Plant 24" box Trees with root barrier	$300.00	$15,000.00		$0.00		$0.00	0.00	$0.00
12	100	Trees	Plant 36" box Tree with root barrier	$575.00	$57,500.00	7.00	$4,025.00		$0.00	7.00	$4,025.00
13	2,000	L.F	root pruning and installation of root barrier	$1.55	$3,100.00		$0.00		$0.00	0.00	$0.00
14	300	L.F	INSTALL New 8-ft. high chain link fence	$95.00	$28,500.00	35.00	$3,325.00		$0.00	35.00	$3,325.00
15	500	L.F	INSTALL New 14-ft. high chain link fence	$75.00	$37,500.00		$0.00		$0.00	0.00	$0.00
16	3,000	L.F	INSTALL 6' high reinforced masonary block wall (8" thick)	$57.00	$171,000.00	27.00	$1,539.00		$0.00	27.00	$1,539.00
17	2,000	L.F	INSTALL 8' high reinforced masonary block wall (8" thick)	$85.00	$170,000.00		$0.00		$0.00	0.00	$0.00
18	500	L.F	Repair Chain Link Fence	$1.25	$625.00		$0.00		$0.00	0.00	$0.00
19	10,000	S.F	Clean the sidewalks	$0.10	$1,000.00		$0.00		$0.00	0.00	$0.00

Exhibit 15-D
BID TABULATION SUMMARY SHEET

20	50	EA	INSTALL 6ft. High barrier post	$60.00	$3,000.00		$0.00		$0.00	0.00	$0.00
21	50	EA	Remove and replace 6-ft. wheel stop	$37.00	$1,850.00		$0.00		$0.00	0.00	$0.00
22	30	EA	Remove and Replace bus bench	$1,000.00	$30,000.00		$0.00		$0.00	0.00	$0.00
23	150	EA	Remove posters, flyers, signage, etc.	$1.10	$165.00		$0.00		$0.00	0.00	$0.00
24	14,000	S.F	Remove and excavate exisiting sidewalk and Construct new 4" thick PCC sidewalk, per 1112-1 over 4" CMB	$9.95	$139,300.00	4237.69	$42,165.02	14,075.50	$140,051.23	18313.19	$182,216.24
25	300	EA	Remove and replace street signs	$15.00	$4,500.00		$0.00		$0.00	0.00	$0.00
26	2,000	L.F	Remove and Replace curb and gutter	$42.00	$84,000.00	47.00	$1,974.00		$0.00	47.00	$1,974.00
27	30	EA	Trash Receptacle	$1,250.00	$37,500.00		$0.00		$0.00	0.00	$0.00
28	15,000	S.F	Remove and excavate exisiting alleys pavements and reconstruct new 8" thick PCC concrete pavement, per	$18.00	$270,000.00	4393.00	$79,074.00		$0.00	4393.00	$79,074.00
29	3,000	S.F	Remove and excavate exisiting driveway and construct new 6" thick PCC driveway, per APWA STD Plan 110-1	$9.95	$29,850.00		$0.00	91.00	$905.45	91.00	$905.45
30	10	EA	Construct AC Speed Hump	$1,800.00	$18,000.00	4.00	$7,200.00		$0.00	4.00	$7,200.00
31	5,000	S.F	Remove and replace asphalt concrete pavement (4" AC over 8" CMB)	$9.25	$46,250.00		$0.00		$0.00	0.00	$0.00
32	20	Locations	Install Sewer Backflow Prevention Device	$260.00	$5,200.00		$0.00		$0.00	0.00	$0.00
33	10	EA	Furnish and install 2" remote control Valves superior 950's	$275.00	$2,750.00	10.00	$2,750.00	12.00	$3,300.00	22.00	$6,050.00
34	500	L.F	Furnish and install 1" PVC Pipe sch 40	$0.65	$325.00		$0.00	1,000.00	$650.00	1000.00	$650.00
35	1,000	L.F	Furnish and install 2" PVC Pipe shc.40	$1.45	$1,450.00		$0.00	800.00	$1,160.00	800.00	$1,160.00
36	1,000	L.F	Furnish and install 2 1/2" PVC pipe Class 315 sch. 40	$2.50	$2,500.00		$0.00		$0.00	0.00	$0.00
37	1,000	L.F	Furnish and install 3" PVC pipe Class 315 sch. 40	$3.00	$3,000.00		$0.00		$0.00	0.00	$0.00
38	1,000	L.F	Furnish and install 4" PVC pipe Class 315 sch. 40	$4.10	$4,100.00	230.00	$943.00		$0.00	230.00	$943.00
39	1,000	L.F	Furnish and install 3/4" PVC Pipe sch. 40	$0.40	$400.00		$0.00		$0.00	0.00	$0.00
40	50	EA	Furnish and install 1812 Sams Rain Bird Pop-ups	$16.00	$800.00		$0.00		$0.00	0.00	$0.00
41	3	EA	Furnish and install 32" Sprinkler Clock LeMeur Enclosure	$1,200.00	$3,600.00		$0.00		$0.00	0.00	$0.00
42	40	EA	Furnish and install Hunter I-40	$45.00	$1,800.00	20.00	$900.00	40.00	$1,800.00	60.00	$2,700.00
43	60	EA	Furnish and install Hunter I-25	$32.00	$1,920.00		$0.00		$0.00	0.00	$0.00
44	60	EA	Furnish and install Hunter I-20	$20.00	$1,200.00		$0.00		$0.00	0.00	$0.00
45	4	EA	Furnish and install 36-Station Controller Ev.Ex2 Stainless Steel	$4,125.00	$16,500.00		$0.00	2.00	$8,250.00	2.00	$8,250.00

46	4	EA	Furnish and install 1" Backflow prevention units/strainers	$550.00	$2,200.00		$0.00		$0.00	0.00	$0.00
47	6	EA	Furnish and install 1" Quick coupling valves	$200.00	$1,200.00		$0.00		$0.00	0.00	$0.00
48	5	EA	Connect to exisiting 4" water line	$675.00	$3,375.00	25.00	$16,875.00		$0.00	25.00	$16,875.00
49	5	EA	Connect to exisiting 110v electrical Power supply for Irrigation Controller	$400.00	$2,000.00		$0.00	1.00	$400.00	1.00	$400.00
50	5	EA	Furnish and install 4" Gate Valves	$475.00	$2,375.00	2.00	$950.00		$0.00	2.00	$950.00
51	5	EA	Furnish and install 3" Master Valve #3100	$500.00	$2,500.00		$0.00		$0.00	0.00	$0.00
52	4	EA	Furnish and install 2" Flow sensor	$280.00	$1,120.00		$0.00		$0.00	0.00	$0.00
53	10	EA	Furnish and install Grounding protection (rod, plate, etc)	$130.00	$1,300.00		$0.00		$0.00	0.00	$0.00
54	1,000	L.F	Furnish and install Tracer wires	$0.15	$150.00		$0.00		$0.00	0.00	$0.00
55	500	EA	Furnish and install 3/4" PVC fittings sch 40.	$0.47	$235.00		$0.00		$0.00	0.00	$0.00
56	500	EA	Furnish and install 1" PVC Fittings sch 40.	$0.50	$250.00		$0.00		$0.00	0.00	$0.00
57	500	EA	Furnish and isntall 1.5" PVC Fittings sch. 40	$0.50	$250.00	1500.00	$750.00		$0.00	1500.00	$750.00
58	500	EA	Furnish and install 2" PVC Fittings sch. 40	$0.97	$485.00		$0.00		$0.00	0.00	$0.00
59	60	EA	Furnish and install 2.5" PVC Fittings sch. 40	$2.25	$135.00		$0.00		$0.00	0.00	$0.00
60	20	EA	Furnish and install 3" PVC Fittings sch 40.	$3.50	$70.00		$0.00		$0.00	0.00	$0.00
61	50	EA	Furnish and install 4" PVC Fittings sch. 40	$6.50	$325.00	10.00	$65.00		$0.00	10.00	$65.00
62	200	EA	Furnish and install 1" Marlex Street Ells	$0.40	$80.00		$0.00		$0.00	0.00	$0.00
63	3	EA	Furnish and install PVC weld- on 2711/P-70 Primer	$8.00	$24.00		$0.00		$0.00	0.00	$0.00
64	5,000	L.F	Furnish and install Wire/Cable 14 gage	$0.25	$1,250.00		$0.00		$0.00	0.00	$0.00
65	20	EA	Furnish and Install Rain Bird 1300 A-F Bubbler	$4.00	$80.00	50.00	$200.00		$0.00	50.00	$200.00
66	10,000	CY	Unclassified excavation including neatly saw cut edges where applicable	$47.00	$470,000.00	7108.00	$334,076.00	500.00	$23,500.00	7608.00	$357,576.00
67	5	EA	Furnish and install 2" Gate Valve T-113	$160.00	$800.00	2.00	$320.00		$0.00	2.00	$320.00
68	1	EA	Furnish and install 3" Pressure reducing backflow 880 series with Y strainer	$2,500.00	$2,500.00		$0.00		$0.00	0.00	$0.00

69	2	EA	Furnish and install 49" LeMeur Backflow Enclosure	$1,200.00	$2,400.00		$0.00		$0.00	0.00	$0.00
70	30	EA	Furnish and install 14"X18" Rectangular Valve Boxes	$38.00	$1,140.00		$0.00		$0.00	0.00	$0.00
71	30	EA	Furnish and isntall Valve Identification Tags	$1.50	$45.00		$0.00		$0.00	0.00	$0.00
72	100	EA	Plant 1 Gallon Strelizia Reginae "Birds of Paradise"	$6.50	$650.00		$0.00		$0.00	0.00	$0.00
73	100	EA	Plant 1 Gallon Agapanthus Africanus " Lily of Nile"	$6.00	$600.00		$0.00		$0.00	0.00	$0.00
74	100	EA	Plant 1 Gallon Raphiolepis "Ballerinas"	$6.50	$650.00		$0.00		$0.00	0.00	$0.00
75	100	EA	Plant 1 Gallon Pittosoporum tobira dwarf "Wheelers"	$6.25	$625.00		$0.00		$0.00	0.00	$0.00
76	100	EA	Plant 1 Gallon Pittosporum Tobira Variegated	$6.25	$625.00		$0.00		$0.00	0.00	$0.00
77	100	EA	Plant 1 Gallon Trachelesperum Jasminoides "Star Jasmine"	$6.00	$600.00		$0.00		$0.00	0.00	$0.00
78	100	EA	Plant 1 Gallon Ice Berg Roses	$15.00	$1,500.00		$0.00		$0.00	0.00	$0.00
79	100	EA	Plant Gazenies Ground Cover Flats	$27.00	$2,700.00		$0.00		$0.00	0.00	$0.00
80	100	EA	Plant 5 Gallon Nandina Nana	$25.00	$2,500.00	80.00	$2,000.00		$0.00	80.00	$2,000.00
81	100	EA	Plant 5 Gallon Penstemon	$20.00	$2,000.00		$0.00		$0.00	0.00	$0.00
82	100	EA	Plant 5 Gallon Mexican Sage	$18.00	$1,800.00		$0.00		$0.00	0.00	$0.00
83	100	EA	Plant 1 Gallon Cuphia	$5.00	$500.00		$0.00		$0.00	0.00	$0.00
84	100	EA	Plant 5 Gallon Kangaroo Paw Red	$18.00	$1,800.00		$0.00		$0.00	0.00	$0.00
85	100	EA	Plant 5 Gallon Birds of paradise	$22.00	$2,200.00	30.00	$660.00		$0.00	30.00	$660.00
86	100	EA	Plant 5 Gallon Liriope	$18.00	$1,800.00		$0.00		$0.00	0.00	$0.00
87	100	EA	Plant 5 Gallon Garlic Variegata	$18.00	$1,800.00		$0.00		$0.00	0.00	$0.00
88	500	L.F	Install 18" Storm Drain Pipe including joints and connections into exisiting (5 to 10 Feet deep)	$50.00	$25,000.00		$0.00		$0.00	0.00	$0.00
89	500	L.F	Install 10" to 18" VCP including joints and connection into exisiting (8 to 12 Feet deep)	$57.00	$28,500.00		$0.00		$0.00	0.00	$0.00
90	200	L.F	Install 6" VCP including joint and connection into existing (5 to 10 Feet Deep)	$25.00	$5,000.00		$0.00		$0.00	0.00	$0.00
91	2	EA	Construct new catch basin per SPPWC Std. 300-3, W=7' including local depression per SPPWC Std. 313-3 over 6" CMB, Wd=7'	$7,500.00	$15,000.00		$0.00		$0.00	0.00	$0.00

92	100,000	SF	Maintenance of Median Landscape	$0.92	$92,000.00		$0.00		$0.00	0.00	$0.00
93	3,000	Ton	Crushed Miscellaneous Base (CMB)	$25.00	$75,000.00		$0.00	600.00	$15,000.00	600.00	$15,000.00
94	Annually		Install Christmas Lights	$4,500.00	$4,500.00		$0.00	1.00	$4,500.00	1.00	$4,500.00
95	300	L.F	Install 8ft. Tall rod iron fence	$35.00	$10,500.00		$0.00		$0.00	0.00	$0.00
96	Per Bus Stop		Power Wash benches/bus stops	$95.00	$95.00		$0.00		$0.00	0.00	$0.00
97	Per Tree		Tree Trimming on median landscape	$45.00	$45.00	600.00	$27,000.00	500.00	$22,500.00	1100.00	$49,500.00
98	Per LF As needed		Trench for electrical conduit and backfill	$3.00	$3.00	800.00	$2,400.00		$0.00	800.00	$2,400.00
99	Per Post		Install temporary electrical post	$1,800.00	$1,800.00		$0.00	1.00	$1,800.00	1.00	$1,800.00
100	Per Post		Seal coat with striping	$0.90	$0.90		$0.00	8,000.00	$7,200.00	8000.00	$7,200.00
101	Per S.F as needed		Installation of water conservation plant material	$1.25	$1.25		$0.00		$0.00	0.00	$0.00
102	Per Hour		Playground Restoration- Power wash and paint playground equipment	$45.00	$45.00		$0.00		$0.00	0.00	$0.00
103	Per Hour		Bulky item monitering throughout city	$27.00	$27.00	380.00	$10,260.00	375.00	$10,125.00	755.00	$20,385.00
104	Per hour As Needed		Bulky Item removal- 2man crew with minimum 3/4 ton vehicle	$150.00	$150.00	558.00	$83,700.00	558.00	$83,700.00	1116.00	$167,400.00
105	Per Event		Temporary facilitues for event- 3 restrooms with hot water sinks/ Temporary light towers	$2,580.00	$2,580.00		$0.00		$0.00	0.00	$0.00
106	153,000	SQ.FT	Hawthorne Blvd. (medians, curb extenstions and parkways)* from 105 Freeway to Rosecrans Ave.	$0.12	$18,360.00	612,000.00	$73,440.00	459,000.00	$55,080.00	1071000.00	$128,520.00
107	12,000	SQ.FT	Imperial Hwy. (median) * from Inglewood Ave. to Prairie Ave.	$0.12	$1,440.00	48,000.00	$5,760.00	36,000.00	$4,320.00	84000.00	$10,080.00
108	7,000	SQ.FT	Crenshaw Blvd. (median) * from 120th St. to El Segundo Blvd.	$0.15	$1,050.00	28,000.00	$4,200.00	21,000.00	$3,150.00	49000.00	$7,350.00
109	12,000	SQ.FT	120th Street *along South Dominguez Channel	$0.12	$1,440.00	48,000.00	$5,760.00	36,000.00	$4,320.00	84000.00	$10,080.00
110	26,000	SQ.FT	Rosecrans Ave. (median &parkway) *from Aviation Blvd. to Inglewood Ave.	$0.15	$3,900.00	104,000.00	$15,600.00	78,000.00	$11,700.00	182000.00	$27,300.00
111	25,000	SQ.FT	Praire Ave. (median) *116th St. to El Segundo Blvd.	$0.15	$3,750.00	100,000.00	$15,000.00	75,000.00	$11,250.00	175000.00	$26,250.00
112	10,500	SQ.FT	Inglewood Ave (median) * from Imperial Hwy. to Rosecrans Ave.	$0.12	$1,260.00	42,000.00	$5,040.00	31,500.00	$3,780.00	73500.00	$8,820.00
113	17,500	SQ.FT	Marine Ave. (frontage and divider median) *from Gerkin Ave. to Yukon Ave.	$0.10	$1,750.00	70,000.00	$7,000.00	52,500.00	$5,250.00	122500.00	$12,250.00
114	26,500	SQ.FT	Prairie Avenue (frontage and divider median) * from Cordary Avenue to 149th Street	$0.15	$3,975.00	106,000.00	$15,900.00	79,500.00	$11,925.00	185500.00	$27,825.00

115	6,000	SQ.FT	147th Street* Inglewood Ave. to Ocean Gate	$0.10	$600.00	24,000.00	$2,400.00	18,000.00	$1,800.00	42000.00	$4,200.00
116	Once Per Week		Clean weeds and trash on 119th Street from Felton Avenue to Crenshaw Avenue.	$325.00	$325.00		$0.00		$0.00	0.00	$0.00
117	Once Per Week		Weekly center median watering with water truck on Prairie Avenue from rosecrans Avenue to El Segundo Boulevard	$875.00	$875.00		$0.00	19.00	$16,625.00	19.00	$16,625.00
118	As Needed		Emergency Tree service and tree material removal-2 person crew with boom truck and equipment	$1,880.00	$1,880.00		$0.00		$0.00	0.00	$0.00
119	30		64 Sq. Ft Insulated Shelter with Heater, Air Conditioner, Folding bed and Mattress Pad for Pallet Shelter compant or equivalent with installation per manufacter specification	$14,744.00	$442,320.00		$0.00		$0.00	0.00	$0.00
120	1		2 Stall Bathroom Unit (Toilet, Shower, Sink) from Pallet Shelter Company or equivalent with installation per manufacturer specification	$41,200.00	$41,200.00		$0.00		$0.00	0.00	$0.00
121	1		2 Stall ADA Bathroom Unit (Toilet, Shower, Sink) from Pallet Shelter Company or equivalent with installation per manufacterer specification	$47,900.00	$47,900.00		$0.00		$0.00	0.00	$0.00
122	6		Handwashing Station from pallet Shelter Compant or equivelant with installation per manufacturer specifications	$2,000.00	$12,000.00		$0.00		$0.00	0.00	$0.00
123	2		100 Sq.Ft 4 Washer/ Dryer Laundry Unit from Pallet Shelter Company or equivalent with installation per manufacturer specifications	$67,200.00	$134,400.00		$0.00		$0.00	0.00	$0.00
124	2		400 Sq.Ft Shelter for adminstrative purposes from Pallet Shelter Company or equivalent with installation per manufacturer specification	$47,900.00	$95,800.00		$0.00		$0.00	0.00	$0.00
125	3		ADA Accessible Ramp for Shelters and Bathroom Unit with installation per manufacturer specifications	$2,200.00	$6,600.00		$0.00		$0.00	0.00	$0.00
126	1		Dumpster and 3 Yd. Recylcing with Gate Enclosure	$1,200.00	$1,200.00		$0.00		$0.00	0.00	$0.00
127	10		6' Picnic Tables	$1,500.00	$15,000.00		$0.00		$0.00	0.00	$0.00
128	2		8'X8' Canopy	$4,700.00	$9,400.00	1.00	$4,700.00		$0.00	1.00	$4,700.00
129	15		Small, Portable Planter Boxes with Plants	$280.00	$4,200.00		$0.00		$0.00	0.00	$0.00
130	4		Planter Boxes with Trees and Plants	$375.00	$1,500.00		$0.00		$0.00	0.00	$0.00
131	5		Bicycle Lockers (Model #: Bike- Shell Model 301 Bicycle Locker or equivalent)	$2,700.00	$13,500.00		$0.00		$0.00	0.00	$0.00
132	1		Motorized Driveway Swing Gate with Privacy Fence Screen Mesh	$3,700.00	$3,700.00		$0.00		$0.00	0.00	$0.00
133	200	L.F	8' High Perimeter Fence with Privacy Fence Screen Mesh	$175.00	$35,000.00		$0.00	85.00	$14,875.00	85.00	$14,875.00
134	1		25' Rolling Gate with Privacy Fence Screen Mesh	$5,900.00	$5,900.00		$0.00		$0.00	0.00	$0.00
135	1,000	L.F	Privacy Fence Screen Mesh	$5.50	$5,500.00		$0.00		$0.00	0.00	$0.00

143	1	Each	CO1: Rental Trailer at Memorial Park, monthly charge	$2,670.00	$6,400.00	$4.00	$10,680.00	3.00	$8,010.00	7.00	$18,690.00
144	1	Each	CO2: Rubber Speed Radar Signs	$57,648.00	$57,648.00	$1.00	$57,648.00	33,473.00	$33,473.00	33,474.00	$91,121.00
145	1	Each	CO3: Railroad clean u p for Holly Park to El Segundo Blvbd	$23,500.00	$23,500.00	$1.00	$23,500.00		$0.00	1.00	$23,500.00
146	1	Each	CO4: Broze Plaque for City Hall	$15,070.00	$15,070.00	$1.00	$15,070.00		$0.00	1.00	$15,070.00
147	1	Each	CO5: New bathroom for Pallet Shelter	$1.00	$10,890.00	$1.00	$10,890.00		$0.00	1.00	$10,890.00
148	1	Each	CO6: Pressure Valves for Jim Thorpe Park\	$1.00	$8,000.00		$0.00	2.00	$16,000.00	2.00	$16,000.00
149	1	Each	Retention Release for Year 2	$1.00	$69,437.92		$0.00	1.00	$69,437.92	1.00	$69,437.92
					$3,264,174.57		$952,111.03		$528,649.68		$1,550,198.63

Amount	$528,649.68
Year 2 CPI: (7.1%)	$37,534.13

TOTAL AMOUNT WITH CPI		$566,183.80
Less 5% Retention:	$	28,309.19
LESS BILLINGS		
Retention Release Year 2	$	69,437.92
TOTAL AMOUNT DUE		$607,312.53

This 2nd Progress Payment is hereby submitted for your review and approval. $607,312.53

#225-4106-408-0-0-45464	$20,000.00
#225-4106-408-0-0-45834	$150,000.00
#225-4106-000-0-0-45404	$150,000.00
#220-4106-000-0-0-45484	$200,000.00
#285-3400-000-0-0-40514	$87,312.53
TOTAL =	$607,312.53

Project Engineer
Selena Acuna

25-Mar-25
Council Date

Honorable Mayor and City Council
City of Hawthorne
Hawthorne, CA 90250

RE: GENERAL MAINTENANCE *(PROJECT #22-05)*

The following is a detailed breakdown of **Progress Payment No. 2 and final for year 3** due to Martinez Landscaping Co., **12357 SAN FERNANDO ROAD, SYLMAR, CA 91342**, for work done on the subject project through February 2025

Base Bid				CONTRACT		PREVIOUS MONTH		CURRENT MONTH		TOTAL TO DATE	
ITEM#	QUANTITY	UNIT	ITEM DESCRIPTION	Unit Price	Total Price	QUANTITY	Total Price	QUANTITY	Total Price	QUANTITY	AMOUNT
1	30,000.00	S.F.	Mowing Lots	$0.35	$10,500.00		$0.00		$0.00	-	$0.00
2	30,000	S.F.	Mowing Parkways	$0.25	$7,500.00		$0.00		$0.00	-	$0.00
3	100,000	S.F.	Hand Cleaning of debris from lots as required	$0.10	$10,000.00		$0.00		$0.00	-	$0.00
4	40	Location	Removal of rubbish per 10 lbs. to 500 lbs.	$175.00	$7,000.00		$0.00		$0.00	-	$0.00
5	30	Location	Removal of rubbish per 500 lbs. to 1,000 lbs.	$225.00	$6,750.00		$0.00	10.00	$2,250.00	10.00	$2,250.00
6	100	Location	Removal of rubbish per 1,001 lbs. to 1 ton.	$225.00	$22,500.00	50.00	$11,250.00		$0.00	50.00	$11,250.00
7	25	Location	Removal of rubbish per 1 ton or more	$250.00	$6,250.00	30.00	$7,500.00		$0.00	30.00	$7,500.00
8	20	Tree	Remove 10"-30" diameter Tree and stump, including disposal	$225.00	$4,500.00	35.00	$7,875.00		$0.00	35.00	$7,875.00
9	30	Tree	Remove 30" to 40" diameter Tree and stump, including disposal	$450.00	$13,500.00	20.00	$9,000.00		$0.00	20.00	$9,000.00
10	15	Tree	Remove 40" - or above diameter Tree and stump, including disposal	$575.00	$8,625.00	10.00	$5,750.00		$0.00	10.00	$5,750.00
11	50	Tree	Plant 24" box Tree with root barriers	$300.00	$15,000.00		$0.00		$0.00	-	$0.00
12	100	Tree	Plant 36" box Tree with root barriers	$575.00	$57,500.00	7.00	$4,025.00		$0.00	7.00	$4,025.00
13	2,000	L.F.	Root pruning and root barrier	$1.55	$3,100.00		$0.00		$0.00	-	$0.00
14	300	L.F.	INSTALL New 8-ft. high chain link fence	$95.00	$28,500.00	35.00	$3,325.00		$0.00	35.00	$3,325.00
15	500	L.F.	INSTALL New 14-ft. high chain link fence	$75.00	$37,500.00		$0.00		$0.00	-	$0.00
16	3,000	L.F.	INSTALL 6' high reinforced masonary block wall (8" thick)	$57.00	$171,000.00	27.00	$1,539.00		$0.00	27.00	$1,539.00
17	2,000	L.F.	INSTALL 8' high reinforced block wall (8" thick)	$85.00	$170,000.00		$0.00		$0.00	-	$0.00
18	500	L.F.	Repair chain link fence	$1.25	$625.00		$0.00		$0.00	-	$0.00
19	10,000	S.F.	Clean sidewalks	$0.10	$1,000.00		$0.00		$0.00	-	$0.00
20	50	Each	INSTALL 6ft. High barrier post	$60.00	$3,000.00		$0.00		$0.00	-	$0.00
21	50	Each	Remove and replace 6-ft. wheel stop	$37.00	$1,850.00		$0.00		$0.00	-	$0.00
22	30	Each	Remove and replace bus bench	$1,000.00	$30,000.00		$0.00		$0.00	-	$0.00
23	150	Each	Remove posters, flyers, signage, etc.	$1.10	$165.00		$0.00		$0.00	-	$0.00
24	14,000	S.F.	Remove and excavate existing sidewalk and Construct new 4" thick PCC sidewalk, per 112-1 over 4" CMB	$9.95	$139,300.00	4,237.39	$42,162.03	14,075.50	$140,051.23	18,312.89	$182,213.26
25	300	Each	Remove and replace street signs	$15.00	$4,500.00		$0.00		$0.00	-	$0.00
26	2,000	L.F.	Remove and replace curb and gutter	$42.00	$84,000.00	47.00	$1,974.00		$0.00	47.00	$1,974.00
27	30	Each	Trash receptacle	$1,250.00	$37,500.00		$0.00		$0.00	-	$0.00
28	15,000	S.F.	Remove and excavate existing alleys pavement and reconstruct new 8" thick PCC Concrete pavement, per APWA STD Plan 134-1 & 131-1 over 7" CMB	$18.00	$270,000.00	4,393.00	$79,074.00		$0.00	4,393.00	$79,074.00
29	3,000	S.F.	Remove and excavate existing driveway and construct new 6" thick PCC driveway, per APWA STD Plan 110-1 over 6" CAB	$9.95	$29,850.00		$0.00	91.00	$905.45	91.00	$905.45
30	10	Each	Construct AC Speed Hump	$1,800.00	$18,000.00	4.00	$7,200.00		$0.00	4.00	$7,200.00
31	5,000	S.F.	(Localized repair) Remove and replace aspahlt concrete pavement (4" AC over 8" CMB)	$9.25	$46,250.00		$0.00		$0.00	-	$0.00
32	20	Location	Install sewer backflow system	$260.00	$5,200.00		$0.00		$0.00	-	$0.00
33	10	Each	Furnish and install 2" remote control Valves superior 950's	$275.00	$2,750.00	10.00	$2,750.00	12.00	$3,300.00	22.00	$6,050.00
34	500	L.F.	Furnish and install 1" PVC Pipe sch. 40	$0.65	$325.00		$0.00	1,000.00	$650.00	1,000.00	$650.00
35	1,000	L.F.	Furnish and install 2" PVC Pipe sch. 40	$1.45	$1,450.00		$0.00	800.00	$1,160.00	800.00	$1,160.00
36	1,000	L.F.	Furnish and install 2 1/2" PVC pipe Class 315 sch. 40	$2.50	$2,500.00		$0.00		$0.00	-	$0.00
37	1,000	L.F.	Furnish and install 3" PVC pipe Class 315 sch. 40.	$3.00	$3,000.00		$0.00		$0.00	-	$0.00
38	1,000	L.F.	Furnish and install 4" PVC pipe Class 315 sch. 40	$4.10	$4,100.00	230.00	$943.00		$0.00	230.00	$943.00
39	1,000	L.F.	Furnish and install 3/4" PVC Pipe sch. 40	$0.40	$400.00		$0.00		$0.00	-	$0.00
40	50	Each	Furnish and install 1812 Sams Rain Bird Pop-ups	$16.00	$800.00		$0.00		$0.00	-	$0.00
41	3	Each	Furnish and install 32" Sprinkler Clock LeMeur Enclosure	$1,200.00	$3,600.00		$0.00		$0.00	-	$0.00
42	40	Each	Furnish and install Hunter I-40	$45.00	$1,800.00	20.00	$900.00	40.00	$1,800.00	60.00	$2,700.00
43	60	Each	Furnish and install Hunter I-25	$32.00	$1,920.00		$0.00		$0.00	-	$0.00
44	60	Each	Furnish and install Hunter I-20	$20.00	$1,200.00		$0.00		$0.00	-	$0.00
45	4	Each	Furnish and install 36-Station Controller Ev. Ex2 Stainless Steel	$4,125.00	$16,500.00		$0.00	2.00	$8,250.00	2.00	$8,250.00
46	4	Each	Furnish and install 1" Backflow prevention units/strainers	$550.00	$2,200.00		$0.00		$0.00	-	$0.00

47	6	Each	Furnish and install 1" Quick coupling valves	$200.00	$1,200.00		$0.00		$0.00	-	$0.00
48	5	Each	Connect to existing 4" water lines	$675.00	$3,375.00	25.00	$16,875.00	-	$0.00	25.00	$16,875.00
49	5	Each	Connect to existing 110v electrical Power supply for Irrigation Controller	$400.00	$2,000.00		$0.00	1.00	$400.00	1.00	$400.00
50	5	Each	Furnish and install 4" Gate valves	$475.00	$2,375.00	2.00	$950.00		$0.00	2.00	$950.00
51	3	Each	Furnish and install 3" Master valve # 3100	$500.00	$2,500.00		$0.00		$0.00	-	$0.00
52	4	Each	Furnish and install 2" Flow sensor	$280.00	$1,120.00		$0.00		$0.00	-	$0.00
53	10	Each	Furnish and install Grounding protection (rod, plate, etc.)	$130.00	$1,300.00		$0.00		$0.00	-	$0.00
54	1,000	L.F.	Furnish and install Tracer wires	$0.15	$150.00		$0.00		$0.00	-	$0.00
55	500	Each	Furnish and install ¾" PVC Fittings sch. 40	$0.47	$235.00		$0.00		$0.00	-	$0.00
56	500	Each	Furnish and install 1" PVC Fittings sch. 40	$0.50	$250.00		$0.00	-	$0.00	-	$0.00
57	500	Each	Furnish and install 1.5" PVC Fittings sch. 40	$0.50	$250.00	1,500.00	$750.00		$0.00	1,500.00	$750.00
58	500	Each	Furnish and install 2" PVC Fittings sch. 40	$0.97	$485.00		$0.00		$0.00	-	$0.00
59	60	Each	Furnish and install 2.5" PVC Fittings sch. 40	$2.25	$135.00		$0.00		$0.00	-	$0.00
60	20	Each	Furnish and install 3" PVC Fittings sch. 40	$3.50	$70.00		$0.00		$0.00	-	$0.00
61	50	Each	Furnish and install 4" PVC Fittings sch. 40	$6.50	$325.00	10.00	$65.00		$0.00	10.00	$65.00
62	200	Each	Furnish and install 1" Marlex Street Ells	$0.40	$80.00		$0.00		$0.00	-	$0.00
63	3	Each	Furnish and install PVC Weld-On 2711/P-70 Primer	$8.00	$24.00		$0.00		$0.00	-	$0.00
64	5,000	L.F.	Furnish and install Wire/Cable 14 gage	$0.25	$1,250.00		$0.00	-	$0.00	-	$0.00
65	20	Each	Furnish and install Rain Bird 1300 A-F Bubbler	$4.00	$80.00	$50.00	$200.00		$0.00	50.00	$200.00
66	10,000	CY.	Unclassified excavation including neatly saw cut edges where applicable	$47.00	$470,000.00	$7,108.00	$334,076.00	500.00	$23,500.00	7,608.00	$357,576.00
67	5	Each	Furnish and install 2"Gate Valve T-113	$160.00	$800.00	$2.00	$320.00		$0.00	2.00	$320.00
68	1	Each	Furnish and install 3" Pressure reducing backflow 880 series with Y strainer	$2,500.00	$2,500.00		$0.00		$0.00	-	$0.00
69	2	Each	Furnish and install 48" LeMeur Backflow Enclosure	$1,200.00	$2,400.00		$0.00		$0.00	-	$0.00
70	30	Each	Furnish and install 14" x 18" Rectangular Valve Boxes	$38.00	$1,140.00		$0.00		$0.00	-	$0.00
71	30	Each	Furnish and install Valve Identification Tags	$1.50	$45.00		$0.00	-	$0.00	-	$0.00
72	100	Each	Plant 1 Gallon Strelitzia Reginae "Bird of Paradise"	$6.50	$650.00		$0.00		$0.00	-	$0.00
73	100	Each	Plant 1 Gallon Agapanthus Africanus "Lily of Nile"	$6.00	$600.00		$0.00		$0.00	-	$0.00
74	100	Each	Plant 1 Gallon Raphiolepis "Ballerinas"	$6.50	$650.00		$0.00		$0.00	-	$0.00
75	100	Each	Plant 1 Gallon Pittosporum tobira dwarf "Wheelers"	$6.25	$625.00		$0.00		$0.00	-	$0.00
76	100	Each	Plant 1 Gallon Pittosporum Tobira Variegated	$6.25	$625.00		$0.00		$0.00	-	$0.00
77	100	Each	Plant 1 Gallon Trachelospermum Jasminoides "Star Jasmine"	$6.00	$600.00		$0.00	-	$0.00	-	$0.00
78	100	Each	Plant 1 Gallon Ice Berg Roses	$15.00	$1,500.00		$0.00		$0.00	-	$0.00
79	100	Each	Plant Gazenies Ground Cover Flats	$27.00	$2,700.00		$0.00		$0.00	-	$0.00
80	100	Each	Plant 5 Gallon Nandina Nana	$25.00	$2,500.00	$80.00	$2,000.00		$0.00	80.00	$2,000.00
81	100	Each	Plant 5 Gallon Perutemon	$20.00	$2,000.00		$0.00	-	$0.00	-	$0.00
82	100	Each	Plant 5 Gallon Mexican Sage	$18.00	$1,800.00		$0.00		$0.00	-	$0.00
83	100	Each	Plant 1 Gallon Cuphia	$5.00	$500.00		$0.00		$0.00	-	$0.00
84	100	Each	Plant 5 Gallon Kangaroo Paw Red	$18.00	$1,800.00		$0.00		$0.00	-	$0.00
85	100	Each	Plant 5 Gallon Bird of paradise	$22.00	$2,200.00	$30.00	$660.00		$0.00	30.00	$660.00
86	100	Each	Plant 5 Gallon Liriope	$18.00	$1,800.00		$0.00		$0.00	-	$0.00
87	100	Each	Plant 5 Gallon Garlic Variegata	$18.00	$1,800.00		$0.00	-	$0.00	-	$0.00
88	500	L.F.	Install 18" Storm Drain Pipe(RCP) including joints and connection into existing	$50.00	$25,000.00		$0.00		$0.00	-	$0.00
89	500	L.F.	Install 8" VCP including joints and connection into existing	$57.00	$28,500.00		$0.00		$0.00	-	$0.00
90	200	L.F.	Install 6" VCP including joint and connection into existing	$25.00	$5,000.00		$0.00		$0.00	-	$0.00
91	2	Each	Construct new catch basin per SWPPWC Std. 300-3, W=7' including local depression per SPPWC Std. 313-3 over 6" CMB, Wd=7'	$7,500.00	$15,000.00		$0.00	-	$0.00	-	$0.00
92	100,000	S.F.	Maintenance of median landscaped	$0.92	$92,000.00		$0.00	-	$0.00	-	$0.00
93	3,000	Ton	Crushed Miscellaneous Base (CMB)	$25.00	$75,000.00		$0.00	600.00	$15,000.00	600.00	$15,000.00
94	Annualy		Install Christmas Lights	$4,500.00	$4,500.00		$0.00	1.00	$4,500.00	1.00	$4,500.00
95	300	L.F.	Install 8ft. tall red iron fence	$35.00	$10,500.00		$0.00		$0.00	-	$0.00

96	Per	Bus Stop	Power wash benches / bus stops	$95.00	$95.00		$0.00		$0.00	-	$0.00
97	Per	Tree	Tree trimming on median landscape	$45.00	$45.00	$600.00	$27,000.00	500.00	$22,500.00	1,100.00	$49,500.00
98	Per	L.F. (As Needed)	Trench for electrical conduit and backfill	$3.00	$3.00	$800.00	$2,400.00		$0.00	800.00	$2,400.00
99	Per	Post	Install temporary electrical post	$1,800.00	$1,800.00		$0.00	1.00	$1,800.00	1.00	$1,800.00
100	Per	S.F.	Seal coat with stripping	$0.90	$0.90		$0.00	8,000.00	$7,200.00	8,000.00	$7,200.00
101	Per	S.F.	Installation of water conservation plant material	$1.25	$1.25		$0.00		$0.00	-	$0.00
102	Per	Hour	Playground Restoration – Power wash and paint playground equipment	$45.00	$45.00		$0.00		$0.00	-	$0.00
103	Per	Hour	Bulky item monitoring throughout city	$27.00	$27.00	380.00	$10,260.00	375.00	$10,125.00	755.00	$20,385.00
104	Per	Hour (As Needed)	Bulky item removal – 2 man crew with minimum ¾ Ton vehicle	$150.00	$150.00	$658.00	$98,700.00	558.00	$83,700.00	1,216.00	$182,400.00
105	Per	Event	Temporary facilities for event – 3 restrooms with Hot water sinks / temporary light towers	$2,580.00	$2,580.00		$0.00		$0.00	-	$0.00
106	153,000	S.F.	Hawthorne Blvd. (medians, curb extensions and parkways) *from 105 Freeway to Rosecrans Ave.	$0.12	$18,360.00	$612,000.00	$73,440.00	459,000.00	$55,080.00	1,071,000.00	$128,520.00
107	12200	S.F.	Imperial Hwy. (median) *from Inglewood Ave. to Prairie Ave.	$0.12	$1,464.00	$48,000.00	$5,760.00	36,000.00	$4,320.00	84,000.00	$10,080.00
108	7000	S.F.	Crenshaw Blvd. (median) *from 120th St. to El Segundo Blvd.	$0.15	$1,050.00	$28,000.00	$4,200.00	21,000.00	$3,150.00	49,000.00	$7,350.00
109	12000	S.F.	120th Street *along South Dominguez Channel	$0.12	$1,440.00	$48,000.00	$5,760.00	36,000.00	$4,320.00	84,000.00	$10,080.00
110	26000	S.F.	Rosecrans Ave. (median & parkway) *from Aviation Blvd. to Inglewood Ave.	$0.15	$3,900.00	$104,000.00	$15,600.00	78,000.00	$11,700.00	182,000.00	$27,300.00
111	25000	S.F.	Prairie Ave. (median) *116th St. to El Segundo Blvd.	$0.15	$3,750.00	$100,000.00	$15,000.00	75,000.00	$11,250.00	175,000.00	$26,250.00
112	10500	S.F.	Inglewood Ave. (median) *from Imperial Hwy. to Rosecrans Ave.	$0.12	$1,260.00	42,000.00	$5,040.00	31,500.00	$3,780.00	73,500.00	$8,820.00
113	17500	S.F.	Marine Ave. (frontage and divider median) *from Gerkin Ave. to Yukon Ave.	$0.10	$1,750.00	$70,000.00	$7,000.00	52,500.00	$5,250.00	122,500.00	$12,250.00
114	26500	S.F.	Prairie Avenue (frontage and divider median) *from Cordary Avenue to 149th Street	$0.15	$3,975.00	$106,000.00	$15,900.00	79,500.00	$11,925.00	185,500.00	$27,825.00
115	6000	S.F.	147th Street *Inglewood Ave to Ocean Gate	$0.10	$600.00	$24,000.00	$2,400.00	18,000.00	$1,800.00	42,000.00	$4,200.00
116	Once	Per Week	Clean weeds and trash on 119th Street from Felton Avenue to Crenshaw Avenue	$325.00	$325.00		$0.00		$0.00	-	$0.00
117	Once	Per Week	Weekly center median watering with watertruck on Prairie Avenue from Rosecrans Avenue to El Segundo Boulevard	$875.00	$875.00		$0.00	19.00	$16,625.00	19.00	$16,625.00
118	As Needed	As Needed	Emergency tree service and tree material removal - 2 person crew with boom truck and equipment	$1,880.00	$1,880.00		$0.00		$0.00	-	$0.00
119	30	Each	Mattress Pad from Pallet Shelter Company or equivalent with installation per manufacturer specifications	$14,744.00	$442,320.00		$0.00		$0.00	-	$0.00
120	1	Each	2 Stall Bathroom Unit (Toilet, Shower, Sink) from Pallet Shelter Company or equivalent with installation per manufacturer specifications	$41,200.00	$41,200.00		$0.00		$0.00	-	$0.00
121	1	Each	2 Stall ADA Bathroom Unit (Toilet, Shower, Sink) from Pallet Shelter Company or equivalent with installation per manufacturer specifications	$47,900.00	$47,900.00		$0.00		$0.00	-	$0.00
122	6	Each	Handwashing Station from Pallet Shelter Company or equivalent with installation per manufacturer specifications	$2,000.00	$12,000.00		$0.00		$0.00	-	$0.00
123	2	Each	100 Sq. Ft. 4 Washer/Dryer Laundry Unit from Pallet Shelter Company or equivalent with installation per manufacturer specifications	$67,200.00	$134,400.00		$0.00		$0.00	-	$0.00
124	2	Each	400 Sq. Ft. Shelter for administrative purposes from Pallet Shelter Company or equivalent with installation per manufacturer specifications	$47,900.00	$95,800.00		$0.00		$0.00	-	$0.00
125	3	Each	ADA Accessible Ramp for Shelters and Bathroom Unit with installation per manufacturer specifications	$2,200.00	$6,600.00		$0.00		$0.00	-	$0.00
126	1	Each	Dumpster and 3 Yd. Recycling with Gate Enclosure	$1,200.00	$1,200.00		$0.00		$0.00	-	$0.00
127	10	Each	6' Picnic Tables	$1,500.00	$15,000.00		$0.00		$0.00	-	$0.00
128	2	Each	8' x 8' Canopy	$4,700.00	$9,400.00	$1.00	$4,700.00		$0.00	1.00	$4,700.00
129	15	Each	Small, Portable Planter Boxes with Plants	$280.00	$4,200.00		$0.00		$0.00	-	$0.00
130	4	Each	Planter Boxes with Trees and Plants	$375.00	$1,500.00		$0.00		$0.00	-	$0.00
131	5	Each	Bicycle Lockers (Model #: Bike-Shell Model 301 Bicycle Locker or equivalent)	$2,700.00	$13,500.00		$0.00		$0.00	-	$0.00
132	1	Each	Motorized Driveway Swing Gate with Privacy Fence Screen Mesh	$3,700.00	$3,700.00		$0.00		$0.00	-	$0.00
133	200	L.F.	8' High Perimeter Fence with Privacy Fence Screen Mesh	$175.00	$35,000.00		$0.00	85.00	$14,875.00	85.00	$14,875.00
134	1	Each	25' Rolling Gate with Privacy Fence Screen Mesh	$5,900.00	$5,900.00		$0.00		$0.00	-	$0.00
135	1000	L.F.	Privacy Fence Screen Mesh	$5.50	$5,500.00		$0.00		$0.00	-	$0.00
136	600	L.F.	Privacy Shrubs	$15.00	$9,000.00		$0.00		$0.00	-	$0.00
137	Per	L.F. (as needed)	Paint Pavement Striping	$3.50	$3.50		$0.00		$0.00	-	$0.00
138	1	Each	600 amp panel from So Cal Edison with 3" conduit from electrical pole on 111th St	$64,750.00	$64,750.00		$0.00		$0.00	-	$0.00
139	80000	L.F.	Weekly Maintenance of Pallet Shelter Lot	$0.10	$8,000.00		$0.00		$0.00	-	$0.00
140	1	Each	10" Topsoil for Vegetable/Herb Garden Including Excavation, Backfill, and Soil Preparation	$430.00	$430.00		$0.00		$0.00	-	$0.00
141	1	Each	Rent 24 x 16 stage (steel deck, stage Staircase with handlebars, ground support 24x20, audio and audio engineering, And installation) per day	$4,500.00	$4,500.00		$0.00		$0.00	-	$0.00
142	1	Each	Weekly center median watering with watertank on Crenshaw Blvd Between El Segundo Blvd and 120th St	$600.00	$600.00		$0.00		$0.00	-	$0.00

136	600	L.F	Privacy Shrubs	$15.00	$9,000.00		$0.00		$0.00	0.00	$0.00
137	Per L.F. As Needed		Paint Pavement Striping	$3.50	$3.50		$0.00		$0.00	0.00	$0.00
138	1		600 amp panel from So Cal Edison with " conduit from electrical pole on 111th St.	$64,750.00	$64,750.00		$0.00		$0.00	0.00	$0.00
139	80,000	SQ.Ft	Weekly Maintenance of Pallet Shelter Lot	$0.10	$8,000.00		$0.00		$0.00	0.00	$0.00
140	1		10" Topsoil for Vegetable/ Herb Garden Including Excavation, Backfill and Soil Preparation	$430.00	$430.00		$0.00		$0.00	0.00	$0.00
141	1		Rent 24X16 stage (steel deck, stage Staircase with handlebars, ground support 24X20, audio and audio engineering, and installation) per day	$4,500.00	$4,500.00		$0.00		$0.00	0.00	$0.00
142	1		Weekly center median watering with watertank on Crenshaw Blvd. between El Segundo Blvd and 120th St	$600.00	$600.00		$0.00		$0.00	0.00	$0.00
143	1		Change Order #1: Rental Trailer at Memorial Park, monthly charge	$2,670.00	$6,400.00	4.00	$10,680.00	3.00	$8,010.00	7.00	$18,690.00
144	1		Change Order #2: Rubber speed humps	$57,648.00	$57,648.00	1.00	$57,648.00	33,473.00	$33,473.00	1.00	$91,121.00
145	1		Change Order #3: RailRoad Cleanup from Holly Park to El Segundo	$23,500.00	$23,500.00	1.00	$23,500.00		$0.00	1.00	$23,500.00
146	1		Change Order #4: Bronze Plaques for City Hall	$15,070.00	$15,070.00	1.00	$15,070.00		$0.00		$15,070.00
147	1		Change Order #5: New Bathrooms for Pallet Shelter	$1.00	$10,890.00	1.00	$10,890.00		$0.00		$10,890.00
148	1		Change Order #6: Pressure Valves at Jim Thorpe	$1.00	$8,000.00			2.00	$16,000.00		
150	1		Retention Release for Year #2	$1.00	$69,437.92			1.00	$69,437.92		
151	1								$0.00		
				TOTAL=	**$3,264,150.57**		**$937,114.02**		**$528,649.68**		**$1,449,763.69**



Approved CPI Increase of 7.1%	$37,534.13
Total Amount with CPI Increase	$566,183.80
Less 5% Retention	$28,309.19
Retention For Year 2	$69,437.92
Total Amount Due	***$607,312.53***

Exhibit 15-D
BID TABULATION SUMMARY SHEET

AGENDA ITEM NO. 18.

CITY OF HAWTHORNE
City Council
AGENDA BILL
For the meeting of 03/25/2025
Originating Department: Public Works

City Manager: **Department Head:**

SUBJECT:
Progress Payment #7&8 in the amount of $701,143.40 due to DOJA, Inc. of Ontario, CA for Zela Davis Park Renovation (Project #24-04)

RECOMMENDED MOTION:
Staff recommends that the City Council approve this Progress Payment #7&8 to DOJA, Inc. of Ontario, CA

DISCUSSION:
This project involves enhancing Zela Davis Park, a 0.5-acre underutilized park in the City of Hawthorne. The initiative aims to transform the existing space into a versatile, climate-resilient community area. This will be achieved through the installation of a new playground, a picnic area featuring shade structures, exercise equipment, a half court, walking paths adorned with mosaic art elements, perimeter fencing, restroom building, California native plants, bioswale, and various sustainable elements. All activities will be conducted in accordance with the specified Plans and Specifications to ensure the successful completion of the improvements.

The project has completed curb and gutter as well as installation of boulders and the restroom building. Work continues with the installation of play and fitness equipment, shade sail, fencing and gates, construction of pedestrian walkway, and site furnishings.

ECONOMIC DEVELOPMENT STRATEGIC PLAN:
This project is a result of the City working closely with funding and regulatory agencies to support and improve our infrastructure. This project will enhance the quality of life in the City, creating publicly accessible and usable open space.

FISCAL IMPACT:
None. Funds for this progress payment in the amount of $701,143.40 are available in the adopted Fiscal Year 2024-2025 budget and will be paid for with approved and allocated funds through grants from the State of California Department of Transportation, Clean California Local Program, County of Los Angeles Measure A, and Baldwin Hills Urban Watersheds Conservancy (funded under Proposition 40).

NOTICING PROCEDURE:
72 hours posted notice pursuant to the Ralph M. Brown Act

ATTACHMENTS
Zela Davis Progress Payment #7&8

Honorable Mayor and City Council
City of Hawthorne
Hawthorne, CA 90250

3/25/2025
Council Date

RE: PROGRESS PAYMENT NO. 7&8 FOR **Zela Davis Park Renovation (Project #: 24-04)**

The following is a detailed breakdown of **Progress Payment 7&8** due to Doja, Inc., 5050 W. Mission Blvd., Ontario, CA 91762 for work done on the subject project through February 2025.

	Description	Contract Quantity	Unit	Unit Price	Contract Amount	Qty or % Previous	Qty or % This estimate	Amount This Estimate	Total Qty or % to Date	Total Amount to Date
1	Clearing and grubbing / BMP	1	LS	$15,000.00	$15,000.00	100%	0%	$ -	100%	$ 15,000.00
2	Demolition	1	LS	$75,000.00	$75,000.00	100%	0%	$ -	100%	$ 75,000.00
3	Tree Removal	9	EA	$1,800.00	$16,200.00	100%	0%	$ -	100%	$ 16,200.00
4	Grading	1	LS	$150,000.00	$150,000.00	100%	0%	$ -	100%	$ 150,000.00
5	Site Sewer, Water, Drainage, Pipe Installation	1	LS	$275,000.00	$275,000.00	93%	0%	$ -	93%	$ 255,750.00
6	Construct Curb, Gutter, Civil Curb, Mow Curb	1,200	LF	$45.00	$54,000.00	83%	24%	$ 13,000.00	107%	$ 57,820.00
7	Construct Curb Ramp	500	SF	$25.00	$12,500.00	100%	0%	$ -	100%	$ 12,500.00
8	Pedestrian Walkway/Sidewalk	6,000	SF	$20.00	$120,000.00	50%	37%	$ 44,000.00	87%	$ 104,000.00
9	Basketball half-court	1	LS	$85,000.00	$85,000.00	93%	0%	$ -	93%	$ 79,050.00
10	Resilient Surfacing	6,900	SF	$30.00	$207,000.00	0%	0%	$ -	0%	$ -
11	Decomposed Granite Stabilized	2,500	SF	$15.00	$37,500.00	0%	0%	$ -	0%	$ -
12	Boulders	34	EA	$950.00	$32,300.00	0%	100%	$ 32,300.00	100%	$ 32,300.00
13	Bioswale	1	LS	$35,000.00	$35,000.00	100%	0%	$ -	100%	$ 35,000.00
14	Installation of new play equipment and shade sail	1	LS	$325,000.00	$325,000.00	45%	20%	$ 64,000.00	65%	$ 210,000.00
15	Site Furnishings & Fitness Equipment	1	LS	$315,000.00	$315,000.00	23%	27%	$ 84,000.00	50%	$ 156,450.00
16	Restroom Building	1	LS	$525,000.00	$525,000.00	33%	67%	$ 354,000.00	100%	$ 525,000.00
17	Fencing & Gates	500	LF	$350.00	$175,000.00	50%	47%	$ 82,500.00	97%	$ 170,000.00
18	Site Electrical / Lighting / Security	1	LS	$295,000.00	$295,000.00	100%	0%	$ -	100%	$ 295,000.00
19	Irrigation	1	LS	$110,000.00	$110,000.00	59%	0%	$ -	59%	$ 64,900.00
20	Landscape	1	LS	$75,000.00	$75,000.00	0%	0%	$ -	0%	$ -
21	Tree Plantings	40	EA	$1,900.00	$76,000.00	0%	0%	$ -	0%	$ -
22	Project Contstruction Signage	2	EA	$5,000.00	$10,000.00	100%	0%	$ -	100%	$ 10,000.00
	Total Contract Price				$ 3,020,500.00					

Change Orders

	Description	Contract Quantity	Unit	Unit Price	Contract Amount	Qty or % Previous	Qty or % This estimate	Amount This Estimate	Total Qty or % to Date	Total Amount to Date
1	CHANGE ORDERS CCO No. 01 - Drywell & Shade Structure	1	LS	$90,242.25	$90,242.25	95.00%	0.00%	$ -	95.00%	$ 85,726.00
2	CHANGE ORDER No. 02 - Additional off-site concrete work	1	LS	$16,136.80	$16,136.80	100.00%	100.00%	$ 16,136.80	100.00%	$ 16,136.80
3	CHANGE ORDER No. 03 - Demo and slurry of unforeseen cesspool	1	LS	$6,460.83	$6,460.83	100.00%	100.00%	$ 6,460.83	100.00%	$ 6,460.83
4	CHANGE ORDER No. 04 - Additioinal conduits for low boltage	1	LS	$20,075.27	$20,075.27	100.00%	100.00%	$ 20,075.27	100.00%	$ 20,075.27
5	CHANGE ORDER No. 05 - per RFI No. 21	1	LS	$9,387.00	$9,387.00	100.00%	100.00%	$ 9,387.00	100.00%	$ 9,387.00
6	CHANGE ORDER No. 06 - Install irrigation sleeves for irrigation line in play area per RFI No. 15	1	LS	$12,185.78	$12,185.78	100.00%	100.00%	$ 12,185.78	100.00%	$ 12,185.78
	Total Contract Price				$154,487.93					
						TOTAL		$ 738,045.68		$ 2,413,941.68
						LESS RETENTION		$ 36,902.29		$ 120,697.08
						LESS PREVIOUSLY PAID		$0.00		$ 1,592,101.20
						TOTAL AMOUNT DUE		**$ 701,143.40**		**$ 701,143.40**

TOTAL AMOUNT DUE THIS 7TH & 8TH PROGRESS PAYMENT:
Account # 328-6110-702-0-0-40514 $ 701,143.40

This seventh and eighth Progress Payment is hereby submitted for your review and approval.

SELENA ACUNA
Project Engineer

REQUEST AND CERTIFICATION FOR PAYMENT

From: **Doja Inc. (License #597764)**
5050 W. Mission Blvd.
Ontario, CA 91762
(909)628-1999

To: City of Hawthorne
4455 W 126th St
Hawthorne, CA 90250

APPLICATION #: 8

PROJECT NAME: ZELA DAVIS PARK IMPROVEMENT
PROJECT ADDRESS: 3654 W 133rd St
Hawthorne, CA 90250

INVOICE #: 008-4428

CERTIFIED PAYROLL	YES

MONTH:	FEBRUARY
PERIOD:	02/01/2025-2/28/2025

Zela Davis park Improvement (City Project #24-04)

APPLICANTS REQUEST FOR PAYMENT

CHANGE ORDER SUMMARY			
C/O #	AMOUNT	C/O #	AMOUNT
1	$90,242.25		
2	$16,136.80		
3	$6,460.83		
4	$20,075.27		
5	$9,387.00		
6	$12,185.78		
Net Change by Change Orders			$154,488

The undersigned Applicants certifies that the work covered by this Request for Payment has been completed in accordance with the Subcontract Work Order, that all amount have been paid by the Applicant for work for which previous Certificates for Payment were issued and

APPLICANTS AUTHORIZED SIGNATORY:

BY: **Bassel Jaber - Project Engineer** **DATE: 02/25/2025**

Bassel Jaber

Application is made for payment, as shown below, inconnection with the Contract
In tabulations below, amounts are stated to the nearest dollar.

1. ORIGINAL SUBCONTRACT WORK ORDER COST	$	3,035,100.00
2. NET CHANGE BY CHANGE ORDERS	$	154,487.93
3. REVISED SUBCONTRACT WORK ORDER COST	$	3,189,587.93
4. TOTAL COMPLETE TO DATE	$	2,413,941.68
5. RETAINAGE: 5%	$	120,697.08
6. TOTAL EARNED LESS RETAINAGE (LINE 4 LESS LINE 5 TOTAL)	$	2,293,244.60
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (LINE 6 FROM PRIOR CERTIFICATE)	$	1,894,438.70
8. CURRENT PAYMENT DUE	$	398,805.90
9. BALANCE TO FINISH PLUS RETAINAGE (LINE 3 LESS LINE 6)	$	896,343.33

ACCOUNTING USE ONLY!!!		SUPPLIERS	AMOUNT $ 398,805.90
	SUB RELEASE ATTACHED		
	SUPPLIER RELEASES ATTACHED		HOLD FOR PAYMENT APPLICATION #
	ALL SUPPLIER (0 ZERO) RELEASES		
	ALL SUPPLIER FINAL		FUNDED ON:
	NO SUPPLIER		
	INSURANCE OK		VERIFIED BY A/P INITIAL:

CONTINUATION SHEET

APPLICATION #: 8

KPRS PROJECT NAME: ZELA DAVIS PARK IMPROVEMENT
PROJECT ADDRESS: 3654 W 133rd St
Hawthorne, CA 90250

INVOICE #: 008-4428
PERIOD: 2/28/2025

A	B				C	D	E	F		G	H
ITEM NO.	DESCRIPTION	UNIT	APPROX QTY	UNIT PRICE	SCHEDULE VALUE	PREVIOUS WORK COMPLETED	WORK COMPETED THIS PERIOD	WORK COMPLETED TO DATE [D+E]	%	REMAINING VALUE (C-F)	RETAINAGE
1	Clearing and Grubbing	LS	1	$15,000.00	$15,000.00	$15,000.00	$0.00	$15,000.00	100%	$0.00	$750.00
2	Demolition	LS	1	$75,000.00	$75,000.00	$75,000.00	$0.00	$75,000.00	100%	$0.00	$3,750.00
3	Tree Removal	EA	9	$1,800.00	$16,200.00	$16,200.00	$0.00	$16,200.00	100%	$0.00	$810.00
4	Grading	LS	1	$150,000.00	$150,000.00	$150,000.00	$0.00	$150,000.00	100%	$0.00	$7,500.00
5	Site Sewer, Water, Drainage, Pipe Installation	LS	1	$275,000.00	$275,000.00	$255,750.00	$0.00	$255,750.00	93%	$19,250.00	$12,787.50
6	Construct Curb, gutter, Civil curb, mow curb. *	LF	1400	$45.00	$63,000.00	$44,820.00	$13,000.00	$57,820.00	92%	$5,180.00	$2,891.00
7	Construct curb ramp	SF	500	$25.00	$12,500.00	$12,500.00	$0.00	$12,500.00	100%	$0.00	$625.00
8	Pedestrian Walkway/Sidewalk *	SF	6280	$20.00	$125,600.00	$60,000.00	$44,000.00	$104,000.00	83%	$21,600.00	$5,200.00
9	Basketball Half-court	LS	1	$85,000.00	$85,000.00	$79,050.00	$0.00	$79,050.00	93%	$5,950.00	$3,952.50
10	Resilient Surfacing	SF	6900	$30.00	$207,000.00	$0.00	$0.00	$0.00	0%	$207,000.00	$0.00
11	Decomposed Granite Stabilized	SF	2500	$15.00	$37,500.00	$0.00	$0.00	$0.00	0%	$37,500.00	$0.00
12	Boulders	EA	34	$950.00	$32,300.00	$0.00	$32,300.00	$32,300.00	100%	$0.00	$1,615.00
13	Bioswale	LS	1	$35,000.00	$35,000.00	$35,000.00	$0.00	$35,000.00	100%	$0.00	$1,750.00
14	Installation of new Play equipment and shade Sail	LS	1	$325,000.00	$325,000.00	$210,000.00	$0.00	$210,000.00	65%	$115,000.00	$10,500.00
15	Site Furnishing & Fitness Equipment	LS	1	$315,000.00	$315,000.00	$156,450.00	$0.00	$156,450.00	50%	$158,550.00	$7,822.50
16	Restroom building	LS	1	$525,000.00	$525,000.00	$341,250.00	$183,750.00	$525,000.00	100%	$0.00	$26,250.00
17	Fencing & gates	LF	500	$350.00	$175,000.00	$87,500.00	$82,500.00	$170,000.00	97%	$5,000.00	$8,500.00
18	Site electrical/lighting/Security	LS	1	$295,000.00	$295,000.00	$295,000.00	$0.00	$295,000.00	100%	$0.00	$14,750.00
19	Irrigation	LS	1	$110,000.00	$110,000.00	$64,900.00	$0.00	$64,900.00	59%	$45,100.00	$3,245.00
20	Landscape	LS	1	$75,000.00	$75,000.00	$0.00	$0.00	$0.00	0%	$75,000.00	$0.00
21	Tree Plantings	EA	40	$1,900.00	$76,000.00	$0.00	$0.00	$0.00	0%	$76,000.00	$0.00
22	Project Construction Signage	EA	2	$5,000.00	$10,000.00	$10,000.00	$0.00	$10,000.00	100%	$0.00	$500.00
	CONTRACT TOTALS				$3,035,100.00	$1,908,420.00	$355,550.00	$2,263,970.00	75%	$771,130.00	$113,198.50
	CHANGE ORDERS										
1	CCO No. 01	LS			$90,242.25	$85,726.00	$0.00	$85,726.00	95%	$4,516.25	$4,286.30
2	COR No. 02	LS			$16,136.80	$0.00	$16,136.80	$16,136.80	100%	$0.00	$806.84
3	COR No.03	LS			$6,460.83	$0.00	$6,460.83	$6,460.83	100%	$0.00	$323.04
4	COR No.04	LS			$20,075.27	$0.00	$20,075.27	$20,075.27	100%	$0.00	$1,003.76
5	COR NO.05	LS			$9,387.00	$0.00	$9,387.00	$9,387.00	100%	$0.00	$469.35
6	COR NO.06	LS			$12,185.78	$0.00	$12,185.78	$12,185.78	100%	$0.00	$609.29
	* ADDED QUANTITIES PER ADDITIONAL WORK										
					$154,487.93	$85,726.00	$64,245.68	$149,971.68	95%	$4,516.25	$7,498.58
CONTRACT TOTALS w/Change Orders					**$3,189,587.93**	**$1,994,146.00**	**$419,795.68**	**$2,413,941.68**	**74.59%**	**$775,646.25**	**$120,697.08**

CONDITIONAL WAIVER AND RELEASE
UPON PROGRESS PAYMENT
CALIFORNIA CIVIL CODE SECTION 8132

NOTICE: THIS DOCUMENT WAIVES THE CLAIMANT'S LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS EFFECTIVE ON RECEIPT OF PAYMENT. A PERSON SHOULD NOT RELY ON THIS DOCUMENT UNLESS SATISFIED THAT THE CLAIMANT HAS RECEIVED PAYMENT.

Identifying Information

Name of Claimant:	**DOJA INC.**
Name of Customer:	**CITY OF HAWTHORNE**
Job Location:	**3654 W 133rd St, Hawthorne, CA 90250**
Project #:	**24-04**
Through Date:	**2/28/2025**

Conditional Waiver and Release

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and service provided, and equipment and material delivered, to the customer on this job through the Through Date of this document. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. This document is effective only on the claimant's receipt of payment from the financial institution on which the following check is drawn:

Maker of Check:	**CITY OF HAWTHORNE**
Amount of Check:	**$398,805.90**
Check Payable to:	**DOJA INC.**

Exceptions

This document does not affect any of the following:
(1) Retentions.
(2) Extras for which the claimant has not received payment.
(3) The following progress payments for which the claimant has previously given a conditional waiver and release but has not received payment:

Date(s) of waiver and release: 1/31/2025

Amount(s) of unpaid progress payment(s): **$302,337.50**

(4) Contract rights, including:
(A) a right based on rescission, abandonment, or breach of contract, and
(B) the right to recover compensation for work not compensated by the payment.

Signature

Claimant's Signature: Bassel Jaber

Claimant's Title: Project Engineer

Date of Signature: 2/28/2025

NOTE: This form of release is in accordance with the requirements of Civil Code Section 8132. It is to be used by a party who applies for a progress payment when the progress payment check has not yet cleared the bank. This release only becomes effective when the check, properly endorsed, has cleared the bank.

CHANGE ORDER REQUEST NO.02

September 23, 2024

To: Mr. Akbar Farokhi
City of Hawthorne – Public Works

Re: Zela Davis Park Project– Additional off-site concrete work

Dear Mr. Farokhi

Below are the breakdowns for the additional cost to perform the following work:

1. Demolish and replace existing section of concrete parkway, sidewalk & concrete curb

Saw cutting	$850.00
Labor to break and remove concrete	$1450.00
Equipment (excavator and breaker)	$1200.00
Trucking and disposal of concrete debris	$850.00

2. Demolish and replace existing section of concrete curb and gutter(45') along 133rd St and grind asphalt 2' back due to bust in elevation

Saw cutting	$850.00
Labor to break and remove concrete	$1250.00
Equipment (excavator and breaker)	$1200.00
Trucking and disposal of concrete debris	$750.00
Moreno Eng. Grind asphalt 2' back and patch	$6741.27

Subtotal:	$15,141.27
Overhead & profit @ 5%	$757.06
Bond @ 1.5%	$238.47
Total this change order request:	**$16,136.80**

Sincerely,

Jed Issa / Project Manager

Doja Inc.

5050 W. MISSION BLVD.....ONTARIO, CA 91762.....PH. 909/628-1999.....FAX 909/628-1928

000000

Moreno Engineering Inc

Client:

Doja Inc

Project: Zela Davis Park -Extra Asphalt Curb ramp

Starting date *11/24/2024*

End date: *TBD*

A) Personnel

Asphalt patch 2' wide including grinding to make Elevation work.

Name & Title or Position Title	Total Hours	Hourly Wage	Doja Inc	Total
2 Operators () for 8.00 hours per day for 1 days for 16 total hours.	16	$ 93.80	$ 1,500.80	$ 1,500.80
1 Concrete Forman () for 8.00 hours per day for 1 days for 8 total hours.	8	$ 93.80	$ 750.40	$ 750.40
	0	$ -	$ -	$ -
Total - A) Personnel			$ 2,251.20	$ 2,251.20

B) Fringe Benefits

Name & Title or Position Title	Salary/Wage Base	Fringe Benefit Rate %	Doja Inc	Total
Benefits for Operators (9.00% FICA, 6.20% SUI, 8.22% Workers Comp, 0.00% Health Ins) for 23.42% total benefit rate.	$ 1,500.80	23.42%	$ 351.49	$ 351.49
SUI, 8.22% Workers Comp, 0.00% Health Ins) for	$ 750.40	23.42%	$ 175.74	$ 175.74
	$ -	23.42%	$ -	$ -
Total - B) Fringe Benefits			$ 527.23	$ 527.23

D)Supplies:

Item	Quantity	Cost per	Doja Inc	Total
			$ -	$ -
Asphalt 5 tons		$ 750.00	$ 750.00	$ 750.00
Tack		$ 200.00	$ 200.00	$ 200.00
Dump Truck,Skid Steer, Grinder, Sweeper, Roller	1	$ 2,000.00	$ 2,000.00	$ 2,000.00
Dump Fees		$ 400.00	$ 400.00	$ 400.00
Total - D)Supplies:			$ 3,350.00	$ 3,350.00

	Doja Inc	Total
Total Direct Costs	$ 6,128.43	$ 6,128.43
Indirect rate @ 10.00%	$612.84	$612.84
Grant Grand Total	$ 6,741.27	$ 6,741.27

CHANGE ORDER REQUEST NO.03

January 16, 2025

To: Mr. Akbar Farokhi
City of Hawthorne – Public Works

Re: Zela Davis Park Project– Demo and slurry of unforeseen cesspool.

Dear Mr. Farokhi

Below are the breakdowns for the additional cost to perform the following work:

Breakup bricks at cesspool and backfill with slurry

(8) Hours for laborer to backfill slurry @ $77.79 /Hr	$622.32
(4) Hours for foreman @ $103.52/Hr	$414.08
Auger to break up brick wall (See attached price)	$3,000.00
Slurry (See attached)	$2,025.84
Subtotal:	$6,062.24
Overhead & profit @ 5%	$303.11
Bond @ 1.5%	$95.48
Total this change order request:	**$6,460.83**

Sincerely,

Jed Issa / Project Manager

Doja Inc.

5050 W. MISSION BLVD.....ONTARIO, CA 91762.....PH. 909/628-1999.....FAX 909/628-1928

Barney's Hole Digging Service, Inc.

P.O. Box 8596, Long Beach, CA 90808
(562) 595-5224 Fax (562) 595-1005
Lic. No. 249291 E-mail: Info@BarneysDrilling.com
SBE Certification # 37122 (Small Business Enterprise)

Proposal # EJM-24-565

Proposal

Date: December 30, 2024

To: Jed
Company: Doja Inc.
?
?
Phone: 714-330-0859
E-Mail: jed@dojainc.com

Job: Zela Davis Park - 3654 W 133rd St
Prepared by: Eric Maynard

We propose to machine drill 1 hole @ 36" diameter x 10' depth
Doja to make access to existing cess pit for Truck mounted drill rig.
Doja to remove dirt spoils.
Barneys to drill out existing cess pit.
Price based on drilling with standard auger only.
Ground water, caving or coring through obstructions additional T&M to base price.
Total Lineal feet of drilling is: 10'

The price below is based on good access for our truck mounted drilling machine and good drilling only; anything drillable with our standard dirt augers. All layouts, inspections, materials and drilled spoils will be handled by others.

Bare rig standby time, if applicable, will be charged at $2,500.00 per day in addition to the price below. Final pay quantities will be based on actual field measurements.

All the above work to be completed in a workmanlike manner as directed for the sum of:

Three Thousand Dollars ($3,000.00)

NO RETENTION TO BE WITHHELD FROM THIS PROPOSAL.

Additional charge for footage below base depth: $40.00 per lineal foot.
Credit footage above base depth $0.00 per lineal foot.

No casing will be furnished.

If we encounter caving sand or unstable conditions necessitating the use of casing or other means to complete the hole we will be on a time and material basis from that point to the completion of the hole.

Time involved drilling through unforeseen obstructions or rock time in man made fills or natural soils delay due to no fault of our own, will be charged for at our current hourly drill rig rate, in addition to the above contract prices.

If through no fault of our own we are unable to complete the work, we may terminate it by written notice and shall be paid for the percentage of work completed.

It is further agreed: The layout of holes, reference elevations, cribbing, concrete over break, dirt disposal, pumping, furnishing, placing or pulling of casing, clear access to all drilling locations, tests and inspections to be accomplished by others.

Obstruction time and/or delay time will be charged $625.00 per hour.

Drilling is to be done prior to trenching or cap excavations.

The job is to be done within one trip(s). Additional moves to and from jobsite will be charged at $1,500.00 each move in and out.

This bid is based on current prices for materials and labor for an eight-hour workday. Overtime rates will be charged for weekdays over eight hours, Saturdays, Sundays and Holidays for men involved. If this proposal is not accepted within sixty days from the date hereon, the right is reserved to submit a new quotation.

Approval of the main office is necessary to constitute a binding contract.

Any alteration or deviation from plans, specifications or our proposal will require an extra charge or credit when approved in writing by parties concerned.

Upon acceptance, please sign and return one copy for our files.

Respectfully submitted,

By _____
Eric Maynard
Barney's Hole Digging Service, Inc.

ACCEPTANCE:
We hereby accept the above proposal and authorize you to proceed with the work.
Terms of Payment are Net 30 days from date of first invoice.

Date: _____ *By* _____

_____
(print name)

Barney's Hole Digging Service, Inc

P.O. Box 8596
Long Beach, CA 90808
Phone # 562-595-5224
SBE Cert # 37122

web-site: www.BarneysDrilling.com
e-mail: info@BarneysDrilling.com

Invoice

Date	Invoice No.
12/30/2024	31622

PAID 12/30/2024

Due Date
12/30/2024

Bill To
DOJA, Inc

Jobsite
3654 W. 133rd Street in Hawthorne @ Zela Davis Park

P.O. No. or Jo...	Terms	On-Site Date
Jed	C.O.D.	12/30/2024

Rig #
A-24

Description	Qty	Rate	Amount
Contract Work 100% Complete	1	3,000.00	3,000.00

It's been a pleasure working with you! Happy Holidays

Subtotal	$3,000.00
Sales Tax (9.5%)	$0.00
Total	$3,000.00

ROBERTSON'S

ROCK • SAND • BASE MATERIALS
READY MIX CONCRETE
(951) 685-2200 • (800) 834-7557
FED. I.D. #33-0491865

10 C

INVOICE

CUSTOMER JOB NUMBER / P.O.

DELIVERY DATE
01/02/25

PLANT DEL. FROM

DATE
01/02/25

NUMBER
586287

JOB ADDRESS
3654 W 133RD
HAWTHORNE

ZONE

CUST. NO.
95730

JCN NO.
240423

DOJA INC
5050 WEST MISSION BLVD

ONTARIO CA 91762

REMIT TO: P.O. BOX 3600
CORONA, CA 92878

TERMS:
DUE 10TH OF MONTH FOLLOWING
DATE OF INVOICE

DELIVERY TICKET NO.	ARRIVE JOB	FINISH POUR	MIN	QUANTITY	UNIT	DESCRIPTION	TAX	UNIT PRICE	AMOUNT
1234764	8:54	9:09	15	10.00	CY	RC141N13 1.5SK SLURRY	Y	176.75	1,767.50

TOTAL MIN ALLOWED MIN STANDBY MIN

ENERGY SURCHG	35.00
ENV FEE	35.00
SUBTOTAL	1,837.50
SALES TAX	188.34

TOTAL QUANTITY
10.00

TERMS: INVOICES ARE DUE 10TH OF MONTH FOLLOWING DATE OF INVOICE. PAST DUE ACCOUNTS SUBJECT TO A MONTHLY SERVICE CHARGE OF 1.5%. BUYER TO PAY REASONABLE COSTS OF COLLECTION INCLUDING ATTORNEY FEES.

INVOICE TOTAL
2,025.84

CHANGE ORDER REQUEST NO.04

December 10, 2024

To: Mr. Akbar Farokhi
City of Hawthorne – Public Works

Re: Zela Davis Park Project– Additional conduits for low voltage

Dear Mr. Farokhi

Below are the breakdowns for the additional cost to install low voltage conduits per city of Hawthorne's request and attached plan for this installation:

Proposal from Electrical subcontractor:	$18,930
Overhead & profit @ 5%	$946.50
Subtotal:	$19,876.50
Bond @ 1.5%	$198.77
Total for this proposal:	**$20,075.27**

Sincerely,

Jed Issa / Project Manager

Doja Inc.

5050 W. MISSION BLVD.....ONTARIO, CA 91762.....PH. 909/628-1999.....FAX 909/628-1928

VARGAS ELECTRIC CO.

801 S. RAYMOND AVE #36
ALHAMBRA CA 91803
STATE LIC. NO: 754334

Tel. (323)441-9551
(213) 810-1432
Web. www.vargaselectric.com
e-mail Vargas electric@aol.com

Nov 26th 2024

Proposal
No: 112724

DOJA INC
5050 Mission Blvd
Ontario CA 91762
Tel 909 628-1999
Email: george@dojainc.com

PROJECT ADDRESS: Zelda Davis Park , 3654 W 133rd ST, Hawthorne CA

SCOPE OF WORk

Plans and Specifications E001

GENERAL NOTES

Site Plan Security

1. Trench and intercept Existing UG conduits and provide and install 1-1/2'' and 2'' conduit and wiring Access control 3 locations for security Cameras per plans and specifications for 6 locations approximately 600ft
2. Back fill and compaction,
3. Provide 4 pc 12''x 17'' Christy box with concrete cover
4. Provide Pull rope line

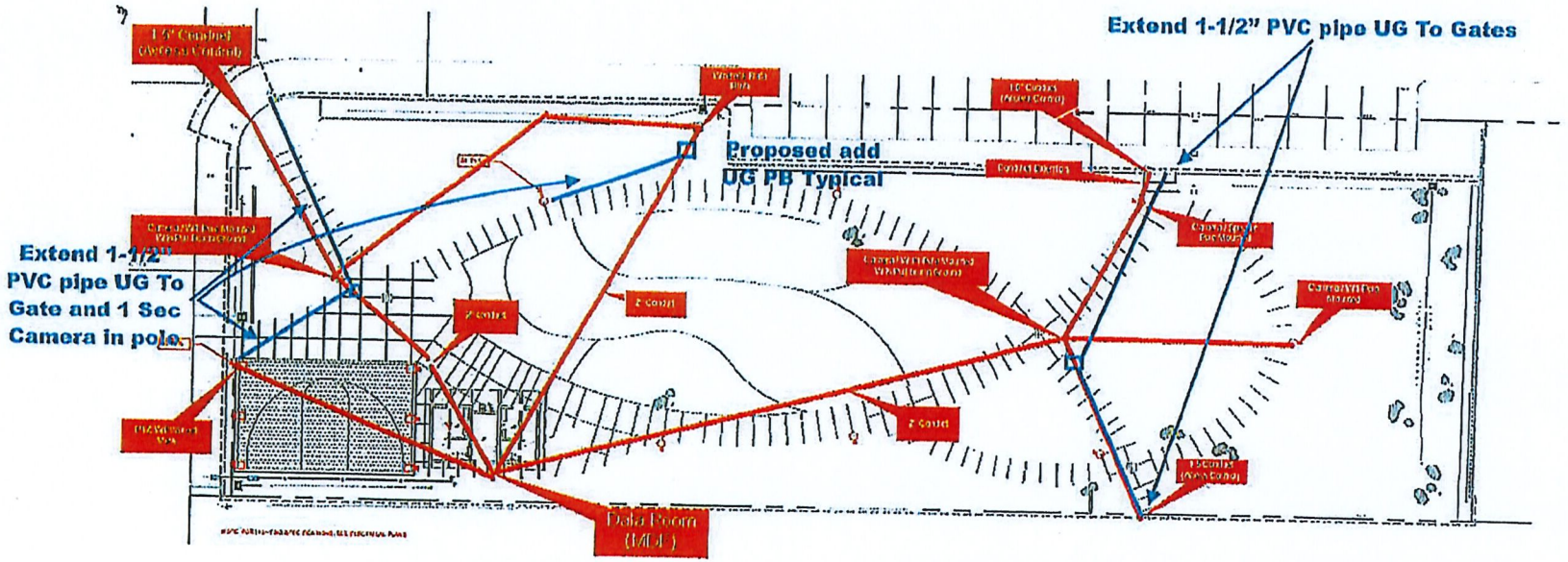
EXCLUDED; Electrical permit, concrete bases, SCE SLURRY, Street Work If Any, LOW voltage wiring, Security Cameras, security Panels, Racks, conduits for main telephone,

Note:

PRICING

The total fixed price to perform all the work which shall include all necessary supervision, labor, material, tools and equipment, including applicable taxes shall be:

$ 18,930.00 Eighteen Thousand Nine Hundred Thirty Dollars and 00/100.


Extend 1-1/2" PVC pipe UG To Gates
Proposed add UG PB Typical
Extend 1-1/2" PVC pipe UG To Gate and 1 Sec Camera in pole
Data Room (MDF)

CHANGE ORDER REQUEST NO.05

February 6, 2025

To: Mr. Akbar Farokhi
City of Hawthorne – Public Works

Re: Zela Davis Park Project– Additional conduit and wire.

Dear Mr. Farokhi

Below are the breakdowns for the additional cost to add conduit and wire per response to RFI No.21:

Cost from Marina Landscape (See attached):	$8,940.00
Overhead & profit @ 5%	$447.00
Total this change order request:	**$9,387.00**

Sincerely,

Jed Issa / Project Manager

Doja Inc.

5050 W. MISSION BLVD.....ONTARIO, CA 91762.....PH. 909/628-1999.....FAX 909/628-1928

MARINA Landscape, Inc.
1900 S. Lewis Street
Anaheim, CA 92805
PHONE: (714) 704-0470
FAX: (714) 935-1199

CHANGE ORDER REQUEST
NO. 00002

TITLE: RFI #21: Add MV & FS Conduit

DATE: 2/6/2025
JOB NO.: 124107

PROJECT: Zela Davis Park Improvements

TO: Jed Issa
Doja, Inc.

Phone: **Fax:**

DESCRIPTION OF PROPOSAL:

Marina Landscape, Inc. hereby requests a change order for the amount reflected below to furnish and install condult for the master valve and flow sensor wires as directed via RFI 321 response.

Contract qualifications and exclusions apply. This quote is valid for 30 days; if not approved within that time, Marina reserves the right to rebid.

ITEM	DESCRIPTION	QUANTITY	UNITS	UNIT PRICE		AMOUNT
1	RFI #21	1	LS	8940.00	$	8,940.00
				Unit Cost:	$	-
				Unit Tax:	$	-
				Lump Sum:	$	-
				Lump Tax:	$	-
				TOTAL:	**$**	**8,940.00**

TIME EXTENSION ..... _2_ **DAY(S)**

By:_____
Jed Issa

Date: _____

By: K McDonnell
Kristyn McDonnell

Date: 2/6/2025

EXTRA WORK CALCULATION SHEET

MARINA LANDSCAPE , INC.
1900 S. LEWIS STREET
ANAHEIM, CA 92805
(714) 939-6600

MARINA Still Growing
landscape construction
landscape maintenance
landscape architecture
erosion control
design build

DATE: 2/6/2025
BILL TO: DOJA, INC.
JOB NO.: 124107
PROJECT: ZELA DAVIS PARK IMPROVEMENTS
CONTRACT#:

DESCRIPTION: ADD CONDUIT FOR MASTER VALVE AND FLOW SENSOR WIRES PER RFI #21 RESPONSE.

QTY	DESCRIPTION	HOURS	HOURLY RATE	EXTENDED AMOUNTS
*** LABOR ***				
1	FOREMAN	16	95.92	1,534.72
2	LABORER	16	86.72	2,775.04
	SUB-TOTAL COST LABOR			4,309.76
1	SUPERINTENDENT@ 6% OF LABOR		258.59	258.59
1	PROJECT ENGINEER @ 3% OF LABOR		129.29	129.29
	GRAND TOTAL COST LABOR			4,697.64
*** EQUIPMENT ***				
1	FOREMAN TRUCK	16	54.23	867.68
	TOTAL COST EQUIPMENT			867.68
*** MATERIAL ***				
800	1" CONDUIT	LF	2.18	1,744.00
6	1" SWEEP ELLS	EA	4.31	25.86
6	1" ELECTRICAL COUPLING	EA	8.06	48.36
1	SALES TAX		186.37	186.37
	TOTAL COST MATERIALS			2,004.59

	TOTAL LABOR	4,697.64
20.0%	LABOR MARK UP	939.53
	TOTAL EQUIPMENT	867.68
15.0%	MARK-UP EQUIPMENT	130.15
	TOTAL MATERIALS	2,004.59
15.0%	MARK-UP MATERIALS	300.69
	SUBTOTAL	8,940.27
0.0%	BOND	0.00
	GRAND TOTAL	8,940.27

REQUEST FOR INFORMATION
ZELA DAVIS PARK IMPROVEMENTS PROJECT

RFI # 21

Subject: CONDUITS FOR MV AND FS
Date: 1/28/2024
From: DOJA INC -

☐ Architectural ☐ Plumbing
☐ Structural ☐ Electrical
☐ Mechanical ☐ Civil
☑ Landscaping

Phone: (909) 628-1999
Fax: (909) 628-1928

Specification Section:
Drawing Sheet:
Detail Reference: ATTACHED

To: City of Hawthorne - Public Works
Attn: Ms. Selena Acuna

Cost Impact ☐ Yes ☐ No
Time Impact ☐ Yes ☐ No

WE REQUEST THE FOLLOWING INFORMATION

PLEASE SEE ATTACHED RFI FROM MARINA LANDSCAPE

PLEASE ADVISE.

Proposed Solution:
☐ Sketch Attached Date Reply Required: Submitted By: Jed Issa

Response:
Date Received:

REPLY

Please use conduit for the MV and FS wire installations as suggested. Thank you.

☐ Fax ☐ Hand Delivered ☐ Email

Date Issued: 02/06/2025
Architect/Engineer: SALT Landscape Architects **Date:**
By: Sean Carter **Date:**

MARINA
Still Growing
1900 S. LEWIS STREET
ANAHEIM, CA 92805
PHONE: (714) 939-6600
FAX: (714) 935-1199

REQUEST FOR INFORMATION
NO. 00003

TITLE: Conduit for MV & FS

DATE: 01/27/25
JOB NO.: 124107

PROJECT: Zela Davis Park

TO: Doja, Inc.
ATTN: Jed Issa

COST IMPACT: TBD
SCHEDULE IMPACT: TBD

PHONE: (714) 330-0859

REQUEST:

The plans and specifications do not indicate the use of any conduit for the flow sensor or master valve wires. Besides providing protection against environmental factors, conduit is also important to avoid interference of the signals.

Please review and advise if conduit shall be utilized for these installations.

REQUESTED BY: MARINA LANDSCAPE, INC.

SIGNED: Kristyn McDonnell
Kristyn McDonnell

Date: January 27, 2025

ANSWER:

CHANGE ORDER REQUEST NO.06

January 20, 2025

To: Mr. Akbar Farokhi
City of Hawthorne – Public Works

Re: Zela Davis Park Project– Install sleeves for irrigation lines per RFI No.15.

Dear Mr. Farokhi

Below are the breakdowns for the additional cost to perform the following work:

Install sleeves for irrigation line in play area per RFI No.15

Marina L.S. price (See attached)	$11,434.00
Overhead & profit @ 5%	$571.70
Bond @ 1.5%	$180.08
Total this change order request:	**$12,185.78**

Sincerely,

Jed Issa / Project Manager

Doja Inc.

5050 W. MISSION BLVD.....ONTARIO, CA 91762.....PH. 909/628-1999.....FAX 909/628-1928

MARINA Sod Covering

1900 S. Lewis Street
Anaheim, CA 92805

PHONE: (714) 704-0470
FAX: (714) 935-1199

CHANGE ORDER REQUEST

NO. 00003

TITLE: RFI #15: ADD SLEEVES

DATE: 2/17/2025
JOB NO.: 124107

PROJECT: Zela Davis Park Improvements

TO: Jed Issa
Doja, Inc.

Phone: **Fax:**

DESCRIPTION OF PROPOSAL:

Marina Landscape, Inc. hereby requests a change order for the amount reflected below to furnish and install irrigation sleeves under the rubberized surfacing and decomposed granite areas as directed via RFI #15 response.

Contract qualifications and exclusions apply. This quote is valid for 30 days; if not approved within that time, Marina reserves the right to rebid.

ITEM	DESCRIPTION	QUANTITY	UNITS	UNIT PRICE		AMOUNT
1	RFI #15	1	LS	11434.00	$	11,434.00
				Unit Cost:	$	-
				Unit Tax:	$	-
				Lump Sum:	$	-
				Lump Tax:	$	-
				TOTAL:	$	**11,434.00**

TIME EXTENSION ..... _2_ **DAY(S)**

By: _____
Jed Issa

Date: _____

By: Kristyn McDonnell
Kristyn McDonnell

Date: 2/17/2025

EXTRA WORK CALCULATION SHEET

MARINA LANDSCAPE , INC.
1900 S. LEWIS STREET
ANAHEIM, CA 92805
(714) 939-6600

MARINA Still Growing
landscape construction
landscape maintenance
landscape architecture
erosion control
design build

BILL TO: DOJA, INC.
PROJECT: ZELA DAVIS PARK IMPROVEMENTS

DATE: 2/14/2025
JOB NO.: 124107
CONTRACT#:

DESCRIPTION: RFI #15: ADD SLEEVES FOR IRRIGATION LINES UNDER RUBBERIZED SURFACING AND DECOMPOSED GRANITE AREAS.

QTY	DESCRIPTION	HOURS	HOURLY RATE	EXTENDED AMOUNTS
*** LABOR ***				
1	FOREMAN	16	95.92	1,534.72
1	OPERATOR	16	104.24	1,667.84
2	LABORER	16	86.72	2,775.04
	SUB-TOTAL COST LABOR			5,977.60
1	SUPERINTENDENT@ 6% OF LABOR		358.66	358.66
1	PROJECT ENGINEER @ 3% OF LABOR		179.33	179.33
	GRAND TOTAL COST LABOR			6,515.58
*** EQUIPMENT ***				
1	FOREMAN TRUCK	16	54.23	867.68
1	SKIDSTEER	8	54.91	439.28
1	MINI EXCAVATOR	8	52.29	418.32
1	WACKER	16	15.00	240.00
1	FREIGHT FOR SAND	1	533.75	533.75
	TOTAL COST EQUIPMENT			2,499.03
*** MATERIAL ***				
180	1-1/2" SCH 40 PVC SLEEVE	LF	0.99	178.20
200	3/4" SCH 40 PVC SLEEVE	LF	0.51	102.00
10	3/4" SCH 40 90 SxS ELL	EA	19.60	196.00
12	SE-30 SAND	TON	9.03	108.36
1	SALES TAX		59.92	59.92
	TOTAL COST MATERIALS			644.48

	TOTAL LABOR	6,515.58
20.0%	LABOR MARK UP	1,303.12
	TOTAL EQUIPMENT	2,499.03
15.0%	MARK-UP EQUIPMENT	374.85
	TOTAL MATERIALS	644.48
15.0%	MARK-UP MATERIALS	96.67
	SUBTOTAL	11,433.73
0.0%	BOND	0.00
	GRAND TOTAL	11,433.73

Jed

From: Sean Carter <sean@salt-la.com>
Sent: Thursday, November 7, 2024 11:20 AM
To: Jed
Cc: Acuna, Selena; Farokhi, Akbar; Ramos, Marcial; Bowie, Kywanna; Bz Zhang; Jisoo Kim; Bassel; Omar Issa
Subject: Re: RFI No.15 for irrigation lines in play area

Hi Jed,

Please instruct Marina to sleeve the lines in the play area.

thanks,

SEAN CARTER RLA/ Senior Designer
CA Landscape Architect #6948
he/him

SALT Landscape Architects
448 S. Hill Street, Ste 708 / Los Angeles / CA 90013

o 213.234.0057 / m 818.288.6436
SALT-LA.com / Instagram / LinkedIn

Confidentiality Notice: This e-mail message may contain legally privileged and / or confidential information. If you are not the intended recipient(s), or the employee or agent responsible for delivery of this message to the intended recipient(s), you are hereby notified that any dissemination, distribution, or copying of this e-mail message is strictly prohibited. If you have received this message in error, please immediately notify the sender and destroy this transmission and its attachments without reading or saving in any manner.

On Thu, Nov 7, 2024 at 10:56 AM Jed <jed@dojainc.com> wrote:

Hi Sean,

Marina Landscape is asking if irrigation lines need to be sleeved in play area.

Jed Issa

Project Manager

Doja Inc.

Cell: 714/ 330-0859

REQUEST FOR INFORMATION
ZELA DAVIS PARK IMPROVEMENTS PROJECT

RFI # 15

Subject: Irrigation lines in play area
Date: 10/28/2024
From: DOJA INC -

☐ Architectural
☐ Structural
☐ Mechanical
☑ Landscaping
☐ Plumbing
☐ Electrical
☐ Civil

Phone: (909) 628-1999
Fax: (909) 628-1928

Specification Section:
Drawing Sheet:
Detail Reference:

To: City of Hawthorne - Public Works
Attn: Ms. Selena Acuna

Cost Impact ☐ Yes ☐ No
Time Impact ☐ Yes ☐ No

WE REQUEST THE FOLLOWING INFORMATION

PLEASE SEE ATTACHED REQUEST FOR INFORMATION FROM MARINA LANDSCAPE
PLEASE ADVISE.

Proposed Solution:

☐ Sketch Attached

Date Reply Required:

Submitted By: Jed Issa

Response:

Date Received:

REPLY

SEE NEXT SHEET
SALT LANDSCAPE ARCHITECTS RESPONSE 11/6/2024
BY SEAN CARTER

Date Issued:

☐ Fax ☐ Hand Delivered ☐ Email

Architect/Engineer:
By: **Date:**
Date:

MARINA Still Growing!
1900 S. LEWIS STREET
ANAHEIM, CA 92805
PHONE: (714) 939-6600
FAX: (714) 935-1199

REQUEST FOR INFORMATION
NO. 00001

TITLE: Irrigation at Play Area

DATE: 11/04/24
JOB NO.: 124107

PROJECT: Zela Davis Park

TO: Doja, Inc.
ATTN: Jed Issa

PHONE: (714) 330-0859

COST IMPACT: TBD
SCHEDULE IMPACT: TBD

REQUEST:

Please refer to the attached snippets of Irrigation Sheets L2.11 & L2.12.

There are irrigation branch lines shown throughout the play area, however, the finish surface is not identified. Please advise what material shall be installed in these areas and advise if the irrigation line installation detail may be impacted.

REQUESTED BY: MARINA LANDSCAPE, INC.

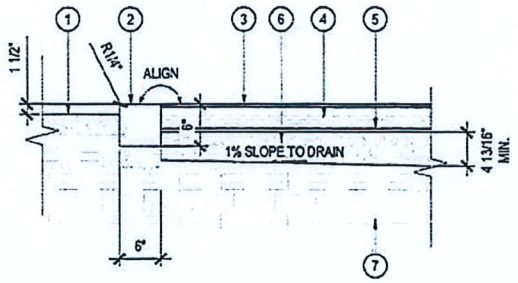
SIGNED: Kristyn McDonnell
Kristyn McDonnell

Date: November 04, 2024

ANSWER:

THE SURFACING IN THE PLAY AREA IS 'RUBBERIZED RESILIENT SURFACING' MATERIAL, PER DETAILS 5 AND 7 ON L1.51 (SEE NEXT SHEET FOR REFERENCE). LATERAL IRRIGATION LINES SHOULD BE INSTALLED 12" MIN. BELOW THE AGGREGATE BASE COURSE UNDER THE RESILIENT SURFACING MATERIAL. IT IS HIGHLY RECOMMENDED TO CONDUCT A PRESSURE TEST OF THE LATERAL LINES IN THE PLAY AREA BEFORE INSTALLATION OF THE RUBBERIZED RESILIENT SURFACING.

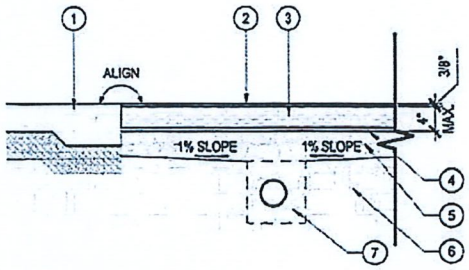
THE FINISH SURFACE MATERIAL REFERENCED ON SHEET L2.12 IS DECOMPOSED GRANITE PAVING PER DETAIL 8 ON SHEET L1.51 (SEE NEXT SHEET FOR REFERENCE). LATERAL IRRIGATION LINES SHOULD BE INSTALLED 12" MIN. BELOW THE AGGREGATE BASE COURSE UNDER THE DECOMPOSED GRANITE SURFACING MATERIAL.



LEGEND
1. FINISH GRADE IN ADJACENT PLANTING AREA.
2. CONCRETE MOW CURB.
3. 3/8" WEAR COURSE.
4. IMPACT COURSE - DEPTH OF IMPACT COURSE VARIES WITH FALL HEIGHT REQUIREMENT.
5. POSITIVE DRAINAGE.
6. CLASS II BASE MATERIAL PER GEOTECH REPORT.
7. SUBGRADE PER GEOTECHNICAL REPORT.

7 RESILIENT SURFACE AT MOW CURB

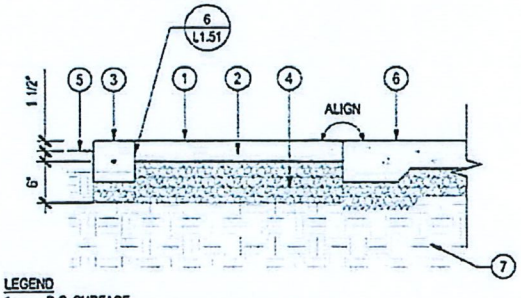
SCALE: 1"=1'-0"



LEGEND
1. ADJACENT CONCRETE PAVING.
2. 3/8" WEAR COURSE.
3. IMPACT COURSE - DEPTH OF IMPACT COURSE VARIES WITH FALL HEIGHT REQUIREMENT- 4" MAX. REFER TO PLAY EQUIPMENT MANUFACTURER RECOMMENDATIONS.
4. POSITIVE DRAINAGE.
5. TYPE II AGGREGATE BASE, 95% COMPACT. PER CIVIL ENGINEER.
6. SUBGRADE PER GEOTECHNICAL REPORT.
7. FLEXIBLE PIPE BEDDING AND TRENCH DETAIL, PER CIVIL ENGINEER.

5 RESILIENT SURFACE AT CONC PAVING

SCALE: 1"=1'-0"

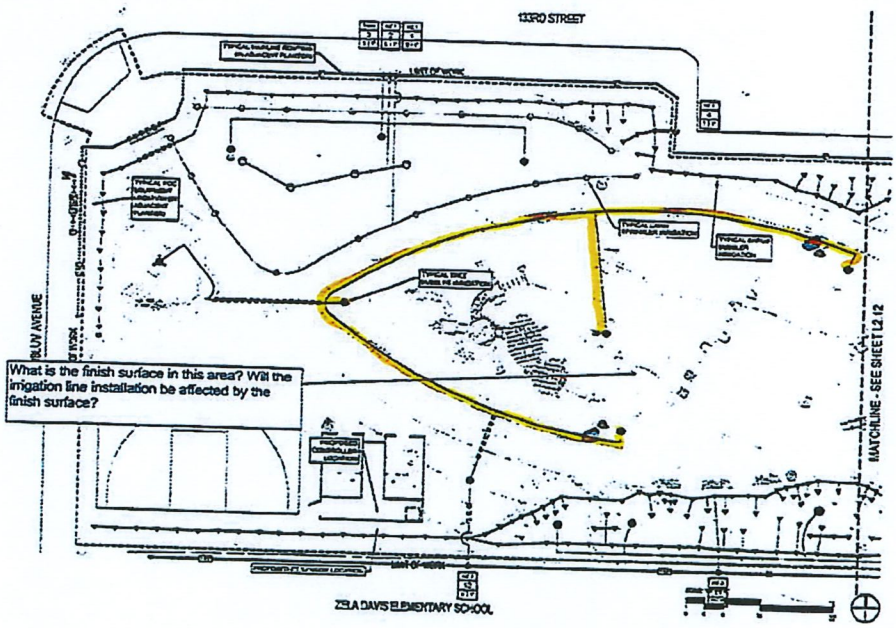


LEGEND
1. D.G. SURFACE.
2. STABILIZED DECOMPOSED GRANITE DEPTH:
   3" PATHWAYS AND PEDESTRIAN TRAFFIC AREAS
3. 6" MOW CURB.
4. AGGREGATE BASE MIN. 4".
5. FINISH GRADE IN ADJACENT PLANTING AREA.
6. ADJ. PAVED SURFACE. WHERE D.G. IS ADJ. TO WALKABLE SURFACE, TOP OF D.G. IS TO BE LEVEL WITH PAVEMENT'S F.S.
7. COMPACTED SUBGRADE PER GEOTECHNICAL REPORT.

NOTES
1. INSTALL D.G. IN TWO EQUAL 'LIFTS'.
2. THOROUGHLY WATER EACH LIFT SO THAT THE ENTIRE DEPTH OF MATERIAL IS MOISTENED.
3. COMPACT WITH AN ASPHALT ROLLER WITH A MINIMUM WEIGHT OF 1-TON. A VIBRATORY PLATE COMPACTER CAN BE USED IN AREAS A ROLLER CAN NOT.

8 STABILIZED DECOMPOSED GRANITE

SCALE: 1"=1'-0"



SALT

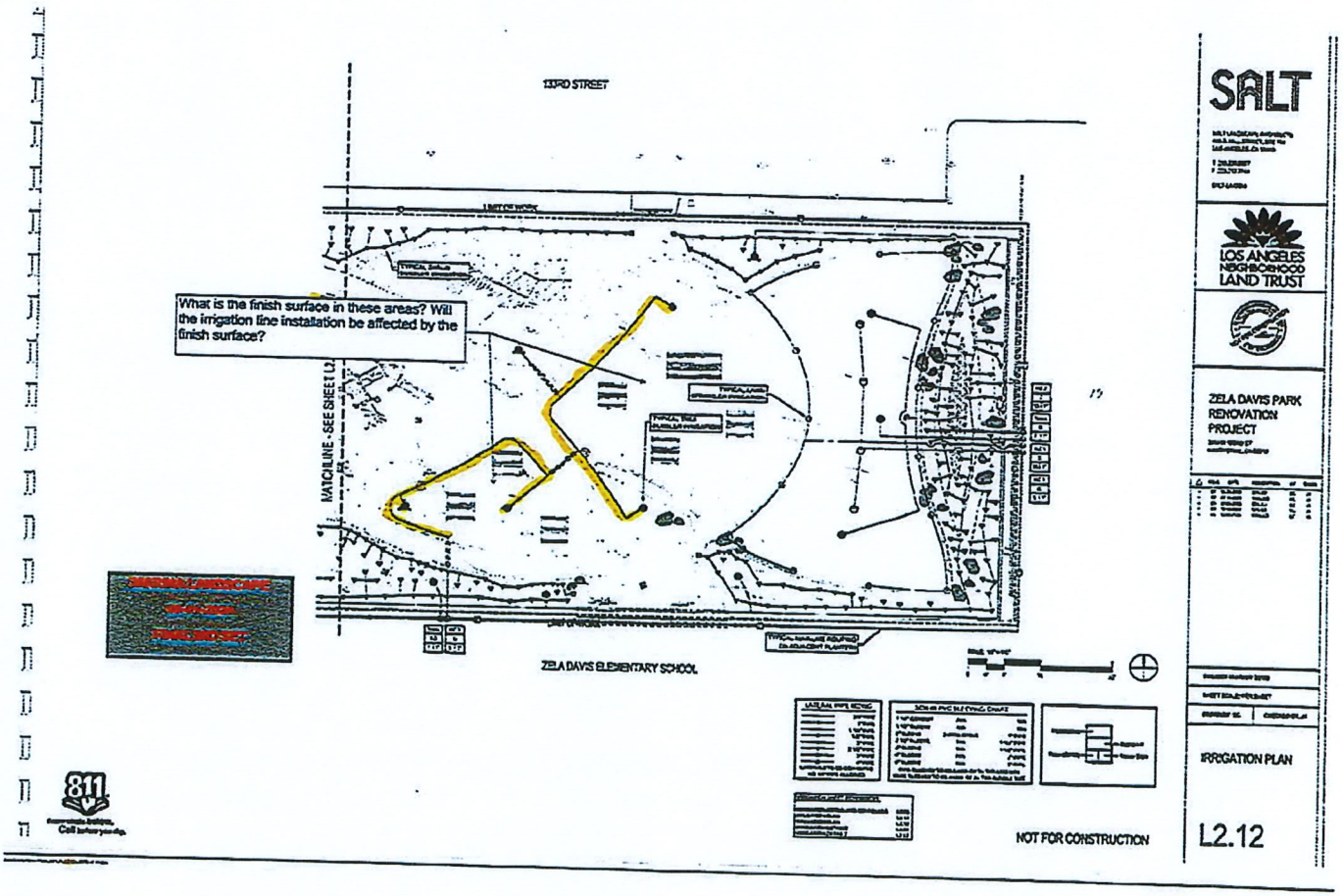
LOS ANGELES NEIGHBORHOOD LAND TRUST

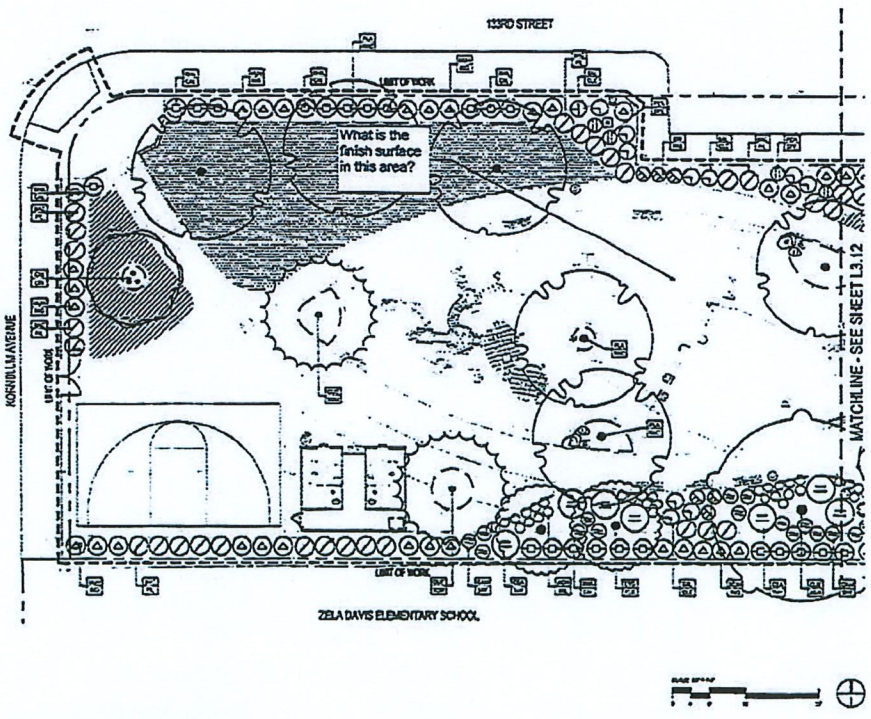
ZELA DAVIS PARK RENOVATION PROJECT

IRRIGATION PLAN

L2.11

NOT FOR CONSTRUCTION


What is the finish surface in these areas? Will the irrigation line installation be affected by the finish surface?
133RD STREET
MATCHLINE - SEE SHEET L2.
ZELA DAVIS ELEMENTARY SCHOOL
SALT
LOS ANGELES NEIGHBORHOOD LAND TRUST
ZELA DAVIS PARK RENOVATION PROJECT
IRRIGATION PLAN
L2.12
NOT FOR CONSTRUCTION
811
Call before you dig.



TREE LEGEND

SHRUB AND GROUNDCOVER LEGEND

BOULDER AND COBBLE LEGEND

SALT

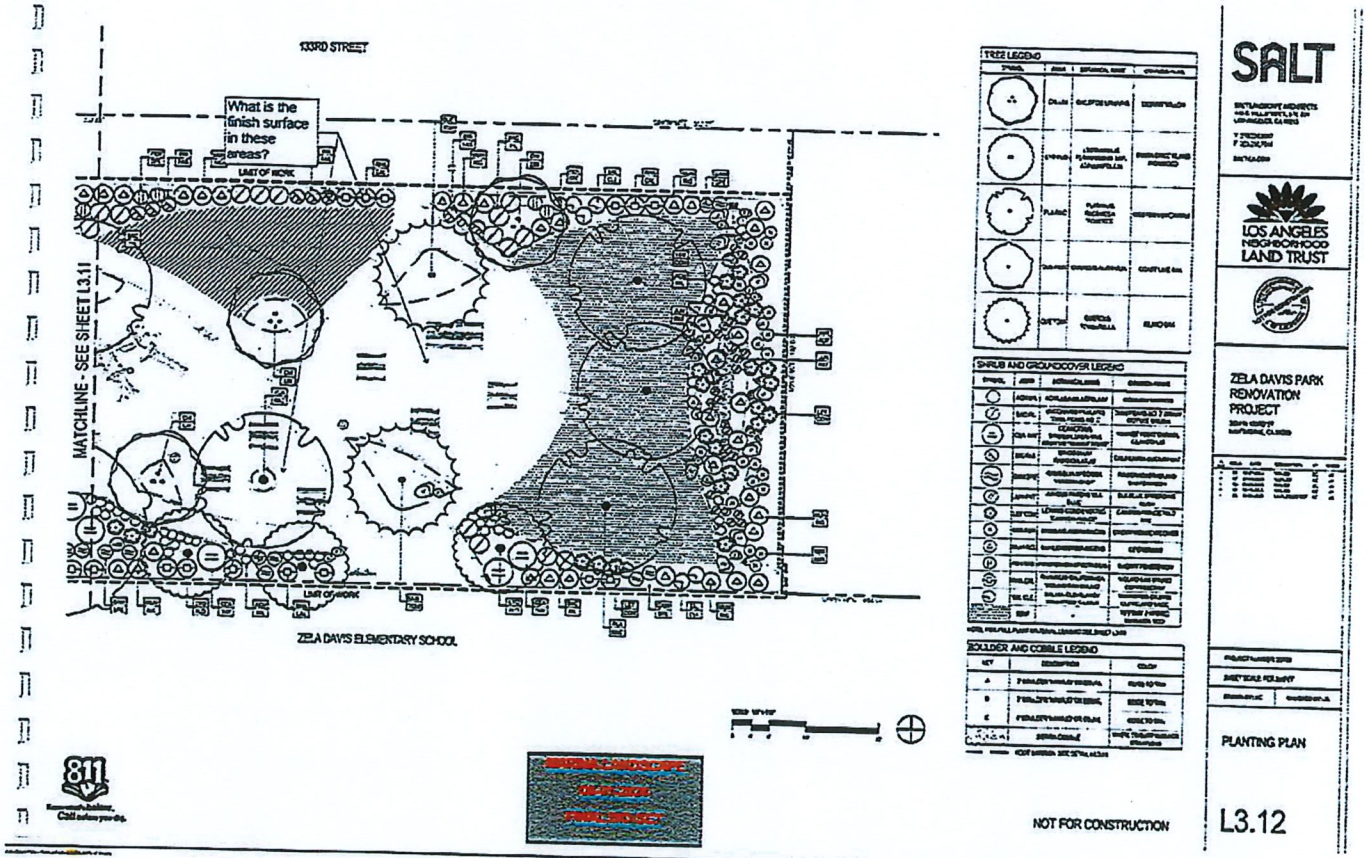
LOS ANGELES NEIGHBORHOOD LAND TRUST

ZELA DAVIS PARK RENOVATION PROJECT

PLANTING PLAN

L3.11

NOT FOR CONSTRUCTION


133RD STREET
What is the finish surface in these areas?
LIMIT OF WORK
MATCHLINE - SEE SHEET L3.11
ZELA DAVIS ELEMENTARY SCHOOL
TREE LEGEND
SHRUB AND GROUNDCOVER LEGEND
BOULDER AND COBBLE LEGEND
SALT
LOS ANGELES NEIGHBORHOOD LAND TRUST
ZELA DAVIS PARK RENOVATION PROJECT
PLANTING PLAN
NOT FOR CONSTRUCTION
L3.12

Added to Pay APP line Item Quantities 000000

Moreno Engineering Inc

Client:

Doja Inc

Project: Zela Davis Park - Sidewalk and Parking

Starting date *11/11/2024*

End date: *11/11/2024*

A) Personnel

Install 6" thick conc. parkway & sidewalk N.E corner

Name & Title or Position Title	Total Hours	Hourly Wage	Doja Inc	Total
2 Finishers () for 8.00 hours per day for 1 days for 16 total hours.	16	$ 72.24	$ 1,155.84	$ 1,155.84
1 Concrete Forman () for 8.00 hours per day for 1 days for 8 total hours.	8	$ 93.80	$ 750.40	$ 750.40
	0	$ -	$ -	$ -
Total - A) Personnel			$ 1,906.24	$ 1,906.24

B) Fringe Benefits

Name & Title or Position Title	Salary/Wage Base	Fringe Benefit Rate %	Doja Inc	Total
Benefits for Finishers (9.00% FICA, 6.20% SUI, 8.22% Workers Comp, 0.00% Health Ins) for 23.42% total benefit rate.	$ 1,155.84	23.42%	$ 270.70	$ 270.70
SUI, 8.22% Workers Comp, 0.00% Health Ins) for	$ 750.40	23.42%	$ 175.74	$ 175.74
	$ -	23.42%	$ -	$ -
Total - B) Fringe Benefits			$ 446.44	$ 446.44

D)Supplies:

Item	Quantity	Cost per	Doja Inc	Total
Robertsons			$ -	$ -
Rebar		$ 1,747.50	$ 1,747.50	$ 1,747.50
Tool Truck		$ 375.00	$ 375.00	$ 375.00
Total - D)Supplies:	1	$ 375.00	$ 375.00	$ 375.00
			$ 2,497.50	$ 2,497.50

	Doja Inc	Total
Total Direct Costs	$ 4,850.18	$ 4,850.18
Indirect rate @ 10.00%	$485.02	$485.02
Grant Grand Total	$ 5,335.20	$ 5,335.20

Added to Line Item quantities

000000 000000

Moreno Engineering Inc

Client:

Doja Inc
Project: Zela Davis Park - Curb
Starting date *11/8/2024*
End date: *11/8/2024*

A) Personnel

Install Concrete curb along sidewalk N.E corner

Name & Title or Position Title	Total Hours	Hourly Wage	Doja Inc	Total
2 Finishers () for 8.00 hours per day for 1 days for 16 total hours.	16	$ 72.24	$ 1,155.84	$ 1,155.84
1 Concrete Forman () for 8.00 hours per day for 1 days for 8 total hours.	8	$ 93.80	$ 750.40	$ 750.40
	0	$ -	$ -	$ -
Total - A) Personnel			$ 1,906.24	$ 1,906.24

B) Fringe Benefits

Name & Title or Position Title	Salary/Wage Base	Fringe Benefit Rate %	Doja Inc	Total
Benefits for Finishers (9.00% FICA, 6.20% SUI, 8.22% Workers Comp, 0.00% Health Ins) for 23.42% total benefit rate.	$ 1,155.84	23.42%	$ 270.70	$ 270.70
SUI, 8.22% Workers Comp, 0.00% Health Ins) for	$ 750.40	23.42%	$ 175.74	$ 175.74
	$ -	23.42%	$ -	$ -
Total - B) Fringe Benefits			$ 446.44	$ 446.44

D)Supplies:

Item	Quantity	Cost per	Doja Inc	Total
			$ -	$ -
Robertsons 5yds 1 % polarset		$ 1,347.31	$ 1,347.31	$ 1,347.31
Rebar		$ 250.00	$ 250.00	$ 250.00
Tool Truck	1	$ 375.00	$ 375.00	$ 375.00
Total - D)Supplies:			$ 1,972.31	$ 1,972.31

	Doja Inc	Total
Total Direct Costs	$ 4,324.99	$ 4,324.99
Indirect rate @ 10.00%	$432.50	$432.50
Grant Grand Total	$ 4,757.49	$ 4,757.49

Added to Civic Item quantities

000000

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Moreno Engineering Inc

Client:

Doja Inc

Project: Zela Davis Park -Extra Curb and Gutter 35L.F.

Starting date *11/24/2024*

End date: *TBD*

A) Personnel

Install Concrete Curb & Gutter 45') plans 133rd St.

Name & Title or Position Title	Total Hours	Hourly Wage	Doja Inc	Total
2 Finishers () for 8.00 hours per day for 1 days for 16 total hours.	16	$ 72.24	$ 1,155.84	$ 1,155.84
1 Concrete Forman () for 8.00 hours per day for 1 days for 8 total hours.	8	$ 93.80	$ 750.40	$ 750.40
	0	$ -	$ -	$ -
Total - A) Personnel			$ 1,906.24	$ 1,906.24

B) Fringe Benefits

Name & Title or Position Title	Salary/Wage Base	Fringe Benefit Rate %	Doja Inc	Total
Benefits for Finishers (9.00% FICA, 6.20% SUI, 8.22% Workers Comp, 0.00% Health Ins) for 23.42% total benefit rate.	$ 1,155.84	23.42%	$ 270.70	$ 270.70
SUI, 8.22% Workers Comp, 0.00% Health Ins) for	$ 750.40	23.42%	$ 175.74	$ 175.74
	$ -	23.42%	$ -	$ -
Total - B) Fringe Benefits			$ 446.44	$ 446.44

D)Supplies:

Item	Quantity	Cost per	Doja Inc	Total
			$ -	$ -
Robertsons		$ 1,050.00	$ 1,050.00	$ 1,050.00
Material Forms		$ 350.00	$ 375.00	$ 375.00
Tool Truck	1	$ 375.00	$ 375.00	$ 375.00
Total - D)Supplies:			$ 1,800.00	$ 1,800.00

	Doja Inc	Total
Total Direct Costs	$ 4,152.68	$ 4,152.68
Indirect rate @ 10.00%	$415.27	$415.27
Grant Grand Total	$ 4,567.95	$ 4,567.95

REQUEST AND CERTIFICATION FOR PAYMENT

From: **Doja Inc. (License #597764)**
5050 W. Mission Blvd.
Ontario, CA 91762
(909)628-1999

To: City of Hawthorne
4455 W 126th St
Hawthorne, CA 90250

APPLICATION #: 7

PROJECT NAME: ZELA DAVIS PARK IMPROVEMENT
PROJECT ADDRESS: 3654 W 133rd St
Hawthorne, CA 90250

INVOICE #: 007-4419

CERTIFIED PAYROLL	YES

MONTH:	JANAUARY
PERIOD:	01/01/2025-01/31/2025

Zela Davis park Improvement (City Project #24-04)

APPLICANTS REQUEST FOR PAYMENT

CHANGE ORDER SUMMARY			
C/O #	AMOUNT	C/O #	AMOUNT
1	$90,242.25		
Net Change by Change Orders			$90,242

The undersigned Applicants certifies that the work covered by this Request for Payment has been completed in accordance with the Subcontract Work Order, that all amount have been paid by the Applicant for work for which previous Certificates for Payment were issued and

Application is made for payment, as shown below, inconnection with the Contract
In tabulations below, amounts are stated to the nearest dollar.

1. ORIGINAL SUBCONTRACT WORK ORDER COST	$	3,020,500.00
2. NET CHANGE BY CHANGE ORDERS	$	90,242.25
3. REVISED SUBCONTRACT WORK ORDER COST	$	3,110,742.25
4. TOTAL COMPLETE TO DATE	$	1,994,146.00
5. RETAINAGE: 5%	$	99,707.30
6. TOTAL EARNED LESS RETAINAGE (LINE 4 LESS LINE 5 TOTAL)	$	1,894,438.70
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (LINE 6 FROM PRIOR CERTIFICATE)	$	1,592,101.20
8. CURRENT PAYMENT DUE	$	302,337.50
9. BALANCE TO FINISH PLUS RETAINAGE (LINE 3 LESS LINE 6)	$	1,216,303.55

APPLICANTS AUTHORIZED SIGNATORY:

BY: **Bassel Jaber - Project Engineer** **DATE: 01/31/2025**

Bassel Jaber

ACCOUNTING USE ONLY!!!		SUPPLIERS	AMOUNT $ 302,337.50
	SUB RELEASE ATTACHED		
	SUPPLIER RELEASES ATTACHED		HOLD FOR PAYMENT APPLICATION #
	ALL SUPPLIER (0 ZERO) RELEASES		
	ALL SUPPLIER FINAL		FUNDED ON:
	NO SUPPLIER		
	INSURANCE OK		VERIFIED BY A/P INITIAL:

CONTINUATION SHEET

APPLICATION #: 7

KPRS PROJECT NAME: ZELA DAVIS PARK IMPROVEMENT
PROJECT ADDRESS: 3654 W 133rd St
Hawthorne, CA 90250

INVOICE #: 007-4419
PERIOD: 1/31/2025

A	B				C	D	E	F		G	H
ITEM NO.	DESCRIPTION	UNIT	APPROX QTY	UNIT PRICE	SCHEDULE VALUE	PREVIOUS WORK COMPLETED	WORK COMPETED THIS PERIOD	WORK COMPLETED TO DATE [D+E]	%	REMAINING VALUE (C-F)	RETAINAGE
1	Clearing and Grubbing	LS	1	$15,000.00	$15,000.00	$15,000.00	$0.00	$15,000.00	100%	$0.00	$750.00
2	Demolition	LS	1	$75,000.00	$75,000.00	$75,000.00	$0.00	$75,000.00	100%	$0.00	$3,750.00
3	Tree Removal	EA	9	$1,800.00	$16,200.00	$16,200.00	$0.00	$16,200.00	100%	$0.00	$810.00
4	Grading	LS	1	$150,000.00	$150,000.00	$150,000.00	$0.00	$150,000.00	100%	$0.00	$7,500.00
5	Site Sewer, Water, Drainage, Pipe Installation	LS	1	$275,000.00	$275,000.00	$255,750.00	$0.00	$255,750.00	93%	$19,250.00	$12,787.50
6	Construct Curb, gutter, Civil curb, mow curb	LF	1200	$45.00	$54,000.00	$44,820.00	$0.00	$44,820.00	83%	$9,180.00	$2,241.00
7	Construct curb ramp	SF	500	$25.00	$12,500.00	$12,500.00	$0.00	$12,500.00	100%	$0.00	$625.00
8	Pedestrian Walkway/Sidewalk	SF	6000	$20.00	$120,000.00	$60,000.00	$0.00	$60,000.00	50%	$60,000.00	$3,000.00
9	Basketball Half-court	LS	1	$85,000.00	$85,000.00	$79,050.00	$0.00	$79,050.00	93%	$5,950.00	$3,952.50
10	Resilient Surfacing	SF	6900	$30.00	$207,000.00	$0.00	$0.00	$0.00	0%	$207,000.00	$0.00
11	Decomposed Granite Stabilized	SF	2500	$15.00	$37,500.00	$0.00	$0.00	$0.00	0%	$37,500.00	$0.00
12	Boulders	EA	34	$950.00	$32,300.00	$0.00	$0.00	$0.00	0%		$0.00
13	Bioswale	LS	1	$35,000.00	$35,000.00	$35,000.00	$0.00	$35,000.00	100%	$0.00	$1,750.00
14	Installation of new Play equipment and shade Sail	LS	1	$325,000.00	$325,000.00	$146,000.00	$64,000.00	$210,000.00	65%	$115,000.00	$10,500.00
15	Site Furnishing & Fitness Equipment	LS	1	$315,000.00	$315,000.00	$72,450.00	$84,000.00	$156,450.00	50%	$158,550.00	$7,822.50
16	Restroom building	LS	1	$525,000.00	$525,000.00	$171,000.00	$170,250.00	$341,250.00	65%	$183,750.00	$17,062.50
17	Fencing & gates	LF	500	$350.00	$175,000.00	$87,500.00	$0.00	$87,500.00	50%	$87,500.00	$4,375.00
18	Site electrical/lighting/Security	LS	1	$295,000.00	$295,000.00	$295,000.00	$0.00	$295,000.00	100%	$0.00	$14,750.00
19	Irrigation	LS	1	$110,000.00	$110,000.00	$64,900.00	$0.00	$64,900.00	59%	$45,100.00	$3,245.00
20	Landscape	LS	1	$75,000.00	$75,000.00	$0.00	$0.00	$0.00	0%	$75,000.00	$0.00
21	Tree Plantings	EA	40	$1,900.00	$76,000.00	$0.00	$0.00	$0.00	0%	$76,000.00	$0.00
22	Project Construction Signage	EA	2	$5,000.00	$10,000.00	$10,000.00	$0.00	$10,000.00	100%	$0.00	$500.00
	CONTRACT TOTALS				$3,020,500.00	$1,590,170.00	$318,250.00	$1,908,420.00	63%	$1,079,780.00	$95,421.00
	CHANGE ORDERS										
1	CCO No. 01	LS	1	$90,242.25	$90,242.25	$85,726.00	$0.00	$85,726.00	95.00%	$90,242.25	$4,286.30
					$90,242.25	$85,726.00	$0.00	$85,726.00	95.00%	$90,242.25	$4,286.30
CONTRACT TOTALS w/Change Orders					**$3,110,742.25**	**$1,675,896.00**	**$318,250.00**	**$1,994,146.00**	**63.18%**	**$1,170,022.25**	**$99,707.30**

CONDITIONAL WAIVER AND RELEASE
UPON PROGRESS PAYMENT
CALIFORNIA CIVIL CODE SECTION 8132

NOTICE: THIS DOCUMENT WAIVES THE CLAIMANT'S LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS EFFECTIVE ON RECEIPT OF PAYMENT. A PERSON SHOULD NOT RELY ON THIS DOCUMENT UNLESS SATISFIED THAT THE CLAIMANT HAS RECEIVED PAYMENT.

Identifying Information

Name of Claimant:	**DOJA INC.**
Name of Customer:	**CITY OF HAWTHORNE**
Job Location:	**3654 W 133rd St, Hawthorne, CA 90250**
Project #:	**24-04**
Through Date:	**1/31/2025**

Conditional Waiver and Release

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and service provided, and equipment and material delivered, to the customer on this job through the Through Date of this document. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. This document is effective only on the claimant's receipt of payment from the financial institution on which the following check is drawn:

Maker of Check:	**CITY OF HAWTHORNE**
Amount of Check:	**$302,337.50**
Check Payable to:	**DOJA INC.**

Exceptions

This document does not affect any of the following:
(1) Retentions.
(2) Extras for which the claimant has not received payment.
(3) The following progress payments for which the claimant has previously given a conditional waiver and release but has not received payment:

Date(s) of waiver and release:	12/31/2024
Amount(s) of unpaid progress payment(s):	**$171,000.00**

(4) Contract rights, including:
(A) a right based on rescission, abandonment, or breach of contract, and
(B) the right to recover compensation for work not compensated by the payment.

Signature

Claimant's Signature:	Bassel Jaber
Claimant's Title:	Project Engineer
Date of Signature:	1/31/2025

NOTE: This form of release is in accordance with the requirements of Civil Code Section 8132. It is to be used by a party who applies for a progress payment when the progress payment check has not yet cleared the bank. This release only becomes effective when the check, properly endorsed, has cleared the bank.

AGENDA ITEM NO. 19.

CITY OF HAWTHORNE
City Council
AGENDA BILL
For the meeting of 03/25/2025
Originating Department: City Attorney

City Manager: **Department Head:**

SUBJECT:
Department of Public Health -- Public Health Services Contract between the City of Hawthorne and County of Los Angeles.

RECOMMENDED MOTION:
Staff Recommends the City Council Approve the Public Health Services Contract with the County of Los Angeles and Authorize the City Manager to Execute the Department of Public Health ("DPH") -- Public Health Services Contract.

DISCUSSION:
With the exceptions of Pasadena and Long Beach, all cities in the County of Los Angeles, including the City of Hawthorne receives DPH services from the County. The contractual arrangement for the DPH services dates back as far as 1971. The City adopted Ordinance No. 1039 (HMC §8.04.010) in 1973 which incorporated the Public Health Code of the County into the city ordinance. The DPH Contract does not charge the city for the services. This new contract was created by the County to correct minor mistakes and typos. Although the contract expires on June 30, 2029, it automatically renews for a five years terms, for an indefinite period.

ECONOMIC DEVELOPMENT STRATEGIC PLAN:
N/A

FISCAL IMPACT:
None

NOTICING PROCEDURE:
72 Hours Posted Notice Pursuant to the Ralph M. Brown Act.

ATTACHMENTS
DPH Contract
Ord. No. 1039

Contract No. PH-005619

DEPARTMENT OF PUBLIC HEALTH
PUBLIC HEALTH SERVICES CONTRACT

THIS CONTRACT “Contract” is made and entered into on _____

by and between COUNTY OF LOS ANGELES
(hereafter "County")

and CITY OF HAWTHORNE
(hereafter "City")

THIS PUBLIC HEALTH SERVICES CONTRACT ("Contract") is made by and between the County of Los Angeles, hereinafter referred to as the "County", and the City of Hawthorne hereinafter referred to as "City."

RECITALS:

The City desires to continue to contract with the County for the performance of public health services by the County’s Department of Public Health (“Public Health”), for the County’s Health Officer to act as the City’s Health Officer, and for the County's Department of Public Health to serve as the City's Environmental Health Department.

The County agrees to continue performing such services on the terms and conditions set forth in this Contract.

This Contract is authorized by California Health and Safety Code Sections 101400 and 101405.

To effectuate public health services for the City, the County and its duly appointed Health Officer shall exercise the powers and duties that are conferred upon local health officers by law.

The County Health Officer shall fulfill the obligations and exercise the authority conferred by California Health and Safety Code Sections 101470 and 101475 within the territorial jurisdiction of the City in the performance of this Contract.

THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. **TERM:** This Contract shall become effective upon date of execution, and replace all prior contracts for public health services between the City and County. This contract shall continue in full force and effect until June 30, 2029. Subject to Section 7 below, this Contract shall thereafter be automatically renewed for consecutive five (5) year terms, for an indefinite period, without further action by either City or County, unless City or County terminates the Contract in the manner set forth in Section 7.

2. **PUBLIC HEALTH SERVICES**: The County and the County's Health Officer shall observe and enforce within the territorial jurisdiction of the City all of the following:
    a. Orders, quarantine, and other regulations, concerning public health, prescribed by the California Department of Public Health ("CDPH").
    b. Statutes relating to public health.
    c. Provisions of Los Angeles County Code, Title 11, and any amendments thereto, as adopted by City by ordinance or resolution, to the same extent as they are enforced in the unincorporated area of the County.

3. **DESCRIPTION OF PUBLIC HEALTH FUNCTIONS**:
    a. The performance of all public health services, the standard of performance and other matters incidental to the performance of public health services and observation and enforcement of public health statutes, regulations, ordinances and CDPH orders and guidance shall be determined solely at the discretion of the County Health Officer and/or Director of County

Public Health. The control of County personnel under this Contract shall remain exclusively with the County.

b. The County agrees to continue to perform for the City such public health services as are authorized or mandated by state laws or regulations related to public health, to be performed by the local health officer or local enforcement agency.

    i. Pursuant to California Health and Safety Code section 101045, the County shall investigate health and sanitary conditions in detention facilities operated by the City, if any. County may bill and receive payment from City for inspection and reporting services in the manner provided by Paragraph 4, subsections (g) and (h) of this Contract.

    ii. For future enactments of state law or regulation, County agrees to perform public health services that impose a specific duty or obligation on the local health officer to observe or enforce. Should future state law statutory or regulatory enactment related to public health not impose a duty or obligation on the local health officer, City may request in writing that the County perform that public health service. Should County elect to perform that discretionary public health service for City, pursuant to such City request, then County may bill and receive payment from City for inspection and reporting services in the manner provided by Section 4, subsections (g) and (h) of this Contract.

c. The County agrees to continue to perform for the City such public health services as authorized or mandated by provisions of Title 11 of the Los Angeles County Code, and any amendments or additions thereto, that the City has adopted via ordinance or resolution.

    i. Should the County Board of Supervisors enact future provisions to or amend existing provisions of Title 11 of the Los Angeles County Code, County will inform the City of the newly enacted provision or amendment via email to the City's Manager, and describe the

enacted new provision or amendment and the impact to the services performed under this Contract, if any.

ii. For future ordinances that may be enacted by the Board of Supervisors into Title 11 of the Los Angeles County Code, in order for the County to observe and enforce that enacted ordinance within the City, the City must approve the incorporation of the identical version of that new Title 11 provision into its municipal code via ordinance or by resolution of the City Council.

iii. Any future amendments to provisions of Title 11 of the Los Angeles County Code that exist in the City's Municipal Code at the date of the execution of this Contract, shall be incorporated by the City into its municipal code.

d. The County shall issue public health permits and licenses to permittees located within the City and collect the fees as provided for in Los Angeles County Code, Title 8, Chapter 8.04. Such fees shall be retained by County Public Health for the benefit of County as full compensation for the services performed by the Public Health Director and County Health Officer on behalf of the City.

i. County may, from time to time, amend or alter the public health permit or license fees charged to those individuals or entities required to obtain a public health permit or license pursuant to either state statute or Los Angeles County Code, Title 8, Chapter 8.04.

ii. City may not set, collect, or retain public health permit or license fees for any public health service performed by County under this Contract.

e. For the purpose of performing said functions, County shall furnish and supply all necessary labor, supervision, equipment, and supplies necessary to provide the public health services described in this Contract and as necessary to protect the public health, safety, and welfare as determined by Public Health in its sole discretion. All persons employed in

the performance of public health services and functions under this Contract shall be County personnel.

4. **GENERAL TERMS**:

   a. To facilitate the performance of public health services, City and County will cooperate and assist each other to fulfill the purpose and intent of this Contract.

   b. Exhibit A of this Contract, which is attached hereto and incorporated herein, shall provide the language of the City's Municipal Code, as amended, that reflects the City's specific adoption of Division 1 of Title 11 of the Los Angeles County Code as of the effective date of this Contract. Exhibit A may be revised to reflect any changes to the City's Municipal Code regarding Title 11 of the Los Angeles County Code.

   c. All persons employed in the performance of such public health duties, functions and services for City shall be County employees or personnel and no City employee shall be supplanted by County, and no person employed by County under this Contract shall have any City pension, civil service, or any status or right.

   d. The City shall not be called upon to assume any liability for the direct payment of any salary, wages or other compensation to any County personnel performing services hereunder for the City, or be liable for compensation to or required to indemnify any County employee for injury or sickness arising out of his or her employment.

   e. The parties have executed an Assumption of Liability Contract approved by the Board of Supervisors on December 27, 1977, and/or a Joint Indemnity Contract approved by the Board of Supervisors on October 8, 1991. Whichever of these documents the City has signed later in time is currently in effect and hereby made a part of and incorporated into this Contract by reference. In the event that the Board of Supervisors later approves a revised Joint Indemnity Contract, and the City executes the

revised contract, the subsequent contract as of its effective date shall supersede the contract previously in effect between the parties hereto.

f. City is not required to separately reimburse County for the performance or enforcement of any City ordinance or resolution which adopts identical provisions of Los Angeles County Code, Title 11, and its amendments.

g. Should City request in writing additional public health services of the County, that are not required by statute, regulation or CDPH Order, or as provided in Title 11 of the Los Angeles County Code, the County may charge the City, at rates approved by the Board of Supervisors, an hourly rate that will reimburse the County for the costs for the provision of those specific public health services.

h. County, through its Director of Public Health, must render to City within twenty (20) calendar days after the close of each calendar month an itemized invoice which covers all extra services performed for City if such services were requested by the City in writing, during said month, and City must pay County within thirty (30) days after date of such invoice.

i. If a violation of public health statutes, regulations or ordinances results in a public health hazard within the City, County will notify the City Manager in writing. If the City elects to pursue legal prosecution or abatement, City shall provide to County contact information for counsel that will represent the City or the People in any legal proceeding to abate or mitigate the public health hazard. City shall bear the full cost of such proceedings. County may bill City on an hourly basis for time spent by County employees participating in such legal proceedings.

5. **NOTICES**: Notices hereunder must be in writing and may either be delivered personally or sent by registered or certified mail, return receipt requested, postage prepaid, attention to the parties at the addresses listed below. Public Health Director, or the Director's designee, is authorized to execute all notices or demands which are required or permitted by County under this Contract.

Addresses and parties to be notified may be changed by providing at least ten (10) working days prior written notice to the other party.

A. Notices to County must be addressed as follows:

(1) Department of Public Health
Environmental Health – Administrative Headquarters
5050 Commerce Drive
Baldwin Park, California 91706
Attention: Director, Environmental Health
E-mail: EHAdmin@ph.lacounty.gov

(2) Department of Public Health
Contracts and Grants Division
5555 Ferguson Drive, 2nd Floor, Suite 210
Commerce, CA 90022
Attention: Division Director
Email: contracts-grants@ph.lacounty.gov

(3) Department of Public Health
Office of the Director
Attention: Director, Public Health
313 North Figueroa Street
Los Angeles, CA 90012
Email: DPHDirector@ph.lacounty.gov

B. Notices to City must be addressed as follows:

(1) City of: Hawthorne
Attention: City Manager
4455 West 126th Street
Hawthorne, CA 90250
Email: vnorris@hawthorneca.gov
Phone: (310) 349-2900

6. **GOVERNING LAW, JURISDICTION, AND VENUE**: This Contract will be governed by, and will be construed in accordance with, the laws of the State of California. City agrees and consents to the exclusive jurisdiction of the courts of the State of California or the United States Courthouse, Central District, Western Division, for all purposes regarding this Contract and further agrees and consents

that venue of any action brought under this Contract shall be exclusively in the County of Los Angeles.

7. **TERMINATION FOR CONVENIENCE**: The performance of services under this Contract may be terminated, with or without cause, in whole or in part, from time to time when such action is deemed by County or City to be in their own best interest. Termination of services hereunder shall be effectuated by the delivery of an advance written Notice of Termination of the entire Contract by one party to the other at least one hundred and eighty (180) calendar days prior to July 1 of the following calendar year. The termination of services may only be effective on July 1 of the calendar year, so as to assure no lapse in public health and local health officer services to the residents of City.

8. **ALTERATION OF TERMS/AMENDMENTS**: The body of this Contract and any Exhibits attached hereto, and documents incorporated by reference, fully expresses all understandings of the parties concerning all matters covered and shall constitute the total Contract. No addition to, or alteration of, the terms of this Contract, whether by written or verbal understanding of the parties, their officers, employees or agents, shall be valid and effective unless made in the form of a written amendment to this Contract which is formally approved and executed by the parties in the same manner as this Contract.

9. **INDEPENDENT CONTRACTOR STATUS**: This Contract is by and between the County and City and is not intended, and shall not be construed, to create the relationship of agent, servant, employee, partnership, joint venture, or association, as between the County and City. The employees and agents of one party shall not be, or be construed to be, the employees or agents of the other party for any purpose whatsoever.

10. **NO INTENT TO CREATE A THIRD-PARTY BENEFICIARY CONTRACT**: Notwithstanding any other provision of this Contract, the parties do not in any way intend that any person shall acquire any rights as a third-party beneficiary under this Contract.

11. **VALIDITY**: If any provision of this Contract or the application thereof to any person or circumstance is held invalid, the remainder of this Contract and the application of such provision to other persons or circumstances shall not be affected thereby.

12. **WAIVER**: No waiver by the County of any breach of any provision of this Contract shall constitute a waiver of any other breach or of such provision. Failure of the County to enforce at any time, or from time to time, any provision of this Contract shall not be construed as a waiver thereof. The rights and remedies set forth in this paragraph shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.

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IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Contract to be subscribed by its Director of Public Health, and Contractor has caused this Contract to be subscribed in its behalf by its duly authorized officer, the month, day, and year first written above.

CITY OF HAWTHORNE

By: _____
Vontray Norris
City Manager

Date:_____

APPROVED AS TO FORM
BY THE OFFICE OF THE CITY ATTORNEY

ROBERT KIM, City Attorney

By: _____
City Attorney

Date:_____

ATTEST:
DAYNA WILLIAMS-HUNTER, City Clerk

By: _____
City Clerk

Date:_____
(AFFIX CORPORATE SEAL HERE)

COUNTY OF LOS ANGELES

By:_____
Barbara Ferrer, Ph.D., M.P.H., M.Ed.
Director

Date: _____

APPROVED AS TO FORM
BY THE OFFICE OF THE COUNTY COUNSEL

DAWYN R. HARRISON, County Counsel

APPROVED AS TO CONTRACT
ADMINISTRATION:
Department of Public Health

By:_____
Contracts and Grants Division

Date: _____

#07642:db

Exhibit A:

CITIES - HEALTH OFFICER - ADOPTION OF COUNTY CODE

HAWTHORNE

ADOPTION OF OUR COUNTY CODE TITLE 8 & TITLE 11
8.04.010 Adopted. In accordance with the procedure designated in Sections 50001, et seq., of the Government Code of the state, there is adopted by reference as the health code of the city, that certain set of health regulations known as the "Public Health Code of the County of Los Angeles," as adopted by the board of supervisors of the county on August 25, 1959, and also entitled "Ordinance No. 7583," together with all amendments thereof or supplementary thereto adopted to date. (Ord. 1039 § 1, 1973; prior code § 9-100.) **8.10.010 County Public Health Code and Public Health Licensing Regulations adopted.** Regulations governing public health matters in the city are those prescribed in Division 1 of Title 11 (the County Health Code) of the Los Angeles County Code, as amended and in effect as of March 21, 2006, and Division 1 of Title 8 (Public Health Licenses) of the Los Angeles County Code, as amended and in effect as of November 18, 2010, and the same are hereby adopted by reference and made part of this chapter, subject to such amendments and additions, as set forth herein. A certified copy of Division 1 of Title 11 and Division 1 of Title 8 shall be maintained on file in the office of the city clerk for use and inspection by the public. (Ord. 1987 § 2, 2011; Ord. 1671 § 1, 1999.)

CITY MUNICIPAL CODE EXCLUSION OF SPECIFIC PUBLIC HEALTH SERVICES
None

ORDINANCE NO. 1039

AN ORDINANCE OF THE CITY OF HAWTHORNE, CALIFORNIA, ADOPTING BY REFERENCE THE PUBLIC HEALTH CODE OF THE COUNTY OF LOS ANGELES.

THE CITY COUNCIL OF THE CITY OF HAWTHORNE, CALIFORNIA, DOES ORDAIN AS FOLLOWS:

SECTION 1. That present Sections 9-100, 9-101 and 9-102 of Article I of Chapter 9 of the Hawthorne Municipal Code are hereby repealed in their entirety and in substitution thereof the following are added:

"CHAPTER 9 - HEALTH AND SAFETY

SECTION 9-100 HEALTH CODE ESTABLISHED.

That in accordance with the procedure designated in Sections 50001, et seq., of the Government Code of the State of California, there is hereby adopted by reference as the Health Code of the City of Hawthorne, that certain set of health regulations known as the "Public Health Code of the County of Los Angeles," as adopted by the Board of Supervisors of the County of Los Angeles on August 25, 1959, and also entitled "Ordinance No. 7583", together with all amendments thereof or supplementary thereto adopted to date.

"SECTION 9-101 FOOD ESTABLISHMENT. PERMIT REQUIRED.

No person shall conduct any business for the purpose of selling, storing, manufacturing, preparing or serving to the public any food or food stuffs in the City without a permit issued by the Health Officer. The Health Officer may withhold the issuance of a permit to any person, until such person has complied with all of the provisions of this Code. At such time as the Health Officer is satisfied such person

has complied with the provisions of this Code, then such permit shall be issued.

"SECTION 9-102 FOOD ESTABLISHMENT TO INCLUDE PERMIT REQUIRED.

For the purposes of this Code, a person engaged in the business of a rooming house, boarding house or lodging house, who serves food, beverages or meals to his roomers, boarders or lodgers, shall be deemed to be a food establishment and no person shall conduct the business of rooming house, boarding house or lodging house at which food, beverages or meals are served to the customers, without a permit issued by the Health Officer. The Health Officer may withhold the issuance of a permit to any person, until such person has complied with all of the provisions of this Code. At such time as the Health Officer is satisfied such person has complied with the provisions of this Code, then such permit shall be issued."

SECTION 2. Any violations of said County Code, hereby adopted as the Health Code of the City of Hawthorne, shall be punishable as a misdemeanor under the provisions of Section 1-104 of the Hawthorne Municipal Code.

SECTION 3. It is the intent of the City Council hereby to repeal or amend all provisions of the Hawthorne Municipal Code contrary or conflicting with the provisions of the Public Health Code of the County of Los Angeles, specifically repealing Sections 9-103, 9-104, 9-105 of Article 1, each and every section of Article 5 excepting therefrom Section 9-502, every section of Article 6 excepting therefrom Section 9-602, and each and every section of Article 7 excepting therefrom Sections 9-701 and 702 of said Code.

SECTION 4. This Ordinance shall go into effect and become operative thirty (30) days from the date of approval, adoption and passage. The City Clerk shall certify to the passage and adoption of this Ordinance and shall cause the same to be published once in a newspaper of general circulation, published and circulated in the City of Hawthorne, California.

PASSED, APPROVED AND ADOPTED this 25th day of June, 1973.

/S/ ROBERT P. REEVES
Mayor
City of Hawthorne, California

ATTEST:

/S/ KENNETH L. KEE
City Clerk

APPROVED AS TO FORM

/S/ KENNETH L. NELSON
City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS
CITY OF HAWTHORNE)

I, KENNETH L. KEEL, City Clerk of the City of Hawthorne, California, DO HEREBY CERTIFY that the foregoing Ordinance, being Ordinance No. 1039 was duly adopted by the City Council of the City of Hawthorne, California at a regular meeting of the City Council held ~~September 11, 1973;~~ June 25, 1977 and that it was adopted by the following vote, to wit:

AYES: Councilmen Moore, Clark, ~~Mayor~~ Miller. Page, Mayor Reeves

NOES: None.

ABSENT: ~~Councilmen Reeves and Page.~~

/S/ KENNETH L. KEEL
City Clerk, City of
Hawthorne, California.

AGENDA ITEM NO. 20.

CITY OF HAWTHORNE
City Council
AGENDA BILL
For the meeting of 03/25/2025
Originating Department: Public Works

City Manager: **Department Head:**

SUBJECT:
Progress Payment #2 in the amount of $873,696.92 due to PCN3 Inc of Los Alamitos, CA for City of Hawthorne New Senior Center (Project #24-03).

RECOMMENDED MOTION:
Staff recommends that the City Council approve this Progress Payment #2 and Change Order #1 to PCN3 Air Inc of Los Alamitos, CA

DISCUSSION:
This project includes providing all services, labor, materials, permits, insurance, tools and equipment needed, in accordance with the Plan and Specifications to successfully and safely complete the renovations and addition to the existing Senior Center.
The work will consist of renovating the existing Hawthorne Senior Center situated on the northwest side of the existing Memorial Center facility. The renovations will bring the existing building, approximately 8,600 SF, up to current building codes and standards. The work will also consist of adding a first floor extension and a second story, approximately 9700 SF of indoor space. There will also be some exterior landscaping to integrate the building into the park and create an outdoor courtyard. The work will also consist in providing all services, labor, materials, permits, insurance, tools and equipment needed, in accordance with the Plan and Specifications to successfully and safely complete the renovations, expansion and addition to the City of Hawthorne Senior Center located at 3901 El Segundo Blvd, Hawthorne, CA 90250
During the construction phase of the project necessary authorization will need to be granted to the City's Project Engineer(s) to conduct further testing, substitutions, and/or removal of material such as but not limited to: asbestos test/removal, paint test/removal, soil test/survey, compaction test/survey, etc.
Work done to date includes: demolition and excavation of exterior area that will be used for the expansion and addition to the Senior Center, Soil and compaction testing, utility trenching and back-fill, etc.

ECONOMIC DEVELOPMENT STRATEGIC PLAN:
This project is a result of the City working closely with funding and regulatory agencies to support and improve our infrastructure.

FISCAL IMPACT:
None. Funds for this progress payment in the amount of $873,696.92 will be funded through the issuance of 2024 Lease Revenue Bonds (the "2024 Bonds"), Maxine Waters Grant, Proposition A, Budget Act of 2022 from the State of California Department of Parks and Recreation, and allocated funds from the 2024-2025 budget.

NOTICING PROCEDURE:

72 hours posted notice pursuant to the Ralph M. Brown Act

ATTACHMENTS

PP#2(03/25)

Honorable Mayor and City Council
City of Hawthorne
Hawthorne, CA 90250

25-Mar-25
Council Date

RE: PROGRESS PAYMENT NO. 2 FOR F HAWTHORNE SENIOR CENTER (Proiect#24-03)
The following is a detailed breakdown of Progress Payment No.2 due to PCN3 Inc, 10591 HURMBOLT STREET UNIT A, LOS ALAMITOS, CA, 90720 for work done on the subject project through MARCH 2025.

	DESCRIPTION	CONTRACT QUANTITY	UNIT	UNIT PRICE	CONTRACT AMOUNT	Qty or % PREVIOUS	Qty or % THIS ESTIMATE	Amount THIS ESTIMATE	Total Qty OR % TO DATE	Total Amount TO DATE
	EXISTING CONDITIONS (SITEWORKS)									
a.	**DEMO @ SENIOR CENTER SITE (HAULING INCLUDED)**									
i.	sawcut (E) concrete paving	61	LF	$ 11.80	$ 719.80	100%	0%	$ -	100%	$ 719.80
ii.	remove (E) concrete paving & base	2587	SF	$ 3.54	$ 9,157.98	100%	0%	$ -	100%	$ 9,157.98
iii.	REMOVE (E) TREE	1	EA	$ 5,310.00	$ 5,310.00	100%	0%	$ -	100%	$ 5,310.00
iv.	REMOVE (E) PLANTING/IRRIGATION	12,118	SF	$ 1.77	$ 21,448.86	100%	0%	$ -	100%	$ 21,448.86
v.	PROTECT (E) TREE	6	EA	$ 295.00	$ 1,770.00	100%	0%	$ -	100%	$ 1,770.00
b.	**DEMO @ EAST PARKING LOT (HAULING INCLUDED)**									$ -
i.	SAWCUT (E) CONCRETE PAVING	8	LF	$ 11.80	$ 94.40	100%	0%	$ -	100%	$ 94.40
ii.	SAWCUT (E) ASPHALT PAVING	129	LF	$ 11.80	$ 1,522.20	100%	0%	$ -	100%	$ 1,522.20
iii.	SAWCUT (E) CONCRETE CURB	2	EA	$ 2,832.00	$ 5,664.00	100%	0%	$ -	100%	$ 5,664.00
iv.	222 REMOVE (E) CONCRETE WALKWAY & BASE	222	SF	$ 9.44	$ 2,095.68	100%	0%	$ -	100%	$ 2,095.68
v.	1,158 REMOVE (E) PARKING ASPHALT PAVING & BASE	1,158	SF	$ 5.90	$ 6,832.20	100%	0%	$ -	100%	$ 6,832.20
vi.	88 REMOVE (E) CONCRETE CURB	176	LF	$ 29.50	$ 5,192.00	100%	0%	$ -	100%	$ 5,192.00
vii.	REMOVE (E) TREE	1	EA	$ 4,130.00	$ 4,130.00	100%	0%	$ -	100%	$ 4,130.00
viii.	1,055 REMOVE (E) PLANTING/IRRIGATION	1,055	SF	$ 9.44	$ 9,959.20	100%	0%	$ -	100%	$ 9,959.20
ix.	REMOVE (E) 6'L BENCH	3	EA	$ 501.50	$ 1,504.50	100%	0%	$ -	100%	$ 1,504.50
x.	REMOVE (E) TRASH RECEPTACLE	1	EA	$ 637.20	$ 637.20	100%	0%	$ -	100%	$ 637.20
xi.	SANDBLAST/REMOVE (E) PARKING STALL STRIPING	32	EA	$ 236.00	$ 7,552.00	100%	0%	$ -	100%	$ 7,552.00
xii.	PROTECT (E) TREE	3	EA	$ 295.00	$ 885.00	100%	0%	$ -	100%	$ 885.00
xiii.	PROTECT (E) PLANTING/IRRIGATION	470	SF	$ 1.18	$ 554.60	100%	0%	$ -	100%	$ 554.60
xiv.	PROTECT (E) CONCRETE CURB	285	LF	$ 1.18	$ 336.30	100%	0%	$ -	100%	$ 336.30
xv.	PROTECT (E) 36" CONCRETE V-GUTTER	48	LF	$ 2.36	$ 113.28	100%	0%	$ -	100%	$ 113.28
c.	**DEMO @ NORTH PARKING LOT (HAULING INCLUDED)**									$ -
i.	SANDBLAST/REMOVE (E) PARKING STALL STRIPING	50	EA	$ 236.00	$ 11,800.00	100%	0%	$ -	100%	$ 11,800.00
ii.	SANDBLAST/REMOVE (E) ADA PARKING STALL STRIPING	4	EA	$ 236.00	$ 944.00	100%	0%	$ -	100%	$ 944.00
iii.	SANDBLAST/REMOVE (E) WALK-AISLE STRIPING	234	SF	$ 3.54	$ 828.36	100%	0%	$ -	100%	$ 828.36
iv.	REMOVE (E) ADA POLE SIGNAGE	4	EA	$ 295.00	$ 1,180.00	100%	0%	$ -	100%	$ 1,180.00
v.	SAWCUT (E) ASPHALT PAVING	62	LF	$ 11.80	$ 731.60	100%	0%	$ -	100%	$ 731.60
vi.	SAWCUT (E) 24"W CONCRETE CURB & GUTTER	6	EA	$ 1,416.00	$ 8,496.00	100%	0%	$ -	100%	$ 8,496.00
vii.	SAWCUT (E) CONCRETE PAVING	21	LF	$ 11.80	$ 247.80	100%	0%	$ -	100%	$ 247.80
viii.	210 REMOVE (E) PARKING ASPHALT PAVING & BASE	210	SF	$ 9.44	$ 1,982.40	100%	0%	$ -	100%	$ 1,982.40
ix.	78 REMOVE (E) 24"W CONCRETE CURB & GUTTER	39	LF	$ 59.00	$ 2,301.00	100%	0%	$ -	100%	$ 2,301.00
x.	53 REMOVE (E) CONCRETE WALKWAY & BASE	53	SF	$ 66.08	$ 3,502.24	100%	0%	$ -	100%	$ 3,502.24
d.	**MISC. SITE DEMO**									$ -
i.	MISC. SITE DEMO & PROTECTION WORK	1	LS	$ 8,260.00	$ 8,260.00	100%	0%	$ -	100%	$ 8,260.00
	EARTHWORK: SITE PREPARATION (SITEWORK)									$ -
a.	SITE CLEARING	17,569	SF	$ 1.18	$ 20,731.42	100%	0%	$ -	100%	$ 20,731.42
b.	ROUGH GRADING	17,569	SF	$ 2.36	$ 41,462.84	100%	0%	$ -	100%	$ 41,462.84
c.	RAW CUT - PER C.E. QUANTITY	91	CY	$ 23.60	$ 2,147.60	100%	0%	$ -	100%	$ 2,147.60
d.	FINE GRADING	14,747	SF	$ 3.54	$ 52,204.38	0%	0%	$ -	0%	$ -
e.	BUILDING PAD OVEREXCAVATION - WEST ADDITION	2,822	SF	$ 23.60	$ 66,599.20	100%	0%	$ -	100%	$ 66,599.20
f.	BUILDING PAD OVEREXCAVATION - EXTENDED SLAB	221	SF	$ 47.20	$ 10,431.20	100%	0%	$ -	100%	$ 10,431.20
g.	SCARIFY & COMPACT U/S PAVING	9,963	SF	$ 1.18	$ 11,756.34	0%	100%	$ 11,756.34	100%	$ 11,756.34
h.	EXPORT/HAUL DIRT SURPLUS + 15% SWELL VOLUME	105	CY	$ 159.30	$ 16,726.50	75%	25%	$ 4,226.50	100%	$ 16,726.50
i.	EROSION CONTROL	17,569	SF	$ 1.77	$ 31,097.13	0%	100%	$ 31,097.13	100%	$ 31,097.13
	EXTERIOR IMPROVEMENTS (SITEWORK)									$ -
a.	**SENIOR CENTER SITE**									$ -
I.	HARDSCAPE								0%	$ -
i.	CONCRETE PAVING TYPE 1 + AGG. BASE	4,521	SF	$ 29.50	$ 133,369.50	0%	0%	$ -	0%	$ -
ii.	CONCRETE PAVING TYPE 2 (COLORED) + AGG. BASE	178	SF	$ 35.40	$ 6,301.20	0%	0%	$ -	0%	$ -
II.	BRICK PAVERS					0%	0%	$ -	0%	$ -
i.	JOIN CONCRETE	103	LF	$ 11.80	$ 1,215.40	0%	0%	$ -	0%	$ -
ii.	BRICK PAVERS + SUBSTRATE + AGG. BASE	2,516	SF	$ 47.20	$ 118,755.20	0%	0%	$ -	0%	$ -
iii.	EXTRA FOR CONCRETE EDGE CURB ADJ. TO P.A.	208	LF	$ 5.90	$ 1,227.20	0%	0%	$ -	0%	$ -
III.	LANDSCAPE					0%	0%	$ -	0%	$ -
i.	SHRUBS + PLANTING SOIL + IRRIGATION	2,658	SF	$ 54.28	$ 144,276.24	0%	0%	$ -	0%	$ -
ii.	GRASS + PLANTING SOIL + IRRIGATION	1,808	SF	$ 11.40	$ 20,609.03	0%	0%	$ -	0%	$ -
iii.	TREE, 48" BOX	5	EA	$ 2,643.20	$ 13,216.00	0%	0%	$ -	0%	$ -
iv.	TREE, 36" BOX	1	EA	$ 1,385.32	$ 1,385.32	0%	0%	$ -	0%	$ -
v.	RAISED PLANTERS, 4'W x 6'L + PLANTING SOIL	3	EA	$ 3,121.10	$ 9,363.30	0%	0%	$ -	0%	$ -
vi.	90-DAY MAINTENANCE	1	LS	$ 8,260.00	$ 8,260.00	0%	0%	$ -	0%	$ -
IV.	SITE WALLS					0%	0%	$ -	0%	$ -
i.	12"W x 18"H CURVED BRICK SEATWALL	148	LF	$ 177.00	$ 26,196.00	0%	0%	$ -	0%	$ -
ii.	EXTRA FOR CONCRETE FOOTING	148	LF	$ 118.00	$ 17,464.00	0%	0%	$ -	0%	$ -
V.	ORNAMENTAL STEEL FENCING & GATES					0%	0%	$ -	0%	$ -
i.	12'H STEEL FENCE + PAINT	31	LF	$ 731.60	$ 22,679.60	0%	0%	$ -	0%	$ -
ii.	STEEL AWNING GATE, 3'W x 12'H + PAINT	1	EA	$ 7,504.80	$ 7,504.80	0%	0%	$ -	0%	$ -
iii.	STEEL AWNING GATE, 4.5'W x 12'H + PAINT	1	EA	$ 7,717.20	$ 7,717.20	0%	0%	$ -	0%	$ -
iv.	STEEL AWNING GATE, 11'W x 12'H + PAINT	1	EA	$ 15,717.60	$ 15,717.60	0%	0%	$ -	0%	$ -
v.	CURVED STEEL AWNING GATE, 13.5'W x 12'H + PAINT	1	EA	$ 19,611.60	$ 19,611.60	0%	0%	$ -	0%	$ -
vi.	CURVED STEEL AWNING GATE, 15'W x 12'H + PAINT	1	EA	$ 19,824.00	$ 19,824.00	0%	0%	$ -	0%	$ -
vii.	STEEL SLIDING GATE, 10.75'W x 12'H + PAINT	1	EA	$ 13,357.60	$ 13,357.60	0%	0%	$ -	0%	$ -
b.	**EAST PARKING LOT**									$ -
i.	ASPHALT PAVING + AGG. BASE	2,186	SF	$ 9.44	$ 20,635.84	0%	0%	$ -	0%	$ -
ii.	CONCRETE CURB	46	LF	$ 118.00	$ 5,428.00	0%	0%	$ -	0%	$ -

iii.	24" CONCRETE CURB & GUTTER	99	LF	$ 236.00	$ 23,364.00	0%	0%	$ -	0%	$ -
iv.	JOIN CONCRETE CURB	3	EA	$ 11.80	$ 35.40	0%	0%	$ -	0%	$ -
v.	JOIN ASPHALT PAVING	157	LF	$ 11.80	$ 1,852.60	0%	0%	$ -	0%	$ -
vi.	SLURRY SEAL (E) AC PAVING - ALLOWANCE	12,312	SF	$ 1.18	$ 14,528.16	0%	0%	$ -	0%	$ -
vii.	SHRUBS + PLANTING SOIL + IRRIGATION	170	SF	$ 54.28	$ 9,227.60	0%	0%	$ -	0%	$ -
viii.	PARKING STALL STRIPING - ADA	2	EA	$ 295.00	$ 590.00	0%	0%	$ -	0%	$ -
ix.	PARKING STALL STRIPING - REG	34	EA	$ 295.00	$ 10,030.00	0%	0%	$ -	0%	$ -
x.	WALK-AISLE STRIPING - CHEVRON	558	SF	$ 4.72	$ 2,633.76	0%	0%	$ -	0%	$ -
xi.	PAINT RED CURB	80	LF	$ 11.80	$ 944.00	0%	0%	$ -	0%	$ -
xii.	CONCRETE WHEEL STOP	36	EA	$ 472.00	$ 16,992.00	0%	0%	$ -	0%	$ -
xiii.	ADA PARKING SIGNAGE - WALL MOUNT	2	EA	$ 1,180.00	$ 2,360.00	0%	0%	$ -	0%	$ -
xiv.	POLE SIGNAGE - PARKING ENTRY/EXIT	1	EA		$ 1,180.00	0%	0%	$ -	0%	$ -
c.	**NORTH PARKING LOT**									$ -
i.	CONCRETE PAD FOR ELECTRICAL EQUIPMENT	240	SF	$ 35.40	$ 8,496.00	0%	0%	$ -	0%	$ -
ii.	CONCRETE CURB RAMP + AGG. BASE	53	SF	$ 35.40	$ 1,876.20	0%	0%	$ -	0%	$ -
iii.	48 24" CONCRETE CURB & GUTTER	24	LF	$ 236.00	$ 5,664.00	0%	0%	$ -	0%	$ -
iv.	JOIN CONCRETE PAVING	21	LF	$ 11.80	$ 247.80	0%	0%	$ -	0%	$ -
v.	JOIN CONCRETE CURB & GUTTER	4	EA	$ 11.80	$ 47.20	0%	0%	$ -	0%	$ -
vi.	PARKING STALL STRIPING - ADA	2	EA	$ 295.00	$ 590.00	0%	0%	$ -	0%	$ -
vii.	PARKING STALL STRIPING - EV CHARGING STATION	2	EA	$ 295.00	$ 590.00	0%	0%	$ -	0%	$ -
viii.	PARKING STALL STRIPING - REG	24	EA	$ 295.00	$ 7,080.00	0%	0%	$ -	0%	$ -
ix.	WALK-AISLE STRIPING - CHEVRON	90	SF	$ 4.72	$ 424.80	0%	0%	$ -	0%	$ -
x.	PAINT RED CURB	99	LF	$ 11.80	$ 1,168.20	0%	0%	$ -	0%	$ -
xi.	TRUNCATED DOME	12	SF	$ 59.00	$ 708.00	0%	0%	$ -	0%	$ -
xii.	CONCRETE WHEEL STOP	24	EA	$ 472.00	$ 11,328.00	0%	0%	$ -	0%	$ -
xiii.	ADA PARKING POLE SIGNAGE	2	EA	$ 1,180.00	$ 2,360.00	0%	0%	$ -	0%	$ -
xiv.	FENCE/GATE FOR ELECTRICAL EQUIPMENT	62	LF	$ 472.00	$ 29,264.00	0%	0%	$ -	0%	$ -
d.	**SIGNAGE**									$ -
i.	STREET ADDRESS INDENTIFICATION SIGN	1	EA	$ 1,180.00	$ 1,180.00	0%	0%	$ -	0%	$ -
e.	**MISCELLANEOUS**									$ -
i.	MISC SITE IMPROVEMENTS/SIGNAGE ALLOWANCE	1	LS	$ -	$ -	0%	0%	$ -	0%	$ -
UTILITIES (SITEWORK)										$ -
a.	**STORM DRAINS**									$ -
i.	6" AREA DRAIN	2	EA	$ 1,475.00	$ 2,950.00	0%	34%	$ 1,000.00	34%	$ 1,000.00
ii.	SDR 35 PIPE - ASSUME 4"	108	LF	$ 94.40	$ 10,195.20	0%	44%	$ 4,500.00	44%	$ 4,500.00
iii.	POC TO EXISTING - ON SITE	1	EA	$ 1,180.00	$ 1,180.00	0%	64%	$ 750.00	64%	$ 750.00
iv.	POTHOLING DOMESTIC WATER	1	EA	$ 590.00	$ 590.00	0%	42%	$ 250.00	42%	$ 250.00
v.	3" DOMESTIC WATER METER	1	EA	$ 1,180.00	$ 1,180.00	0%	42%	$ 500.00	42%	$ 500.00
vi.	3" RPBFP ASSEMBLY	1	EA	$ 295.00	$ 295.00	0%	0%	$ -	0%	$ -
vii.	3" SCH 80 PVC PIPE	525	LF	$ 94.40	$ 49,560.00	0%	44%	$ 22,000.00	44%	$ 22,000.00
viii.	BUILDING POC	1	EA	$ 1,180.00	$ 1,180.00	0%	42%	$ 500.00	42%	$ 500.00
ix.	POC TO EXISTING - STREET	1	EA	$ 11,800.00	$ 11,800.00	0%	42%	$ 5,000.00	42%	$ 5,000.00
x.	VALVES & SPECIALTIES	1	LS	$ 1,180.00	$ 1,180.00	0%	42%	$ 500.00	42%	$ 500.00
xi.	THRUST BLOCK	6	EA	$ 590.00	$ 3,540.00	0%	21%	$ 750.00	21%	$ 750.00
xii.	POTHOLING	1	EA	$ 590.00	$ 590.00	0%	42%	$ 250.00	42%	$ 250.00
xiii.	CUT & PATCH (E) ASPHALT PAVING	405	LF	$ 70.80	$ 28,674.00	0%	39%	$ 11,325.00	39%	$ 11,325.00
xiv.	CUT & PATCH (E) CONCRETE PAVING	120	LF	$ 118.00	$ 14,160.00	0%	80%	$ 11,325.00	80%	$ 11,325.00
xv.	TRAFFIC CONTROL	3	DAY	$ 2,950.00	$ 8,850.00	0%	100%	$ 8,850.00	100%	$ 8,850.00
b.	**FIRE WATER**									$ -
i.	6" FIRE WATER METER	1	EA	$ 2,950.00	$ 2,950.00	0%	34%	$ 1,000.01	34%	$ 1,000.01
ii.	6" DDCV ASSEMBLY	1	EA	$ 8,850.00	$ 8,850.00	0%	36%	$ 3,174.99	36%	$ 3,174.99
iii.	FDC 1 EA	1	EA	$ 17,700.00	$ 17,700.00	0%	48%	$ 8,491.67	48%	$ 8,491.67
iv.	6" C900 PVC PIPE	530	LF	$ 177.00	$ 93,810.00	0%	51%	$ 48,000.00	51%	$ 48,000.00
v.	BUILDING POC	1	EA	$ 5,900.00	$ 5,900.00	0%	42%	$ 2,500.00	42%	$ 2,500.00
vi.	POC TO EXISTING - STREET	1	EA	$ 17,700.00	$ 17,700.00	0%	48%	$ 8,491.67	48%	$ 8,491.67
vii.	VALVES & SPECIALTIES	1	LS	$ 1,180.00	$ 1,180.00	0%	42%	$ 500.00	42%	$ 500.00
viii.	THRUST BLOCK	6	EA	$ 590.00	$ 3,540.00	0%	42%	$ 1,500.00	42%	$ 1,500.00
ix.	POTHOLING	1	EA	$ 590.00	$ 590.00	0%	42%	$ 250.00	42%	$ 250.00
x.	CUT & PATCH (E) ASPHALT PAVING	405	LF	$ 70.80	$ 28,674.00	0%	37%	$ 10,500.00	37%	$ 10,500.00
xi.	CUT & PATCH (E) CONCRETE PAVING	120	LF	$ 118.00	$ 14,160.00	0%	64%	$ 9,000.00	64%	$ 9,000.00
xii.	TRAFFIC CONTROL	3	LS	$ 2,950.00	$ 8,850.00	0%	96%	$ 8,491.67	96%	$ 8,491.67
c.	**SANITARY SEWER**									$ -
i.	4" SDR 35 PIPE	95	LF	$ 94.40	$ 8,968.00	0%	44%	$ 3,930.00	44%	$ 3,930.00
ii.	6" SDR 35 PIPE	25	LF	$ 141.60	$ 3,540.00	0%	56%	$ 2,000.00	56%	$ 2,000.00
iii.	BUILDING POC	2	EA	$ 1,180.00	$ 2,360.00	0%	64%	$ 1,500.00	64%	$ 1,500.00
iv.	ALLOWANCE FOR SEWER CLEANOUT	2	EA	$ 1,180.00	$ 2,360.00	0%	64%	$ 1,500.00	64%	$ 1,500.00
v.	SITE POC (TO EXISTING 6" VCP)	2	EA	$ 2,950.00	$ 5,900.00	0%	59%	$ 3,500.00	59%	$ 3,500.00
vi.	POTHOLING	1	EA	$ 590.00	$ 590.00	0%	0%	$ -	0%	$ -
vii.	CUT & PATCH (E) CONCRETE PAVING	115	LF	$ 118.00	$ 13,570.00	0%	45%	$ 6,070.00	45%	$ 6,070.00
d.	**NATURAL GAS**									$ -
i.	SEISMIC SHUT-OFF VALVE TO (E) INCOMING GAS	1	EA	$ 5,900.00	$ 5,900.00	0%	0%	$ -	0%	$ -
e.	**PRIMARY/SECONDARY POWER SERVICE**									$ -
i.	PRIMARY POWER SERVICE CONDUIT, (2) - 4" PVC CONDUIT + DUCTBANK	300	LF	$ 177.00	$ 53,100.00	0%	27%	$ 14,500.00	27%	$ 14,500.00
ii.	UTILITY TRANSFORMER PAD	1	EA	$ 11,800.00	$ 11,800.00	0%	34%	$ 4,000.00	34%	$ 4,000.00
iii.	SECONDARY POWER FEEDER, 800A/3P + DUCTBANK	50	LF	$ 82.60	$ 4,130.00	0%	12%	$ 500.00	12%	$ 500.00
iv.	MAIN SWITCHBOARD, 800A-277480V-3PH-4W, NEMA-1 + CONCRETE PAD	1	EA	$ 11,800.00	$ 11,800.00	0%	17%	$ 2,000.00	17%	$ 2,000.00
v.	TRANSFORMER GROUNDING GRID	1	EA	$ 1,180.00	$ 1,180.00	0%	0%	$ -	0%	$ -
vi.	PROTECTIVE BOLLARDS - ALLOWANCE	10	EA	$ 1,770.00	$ 17,700.00	0%	20%	$ 3,500.00	20%	$ 3,500.00
vii.	CUT & PATCH (E) CONCRETE PAVING	23	LF	$ 118.00	$ 2,714.00	0%	18%	$ 500.00	18%	$ 500.00
f.	**ELECTRIC VEHICLE CHARGING STATION**									$ -
i.	DUAL CORD EV CHARGER + PAD	2	EA	$ 7,670.00	$ 15,340.00	0%	0%	$ -	0%	$ -
ii.	U/G CIRCUIT - ASSUME 40A	85	LF	$ 88.50	$ 7,522.50	0%	0%	$ -	0%	$ -
iii.	DUCTBANK	55	LF	$ 147.50	$ 8,112.50	0%	0%	$ -	0%	$ -
iv.	BOLLARD + FOOTING	4	EA	$ 1,770.00	$ 7,080.00	0%	0%	$ -	0%	$ -
v.	CUT & PATCH (E) CONCRETE PAVING	45	LF	$ 118.00	$ 5,310.00	0%	0%	$ -	0%	$ -
g.	**SITE LIGHTING**									$ -

i.	ALLOWANCE FOR SITE LIGHTING - TYPE L19 DECO POLE LIGHT + FOOTING, COMPLETE W/ CIRCUITS	5	EA	$ 8,260.00	$ 41,300.00	0%	0%	$ -	0%	$ -
ii.	REMOVE (E) EAST PARKING POLE LIGHT & RELOCATE + NEW FOOTING & EXTEND/POC CIRCUIT, COMPLETE	1	EA	$ 5,900.00	$ 5,900.00	0%	0%	$ -	0%	$ -
h.	**MISCELLANEOUS**									$ -
i.	MISC. SITE UTILITY SYSTEM/TESTING	1	LS	$ 1,180.00	$ 1,180.00	0%	0%	$ -	0%	$ -
EXISTING CONDITIONS (EXISTING BUILDING RENOVATION + EXTENSION)										$ -
a.	**SELECTIVE BUILDING DEMOLITION (HAULING INCLUDED)**									$ -
i.	REMOVE (E) EXT. DOOR/FRAME, PER LEAF	6	EA	$ 295.00	$ 1,770.00	100%	0%	$ -	100%	$ 1,770.00
ii.	REMOVE (E) EXT. WINDOWS	148	SF	$ 11.80	$ 1,746.40	100%	0%	$ -	100%	$ 1,746.40
iii.	REMOVE (E) EXT. FIXED STOREFRONT	288	SF	$ 11.80	$ 3,398.40	100%	0%	$ -	100%	$ 3,398.40
iv.	ENLARGE (E) 3'W x 4'D EXT. WINDOW OPENING TO CREATE A NEW 9'W x 6'D WINDOW OPENING, SAWCUT/REMOVE PORTION OF EXT. WALL COMPLETE	4	EA	$ 1,180.00	$ 4,720.00	100%	0%	$ -	100%	$ 4,720.00
v.	ENLARGE (E) 4'W x 2'D EXT. WINDOW OPENING TO CREATE A NEW 8'W x 3'D WINDOW OPENING, SAWCUT/REMOVE PORTION OF EXT. WALL	2	EA	$ 1,180.00	$ 2,360.00	100%	0%	$ -	100%	$ 2,360.00
vi.	SAWCUT/REMOVE PORTION OF (E) EXT. WALL TO CREATE A NEW 8'W x 3'D WINDOW OPENING	1	EA	$ 2,950.00	$ 2,950.00	100%	0%	$ -	100%	$ 2,950.00
vii.	SAWCUT/REMOVE 6.33'W x 7.25'H PORTION OF (E) EXT. WALL FOR NEW DUAL-LEAF DOOR OPENING	2	EA	$ 2,950.00	$ 5,900.00	100%	0%	$ -	100%	$ 5,900.00
viii.	SAWCUT/REMOVE 3.33'W x 7.25'H PORTION OF (E) EXT. WALL FOR NEW SINGLE DOOR OPENING	1	EA	$ 2,950.00	$ 2,950.00	100%	0%	$ -	100%	$ 2,950.00
ix.	REMOVE (E) EXT. WALL - CEMENT PLASTER/LATH, SHEATHING, WOOD STUD & GWB/BATT, COMPLETE	1,818	SF	$ 5.90	$ 10,726.20	100%	0%	$ -	100%	$ 10,726.20
x.	REMOVE (E) ROOF MATERIAL & ALL ASSOCIATED COMPONENTS DOWN TO SHEATHING, COMPLETE	9,002	SF	$ 5.90	$ 53,111.80	100%	0%	$ -	100%	$ 53,111.80
xi.	REMOVE (E) PARAPET CAP	275	LF	$ 11.80	$ 3,245.00	100%	0%	$ -	100%	$ 3,245.00
xii.	REMOVE (E) ROOF EQUIPMENT PAD	267	SF	$ 11.80	$ 3,150.60	100%	0%	$ -	100%	$ 3,150.60
xiii.	SAWCUT (E) ROOF FRAMES & SHEATHING	96	LF	$ 23.60	$ 2,265.60	100%	0%	$ -	100%	$ 2,265.60
xiv.	REMOVE (E) ROOF FRAMES & SHEATHING, COMPLETE	4,430	SF	$ 5.90	$ 26,137.00	100%	0%	$ -	100%	$ 26,137.00
xv.	EXTRA FOR SHORING @ EDGES OF (E) ROOF FRAMING	130	LF	$ 35.40	$ 4,602.00	100%	0%	$ -	100%	$ 4,602.00
xvi.	REMOVE (E) PIPE COLUMN & SHORE ROOF STRUCTURE	3	EA	$ 295.00	$ 885.00	100%	0%	$ -	100%	$ 885.00
xvii.	REMOVE (E) INT. DOOR/FRAME, PER LEAF	10	EA	$ 236.00	$ 2,360.00	100%	0%	$ -	100%	$ 2,360.00
xviii.	REMOVE (E) INT. FURRING WALL, COMPLETE	70	SF	$ 11.80	$ 826.00	100%	0%	$ -	100%	$ 826.00
xix.	REMOVE (E) INT. WALL, SINGLE STUD, COMPLETE	3,612	SF	$ 5.90	$ 21,310.80	100%	0%	$ -	100%	$ 21,310.80
xx.	REMOVE (E) INT. WALL, DOUBLE STUD, COMPLETE	910	SF	$ 5.90	$ 5,369.00	100%	0%	$ -	100%	$ 5,369.00
xxi.	SAWCUT/REMOVE 6.33'W x 7.25'H PORTION OF (E) INT. WALL FOR NEW DUAL DOOR OPENING	1	EA	$ 2,950.00	$ 2,950.00	100%	0%	$ -	100%	$ 2,950.00
xxii.	REMOVE (E) WALL TILE	85	LF	$ 47.20	$ 4,012.00	100%	0%	$ -	100%	$ 4,012.00
xxiii.	REMOVE (E) STAGE FLOORING & FRAMES, COMPLETE	208	SF	$ 11.80	$ 2,454.40	100%	0%	$ -	100%	$ 2,454.40
xxiv.	REMOVE (E) CERAMIC FLOOR TILE & BASE, COMPLETE	272	SF	$ 5.90	$ 1,604.80	100%	0%	$ -	100%	$ 1,604.80
xxv.	REMOVE (E) FLOOR FINISHES & WALL BASES OTHER THAN FLOOR TILE & STAGE FLOORING	8,055	SF	$ 5.90	$ 47,524.50	100%	0%	$ -	100%	$ 47,524.50
xxvi.	REMOVE (E) CEILING FINISHES & FRAMES, COMPLETE	8,610	SF	$ 3.54	$ 30,479.40	100%	0%	$ -	100%	$ 30,479.40
xxvii.	REMOVE (E) CONCRETE CURB	113	LF	$ 23.60	$ 2,666.80	100%	0%	$ -	100%	$ 2,666.80
xxviii.	SAWCUT (E) SLAB-ON-GRADE	484	LF	$ 11.80	$ 5,711.20	100%	0%	$ -	100%	$ 5,711.20
xxix.	REMOVE (E) SLAB & BASE - PER DEDUCTED FLOOR	37	SF	$ 11.80	$ 436.60	100%	0%	$ -	100%	$ 436.60
xxx.	REMOVE (E) SLAB & BASE - PER NEW EAST COURTYARD, ELEVATOR PIT, & NEW FOUNDATIONS	1,700	SF	$ 11.80	$ 20,060.00	100%	0%	$ -	100%	$ 20,060.00
xxxi.	REMOVE (E) FIRE SPRINKLER SYSTEM	8,600	GSF	$ 1.18	$ 10,148.00	100%	0%	$ -	100%	$ 10,148.00
xxxii.	PROTECT (E) KITCHEN EQUIPMENT	342	SF	$ 3.54	$ 1,210.68	100%	0%	$ -	100%	$ 1,210.68
xxxiii.	PROTECT (E) INT. DOOR/FRAME, PER LEAF	2	EA	$ 118.00	$ 236.00	100%	0%	$ -	100%	$ 236.00
xxxiv.	PROTECT (E) 3' x 4' EXT. WINDOW	1	EA	$ 118.00	$ 118.00	100%	0%	$ -	100%	$ 118.00
xxxv.	PROTECT (E) PIPE COLUMNS	3	EA	$ 118.00	$ 354.00	100%	0%	$ -	100%	$ 354.00
xxxvi.	MISC. SELECTIVE DEMO & PROTECTION WORK	8,600	GSF	$ 0.30	$ 2,537.00	100%	0%	$ -	100%	$ 2,537.00
b.	**PLUMBING DEMOLITION**									$ -
i.	REMOVE (E) RESTROOM PLUMBING FIXTURES (ASSUME 8 FIXTURES @ EXISTING MEN & WOMEN RESTROOM) & ALL ASSOCIATED PIPING, COMPLETE	272	SF	$ 17.70	$ 4,814.40	100%	0%	$ -	100%	$ 4,814.40
c.	**HVAC DEMOLITION**									$ -
i.	REMOVE (E) AC ROOFTOP UNIT, COMPLETE	4	EA	$ 560.50	$ 2,242.00	100%	0%	$ -	100%	$ 2,242.00
ii.	REMOVE (E) ROOF EXHAUST FAN	2	EA	$ 354.00	$ 708.00	100%	0%	$ -	100%	$ 708.00
iii.	REMOVE (E) DUCTWORK, DIFFUSERS/GRILLES, & ALL RELATED COMPONENTS, COMPLETE	8,600	GSF	$ 0.55	$ 4,720.00	100%	0%	$ -	100%	$ 4,720.00
iv.	REMOVE (E) EQUIPMENT CONTROLS	6	EA	$ 236.00	$ 1,416.00	100%	0%	$ -	100%	$ 1,416.00
d.	**ELECTRICAL DEMOLITION**							$ -		$ -
i.	MISC. HVAC DEMO & PROTECTION WORK	8,600	GSF	$ 0.24	$ 2,029.60	100%	0%	$ -	100%	$ 2,029.60
ii.	REMOVE (E) ELECTRICAL EQUIPMENT & PANELS EXCLUDING PANEL "K", PANEL "L", & XFMR "T3"	8,600	GSF	$ 1.18	$ 10,148.00	100%	0%	$ -	100%	$ 10,148.00
iii.	POD/REMOVE (E) PANEL "K" FEEDER	100	LF	$ 29.50	$ 2,950.00	100%	0%	$ -	100%	$ 2,950.00
iv.	POD/REMOVE (E) HVAC EQUIPMENT FEEDER	6	EA	$ 590.00	$ 3,540.00	100%	0%	$ -	100%	$ 3,540.00
v.	REMOVE (E) BRANCH POWER SYSTEM	8,600	GSF	$ 1.18	$ 10,148.00	100%	0%	$ -	100%	$ 10,148.00
vi.	REMOVE (E) LIGHTING SYSTEM	8,600	GSF	$ 1.18	$ 10,148.00	100%	0%	$ -	100%	$ 10,148.00
vii.	REMOVE (E) COMMUNICATIONS SYSTEM	8,600	GSF	$ 0.55	$ 4,720.00	100%	0%	$ -	100%	$ 4,720.00
viii.	REMOVE (E) FIRE ALARM SYSTEM	8,600	GSF	$ 0.30	$ 2,537.00	100%	0%	$ -	100%	$ 2,537.00
ix.	REMOVE (E) SECURITY SYSTEM	8,600	GSF	$ 0.30	$ 2,537.00	100%	0%	$ -	100%	$ 2,537.00
CONCRETE (EXISTING BUILDING RENOVATION + EXTENSION)										$ -
a.	**FOUNDATION**									$ -
i.	INCLUDED PER SEPARATE ADDITION	0	0	$ -	0	0%	0%	$ -	0%	$ -
b.	**ELEVATOR PIT**									$ -
i.	BULK EXCAVATION	47	CY	$ 376.59	$ 17,699.50	56%	0%	$ -	56%	$ 10,000.00
ii.	WALL FOOTING	5	CY	$ 1,180.00	$ 5,900.00	0%	0%	$ -	0%	$ -
iii.	8" CONCRETE RETAINING WALL	210	SF	$ 295.00	$ 61,950.00	0%	0%	$ -	0%	$ -
iv.	12" CONCRETE SLAB + V.B. + AB	106	SF	$ 44.84	$ 4,753.04	0%	0%	$ -	0%	$ -
v.	EXTRA FOR SUMP PIT + PUMP/PIPING, COMPLETE	1	EA	$ 5,900.00	$ 5,900.00	0%	0%	$ -	0%	$ -
vi.	WATERPROOFING	326	SF	$ 324.50	$ 105,787.00	0%	0%	$ -	0%	$ -
vii.	BACKFILL & COMPACT	20	CY	$ 236.00	$ 4,720.00	0%	0%	$ -	0%	$ -
viii.	HAUL/EXPORT SURPLUS + 15% SWELL VOLUME	31	CY	$ 70.80	$ 2,194.80	0%	0%	$ -	0%	$ -
ix.	TEMP. SHORING, 6.75'D + REMOVAL			$ -	$ -	0%	0%	$ -	0%	$ -
c.	**SLAB-ON-GRADE/CURBS 55 LF**									$ -
i.	REPLACEMENT SLAB-ON-GRADE + V.B./AB, 5"/4"	1,216	SF	$ 35.40	$ 43,046.40	0%	0%	$ -	0%	$ -
ii.	EXTENDED SLAB-ON-GRADE + V.B./AB, 5"/4"	221	SF	$ 35.40	$ 7,823.40	0%	0%	$ -	0%	$ -
iii.	REPAIR/PATCH (E) SLAB-ON-GRADE - @ RESTROOM	272	SF	$ 47.20	$ 12,838.40	0%	0%	$ -	0%	$ -
iv.	THICKENED SLAB OVER FOOTING	11	CY	$ 590.00	$ 6,490.00	0%	0%	$ -	0%	$ -
v.	THICKENED SLAB EDGE	1	CY	$ 590.00	$ 590.00	0%	0%	$ -	0%	$ -

vi.	JOIN SLAB TO EXISTING	545	LF	$ 35.40	$ 19,293.00	0%	0%	$ -	0%	$ -
vii.	CONCRETE CURB, 4" - 6"W x 6"H	165	LF	$ 35.40	$ 5,841.00	0%	0%	$ -	0%	$ -
viii.	CONCRETE CURB, 12"W x 6"H	15	LF	$ 42.48	$ 637.20	0%	0%	$ -	0%	$ -
ix.	CONCRETE CMU STARTER, 8"W x 18"H	65	LF	$ 35.40	$ 2,301.00	0%	0%	$ -	0%	$ -
x.	CONCRETE CMU STARTER, 12"W x 18"H	16	LF	$ 35.40	$ 566.40	0%	0%	$ -	0%	$ -
MASONRY (EXISTING BUILDING RENOVATION + EXTENSION)										$ -
a.	**EXTERIOR CMU WALL**									$ -
i.	8" BURNISHED FACE CMU WALL	519	SF	$ 77.88	$ 40,419.72	12%	0%	$ -	12%	$ 5,000.00
b.	**INTERIOR CMU WALL**									$ -
i.	8" CMU WALL - PARTITION/LOAD BEARING	677	SF	$ 86.14	$ 58,316.78	0%	0%	$ -	0%	$ -
ii.	12" CMU WALL - PARTITION/LOAD BEARING	291	SF	$ 95.58	$ 27,813.78	0%	0%	$ -	0%	$ -
iii.	12" CMU WALL - ELEVATOR SHAFT	714	SF	$ 95.58	$ 68,244.12	7%	0%	$ -	7%	$ 5,000.00
METALS (EXISTING BUILDING RENOVATION + EXTENSION)										$ -
a.	**PERFORATED METAL PANEL SYSTEM**									$ -
i.	PERFORATED METAL PANEL O/ PLASTER WALL	208	SF	$ 265.50	$ 55,224.00	0%	36%	$ 20,000.00	36%	$ 20,000.00
ii.	PERFORATED METAL PANEL O/ GLAZING	494	SF	$ 265.50	$ 131,157.00	8%	48%	$ 63,000.00	56%	$ 73,000.00
b.	**MISC. METALS**									$ -
i.	ELEVATOR PIT LADDER + PAINT	1	EA	$ 4,720.00	$ 4,720.00	0%	0%	$ -	0%	$ -
ii.	ACCESS LADDER TO MECH. WELL, +/-3'H	1	EA	$ 3,540.00	$ 3,540.00	0%	0%	$ -	0%	$ -
iii.	WALL BACKING SUPPORT FOR TV MONITOR	6	EA	$ 590.00	$ 3,540.00	0%	0%	$ -	0%	$ -
iv.	MISC. METALS ALLOWANCE	8,408	GSF	$ -	$ -	0%	0%	$ -	0%	$ -
CARPENTRY (EXISTING BUILDING RENOVATION + EXTENSION)										$ -
a.	**FINISH CARPENTRY**									$ -
i.	24"W PLAM BASE CABINET W/ SOLID SURFACE TOP & 4"H BACKSPLASH	48	LF	$ 1,180.00	$ 56,640.00	0%	0%	$ -	0%	$ -
ii.	32"W WALL-MOUNTED COMPUTER COUNTER	34	LF	$ 590.00	$ 20,060.00	0%	0%	$ -	0%	$ -
iii.	27"W PASS-THRU COUNTER	10	LF	$ 590.00	$ 5,900.00	0%	0%	$ -	0%	$ -
iv.	14"W WALL-MOUNTED COUNTER + 4"H BACKSPLASH	9	LF	$ 590.00	$ 5,310.00	0%	0%	$ -	0%	$ -
v.	12"W x 24"H CASEWORK W/ (3) UPPER SHELVES	8	LF	$ 590.00	$ 4,720.00	0%	0%	$ -	0%	$ -
vi.	12"W x 24"H CASEWORK W/ (4) UPPER SHELVES	8	LF	$ 590.00	$ 4,720.00	0%	0%	$ -	0%	$ -
vii.	12"W x 24"H CASEWORK W/ (5) UPPER SHELVES	12	LF	$ 590.00	$ 7,080.00	0%	0%	$ -	0%	$ -
viii.	18"W x 24"H CASEWORK	8	LF	$ 590.00	$ 4,720.00	0%	0%	$ -	0%	$ -
ix.	20"W x 18"H BUILT-UP SEATWALL CUSTOM LOBBY COUNTER	17	LF	$ 885.00	$ 15,045.00	0%	0%	$ -	0%	$ -
x.	COUNTERTOP, CUSTOM 3.5'H CURVED LOW WALL - 3 5/8" METAL STUD W/ WOOD VENEER	22	SF	$ 1,770.00	$ 38,940.00	0%	0%	$ -	0%	$ -
xi.	GWB BOTH SIDES + CAP 2.5'H PLAM UPPER CABINET	6	LF	$ 590.00	$ 3,540.00	0%	0%	$ -	0%	$ -
xii.	MISC. FINISH CARPENTRY ALLOWANCE	8,408	GSF	$ -	$ -	0%	0%	$ -	0%	$ -
b.	**ROUGH CARPENTRY**									$ -
i.	EXT. WOOD STUD, 2" x 6" - INFILLS	82	SF	$ 47.20	$ 3,870.40	0%	0%	$ -	0%	$ -
ii.	WOOD FRAMING TO NEW DOOR & WINDOW OPENINGS	245	LF	$ 177.00	$ 43,365.00	0%	0%	$ -	0%	$ -
iii.	WOOD POST, 6" x 6"	274	LF	$ 354.00	$ 96,996.00	0%	0%	$ -	0%	$ -
iv.	PLYWOOD SHEATHING	82	SF	$ 11.80	$ 967.60	0%	0%	$ -	0%	$ -
v.	ROOF BEAM, 4" x 12"	92	LF	$ 590.00	$ 54,280.00	0%	0%	$ -	0%	$ -
vi.	POST HOLDOWN	17	EA	$ 295.00	$ 5,015.00	0%	0%	$ -	0%	$ -
vii.	WOOD FRAMING TO PORTION OF LOW ROOF @ NORTH + 1/2" ROOF PLYWOOD SHEATHING	86	SF	$ 47.20	$ 4,059.20	0%	0%	$ -	0%	$ -
viii.	3/4" CD APA-RATED ROOF SHEATHING @ SLOPE + 2X WOOD FRAMES/NAILERS	688	SF	$ 17.70	$ 12,177.60	0%	0%	$ -	0%	$ -
ix.	PREP (E) ROOF PLYWOOD SHEATHING FOR NEW ROOFING MATERIAL INSTALLATION	8,314	SF	$ 0.30	$ 2,452.63	0%	0%	$ -	0%	$ -
x.	ALLOWANCE FOR 5% ROOF SHEATHING REPLACEMENT	416	SF	$ 11.80	$ 4,908.80	0%	0%	$ -	0%	$ -
xi.	MISC. ROUGH CARPENTRY ALLOWANCE (blockings, nailers, sills, misc. headers, AB, straps, etc.)	8,408	GSF	$ -	$ -	0%	0%	$ -	0%	$ -
THERMAL & MOISTURE PROTECTION (EXISTING BUILDING RENOVATION + EXTENSION)										$ -
a.	**ROOFING**									$ -
i.	SINGLE-PLY ROOFING MEMBRANE - LOW ROOF	8,236	SF	$ 11.59	$ 95,435.470	0%	0%	$ -	0%	$ -
ii.	SINGLE-PLY ROOFING MEMBRANE - MECH. WELL	852	SF	$ 11.59	$ 9,872.640	0%	0%	$ -	0%	$ -
iii.	ROOF BOARD	9,088	SF	$ 0.91	$ 8,257.360	0%	0%	$ -	0%	$ -
iv.	2" thk RIGID INSULATION	9,088	SF	$ 1.82	$ 16,514.710	0%	0%	$ -	0%	$ -
v.	VAPOR BARRIER	9,088	SF	$ 1.14	$ 10,402.120	0%	0%	$ -	0%	$ -
vi.	PARAPET COPING	176	LF	$ 118.00	$ 20,768.000	0%	0%	$ -	0%	$ -
vii.	ROOF EDGE FLASHING	174	LF	$ 10.86	$ 1,888.940	0%	0%	$ -	0%	$ -
viii.	WALL-TO-ROOF FLASHING + REGLET	402	LF	$ 59.00	$ 23,718.000	0%	0%	$ -	0%	$ -
b.	**MISCELLANEOUS**									$ -
i.	MISC. CAULKING & SEALANTS ALLOWANCE	8,408	GSF	$ -	0	0%	0%	$ -	0%	$ -
ii.	MISC. FIRESTOPPING ALLOWANCE	8,408	GSF	$ -	0	0%	0%	$ -	0%	$ -
OPENINGS (EXISTING BUILDING RENOVATION + EXTENSION)										$ -
a.	**EXTERIOR DOORS + H.W.**									$ -
i.	ALUM-GLASS DOOR/ALUM FRAME, (2) - 3.25'W x 9'H	1	PR	$ 3,427.90	$ 3,427.90	9%	0%	$ -	9%	$ 312.50
ii.	ALUM-GLASS DOOR/ALUM FRAME, (2) - 3'W x 9'H	1	PR	$ 3,427.90	$ 3,427.90	9%	0%	$ -	9%	$ 312.50
iii.	ALUM-GLASS DOOR/ALUM FRAME, (2) - 3.07'W x 8'H	1	PR	$ 3,427.90	$ 3,427.90	9%	0%	$ -	9%	$ 312.50
iv.	ALUM-GLASS DOOR/ALUM FRAME, 2.71'W x 8'H	1	EA	$ 3,427.90	$ 3,427.90	9%	0%	$ -	9%	$ 312.50
v.	HM DOOR/HM FRAME, (2) - 3'W x 7'H	1	PR	$ 9,440.00	$ 9,440.00	3%	0%	$ -	3%	$ 312.50
vi.	HM DOOR/HM FRAME, 3'W x 8'H	3	EA	$ 4,720.00	$ 14,160.00	2%	0%	$ -	2%	$ 312.50
vii.	EXTRA FOR PANIC HARDWARE	5	EA	$ 2,360.00	$ 11,800.00	5%	0%	$ -	5%	$ 625.00
viii.	PAINT TO HM DOOR/FRAME, PER LEAF EXTERIOR	3	EA	$ 188.80	$ 566.40	0%	0%	$ -	0%	$ -
b.	**WINDOWS**									$ -
i.	STOREFRONT/CURTAIN WALL SYSTEM	3,948	SF	$ 29.50	$ 116,466.00	1%	0%	$ -	1%	$ 1,000.00
ii.	EXTRA FOR OPERABLE AWNING PANEL, 3'W x 4'H	1	EA	$ 1,155.22	$ 1,155.22	0%	0%	$ -	0%	$ -
iii.	EXTRA FOR OPERABLE AWNING PANEL, 4'W x 5'H	11	EA	$ 1,384.14	$ 15,225.54	3%	0%	$ -	3%	$ 500.00
iv.	TRANSOM, 6.25'W x 3'H INTERIOR	1	EA	$ 679.68	$ 679.68	0%	0%	$ -	0%	$ -
v.	FRITTED GLASS	282	SF	$ 332.76	$ 93,838.32	1%	0%	$ -	1%	$ 1,000.00
c.	**DOORS + H.W.**									$ -
i.	ALUM-GLASS DOOR/ALUM FRAME, (2) - 3'W x 9'H	1	PR	$ 3,427.90	$ 3,427.90	8%	0%	$ -	8%	$ 277.78
ii.	SLIDING ALUM-GLASS DOOR/ALUM FRAME, 3'W x 8.67'H	1	EA	$ 3,744.14	$ 3,744.14	7%	0%	$ -	7%	$ 277.78
iii.	HM DOOR/HM FRAME, (2) - 3'W x 8'H	2	PR	$ 9,440.00	$ 18,880.00	1%	0%	$ -	1%	$ 277.78
iv.	HM DOOR/HM FRAME, 3'W x 8'H	8	EA	$ 4,720.00	$ 37,760.00	1%	0%	$ -	1%	$ 555.56
v.	SC WD-GLASS DOOR/HM FRAME, 3'W x 8'H	3	EA	$ 4,720.00	$ 14,160.00	2%	0%	$ -	2%	$ 277.78
vi.	SC WD DOOR/HM FRAME, 3'W x 8'H	3	EA	$ 4,720.00	$ 14,160.00	2%	0%	$ -	2%	$ 277.78
vii.	EXTRA FOR PANIC HARDWARE	2	EA	$ 2,360.00	$ 4,720.00	6%	0%	$ -	6%	$ 277.78
viii.	PAINT TO DOOR/FRAME, PER LEAF	15	EA	$ 188.80	$ 2,832.00	10%	0%	$ -	10%	$ 277.78

ix.	PAINT TO FRAME, PER LEAF INTERIOR	3	EA	$ 188.80	$ 566.40	0%	0%	$ -	0%	$ -
d.	**WINDOWS**									$ -
i.	ALUM-FRAMED STOREFRONT	573	SF	$ 29.50	$ 16,903.50	15%	0%	$ -	15%	$ 2,500.00
FINISHES (EXISTING BUILDING RENOVATION + EXTENSION)										$ -
a.	**EXTERIOR WALLS**									$ -
i.	CEMENT PLASTER + LATH/V.B. - SMOOTH FINISH	984	SF	$ 47.20	$ 46,444.80	0%	0%	$ -	0%	$ -
ii.	CEMENT PLASTER + LATH/V.B. - RIBBED FINISH	200	SF	$ 47.20	$ 9,440.00	0%	0%	$ -	0%	$ -
iii.	2" RIGID R12 INSULATION	1,184	SF	$ 5.90	$ 6,985.60	0%	0%	$ -	0%	$ -
iv.	GLASSMAT SHEATHING	1,102	SF	$ 4.72	$ 5,201.44	0%	0%	$ -	0%	$ -
v.	PAINT TO CEMENT PLASTER	1,184	SF	$ 4.13	$ 4,889.92	0%	0%	$ -	0%	$ -
vi.	PATCH/PAINT TO (E) PLASTER WALL	5,064	SF	$ 4.13	$ 20,914.32	0%	0%	$ -	0%	$ -
vii.	6" x 20 GA. METAL STUD WALL	1,102	SF	$ 23.60	$ 26,007.20	0%	0%	$ -	0%	$ -
viii.	6" x 20 GA.METAL STUD INFILL	82	SF	$ 23.60	$ 1,935.20	0%	0%	$ -	0%	$ -
ix.	6" x 20 GA. METAL STUD FURRING - INT. OF EXT. CMU	519	SF	$ 23.60	$ 12,248.40	0%	0%	$ -	0%	$ -
x.	5/8" GWB + PAINT - INT. OF EXT.	1,702	SF	$ 14.16	$ 24,100.32	0%	0%	$ -	0%	$ -
xi.	PATCH/PAINT TO (E) INT. OF EXT. WALL	3,130	SF	$ 2.36	$ 7,386.80	0%	0%	$ -	0%	$ -
xii.	BATT INSULATION	1,702	SF	$ 1.18	$ 2,008.36	0%	0%	$ -	0%	$ -
b.	**INTERIOR WALLS**									$ -
i.	7/8" FURRING CHANNEL	1,485	SF	$ 23.60	$ 35,046.00	0%	0%	$ -	0%	$ -
ii.	3 5/8" x 20 GA. FURRING METAL STUD	20	SF	$ 23.60	$ 472.00	0%	0%	$ -	0%	$ -
iii.	6" x 20 GA. FURRING METAL STUD	94	SF	$ 23.60	$ 2,218.40	0%	0%	$ -	0%	$ -
iv.	3 5/8" x 20 GA. METAL STUD - LOW WALL	60	SF	$ 23.60	$ 1,416.00	0%	0%	$ -	0%	$ -
v.	3 5/8" x 20 GA. METAL STUD WALL	1,180	SF	$ 23.60	$ 27,848.00	0%	0%	$ -	0%	$ -
vi.	6" x 20 GA. METAL STUD INFILL	24	SF	$ 23.60	$ 566.40	0%	0%	$ -	0%	$ -
vii.	6" x 20 GA. METAL STUD WALL	2,679	SF	$ 23.60	$ 63,224.40	0%	0%	$ -	0%	$ -
viii.	8" x 20 GA. METAL STUD WALL	56	SF	$ 23.60	$ 1,321.60	0%	0%	$ -	0%	$ -
ix.	(2) - 3 5/8" x 20 GA. METAL STUD WALL	293	SF	$ 23.60	$ 6,914.80	0%	0%	$ -	0%	$ -
x.	(2) - 6" x 20 GA. METAL STUD WALL	282	SF	$ 23.60	$ 6,655.20	0%	0%	$ -	0%	$ -
xi.	5/8" GWB + PAINT	10,747	SF	$ 14.16	$ 152,177.52	0%	0%	$ -	0%	$ -
xii.	BATT INSULATION	5,089	SF	$ 1.18	$ 6,005.02	0%	0%	$ -	0%	$ -
xiii.	PAINT CONCRETE COLUMNS	461	SF	$ 5.90	$ 2,719.90	0%	0%	$ -	0%	$ -
xiv.	PAINT TO CMU WALLS	1,022	SF	$ 2.36	$ 2,411.92	0%	0%	$ -	0%	$ -
xv.	PAINT TO (E) STUD WALLS	3,640	SF	$ 2.36	$ 8,590.40	0%	0%	$ -	0%	$ -
xvi.	PAINT TO EXPOSED STEEL COLUMN	60	LF	$ 5.90	$ 354.00	0%	0%	$ -	0%	$ -
xvii.	9'H WOOD WALL PANEL	369	SF	$ 47.20	$ 17,416.80	0%	0%	$ -	0%	$ -
xviii.	BATHROOM TILE	179	SF	$ 47.20	$ 8,448.80	0%	0%	$ -	0%	$ -
c.	**FLOOR FINISHES**									$ -
i.	WALK-OFF MAT (RECESSED)	100	SF	$ 59.00	$ 5,900.00	0%	0%	$ -	0%	$ -
ii.	SANDED & SEALED CONCRETE FLOOR, LEVEL 1 FLAT	402	SF	$ 29.50	$ 11,859.00	0%	0%	$ -	0%	$ -
iii.	SANDED & SEALED CONCRETE FLOOR, LEVEL 3 GRIND, SEMI-POLISHED	788	SF	$ 29.50	$ 23,246.00	0%	0%	$ -	0%	$ -
iv.	SANDED CONCRETE FLOOR W/ POLYASPARTIC SEALER	960	SF	$ 29.50	$ 28,320.00	0%	0%	$ -	0%	$ -
v.	CARPET TILE	1,080	SF	$ 8.26	$ 8,920.80	0%	0%	$ -	0%	$ -
vi.	LINOLEUM FLOORING, PATTERNED	4,670	SF	$ 14.18	$ 66,237.41	0%	0%	$ -	0%	$ -
vii.	WALL BASE - @ VINYL/CARPET FLOOR	720	LF	$ 3.81	$ 2,744.21	0%	0%	$ -	0%	$ -
viii.	WALL BASE - @ SEALED CONCRETE FLOOR	570	LF	$ 5.90	$ 3,363.00	0%	0%	$ -	0%	$ -
d.	**CEILING FINISHES**									$ -
i.	2' x 2' ACT T-BAR CEILING	2,870	SF	$ 11.10	$ 31,867.91	0%	0%	$ -	0%	$ -
ii.	DECO ACOUSTICAL CEILING PANEL + FRAMES	1,334	SF	$ 24.26	$ 32,363.91	0%	0%	$ -	0%	$ -
iii.	GWB CEILING + METAL STUD FRAMES + BATT	3,330	SF	$ 36.58	$ 121,811.40	0%	0%	$ -	0%	$ -
iv.	PAINT TO GWB CEILING	3,330	SF	$ 3.54	$ 11,788.20	0%	0%	$ -	0%	$ -
v.	PAINT TO U/S SLAB DECK	196	SF	$ 5.90	$ 1,156.40	0%	0%	$ -	0%	$ -
vi.	PAINT TO U/S STAIR	1	LS	$ 4,956.00	$ 4,956.00	0%	0%	$ -	0%	$ -
e.	**VERTICAL SOFFITS**									$ -
i.	6" x 20 GA. METAL STUD	1,787	SF	$ 23.60	$ 42,173.20	0%	0%	$ -	0%	$ -
ii.	5/8" GWB + PAINT	1,168	SF	$ 9.92	$ 11,591.00	0%	0%	$ -	0%	$ -
f.	**EXTERIOR SOFFIT**									$ -
i.	PAINT (E) PLASTER SOFFIT	313	SF	$ 2.36	$ 738.68	0%	0%	$ -	0%	$ -
g.	**MISCELLANEOUS**									$ -
i.	MISC. FINISHES/PAINT/TOUCH-UP ALLOWANCE	8,408	GSF	$ -	0	0%	0%	$ -	0%	$ -
SPECIALTIES (EXISTING BUILDING RENOVATION + EXTENSION)										$ -
a.	**RESTROOM SPECIALTIES**									$ -
i.	TOILET PARTITION, ADA	2	EA	$ 4,852.16	$ 9,704.32	0%	0%	$ -	0%	$ -
ii.	TOILET PARTITION, REG.	1	EA	$ 4,852.16	$ 4,852.16	0%	0%	$ -	0%	$ -
iii.	ADA L-SHAPED GRAB BAR	4	EA	$ 224.20	$ 896.80	0%	0%	$ -	0%	$ -
iv.	COMBINATION RECESSED TOILET SEAT COVER DISPENSER, WASTE DISPOSAL & TOILET TISSUE DISPENSER	5	EA	$ 613.60	$ 3,068.00	0%	0%	$ -	0%	$ -
v.	AUTOMATIC WALL-MOUNTED SOAP DISPENSER	6	EA	$ 253.70	$ 1,522.20	0%	0%	$ -	0%	$ -
vi.	AUTOMATIC WARM AIR HAND DRYER, RECESSED	4	EA	$ 1,516.30	$ 6,065.20	0%	0%	$ -	0%	$ -
viii.	ADA MIRROR, 18"W x 72"H	2	EA	$ 590.00	$ 1,180.00	0%	0%	$ -	0%	$ -
ix.	BEVELED EDGE MIRROR, ROUND TOP, 2.33'W x 3.67'H	6	EA	$ 1,019.52	$ 6,117.12	0%	0%	$ -	0%	$ -
x.	BABY CHANGING STATION	2	EA	$ 158.12	$ 316.24	0%	0%	$ -	0%	$ -
b.	**MISC. SPECIALTIES**									$ -
i.	COUNTER SINK ACCESSORIES, PER FIXTURE	1	EA	$ 590.00	$ 590.00	0%	0%	$ -	0%	$ -
ii.	FIRE EXTINGUISHER + RECESSED CABINET	3	EA	$ 1,180.00	$ 3,540.00	0%	0%	$ -	0%	$ -
iii.	SIGNAGE - INT./EXT.	8,408	GSF	$ 2.48	$ 20,835.02	0%	0%	$ -	0%	$ -
iv.	MISC. SPECIALTIES ALLOWANCE	8,408	GSF	$ -	$ -	0%	0%	$ -	0%	$ -
EQUIPMENT (EXISTING BUILDING RENOVATION + EXTENSION)										$ -
a.	**ALL EQUIPMENT - N.I.C.**									$ -
FURNISHINGS (EXISTING BUILDING RENOVATION + EXTENSION)										$ -
a.	**WINDOW SHADES**									$ -
i.	WINDOW SHADES, MOTORIZED	1,721	SF	$ 11.80	$ 20,307.80	0%	0%	$ -	0%	$ -
ii.	WINDOW SHADES, MANUAL	460	SF	$ 7.08	$ 3,256.80	0%	0%	$ -	0%	$ -
b.	**FURNISHINGS**									$ -
i.	ALL FF & E - N.I.C.			$ -	0	0%	0%	$ -	0%	$ -
SPECIAL CONSTRUCTION (EXISTING BUILDING RENOVATION + EXTENSION)										$ -
	THIS SECTION NOT APPLICABLE			$ -	0	0%	0%	$ -	0%	$ -
CONVEYING EQUIPMENT (EXISTING BUILDING RENOVATION + EXTENSION)										$ -
				$ -	0	0%	0%	$ -	0%	$ -

FIRE SUPPRESSION (EXISTING BUILDING RENOVATION + EXTENSION)										$ -
a.	**FIRE SPRINKLER SYSTEM**									$ -
i.	FIRE SPRINKLER WET SYSTEM + RISER, COMPLETE 8,408 GSF	8408	GSF	$ 14.42	$ 121,240.00	0%	0%	$ -	0%	$ -
PLUMBING (EXISTING BUILDING RENOVATION + EXTENSION)										$ -
a.	**PLUMBING EQUIPMENT**									$ -
i.	INCLUDED PER SEPARATE ADDITION ESTIMATE	0		$ -	0	0%	0%	$ -	0%	$ -
b.	**PLUMBING FIXTURES**									$ -
i.	WATER CLOSET, WALL HUNG	5	EA	$ 1,770.00	$ 8,850.00	2%	0%	$ -	2%	$ 167.00
ii.	URINAL	1	EA	$ 1,180.00	$ 1,180.00	14%	0%	$ -	14%	$ 167.00
iii.	LAVATORY SINK, WALL	6	EA	$ 1,180.00	$ 7,080.00	2%	0%	$ -	2%	$ 167.00
iv.	COUNTER SINK	2	EA	$ 1,180.00	$ 2,360.00	7%	0%	$ -	7%	$ 167.00
v.	HI-LO DRINKING FOUNTAIN	1	EA	$ 5,900.00	$ 5,900.00	3%	0%	$ -	3%	$ 167.00
vi.	ROUGH-INS AT	15	EA	$ 590.00	$ 8,850.00	2%	0%	$ -	2%	$ 167.00
c.	**COLD WATER**									$ -
i.	1/2" TPW PIPE + INSULATION - BELOW SLAB	10	LF	$ 88.50	$ 885.00	4%	0%	$ -	4%	$ 38.46
ii.	1/2" CW PIPE	104	LF	$ 47.20	$ 4,908.80	1%	0%	$ -	1%	$ 38.46
iii.	3/4" CW PIPE	48	LF	$ 59.00	$ 2,832.00	1%	0%	$ -	1%	$ 38.46
iv.	1" CW PIPE	20	LF	$ 70.80	$ 1,416.00	3%	0%	$ -	3%	$ 38.46
v.	1 1/2" CW PIPE	80	LF	$ 94.40	$ 7,552.00	1%	0%	$ -	1%	$ 38.46
vi.	2" CW PIPE	95	LF	$ 118.00	$ 11,210.00	1%	0%	$ -	1%	$ 76.92
vii.	2 1/2" CW PIPE	25	LF	$ 141.60	$ 3,540.00	1%	0%	$ -	1%	$ 38.46
viii.	HOSE BIBB, 3/4"	2	EA	$ 590.00	$ 1,180.00	3%	0%	$ -	3%	$ 38.46
ix.	WATER HAMMER ARRESTOR, 3/4"	2	EA	$ 590.00	$ 1,180.00	3%	0%	$ -	3%	$ 38.46
x.	TRAP PRIMER	1	EA	$ 590.00	$ 590.00	7%	0%	$ -	7%	$ 38.46
xi.	POC 1" CW PIPE TO WATER HEATER	1	EA	$ 590.00	$ 590.00	7%	0%	$ -	7%	$ 38.46
xii.	WALL ACCESS PANEL	3	EA	$ 590.00	$ 1,770.00	2%	0%	$ -	2%	$ 38.46
xiii.	EXT. WALL PENETRATION, 3" PIPE	1	EA	$ 118.00	$ 118.00	0%	0%	$ -	0%	$ -
d.	**HOT WATER**									$ -
i.	1/2" HW PIPE	98	LF	$ 47.20	$ 4,625.60	1%	0%	$ -	1%	$ 62.50
ii.	3/4" HW/HWR PIPE	220	LF	$ 59.00	$ 12,980.00	2%	0%	$ -	2%	$ 250.00
iii.	1" HW PIPE	20	LF	$ 70.80	$ 1,416.00	4%	0%	$ -	4%	$ 62.50
iv.	PIPE INSULATION, 1/2" PIPE	98	LF	$ 5.90	$ 578.20	11%	0%	$ -	11%	$ 62.50
v.	PIPE INSULATION, 3/4" PIPE	220	LF	$ 5.90	$ 1,298.00	5%	0%	$ -	5%	$ 62.50
vi.	PIPE INSULATION, 1" PIPE	20	LF	$ 5.90	$ 118.00	0%	0%	$ -	0%	$ -
vii.	POC 1" HW PIPE TO WATER HEATER	1	EA	$ 295.00	$ 295.00	0%	0%	$ -	0%	$ -
viii.	ROOF PENETRATION, 1" PIPE	1	EA	$ 118.00	$ 118.00	0%	0%	$ -	0%	$ -
e.	**SANITARY SEWER & VENT**									$ -
i.	1 1/2" VENT PIPE - WALL/CEILING	184	LF	$ 59.00	$ 10,856.00	0%	0%	$ -	0%	$ 33.33
ii.	2" VENT PIPE - WALL/CEILING	94	LF	$ 70.80	$ 6,655.20	1%	0%	$ -	1%	$ 33.33
iii.	3" VENT PIPE - WALL/CEILING	16	LF	$ 82.60	$ 1,321.60	3%	0%	$ -	3%	$ 33.33
iv.	2" WASTE PIPE - WALL	22	LF	$ 82.60	$ 1,817.20	2%	0%	$ -	2%	$ 33.33
v.	4" WASTE PIPE - WALL	10	LF	$ 94.40	$ 944.00	4%	0%	$ -	4%	$ 33.33
vi.	1 1/4" VENT PIPE - BELOW SLAB	6	LF	$ 88.50	$ 531.00	6%	0%	$ -	6%	$ 33.33
vii.	2" WASTE PIPE - BELOW SLAB	52	LF	$ 94.40	$ 4,908.80	1%	0%	$ -	1%	$ 33.33
viii.	4" WASTE PIPE - BELOW SLAB	104	LF	$ 118.00	$ 12,272.00	0%	0%	$ -	0%	$ 33.33
ix.	FLOOR DRAIN	2	EA	$ 1,180.00	$ 2,360.00	1%	0%	$ -	1%	$ 33.33
x.	2" WCO	1	EA	$ 590.00	$ 590.00	6%	0%	$ -	6%	$ 33.33
xi.	4" WCO	1	EA	$ 590.00	$ 590.00	6%	0%	$ -	6%	$ 33.33
xii.	2" VTR + FLASHING	1	EA	$ 295.00	$ 295.00	11%	0%	$ -	11%	$ 33.33
xiii.	3" VTR + FLASHING	1	EA	$ 295.00	$ 295.00	11%	0%	$ -	11%	$ 33.33
xiv.	CUT & PATCH (E) SLAB-ON-GRADE	150	LF	$ 118.00	$ 17,700.00	0%	0%	$ -	0%	$ 33.33
xv.	EXT. STEM WALL PENETRATION, 4" PIPE	1	EA	$ 1,180.00	$ 1,180.00	3%	0%	$ -	3%	$ 33.33
f.	**CONDENSATE DRAINS**									$ -
i.	3/4" CD PIPE	230	LF	$ 59.00	$ 13,570.00	2%	0%	$ -	2%	$ 250.00
ii.	PIPE INSULATION, 3/4" PIPE	230	LF	$ 5.90	$ 1,357.00	9%	0%	$ -	9%	$ 125.00
iii.	POC TO SINK TAILPIECE	2	EA	$ 295.00	$ 590.00	0%	0%	$ -	0%	$ -
iv.	POC TO HVAC UNIT W/ TRAP & VENT	11	EA	$ 590.00	$ 6,490.00	2%	0%	$ -	2%	$ 125.00
g.	**ROOF DRAINS**									$ -
i.	SEE DIVISION 7 FOR GUTTER & DOWNSPOUT								0%	$ -
h.	**NATURAL GAS**									$ -
i.	EXTEND & POC (E) GAS PIPE TO NEW ROOFTOP UNIT "AC-1" at MECH. WELL, COMPLETE	1	EA	$ 590.00	$ 590.00	0%	0%	$ -	0%	$ -
i.	**MISCELLANEOUS**									$ -
i.	VALVES & SPECIALTIES	1	LS	$ 1,180.00	$ 1,180.00	0%	0%	$ -	0%	$ -
ii.	MISC. PLUMBING SYSTEM	8,408	GSF	$ 0.12	$ 992.14	0%	0%	$ -	0%	$ -
iii.	MISC./TESTING	1	LS	$ 590.00	$ 590.00	0%	0%	$ -	0%	$ -
iv.	ALLOWANCE FOR PLUMBING DESIGN COORDINATION FROM SCHEMATIC DESIGN DRAWINGS	1	LS	$ -	$ -	0%	0%	$ -	0%	$ -
HVAC (EXISTING BUILDING RENOVATION + EXTENSION)										$ -
a.	**ROOFTOP AC UNIT**									$ -
i.	AC1 - GAS-ELECTRIC RTU, 12.5 TON, 5000 CFM	1	EA	$ 11,800.00	$ 11,800.00	2%	0%	$ -	2%	$ 230.77
ii.	EXTRA FOR MODULATING ECONOMIZER	1	EA	$ 1,770.00	$ 1,770.00	13%	0%	$ -	13%	$ 230.77
iii.	EXTRA FOR VIBRATION ISOLATION	1	SET	$ 590.00	$ 590.00	0%	0%	$ -	0%	$ -
iv.	EXTRA FOR EQUIPMENT PLATFORM	1	EA	$ 1,770.00	$ 1,770.00	13%	0%	$ -	13%	$ 230.77
v.	DUCTWORK	2,150	LBS	$ 41.30	$ 88,795.00	2%	0%	$ -	2%	$ 2,076.92
vi.	DUCT INSULATION	1,585	SF	$ 4.72	$ 7,481.20	3%	0%	$ -	3%	$ 230.77
vii.	EQUIPMENT FLEXIBLE CONNECTOR	2	EA	$ 88.50	$ 177.00	0%	0%	$ -	0%	$ -
viii.	CEILING DIFFUSER + FLEX CONNECTOR	5	EA	$ 94.40	$ 472.00	0%	0%	$ -	0%	$ -
ix.	SUPPLY REGISTER, DUCT-MOUNTED	6	EA	$ 79.06	$ 474.36	0%	0%	$ -	0%	$ -
x.	RETURN REGISTER, SIDEWALL	2	EA	$ 118.00	$ 236.00	0%	0%	$ -	0%	$ -
xi.	MVD	11	EA	$ 64.90	$ 713.90	0%	0%	$ -	0%	$ -
xii.	DUCT SMOKE DETECTOR	2	EA	$ 295.00	$ 590.00	0%	0%	$ -	0%	$ -
xiii.	EXT. WALL PENETRATION - 30" x 20" DUCT	2	EA	$ 177.00	$ 354.00	0%	0%	$ -	0%	$ -
b.	**VRF SPLIT SYSTEM**									$ -
i.	CU2 - 312 KBTUH COOLING, 351 KBTUH HEATING, (4) CONDENSER FANS, (3) COMPRESSORS, (2) MODULES	1	EA	$ 2,360.00	$ 2,360.00	6%	0%	$ -	6%	$ 150.00
ii.	FC1 - 5.0 TON, CEILING MOUNT 1 EA	1	EA	$ 3,540.00	$ 3,540.00	4%	0%	$ -	4%	$ 150.00
iii.	FC6 - CEILING CASSETTE, 1.5 TON	1	EA	$ 1,770.00	$ 1,770.00	8%	0%	$ -	8%	$ 150.00
iv.	FC7 - CEILING CASSETTE, 1.0 TON	2	EA	$ 1,180.00	$ 2,360.00	6%	0%	$ -	6%	$ 150.00

v.	FC8 - CEILING CASSETTE, 0.75 TON	2	EA	$ 1,180.00	$ 2,360.00	6%	0%	$ -	6%	$ 150.00
vi.	FC9 - CEILING CASSETTE, 0.5 TON	2	EA	$ 1,180.00	$ 2,360.00	6%	0%	$ -	6%	$ 150.00
vii.	FC/OSA DUCTWORK	695	LBS	$ 41.30	$ 28,703.50	3%	0%	$ -	3%	$ 900.00
viii.	DUCT INSULATION	510	SF	$ 5.90	$ 3,009.00	5%	0%	$ -	5%	$ 150.00
ix.	CEILING DIFFUSER + FLEX CONNECTOR	2	EA	$ 59.00	$ 118.00	0%	0%	$ -	0%	$ -
x.	SUPPLY REGISTER, DUCT-MOUNTED	4	EA	$ 106.20	$ 424.80	35%	0%	$ -	35%	$ 150.00
xi.	RETURN AIR GRILLE	1	EA	$ 94.40	$ 94.40	0%	0%	$ -	0%	$ -
xii.	MVD	6	EA	$ 59.00	$ 354.00	42%	0%	$ -	42%	$ 150.00
xiii.	12" WALL JACK + CAP	1	EA	$ 64.90	$ 64.90	0%	0%	$ -	0%	$ -
xiv.	REFRIGERANT PIPING - 3/4" + 1 1/8" + 1 3/8" + INSULATION	8	LF	$ 118.00	$ 944.00	16%	0%	$ -	16%	$ 150.00
xv.	REFRIGERANT PIPING - 1/2" + 7/8" + 1 1/8" + INSULATION	20	LF	$ 118.00	$ 2,360.00	6%	0%	$ -	6%	$ 150.00
xvi.	REFRIGERANT PIPING - (3) PIPES + INSULATION	70	LF	$ 118.00	$ 8,260.00	2%	0%	$ -	2%	$ 150.00
xvii.	REFRIGERANT PIPING - (2) PIPES + INSULATION	250	LF	$ 118.00	$ 29,500.00	1%	0%	$ -	1%	$ 150.00
xviii.	BRANCH SELECTOR BOX	3	EA	$ 1,180.00	$ 3,540.00	4%	0%	$ -	4%	$ 150.00
xix.	EXT. WALL PENETRATION - (3) REFRIGERANT PIPES	1	EA	$ 295.00	$ 295.00	0%	0%	$ -	0%	$ -
xx.	EXT. WALL PENETRATION - 12" DUCT	1	EA	$ 295.00	$ 295.00	0%	0%	$ -	0%	$ -
c.	**MINI SPLIT SYSTEM**									$ -
i.	CU3 - 13.78 KBTUH COOLING, 22.18 KBTUH HEATING, (1) CONDENSER FAN, (1) COMPRESSOR, (1) MODULE	1	EA	$ 4,130.00	$ 4,130.00	0%	0%	$ -	0%	$ -
ii.	CU4 - 13.78 KBTUH COOLING, 13.78 KBTUH HEATING, (1) CONDENSER FAN, (1) COMPRESSOR, (1) MODULE	1	EA	$ 3,186.00	$ 3,186.00	0%	0%	$ -	0%	$ -
iii.	FC11, 1.0 TON, WALL MOUNT	1	EA	$ 1,180.00	$ 1,180.00	0%	0%	$ -	0%	$ -
iv.	FC12, 1.0 TON, WALL MOUNT	1	EA	$ 1,180.00	$ 1,180.00	0%	0%	$ -	0%	$ -
v.	REFRIGERANT PIPING - (2) PIPES + INSULATION	170	LF	$ 118.00	$ 20,060.00	15%	0%	$ -	15%	$ 3,000.00
vi.	EXT. WALL PENETRATION - (2) REFRIGERANT PIPES	2	EA	$ 295.00	$ 590.00	0%	0%	$ -	0%	$ -
d.	**EXHAUST FAN**									$ -
i.	CEILING EXHAUST FAN, 190 CFM + GRILLE + BDD	2	EA	$ 413.00	$ 826.00	0%	0%	$ -	0%	$ -
ii.	EXHAUST DUCTWORK	25	LBS	$ 41.30	$ 1,032.50	0%	0%	$ -	0%	$ -
iii.	DUCT INSULATION	25	SF	$ 4.72	$ 118.00	0%	0%	$ -	0%	$ -
iv.	4" WALL JACK + CAP	2	EA	$ 147.50	$ 295.00	0%	0%	$ -	0%	$ -
v.	EXT. WALL PENETRATION - 4" DUCT	2	EA	$ 295.00	$ 590.00	0%	0%	$ -	0%	$ -
e.	**CONTROLS**									$ -
i.	RTU	1	EA	$ 2,360.00	$ 2,360.00	0%	0%	$ -	0%	$ -
ii.	VRF SPLIT (8 FANCOILS)	1	SET	$ 2,360.00	$ 2,360.00	0%	0%	$ -	0%	$ -
iii.	MINI SPLIT	2	PR	$ 590.00	$ 1,180.00	0%	0%	$ -	0%	$ -
iv.	CEILING EXHAUST FAN	2	EA	$ 590.00	$ 1,180.00	0%	0%	$ -	0%	$ -
v.	EXTRA FOR THERMOSTAT	11	EA	$ 389.40	$ 4,283.40	0%	0%	$ -	0%	$ -
vi.	EMS SYSTEM	8,408	GSF	$ -	$ -	0%	0%	$ -	0%	$ -
f.	**MISCELLANEOUS**									$ -
i.	MISC. HVAC SYSTEM	8,408	GSF	$ -	$ -	0%	0%	$ -	0%	$ -
ii.	TESTING	1	LS	$ 1,180.00	$ 1,180.00	0%	0%	$ -	0%	$ -
iii.	ALLOWANCE FOR HVAC DESIGN COORDINATION FROM SCHEMATIC DESIGN DRAWINGS	1	LS	$ -	$ -	0%	0%	$ -	0%	$ -
ELECTRICAL (EXISTING BUILDING RENOVATION + EXTENSION)										$ -
a.	**ELECTRICAL EQUIPMENT & PANELS**									$ -
i.	MAIN SWITCHBOARD "MSB", 800A-277480V-3PH-4W, NEMA-1 W/ U/G SECTION, METER/MAIN SECTION, & (6) OUTGOING BREAKER SECTIONS	1	EA	$ 11,800.00	$ 11,800.00	0%	0%	$ -	0%	$ -
ii.	TRANSFORMER "T3"	1	EA	$ 11,800.00	$ 11,800.00	0%	0%	$ -	0%	$ -
iii.	PANEL BOARD "K"	1	EA	$ 11,800.00	$ 11,800.00	0%	0%	$ -	0%	$ -
iv.	PANEL BOARD "L"	1	EA	$ 7,080.00	$ 7,080.00	0%	0%	$ -	0%	$ -
b.	**PANEL "K" FEEDER**									$ -
i.	1 1/2" EMT CONDUIT W/ 4 #1 + 1 #6 GND	260	LF	$ 63.72	$ 16,567.20	6%	0%	$ -	6%	$ 1,000.00
ii.	POC TO NEW SWITCHBOARD	1	EA	$ 295.00	$ 295.00	0%	0%	$ -	0%	$ -
c.	**BRANCH POWER**									$ -
i.	DUPLEX RECEPTACLE	49	EA	$ 128.62	$ 6,302.38	0%	0%	$ -	0%	$ -
ii.	DUPLEX RECEPTACLE, FLUSH SLAB	3	EA	$ 394.12	$ 1,182.36	0%	0%	$ -	0%	$ -
iii.	DOUBLE DUPLEX RECEPTACLE	3	EA	$ 175.82	$ 527.46	0%	0%	$ -	0%	$ -
iv.	DUPLEX RECEPTACLE, GFI	6	EA	$ 194.70	$ 1,168.20	0%	0%	$ -	0%	$ -
v.	DUPLEX RECEPTACLE, GFI, WP	4	EA	$ 206.50	$ 826.00	0%	0%	$ -	0%	$ -
vi.	DUPLEX RECEPTACLE, GFI, WP - @ MECH. WELL	2	EA	$ 206.50	$ 413.00	0%	0%	$ -	0%	$ -
vii.	BRANCH POWER CIRCUIT, EMT CONDUIT/CU WIRES	1,340	LF	$ 15.30	$ 20,508.16	0%	0%	$ -	0%	$ -
viii.	ALLOWANCE FOR WP-GFI RECEPTACLE TO ELEVATOR PIT INCLUDING CIRCUIT, COMPLETE	1	EA	$ 944.00	$ 944.00	0%	0%	$ -	0%	$ -
ix.	EXT. WALL PENETRATION - 3/4" CONDUIT	1	EA	$ 118.00	$ 118.00	0%	0%	$ -	0%	$ -
x.	ROOF PENETRATION - 3/4" CONDUIT 1 EA	1	EA	$ 590.00	$ 590.00	0%	0%	$ -	0%	$ -
d.	**HVAC/PLUMBING EQUIPMENT POWER**									$ -
i.	DISC. SWITCH, 60A/3P, WP - AC1	1	EA	$ 1,770.00	$ 1,770.00	0%	0%	$ -	0%	$ -
ii.	DISC. SWITCH - ASSUME 30A/2P, WP FOR CU3 & CU4	2	EA	$ 1,770.00	$ 3,540.00	0%	0%	$ -	0%	$ -
iii.	DISC. SWITCH - ASSUME 30A/3P FOR FC1	1	EA	$ 1,770.00	$ 1,770.00	0%	0%	$ -	0%	$ -
iv.	MOTOR SWITCH - INDOOR FANCOILS	9	EA	$ 590.00	$ 5,310.00	0%	0%	$ -	0%	$ -
v.	60A/3P POWER CIRCUIT	120	LF	$ 185.56	$ 22,266.60	0%	0%	$ -	0%	$ -
vi.	30A/3P POWER CIRCUIT	70	LF	$ 15.85	$ 1,109.32	0%	0%	$ -	0%	$ -
vii.	30A/2P POWER CIRCUIT	140	LF	$ 14.15	$ 1,980.75	0%	0%	$ -	0%	$ -
viii.	20A/1P POWER CIRCUIT	360	LF	$ 132.29	$ 47,624.33	0%	0%	$ -	0%	$ -
ix.	CEILING EXHAUST FAN POWER	2	EA	$ 236.00	$ 472.00	0%	0%	$ -	0%	$ -
x.	ELECTRIC HAND DRYER POWER	4	EA	$ 590.00	$ 2,360.00	0%		$ -	0%	$ -
xi.	EXT. WALL PENETRATION - 3/4" CONDUIT	2	EA	$ 118.00	$ 236.00	0%	0%	$ -	0%	$ -
xii.	ROOF PENETRATION - 1 1/2" CONDUIT	1	EA	$ 590.00	$ 590.00	0%	0%	$ -	0%	$ -
e.	**LIGHTING**									$ -
i.	L1 - 2x2 LAY-IN LED FIXTURE, 40W	38	EA	$ 1,180.00	$ 44,840.00	6%	0%	$ -	6%	$ 2,500.00
ii.	L4 - 6'L SURFACE WALL WASHER, 10W/FT	1	EA	$ 1,180.00	$ 1,180.00	0%	0%	$ -	0%	$ -
iii.	L4 - 10'L SURFACE WALL WASHER, 10W/FT	1	EA	$ 1,180.00	$ 1,180.00	0%	0%	$ -	0%	$ -
iv.	L4 - 12'L SURFACE WALL WASHER, 10W/FT	1	EA	$ 1,416.00	$ 1,416.00	0%	0%	$ -	0%	$ -
v.	L4 - 16'L SURFACE WALL WASHER, 10W/FT	1	EA	$ 1,888.00	$ 1,888.00	0%	0%	$ -	0%	$ -
vi.	L4C - 14'L WALL ARM MOUNT WALL WASHER W/ WING RAIL, 13W/FT	1	EA	$ 1,652.00	$ 1,652.00	0%	0%	$ -	0%	$ -
vii.	L5 - 10'L PENDANT INDIRECT LED FIXTURE, 26W/FT	4	EA	$ 1,180.00	$ 4,720.00	0%	0%	$ -	0%	$ -
viii.	L5 - 12'L PENDANT INDIRECT LED FIXTURE, 26W/FT	1	EA	$ 1,416.00	$ 1,416.00	0%	0%	$ -	0%	$ -
ix.	L5 - 26'L PENDANT INDIRECT LED FIXTURE, 26W/FT	5	EA	$ 3,068.00	$ 15,340.00	0%	0%	$ -	0%	$ -

x.	L5A - 5'L SURFACE LINEAR LED FIXTURE, 13W/FT	5	EA	$ 1,180.00	$ 5,900.00	0%	0%	$ -	0%	$ -
xi.	L5A - 10'L SURFACE LINEAR LED FIXTURE, 13W/FT	2	EA	$ 1,180.00	$ 2,360.00	0%	0%	$ -	0%	$ -
xii.	L6 - LOBBY CIRCULAR RECESSED / MUDIN TRIMLESS LED FIXTURE, 174W	2	EA	$ 885.00	$ 1,770.00	0%	0%	$ -	0%	$ -
xiii.	L7 - RECESSED DOWNLIGHT, 17W	7	EA	$ 885.00	$ 6,195.00	0%	0%	$ -	0%	$ -
xiv.	L8 - 6'L UNDERCABINET LED FIXTURE, 6W/FT	1	EA	$ 885.00	$ 885.00	0%	0%	$ -	0%	$ -
xv.	L9 - SURFACE ROUND LED FIXTURE, 12W	10	EA	$ 708.00	$ 7,080.00	0%	0%	$ -	0%	$ -
xvi.	L14 - 54'L RECESSED LED LINEAR SLOT, 8W/FT	1	EA	$ 7,080.00	$ 7,080.00	0%	0%	$ -	0%	$ -
xvii.	L14A - 4'L RECESSED LED LINEAR SLOT, 8W/FT	1	EA	$ 708.00	$ 708.00	0%	0%	$ -	0%	$ -
xviii.	L14A - 6'L RECESSED LED LINEAR SLOT, 8W/FT	2	EA	$ 708.00	$ 1,416.00	0%	0%	$ -	0%	$ -
xix.	L14B - 11'L RECESSED LINEAR W/ NARROW BEAM, 8W/FT	2	EA	$ 1,298.00	$ 2,596.00	0%	0%	$ -	0%	$ -
xx.	L14B - 13'L RECESSED LINEAR W/ NARROW BEAM, 8W/FT	1	EA	$ 1,534.00	$ 1,534.00	0%	0%	$ -	0%	$ -
f.	**EXT**									$ -
i.	L18 - EXTERIOR UP/DOWN WALL LIGHT, 25W	10	EA	$ 708.00	$ 7,080.00	0%	0%	$ -	0%	$ -
ii.	LED EXIT FIXTURE - ALLOWANCE	7	EA	$ 708.00	$ 4,956.00	0%	0%	$ -	0%	$ -
iii.	JUNCTION BOX/PULL BOX	33	EA	$ 65.25	$ 2,153.38	0%	0%	$ -	0%	$ -
iv.	DIMMER SWITCH, SINGLE	4	EA	$ 227.74	$ 910.96	0%	0%	$ -	0%	$ -
v.	DIMMER SWITCH, 2-GANG	1	EA	$ 389.40	$ 389.40	0%	0%	$ -	0%	$ -
vi.	DIMMER SWITCH, 4-GANG	1	EA	$ 778.80	$ 778.80	0%	0%	$ -	0%	$ -
vii.	VACANCY SENSOR - WALL	14	EA	$ 175.82	$ 2,461.48	0%	0%	$ -	0%	$ -
viii.	VACANCY SENSOR - CEILING	6	EA	$ 549.88	$ 3,299.28	0%	0%	$ -	0%	$ -
ix.	SWITCHPACK - CEILING	6	EA	$ 704.46	$ 4,226.76	0%	0%	$ -	0%	$ -
x.	INTERIOR PHOTOCEL - CEILING	2	EA	$ 549.88	$ 1,099.76	0%	0%	$ -	0%	$ -
xi.	BRANCH LIGHTING CIRCUIT, EMT CONDUIT/CU WIRES	2,610	EA	$ 106.20	$ 277,182.00	0%	0%	$ -	0%	$ -
xii.	ALLOWANCE FOR WP LIGHT FIXTURE TO ELEVATOR PIT INCLUDING CIRCUIT, COMPLETE	1	EA	$ 1,180.00	$ 1,180.00	0%	0%	$ -	0%	$ -
g.	**MISCELLANEOUS**									$ -
i.	MISC. ELECTRICAL SYSTEM	8,408	EA	$ -	$ -	0%	0%	$ -	0%	$ -
ii.	TESTING	1	EA	$ 1,180.00	$ 1,180.00	0%	0%	$ -	0%	$ -
iii.	ALLOWANCE FOR ELECTRICAL DESIGN COORDINATION FROM SCHEMATIC DESIGN DRAWINGS	1	EA	$ -	$ -	0%	0%	$ -	0%	$ -
COMMUNICATIONS (EXISTING BUILDING RENOVATION + EXTENSION)										$ -
a.	**SIGNAL SYSTEM**									$ -
i.	TELEPHONE/DATA W/ MDF	8,408	GSF	$ 7.67	$ 64,489.36	0%	0%	$ -	0%	$ -
ii.	EXTRA FOR POC/EXTEND (E) MAIN PATHWAY	120	LF	$ 41.30	$ 4,956.00	0%	0%	$ -	0%	$ -
iii.	PUBLIC ADDRESS/IC/CLOCK	8,408	GSF	$ 1.18	$ 9,921.44	0%	0%	$ -	0%	$ -
iv.	AUDIO-VISUAL SYSTEM	8,408	GSF	$ 3.54	$ 29,764.32	0%	0%	$ -	0%	$ -
v.	CTV	8,408	GSF	$ 3.54	$ 29,764.32	0%	0%	$ -	0%	$ -
vi.	MISC./TESTING	1	LS	$ 223.22	$ 223.22	0%	0%	$ -	0%	$ -
ELECTRONIC SAFETY & SECURITY (EXISTING BUILDING RENOVATION + EXTENSION)										$ -
a.	**FIRE ALARM**									$ -
i.	FIRE ALARM SYSTEM, COMPLETE	8,408	GSF	$ 11.80	$ 99,214.40	0%	0%	$ -	0%	$ -
b.	**SECURITY**									$ -
i.	SECURITY SYSTEM, COMPLETE	8,408	GSF	$ 14.16	$ 119,057.28	0%	0%	$ -	0%	$ -
EXTERIOR IMPROVEMENTS (EXISTING BUILDING RENOVATION + EXTENSION)										$ -
a.	**EAST COURT**									$ -
i.	YARD ROUGH GRADING	376	SF	$ 1.18	$ 443.68	0%	0%	$ -	0%	$ -
ii.	CUT TOPSOIL, ASSUME 3'D avg.	3	CY	$ 59.00	$ 177.00	0%	0%	$ -	0%	$ -
iii.	ROUGH/FINE GRADING	376	SF	$ 3.54	$ 1,331.04	0%	0%	$ -	0%	$ -
iv.	CARIFY & COMPACT U/S SITE PAVING	311	SF	$ 1.18	$ 366.98	0%	0%	$ -	0%	$ -
v.	EXPORT/HAUL DIRT SURPLUS + 15% SWELL VOLUME	4	CY	$ 289.10	$ 1,156.40	0%	0%	$ -	0%	$ -
vi.	EROSION CONTROL	376	SF	$ 1.77	$ 665.52	0%	0%	$ -	0%	$ -
vii.	CONCRETE PAVING TYPE 1 + AB	141	SF	$ 29.50	$ 4,159.50	0%	0%	$ -	0%	$ -
viii.	BRICK PAVERS + SUBSTRATE + AGG. BASE	170	SF	$ 47.20	$ 8,024.00	0%	0%	$ -	0%	$ -
ix.	EXTRA FOR CONCRETE EDGE CURB ADJ. TO P.A.	27	LF	$ 11.80	$ 318.60	0%	0%	$ -	0%	$ -
x.	TREE, 36" BOX	1	EA	$ 1,385.32	$ 1,385.32	0%	0%	$ -	0%	$ -
xi.	SHRUBS + PLANTING SOIL + IRRIGATION	56	SF	$ 54.28	$ 3,039.68	0%	0%	$ -	0%	$ -
xii.	12"W x 18"H CURVED BRICK SEATWALL	9	LF	$ 236.00	$ 2,124.00	0%	0%	$ -	0%	$ -
xiii.	XTRA FOR CONCRETE FOOTING	9	LF	$ 236.00	$ 2,124.00	0%	0%	$ -	0%	$ -
xiv.	ALLOWANCE FOR IN-GROUND LIGHTING SYSTEM	376	SF	$ -	$ -	0%	0%	$ -	0%	$ -
xv.	MISC.	1	LS	$ -	$ -	0%	0%	$ -	0%	$ -
EXISTING CONDITIONS (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)										$ -
	SEE SEPARATE SITEWORK FOR SITE DEMOLITION								0%	$ -
CONCRETE (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)										$ -
a.	**FOUNDATION**									$ -
i.	SPREAD FOOTING F5	2	CY	$ 1,180.00	$ 2,360.00	0%	64%	$ 1,500.00	64%	$ 1,500.00
ii.	SPREAD FOOTING F8	62	CY	$ 1,180.00	$ 73,160.00	0%	54%	$ 39,500.00	54%	$ 39,500.00
iii.	SPREAD FOOTING F8A	10	CY	$ 1,180.00	$ 11,800.00	0%	51%	$ 6,000.00	51%	$ 6,000.00
iv.	SPREAD FOOTING F10	22	CY	$ 1,180.00	$ 25,960.00	0%	50%	$ 13,000.00	50%	$ 13,000.00
v.	SPREAD FOOTING F6B	4	CY	$ 1,180.00	$ 4,720.00	0%	53%	$ 2,500.00	53%	$ 2,500.00
vi.	SPREAD FOOTING F7	6	CY	$ 1,180.00	$ 7,080.00	0%	64%	$ 4,500.00	64%	$ 4,500.00
vii.	WALL FOOTING	46	CY	$ 1,180.00	$ 54,280.00	9%	53%	$ 28,500.00	62%	$ 33,500.00
viii.	GRADE BEAM	6	CY	$ 1,180.00	$ 7,080.00	0%	64%	$ 4,500.00	64%	$ 4,500.00
b.	**SLAB-ON-GRADE/CURBS**									$ -
i.	SLAB-ON-GRADE + V.B./AB, 5"/4" 2,	822	SF	$ 35.40	$ 29,098.80	17%	0%	$ -	17%	$ 5,000.00
ii.	EXTERIOR SLAB-ON-GRADE + V.B./AB, 5"/4"	142	SF	$ 35.40	$ 5,026.80	0%	0%	$ -	0%	$ -
iii.	EXTRA FOR DEPRESSED SLAB - @ DANCE ROOM	1,002	SF	$ 35.40	$ 35,470.80	0%	0%	$ -	0%	$ -
iv.	THICKENED SLAB OVER FOOTING	8	CY	$ 1,180.00	$ 9,440.00	0%	0%	$ -	0%	$ -
v.	THICKENED SLAB EDGE	6	CY	$ 1,180.00	$ 7,080.00	0%	0%	$ -	0%	$ -
vi.	CONCRETE CURB, 6"W x 6"H	90	LF	$ 35.40	$ 3,186.00	0%	0%	$ -	0%	$ -
vii.	CONCRETE CURB FOR SCREEN SYSTEM	22	LF	$ 38.94	$ 856.68	0%	0%	$ -	0%	$ -
viii.	CONCRETE CMU STARTER, 8"W x 18"H	182	LF	$ 35.40	$ 6,442.80	0%	0%	$ -	0%	$ -
ix.	CONCRETE CMU STARTER, 12"W x 18"H	16	LF	$ 35.40	$ 566.40	0%	0%	$ -	0%	$ -
c.	**CONCRETE COLUMN**									$ -
i.	CONCRETE COLUMN, 18" dia.	139	LF	$ 590.00	$ 82,010.00	3%	0%	$ -	3%	$ 2,500.00
ii.	CONCRETE COLUMN, 16" square	278	LF	$ 590.00	$ 164,020.00	2%	0%	$ -	2%	$ 2,500.00
d.	**SUSPENDED CONCRETE SLAB & BEAMS**									$ -
i.	8" thk 2-WAY SUSP. SLAB - 2ND FLOOR	630	SF	$ 53.10	$ 33,453.00	1%	0%	$ -	1%	$ 416.67

ii.	12" thk 2-WAY SUSP. SLAB - 2ND FLOOR	4,478	SF	$ 56.64	$ 253,633.92	0%	0%	$ -	0%	$ 416.67
iii.	14" thk 2-WAY SUSP. SLAB - 2ND FLOOR	634	SF	$ 64.90	$ 41,146.60	1%	0%	$ -	1%	$ 416.67
iv.	8" thk 2-WAY SUSP. SLAB - OUTDOOR DECK	190	SF	$ 53.10	$ 10,089.00	4%	0%	$ -	4%	$ 416.67
v.	9" thk 2-WAY SUSP. DROPPED SLAB - OUTDOOR DECK	1,140	SF	$ 53.10	$ 60,534.00	1%	0%	$ -	1%	$ 416.67
vi.	14" thk 2-WAY SUSP. SLAB - OUTDOOR DECK	1,625	SF	$ 64.90	$ 105,462.50	1%	0%	$ -	1%	$ 833.33
vii.	EXTRA FOR COLUMN CAPITALS (DROP PANELS)	8	EA	$ 590.00	$ 4,720.00	0%	0%	$ -	0%	$ -
viii.	CONCRETE TOPPING, 7.5" thk avg @ GREEN DECK	1,140	SF	$ 47.20	$ 53,808.00	1%	0%	$ -	1%	$ 416.67
ix.	CONCRETE BEAM, 12"W x 12"D - ABOVE CMU WALL	38	SF	$ 531.00	$ 20,178.00	2%	0%	$ -	2%	$ 416.67
x.	CONCRETE BEAM, 24"W x 24"D	150	LF	$ 531.00	$ 79,650.00	1%	0%	$ -	1%	$ 416.67
xi.	CONCRETE BEAM, 24"W x 30"D	52	LF	$ 531.00	$ 27,612.00	2%	0%	$ -	2%	$ 416.67
xii.	CONCRETE BEAM, 24"W x 42"D	152	LF	$ 531.00	$ 80,712.00	1%	0%	$ -	1%	$ 416.67
e.	**MISC. CONCRETE**									$ -
i.	6"H EQUIPMENT PAD	119	SF	$ 59.00	$ 7,021.00	0%	0%	$ -	0%	$ -
MASONRY (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)										$ -
a.	**EXTERIOR CMU WALL**									$ -
i.	8" BURNISHED FACE CMU WALL	2,892	SF	$ 77.88	$ 225,228.96	1%	0%	$ -	1%	$ 1,666.67
ii.	12" BURNISHED FACE CMU WALL INTERIOR CMU WALL	320	SF	$ 101.48	$ 32,473.60	5%	0%	$ -	5%	$ 1,666.67
iii.	8" CMU WALL - PARTITION/LOAD BEARING	623	SF	$ 86.14	$ 53,665.22	3%	0%	$ -	3%	$ 1,666.67
METALS (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)										$ -
a.	**STRUCTURAL STEEL**									$ -
I.	CONCENTRIC BRACED FRAMES (SCBF)								0%	$ -
i.	-W-SECTION COLUMN	5,373	LBS	$ 5.90	$ 31,700.70	4%	4%	$ 1,153.85	7%	$ 2,307.69
ii.	W-SECTION BEAM	3,406	LBS	$ 5.90	$ 20,095.40	6%	6%	$ 1,153.85	11%	$ 2,307.69
iii.	WSS BRACE	5,955	LBS	$ 5.90	$ 35,134.50	3%	3%	$ 1,153.85	7%	$ 2,307.69
iv.	DETAIL STEEL	1,473	LBS	$ 5.90	$ 8,690.70	13%	13%	$ 1,153.85	27%	$ 2,307.69
v.	EXTRA FOR (2) HSS BRACES TO CONCRETE SLAB CONNECTION PER DWG. 2/S501	5	EA	$ 3,923.50	$ 19,617.50	6%	6%	$ 1,153.85	12%	$ 2,307.69
vi.	EXTRA FOR WF COLUMN TO CONCRETE SLAB CONNECTION PER DWG. 2/S502	9	EA	$ 1,786.52	$ 16,078.68	7%	7%	$ 1,153.85	14%	$ 2,307.69
vii.	EXTRA FOR MOMENT CONNECTION	10	EA	$ 5,664.00	$ 56,640.00	2%	2%	$ 1,153.85	4%	$ 2,307.69
II.	GRAVITY FRAMES								0%	$ -
i.	HSS COLUMN	22,252	LBS	$ 4.72	$ 105,029.44	3%	3%	$ 3,461.54	7%	$ 6,923.08
ii.	- PIPE COLUMN	432	LBS	$ -	$ -				0%	$ -
iii.	- HSS BEAM	966	LBS	$ 8.26	$ 7,979.16	7%	7%	$ 576.92	14%	$ 1,153.85
iv.	- W-SECTION BEAM	936	LBS	$ 8.26	$ 7,731.36	7%	7%	$ 576.92	15%	$ 1,153.85
v.	- DETAIL STEEL	2,459	LBS	$ 5.90	$ 14,508.10	8%	8%	$ 1,153.85	16%	$ 2,307.69
vi.	EXTRA FOR HSS COLUMN TO CONCRETE SLAB CONNECTION PER DWG. 2/S502	24	EA	$ 1,451.40	$ 34,833.60	3%	3%	$ 1,153.85	7%	$ 2,307.69
b.	**EXTERIOR METAL STAIR**									$ -
i.	STRAIGHTFLIGHT, 5.33'W x 33 P/CAST TREADS + 30 SF P/CAST MIDLANDING ON GALV. & PAINTED STEEL STRINGER & RISERS, COMPLETE	1	FLT	$ 64,900.00	$ 64,900.00	0%	0%	$ -	0%	$ -
ii.	GUARDRAIL W/ HANDRAIL + PAINT	45	LF	$ 381.14	$ 17,151.30	0%	0%	$ -	0%	$ -
iii.	WALL-MOUNTED HANDRAIL + PAINT	45	LF	$ 129.80	$ 5,841.00	0%	0%	$ -	0%	$ -
iv.	SHEATHING + ROOFING MEMBRANE U/S STAIR	178	SF	$ 118.00	$ 21,004.00	0%	0%	$ -	0%	$ -
c.	**METAL PAN STAIR, INTERIOR**									$ -
i.	MULTI-SWITCHBACK, 5.13'W x 35 TREADS + 27 SF 1ST LANDING, 59 SF 2ND LANDING, & 57 3RD LANDING	1	FLT	$ 138,687.76	$ 138,687.76	0%	0%	$ -	0%	$ -
ii.	GLASS GUARDRAIL	146	LF	$ 236.00	$ 34,456.00	0%	0%	$ -	0%	$ -
iii.	HANDRAIL ATTACHED TO GLASS	140	LF	$ 236.00	$ 33,040.00	0%	0%	$ -	0%	$ -
d.	**EXTERIOR SCREEN SYSTEM**									$ -
i.	PERFORATED METAL PANEL O/ PLASTER WALL	86	SF	$ 265.50	$ 22,833.00	2%	22%	$ 5,000.00	24%	$ 5,500.00
ii.	PERFORATED METAL PANEL O/ GLAZING	40	SF	$ 265.50	$ 10,620.00	2%	19%	$ 2,000.00	21%	$ 2,250.00
iii.	PERFORATED METAL PANEL + METAL FRAMES - @ SOUTH ELEVATION 1ST FLOOR	1,128	SF	$ 413.00	$ 465,864.00	2%	16%	$ 76,500.00	19%	$ 86,750.00
iv.	PERFORATED METAL PANEL + METAL FRAMES - @ WEST & SOUTH ELEVATIONS 2ND FLOOR	936	SF	$ 413.00	$ 386,568.00	1%	20%	$ 76,500.00	21%	$ 81,500.00
v.	PERFORATED METAL PANEL + METAL FRAMES - @ COURTYARD WING WALL	95	SF	$ 413.00	$ 39,235.00	5%	25%	$ 10,000.00	31%	$ 12,000.00
vi.	PERFORATED METAL PANEL FENCE O/ CMU WALL @ NORTHWEST STAIR	358	SF	$ 265.50	$ 95,049.00	2%	32%	$ 30,000.00	34%	$ 32,000.00
e.	**MISC. METALS**									$ -
i.	19H ROOF ACCESS LADDER W/ 12H CAGE	1	EA	$ 11,800.00	$ 11,800.00	0%	0%	$ -	0%	$ -
ii.	GUARDRAIL W/ PERFORATED METAL PANEL INFILL + PAINT - OUTDOOR DECK	282	LF	$ 436.60	$ 123,121.20	0%	0%	$ -	0%	$ -
iii.	WALL BACKING SUPPORT FOR TV MONITOR	6	EA	$ 590.00	$ 3,540.00	0%	0%	$ -	0%	$ -
iv.	SEISMIC JOINT + 2.33H STUD/CURB	128	LF	$ 295.00	$ 37,760.00	0%	0%	$ -	0%	$ -
v.	FENCING/ENCLOSURE TO OUTDOOR HVAC UNIT	62	LF	$ 177.00	$ 10,974.00	0%	0%	$ -	0%	$ -
vi.	MISC. METALS ALLOWANCE	8,564	GSF	$ -	$ -	0%	0%	$ -	0%	$ -
CARPENTRY (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)										$ -
a.	**FINISH CARPENTRY**									$ -
i.	24"W PLAM BASE CABINET W/ SOLID SURFACE TOP & 4"H BACKSPLASH	70	LF	$ 1,180.00	$ 82,600.00	0%	0%	$ -	0%	$ -
ii.	2.5H PLAM UPPER CABINET	8	LF	$ 590.00	$ 4,720.00	0%	0%	$ -	0%	$ -
iii.	12"W x 7'H x 5-TIER WALL-MOUNTED STACK	26	LF	$ 1,180.00	$ 30,680.00	0%	0%	$ -	0%	$ -
iv.	12"W x 8.33'H x 6-TIER WALL-MOUNTED STACK	19	LF	$ 1,180.00	$ 22,420.00	0%	0%	$ -	0%	$ -
v.	AV CABINET, 24"W x 24"D x 8'H W/ VENTED DOOR	2	EA	$ 2,950.00	$ 5,900.00	0%	0%	$ -	0%	$ -
vi.	AV CABINET, 36"W x 24"D x 8'H W/ VENTED DOOR	1	EA	$ 2,950.00	$ 2,950.00	0%	0%	$ -	0%	$ -
vii.	MISC. FINISH CARPENTRY ALLOWANCE	8,564	GSF	$ -	$ -	0%	0%	$ -	0%	$ -
b.	**ROUGH CARPENTRY**									$ -
i.	WOOD BEAM, 6" x 10"	190	LF	$ 59.00	$ 11,210.00	2%	0%	$ -	2%	$ 227.27
ii.	WOOD BLOCKING, 12" x 24"	48	LF	$ 59.00	$ 2,832.00	0%	0%	$ -	0%	$ -
iii.	GLU-LAM BEAM, 5 1/8" x 24"	328	LF	$ 59.00	$ 19,352.00	1%	0%	$ -	1%	$ 227.27
iv.	GLU-LAM BEAM, 5 1/8" x 30"	166	LF	$ 59.00	$ 9,794.00	2%	0%	$ -	2%	$ 227.27
v.	GLU-LAM BEAM, 5 1/8" x 33"	136	LF	$ 59.00	$ 8,024.00	3%	0%	$ -	3%	$ 227.27
vi.	ROOF DECK STRUCTURAL PANEL - 12' x 4' TECTUM-V + WOOD NAILERS, COMPLETE	6,504	SF	$ 23.60	$ 153,494.40	0%	0%	$ -	0%	$ 454.55
vii.	12"H WOOD FASCIA - STRAIGHT	250	LF	$ 29.50	$ 7,375.00	3%	0%	$ -	3%	$ 227.27
viii.	12"H WOOD FASCIA - CURVED	234	LF	$ 35.40	$ 8,283.60	3%	0%	$ -	3%	$ 227.27
ix.	EXTRA FOR GLB/STEEL POST CONNECTION	26	EA	$ 295.00	$ 7,670.00	3%	0%	$ -	3%	$ 227.27
x.	EXTRA FOR GLB/STEEL BEAM CONNECTION	5	EA	$ 295.00	$ 1,475.00	15%	0%	$ -	15%	$ 227.27
xi.	P.T. ROOF EDGE NAILER, 3" x 2"	482	LF	$ 5.90	$ 2,843.80	8%	0%	$ -	8%	$ 227.27
xii.	MISC. ROUGH CARPENTRY ALLOWANCE (blockings, nailers, sills, misc. headers, AB, straps, etc.)	8,564	GSF	$ -	$ -	0%	0%	$ -	0%	$ -
THERMAL & MOISTURE PROTECTION (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)										$ -
a.	**ROOFING**									$ -
i.	SINGLE-PLY ROOFING MEMBRANE	6,504	SF	$ 11.59	$ 75,365.75	1%	0%	$ -	1%	$ 625.00

ii.	ROOF BOARD	6,504	SF	$ 0.91	$ 5,909.53	5%	0%	$ -	5%	$ 312.50
iii.	2" thk RIGID INSULATION	6,504	SF	$ 1.82	$ 11,819.07	3%	0%	$ -	3%	$ 312.50
iv.	VAPOR BARRIER	6,504	SF	$ 1.14	$ 7,444.48	4%	0%	$ -	4%	$ 312.50
v.	METAL GUTTER, 3"W x 2"H + SUPPORT	202	LF	$ 118.00	$ 23,836.00	1%	0%	$ -	1%	$ 312.50
vi.	ROOF EDGE/FASCIA FLASHING	484	LF	$ 10.86	$ 5,254.30	6%	0%	$ -	6%	$ 312.50
vii.	WALL CAP/COPING TO COURTYARD WING WALL	28	LF	$ 118.00	$ 3,304.00	5%	0%	$ -	5%	$ 156.25
viii.	DOWNSPOUT	122	LF	$ 23.60	$ 2,879.20	5%	0%	$ -	5%	$ 156.25
b.	**WATERPROOFING**									$ -
i.	WATERPROOFING - PORTION OF STAIR O/ 1ST FLOOR	186	SF	$ 29.50	$ 5,487.00	1%	0%	$ -	1%	$ 75.00
ii.	WATERPROOFING - 2ND FLOOR RESTROOMS	638	SF	$ 5.90	$ 3,764.20	1%	0%	$ -	1%	$ 50.00
iii.	WATERPROOFING - OUTDOOR DECK	2,955	SF	$ 29.96	$ 88,532.39	2%	0%	$ -	2%	$ 1,375.00
c.	**MISCELLANEOUS**									$ -
i.	MISC. SHEET METALS ALLOWANCE	8,564	GSF	$ -	0	0%	0%	$ -	0%	$ -
ii.	MISC. CAULKING & SEALANTS ALLOWANCE	8,564	GSF	$ -	0	0%	0%	$ -	0%	$ -
iii.	MISC. FIRESTOPPING ALLOWANCE	8,564	GSF	$ -	0	0%	0%	$ -	0%	$ -
OPENINGS (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)										$ -
a.	**EXTERIOR DOORS + H.W.**									$ -
i.	ALUM-GLASS DOOR/ALUM FRAME, (2) - 3.25'W x 9'H	1	PR	$ 3,427.90	$ 3,427.90	9%	0%	$ -	9%	$ 312.50
ii.	ALUM-GLASS DOOR/ALUM FRAME, (2) - 3'W x 9'H	1	PR	$ 3,427.90	$ 3,427.90	9%	0%	$ -	9%	$ 312.50
iii.	ALUM-GLASS DOOR/ALUM FRAME, (2) - 3.07'W x 8'H	1	PR	$ 3,427.90	$ 3,427.90	5%	0%	$ -	5%	$ 156.25
iv.	ALUM-GLASS DOOR/ALUM FRAME, 2.71'W x 8'H	1	EA	$ 3,427.90	$ 3,427.90	5%	0%	$ -	5%	$ 156.25
v.	HM DOOR/HM FRAME, (2) - 3'W x 7'H	1	PR	$ 4,720.00	$ 4,720.00	7%	0%	$ -	7%	$ 312.50
vi.	HM DOOR/HM FRAME, 3'W x 8'H	3	EA	$ 4,720.00	$ 14,160.00	4%	0%	$ -	4%	$ 615.00
vii.	EXTRA FOR PANIC HARDWARE	5	EA	$ 2,360.00	$ 11,800.00	5%	0%	$ -	5%	$ 615.00
viii.	PAINT TO HM DOOR/FRAME, PER LEAF	3	EA	$ 188.80	$ 566.40	0%	0%	$ -	0%	$ -
b.	**EXTERIOR WINDOWS**									$ -
i.	STOREFRONT/CURTAIN WALL SYSTEM	3,948	SF	$ 29.50	$ 116,466.00	1%	0%	$ -	1%	$ 750.00
ii.	EXTRA FOR OPERABLE AWNING PANEL, 3'W x 4'H	1	EA	$ 1,155.22	$ 1,155.22	43%	0%	$ -	43%	$ 500.00
iii.	EXTRA FOR OPERABLE AWNING PANEL, 4'W x 5'H	11	EA	$ 1,384.14	$ 15,225.54	5%	0%	$ -	5%	$ 750.00
iv.	TRANSOM, 6.25'W x 3'H	1	EA	$ 679.68	$ 679.68	0%	0%	$ -	0%	$ -
v.	FRITTED GLASS	308	SF	$ 50.46	$ 15,540.69	3%	0%	$ -	3%	$ 500.00
c.	**INTERIOR DOORS + H.W.**									$ -
i.	ALUM-GLASS DOOR/ALUM FRAME, (2) - 3'W x 9'H	1	PR	$ 3,427.90	$ 3,427.90	8%	0%	$ -	8%	$ 277.78
ii.	SLIDING ALUM-GLASS DOOR/ALUM FRAME, 3'W x 8.67'H	1	EA	$ 3,744.14	$ 3,744.14	7%	0%	$ -	7%	$ 277.78
iii.	HM DOOR/HM FRAME, (2) - 3'W x 8'H	2	PR	$ 9,440.00	$ 18,880.00	3%	0%	$ -	3%	$ 555.56
iv.	HM DOOR/HM FRAME, 3'W x 8'H	8	EA	$ 4,720.00	$ 37,760.00	1%	0%	$ -	1%	$ 555.56
v.	SC WD-GLASS DOOR/HM FRAME, 3'W x 8'H	3	EA	$ 4,720.00	$ 14,160.00	2%	0%	$ -	2%	$ 277.78
vi.	SC WD DOOR/HM FRAME, 3'W x 8'H	3	EA	$ 4,720.00	$ 14,160.00	2%	0%	$ -	2%	$ 277.78
vii.	EXTRA FOR PANIC HARDWARE	2	EA	$ 2,360.00	$ 4,720.00	6%	0%	$ -	6%	$ 277.78
viii.	PAINT TO DOOR/FRAME, PER LEAF	15	EA	$ 188.80	$ 2,832.00	0%	0%	$ -	0%	$ -
ix.	PAINT TO FRAME, PER LEAF	3	EA	$ 188.80	$ 566.40	0%	0%	$ -	0%	$ -
d.	**INTERIOR WINDOWS**									$ -
i.	ALUM-FRAMED STOREFRONT	573	SF	$ 29.50	$ 16,903.50	15%	0%	$ -	15%	$ 2,500.00
FINISHES (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)										$ -
a.	**EXTERIOR WALLS**									$ -
i.	CEMENT PLASTER + LATH/V.B. - SMOOTH FINISH	5,806	SF	$ 47.20	$ 274,043.20	0%	0%	$ -	0%	$ -
ii.	2" RIGID R12 INSULATION	5,806	SF	$ 5.90	$ 34,255.40	0%	0%	$ -	0%	$ -
iii.	GLASSMAT SHEATHING	5,806	SF	$ 4.72	$ 27,404.32	0%	0%	$ -	0%	$ -
iv.	PAINT TO CEMENT PLASTER	5,806	SF	$ 2.36	$ 13,702.16	0%	0%	$ -	0%	$ -
v.	10" x 20 GA. METAL STUD WALL	1,147	SF	$ 23.60	$ 27,069.20	0%	0%	$ -	0%	$ -
vi.	8" x 20 GA. METAL STUD WALL - WING WALL	209	SF	$ 23.60	$ 4,932.40	0%	0%	$ -	0%	$ -
viii.	8" x 20 GA. METAL STUD WALL	1,243	SF	$ 23.60	$ 29,334.80	0%	0%	$ -	0%	$ -
ix.	(2) - 6" x 20 GA. METAL STUD WALL	1,480	SF	$ 23.60	$ 34,928.00	0%	0%	$ -	0%	$ -
x.	6" x 20 GA. METAL STUD WALL	1,518	SF	$ 23.60	$ 35,824.80	0%	0%	$ -	0%	$ -
xi.	6" x 20 GA. METAL STUD FURRING - INT. OF EXT. CMU	2,466	SF	$ 23.60	$ 58,197.60	0%	0%	$ -	0%	$ -
xii.	5/8" GWB + PAINT - INT. OF EXT.	8,272	SF	$ 14.16	$ 117,131.52	0%	0%	$ -	0%	$ -
xiii.	BATT INSULATION, 6"	6,944	SF	$ 1.18	$ 8,193.92	0%	0%	$ -	0%	$ -
xiv.	BATT INSULATION, 8" - 10"	2,390	SF	$ 1.77	$ 4,230.30	0%	0%	$ -	0%	$ -
b.	**INTERIOR WALLS**									$ -
i.	7/8" FURRING CHANNEL	948	SF	$ 23.60	$ 22,372.80	0%	0%	$ -	0%	$ -
ii.	3 5/8" x 20 GA. FURRING METAL STUD	94	SF	$ 23.60	$ 2,218.40	0%	0%	$ -	0%	$ -
iii.	3 5/8" x 20 GA. METAL STUD - LOW WALL	98	SF	$ 23.60	$ 2,312.80	0%	0%	$ -	0%	$ -
iv.	3 5/8" x 20 GA. METAL STUD WALL	2,236	SF	$ 23.60	$ 52,769.60	0%	0%	$ -	0%	$ -
v.	6" x 20 GA. METAL STUD WALL	2,608	SF	$ 23.60	$ 61,548.80	0%	0%	$ -	0%	$ -
vi.	8" x 20 GA. METAL STUD WALL	416	SF	$ 23.60	$ 9,817.60	0%	0%	$ -	0%	$ -
viii.	(2) - 6" x 20 GA. METAL STUD WALL	890	SF	$ 23.60	$ 21,004.00	0%	0%	$ -	0%	$ -
ix.	6" C-H STUD	368	SF	$ 23.60	$ 8,684.80	0%	0%	$ -	0%	$ -
x.	6" C-H STUD + 6" x 20 GA. METAL STUD	120	SF	$ 23.60	$ 2,832.00	0%	0%	$ -	0%	$ -
xi.	5/8" GWB + PAINT	12,244	SF	$ 14.16	$ 173,375.04	0%	0%	$ -	0%	$ -
xii.	1" GWB LINER	488	SF	$ 11.80	$ 5,758.40	0%	0%	$ -	0%	$ -
xiii.	BATT INSULATION	7,622	SF	$ 1.18	$ 8,993.96	0%	0%	$ -	0%	$ -
xiv.	WALL TILE + CEMENT BOARD	1,782	SF	$ 47.20	$ 84,110.40	0%	0%	$ -	0%	$ -
xv.	9'H WOOD WALL PANEL	495	SF	$ 59.00	$ 29,205.00	0%	0%	$ -	0%	$ -
xvi.	PAINT TO CONCRETE COLUMNS	287	SF	$ 5.90	$ 1,693.30	0%	0%	$ -	0%	$ -
xvii.	PAINT TO CMU WALLS	623	SF	$ 4.72	$ 2,940.56	0%	0%	$ -	0%	$ -
xviii.	PAINT TO EXPOSED STEEL COLUMN/BRACE	120	LF	$ 23.60	$ 2,832.00	0%	0%	$ -	0%	$ -
c.	**FLOOR FINISHES**									$ -
i.	SANDED & SEALED CONCRETE FLOOR, LEVEL 1 FLAT	1,188	SF	$ 29.50	$ 35,046.00	0%	0%	$ -	0%	$ -
ii.	SANDED & SEALED CONCRETE FLOOR, LEVEL 3 GRIND, SEMI-POLISHED	3,148	SF	$ 29.50	$ 92,866.00	0%	0%	$ -	0%	$ -
iii.	SANDED CONCRETE FLOOR W/ POLYASPARTIC SEALER	1,398	SF	$ 29.50	$ 41,241.00	0%	0%	$ -	0%	$ -
iv.	CARPET TILE	998	SF	$ 8.26	$ 8,243.48	0%	0%	$ -	0%	$ -
v.	LINOLEUM FLOORING, PATTERNED	226	SF	$ 14.18	$ 3,205.49	0%	0%	$ -	0%	$ -
vi.	WOOD FLOORING + SUBSTRATE	1,002	SF	$ 28.32	$ 28,376.64	0%	0%	$ -	0%	$ -
viii.	WALL BASE - @ VINYL/CARPET FLOOR	250	LF	$ 3.81	$ 952.85	0%	0%	$ -	0%	$ -
ix.	WALL BASE - @ SEALED CONCRETE FLOOR	702	LF	$ 5.90	$ 4,141.80	0%	0%	$ -	0%	$ -
x.	WALL BASE - @ WOOD FLOORING	140	LF	$ 5.90	$ 826.00	0%	0%	$ -	0%	$ -

xi.	TILE BASE	198	LF	$ 47.20	$ 9,345.60	0%	0%	$ -	0%	$ -
d.	**CEILING FINISHES**						**0%**			$ -
i.	2' x 2' ACT T-BAR CEILING	1,170	SF	$ 11.10	$ 12,991.45	0%	0%		0%	$ -
ii.	2' x 4' ACT T-BAR CEILING	1,224	SF	$ 10.94	$ 13,388.85	0%	0%		0%	$ -
iii.	48"W ACOUSTIC PANEL ATTACHED TO U/S SLAB	688	SF	$ 19.21	$ 13,216.76	0%	0%		0%	$ -
iv.	WOOD GRILLE CEILING SYSTEM	124	SF	$ 82.69	$ 10,254.11	0%	0%		0%	$ -
v.	GWB CEILING + METAL STUD FRAMES + BATT	1,094	SF	$ 36.58	$ 40,018.52	0%	0%		0%	$ -
vi.	GWB CEILING + 12" METAL STUD FRAMES + BATT - UNDERSIDE NORTHWEST STAIR (DEVELOPED AREA)	188	SF	$ 47.20	$ 8,873.60	0%	0%		0%	$ -
viii.	PAINT TO GWB CEILING	1,282	SF	$ 2.95	$ 3,781.90	0%	0%		0%	$ -
ix.	PAINT TO EXPOSED SLAB DECK	40	SF	$ 11.80	$ 472.00	0%	0%		0%	$ -
x.	PAINT TO EXPOSED CEILING STRUCTURE/TECTUM DECK	3,826	SF	$ 1.18	$ 4,514.68	0%	0%		0%	$ -
e.	**VERTICAL SOFFITS**						**0%**			$ -
i.	6" x 20 GA. METAL STUD	1,663	SF	$ 47.20	$ 78,493.60	0%	0%		0%	$ -
ii.	5/8" GWB + PAINT	1,448	SF	$ 14.16	$ 20,503.68	0%	0%		0%	$ -
f.	**EXTERIOR SOFFIT/FASCIA**						**0%**			$ -
i.	CEMENT PLASTER SOFFIT + STUD FRAMES	78	SF	$ 70.80	$ 5,522.40	0%	0%		0%	$ -
ii.	12"H CEMENT PLASTER FASCIA	484	LF	$ 118.00	$ 57,112.00	0%	0%		0%	$ -
iii.	PAINT TO CEMENT PLASTER	562	SF	$ 4.13	$ 2,321.06	0%	0%		0%	$ -
iv.	PAINT TO U/S 2ND FLOOR SLAB DECK	2,505	SF	$ 1.18	$ 2,955.90	0%	0%		0%	$ -
v.	PAINT TO 14"H 2ND FLOOR SLAB FASCIA	202	LF	$ 4.72	$ 953.44	0%	0%		0%	$ -
SPECIALTIES (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)										$ -
a.	**RESTROOM SPECIALTIES**									$ -
i.	TOILET PARTITION, ADA	2	EA	$ 4,852.16	$ 9,704.32	0%	0%		0%	$ -
ii.	TOILET PARTITION, REG.	10	EA	$ 4,852.16	$ 48,521.60	0%	0%		0%	$ -
iii.	URINAL SCREEN	1	EA	$ 1,097.40	$ 1,097.40	0%	0%		0%	$ -
iv.	ADA L-SHAPED GRAB BAR	3	EA	$ 293.03	$ 879.09	0%	0%		0%	$ -
v.	COMBINATION RECESSED TOILET SEAT COVER	5	EA	$ 613.60	$ 3,068.00	0%	0%		0%	$ -
vi.	DISPENSER, WASTE DISPOSAL, & TOILET TISSUE DISPENSERCOMBINATION SURFACE TOILET SEAT COVER & TOILET TISSUE DISPENSER	2	EA	$ 613.60	$ 1,227.20	0%	0%		0%	$ -
vii.	COMBINATION SURFACE TOILET SEAT COVER & TOILET TISSUE DISPENSER PLUS NAPKIN DISPOSAL UNIT	6	EA	$ 613.60	$ 3,681.60	0%	0%		0%	$ -
viii.	AUTOMATIC WALL-MOUNTED SOAP DISPENSER	7	EA	$ 252.87	$ 1,770.12	0%	0%		0%	$ -
ix.	AUTOMATIC WARM AIR HAND DRYER, RECESSED	3	EA	$ 1,516.30	$ 4,548.90	0%	0%		0%	$ -
x.	BEVELED EDGE MIRROR, ROUND TOP, 1.33'W x 4.17'H	8	EA	$ 1,019.52	$ 8,156.16	0%	0%		0%	$ -
xi.	BABY CHANGING STATION	3	EA	$ 1,590.64	$ 4,771.92	0%	0%		0%	$ -
b.	**MISC. SPECIALTIES**									$ -
i.	COUNTER SINK ACCESSORIES, PER FIXTURE	6	EA	$ 590.00	$ 3,540.00	0%	0%		0%	$ -
ii.	FIRE EXTINGUISHER + RECESSED CABINET	5	EA	$ 1,180.00	$ 5,900.00	0%	0%		0%	$ -
iii.	SIGNAGE - INT./EXT.	8,564	GSF	$ 2.48	$ 21,221.59	0%	0%		0%	$ -
iv.	EXTRA FOR EXTERIOR SIGNAGE - 30"H ILLUMINATED LETTERS TO READ "HAWTHORNE"	1	EA	$ 11,800.00	$ 11,800.00	0%	0%		0%	$ -
v.	MISC. SPECIALTIES ALLOWANCE	8,564	GSF	$ -	$ -	0%	0%		0%	$ -
EQUIPMENT (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)										$ -
a.	**EQUIPMENT**									$ -
i.	ALL EQUIPMENT - N.I.C.					0%	0%		0%	$ -
FURNISHINGS (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)										$ -
a.	**WINDOW SHADES**									$ -
i.	WINDOW SHADES, MOTORIZED - ALLOWANCE	4,521	SF	$ -	0	0%	0%		0%	$ -
b.	**FURNISHINGS**									$ -
i.	ALL FF & E - N.I.C.			$ -		0%	0%		0%	$ -
SPECIAL CONSTRUCTION (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)										$ -
a.	**OUTDOOR DECK PEDESTAL SYSTEM**									$ -
i.	PAVERS ON PEDESTAL SYSTEM, COMPLETE	2,385	SF	$ 79.12	$ 188,698.82	1%	0%	$ -	1%	$ 2,500.00
b.	**OUTDOOR GREEN DECK**									$ -
i.	FIBERGLASS POTS + SOIL + PLANTING	44	EA	$ 2,478.00	$ 109,032.00	2%	0%	$ -	2%	$ 2,500.00
CONVEYING EQUIPMENT (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)										$ -
a.	**PASSENGER ELEVATOR**									$ -
i.	ELEVATOR CAB, 2-STOP	1	EA	$ 160,480.00	$ 160,480.00	9%	0%	$ -	9%	$ 15,000.00
FIRE SUPPRESSION (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)										$ -
a.	**FIRE SPRINKLER SYSTEM**									$ -
i.	FIRE SPRINKLER WET SYSTEM + RISER COMPLETE	8,564	GSF	$ 14.42	$ 123,489.45	10%	0%	$ -	10%	$ 12,500.00
PLUMBING (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)										$ -
a.	**PLUMBING EQUIPMENT**									$ -
i.	GAS-FIRED WATER HEATER , 60 GAL, 120000 BTUH + SEISMIC ANCHORAGE + FLUE THRU ROOF	1	EA	$ 11,800.00	$ 11,800.00	0%	0%	$ -	0%	$ -
ii.	CIRCULATING PUMP, 12 GPM	1	EA	$ 2,360.00	$ 2,360.00	0%	0%	$ -	0%	$ -
iii.	EXPANSION TANK	1	EA	$ 1,770.00	$ 1,770.00	0%	0%	$ -	0%	$ -
iv.	ROUGH-INS AT	3	EA	$ 590.00	$ 1,770.00	0%	0%	$ -	0%	$ -
v.	EXTRA FOR ROOFTOP EQUIPMENT PLATFORM TO EXISTING MECHANICAL WELL	5	EA	$ 590.00	$ 2,950.00	0%	0%	$ -	0%	$ -
b.	**PLUMBING FIXTURES**									$ -
i.	WATER CLOSET, WALL HUNG	13	EA	$ 1,770.00	$ 23,010.00	3%	0%	$ -	3%	$ 750.00
ii.	URINAL	2	EA	$ 1,180.00	$ 2,360.00	6%	0%	$ -	6%	$ 150.00
iii.	LAVATORY SINK, WALL	8	EA	$ 1,180.00	$ 9,440.00	6%	0%	$ -	6%	$ 550.00
iv.	COUNTER SINK	6	EA	$ 1,180.00	$ 7,080.00	7%	0%	$ -	7%	$ 500.00
v.	ROUGH-INS AT	29	EA	$ 590.00	$ 17,110.00	3%	0%	$ -	3%	$ 550.00
c.	**COLD WATER**									$ -
i.	1/2" CW PIPE	184	LF	$ 47.20	$ 8,684.80	1%	23%	$ 2,000.00	24%	$ 2,090.91
ii.	3/4" CW PIPE	218	LF	$ 59.00	$ 12,862.00	1%	27%	$ 3,500.00	28%	$ 3,590.91
iii.	1" CW PIPE	10	LF	$ 70.80	$ 708.00	0%	35%	$ 250.00	35%	$ 250.00
iv.	1 1/2" CW PIPE	270	LF	$ 94.40	$ 25,488.00	1%	16%	$ 4,000.00	16%	$ 4,181.82
v.	2" CW PIPE	28	LF	$ 118.00	$ 3,304.00	3%	45%	$ 1,500.00	48%	$ 1,590.91
vi.	2 1/2" CW PIPE	32	LF	$ 147.50	$ 4,720.00	2%	32%	$ 1,500.00	34%	$ 1,590.91
vii.	3" CW PIPE	52	LF	$ 177.00	$ 9,204.00	1%	16%	$ 1,500.00	18%	$ 1,636.36
viii.	3" CW PIPE - BELOW GRADE	5	LF	$ 177.00	$ 885.00	5%	28%	$ 250.00	33%	$ 295.45
ix.	WATER HAMMER ARRESTOR, 3/4"	2	EA	$ 590.00	$ 1,180.00	8%	42%	$ 500.00	50%	$ 590.91
x.	TRAP PRIMER	2	EA	$ 590.00	$ 1,180.00	8%	42%	$ 500.00	50%	$ 590.91
xi.	WALL ACCESS PANEL	4	EA	$ 590.00	$ 2,360.00	4%	42%	$ 1,000.00	46%	$ 1,090.91
d.	**HOT WATER**									$ -
i.	1/2" HW PIPE	140	LF	$ 47.20	$ 6,608.00	11%	34%	$ 2,250.00	45%	$ 3,000.00
ii.	3/4" HW/HWR PIPE	440	LF	$ 59.00	$ 25,960.00	4%	17%	$ 4,500.00	21%	$ 5,500.00

iii.	PIPE INSULATION, 1/2" PIPE	140	LF	$ 5.90	$ 826.00	0%	0%	$ -	0%	$ -
iv.	PIPE INSULATION, 3/4" PIPE	440	LF	$ 7.08	$ 3,115.20	8%	40%	$ 1,250.00	48%	$ 1,500.00
e.	**SANITARY SEWER & VENT**									$ -
i.	1 1/2" VENT PIPE - WALL/CEILING	428	LF	$ 59.00	$ 25,252.00	1%	50%	$ 12,750.00	51%	$ 12,937.50
ii.	2" VENT PIPE - WALL/CEILING	240	LF	$ 70.80	$ 16,992.00	0%	41%	$ 7,000.00	42%	$ 7,062.50
iii.	3" VENT PIPE - WALL/CEILING	20	LF	$ 82.60	$ 1,652.00	4%	30%	$ 500.00	34%	$ 562.50
iv.	2" WASTE PIPE - WALL/CEILING	158	LF	$ 82.60	$ 13,050.80	0%	57%	$ 7,500.00	58%	$ 7,562.50
v.	3" WASTE PIPE - WALL/CEILING	12	LF	$ 118.00	$ 1,416.00	4%	35%	$ 500.00	40%	$ 562.50
vi.	4" WASTE PIPE - WALL/CEILING	180	LF	$ 118.00	$ 21,240.00	0%	53%	$ 11,250.00	53%	$ 11,312.50
vii.	2" WASTE PIPE - BELOW SLAB	8	LF	$ 88.50	$ 708.00	9%	35%	$ 250.00	44%	$ 312.50
viii.	4" WASTE PIPE - BELOW SLAB	56	LF	$ 118.00	$ 6,608.00	1%	38%	$ 2,500.00	39%	$ 2,562.50
ix.	FLOOR DRAIN	2	EA	$ 1,180.00	$ 2,360.00	3%	64%	$ 1,500.00	66%	$ 1,562.50
x.	4" WCO	2	EA	$ 590.00	$ 1,180.00	5%	42%	$ 500.00	48%	$ 562.50
xi.	3" FCO - ON SUSP. SLAB	1	EA	$ 590.00	$ 590.00	11%	42%	$ 250.00	53%	$ 312.50
xii.	4" FCO - ON SUSP. SLAB	1	EA	$ 590.00	$ 590.00	11%	42%	$ 250.00	53%	$ 312.50
xiii.	4" FCO - ON GRADE	1	EA	$ 590.00	$ 590.00	11%	42%	$ 250.00	53%	$ 312.50
xiv.	1 1/2" VTR + FLASHING	2	EA	$ 295.00	$ 590.00	0%	42%	$ 250.00	42%	$ 250.00
xv.	3" VTR + FLASHING	4	EA	$ 295.00	$ 1,180.00	5%	42%	$ 500.00	48%	$ 562.50
xvi.	CUT & PATCH (E) SITE PAVING	5	LF	$ 118.00	$ 590.00	0%	42%	$ 250.00	42%	$ 250.00
f.	**CONDENSATE DRAINS**									$ -
i.	3/4" CD PIPE	300	LF	$ 59.00	$ 17,700.00	0%	0%	$ -	0%	$ -
ii.	PIPE INSULATION, 3/4" PIPE 300 LF	300	LF	$ 5.90	$ 1,770.00	0%	0%	$ -	0%	$ -
iii.	POC TO SINK TAILPIECE	1	EA	$ 295.00	$ 295.00	0%	0%	$ -	0%	$ -
iv.	POC TO HVAC UNIT W/ TRAP & VENT			$ -	$ -	0%	0%	$ -	0%	$ -
g.	**ROOF DRAINS**									$ -
i.	SEE DIVISION 7 FOR GUTTER & DOWNSPOUT			$ -	0	0%	0%	$ -	0%	$ -
ii.	OUTDOOR DECK DRAIN SYSTEM NATURAL GAS	2,955	SF	$ -	$ -	0%	0%	$ -	0%	$ -
iii.	GAS CONNECTION TO NEW WATER HEATER, COMPLETE	30	LF	$ 88.50	$ 2,655.00	0%	0%	$ -	0%	$ -
h.	**MISCELLANEOUS**									$ -
i.	VALVES & SPECIALTIES	1	LS	$ 590.00	$ 590.00	0%	0%	$ -	0%	$ -
ii.	MISC. PLUMBING SYSTEM	8,564	GSF	$ 0.12	$ 1,010.55	0%	0%	$ -	0%	$ -
iii.	TESTING	1	LS	$ 590.00	$ 590.00	0%	0%	$ -	0%	$ -
iv.	ALLOWANCE FOR PLUMBING DESIGN COORDINATION FROM SCHEMATIC DESIGN DRAWINGS	1	LS	$ -	$ -	0%	0%	$ -	0%	$ -
HVAC (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)										$ -
a.	**VRF SPLIT SYSTEM**									$ -
i.	CU1 - 168 KBTUH COOLING, 189 KBTUH HEATING, (2) CONDENSER FANS, (2) COMPRESSORS, (1) MODULE	1	EA	$ 11,800.00	$ 11,800.00	3%	0%	$ -	3%	$ 400.00
ii.	CU2 - 312 KBTUH COOLING, 351 KBTUH HEATING, (4) CONDENSER FANS, (3) COMPRESSORS, (2) MODULES	1	EA	$ 23,600.00	$ 23,600.00	3%	0%	$ -	3%	$ 800.00
iii.	FC1 - 5.0 TON, CEILING MOUNT	1	EA	$ 4,130.00	$ 4,130.00	10%	0%	$ -	10%	$ 400.00
iv.	FC2 - 3.0 TON, CEILING MOUNT	2	EA	$ 2,950.00	$ 5,900.00	7%	0%	$ -	7%	$ 400.00
v.	FC3 - 2.0 TON, CEILING MOUNT	3	EA	$ 2,360.00	$ 7,080.00	6%	0%	$ -	6%	$ 400.00
vi.	FC4 - 1.5 TON, CEILING MOUNT	1	EA	$ 1,770.00	$ 1,770.00	23%	0%	$ -	23%	$ 400.00
vii.	FC5 - CEILING CASSETTE, 2.0 TON	1	EA	$ 2,360.00	$ 2,360.00	17%	0%	$ -	17%	$ 400.00
viii.	FC6 - CEILING CASSETTE, 1.5 TON	2	EA	$ 1,770.00	$ 3,540.00	11%	0%	$ -	11%	$ 400.00
ix.	FC10 - 2.0 TON, CEILING MOUNT	1	EA	$ 2,360.00	$ 2,360.00	17%	0%	$ -	17%	$ 400.00
x.	FC/OSA DUCTWORK	1,560	LBS	$ 41.30	$ 64,428.00	2%	0%	$ -	2%	$ 1,600.00
xi.	DUCT INSULATION	1,320	SF	$ 4.72	$ 6,230.40	6%	0%	$ -	6%	$ 400.00
xii.	CEILING DIFFUSER + FLEX CONNECTOR	5	EA	$ 59.00	$ 295.00	0%	0%	$ -	0%	$ -
xiii.	CEILING DIFFUSER	4	EA	$ 59.00	$ 236.00	0%	0%	$ -	0%	$ -
xiv.	SUPPLY REGISTER, SIDEWALL	21	EA	$ 106.20	$ 2,230.20	18%	0%	$ -	18%	$ 400.00
xv.	RETURN AIR GRILLE, SIDEWALL	1	EA	$ 94.40	$ 94.40	0%	0%	$ -	0%	$ -
xvi.	RETURN AIR GRILLE, CEILING	3	EA	$ 118.00	$ 354.00	0%	0%	$ -	0%	$ -
xvii.	MVD 31 EA	31	EA	$ 59.00	$ 1,829.00	22%	0%	$ -	22%	$ 400.00
xviii.	12" WALL JACK + CAP	1	EA	$ 64.00	$ 64.00	0%	0%	$ -	0%	$ -
xix.	14" ROOF JACK + CAP 1 EA	1	EA	$ 118.00	$ 118.00	0%	0%	$ -	0%	$ -
xx.	10" ROOF JACK + CAP	1	EA	$ 64.90	$ 64.90	0%	0%	$ -	0%	$ -
xxi.	6" ROOF JACK + CAP	5	EA	$ 64.90	$ 324.50	0%	0%	$ -	0%	$ -
xxii.	REFRIGERANT PIPING - 1/2" + 7/8" + 1 1/8" + INSULATION	20	LF	$ 177.00	$ 3,540.00	11%	0%	$ -	11%	$ 400.00
xxiii.	REFRIGERANT PIPING - (3) PIPES + INSULATION	60	LF	$ 177.00	$ 10,620.00	4%	0%	$ -	4%	$ 400.00
xxiv.	REFRIGERANT PIPING - (2) PIPES + INSULATION	420	LF	$ 177.00	$ 74,340.00	3%	0%	$ -	3%	$ 2,000.00
xxv	BRANCH SELECTOR BOX	4	EA	$ 1,180.00	$ 4,720.00	8%	0%	$ -	8%	$ 400.00
b.	**MINI SPLIT SYSTEM**									$ -
i.	CU5 - 13.78 KBTUH COOLING, 13.78 KBTUH HEATING, (1) CONDENSER FAN, (1) COMPRESSOR, (1) MODULE	1	EA	$ 4,720.00	$ 4,720.00	0%	0%	$ -	0%	$ -
ii.	FC13, 1.0 TON, WALL MOUNT	1	EA	$ 1,180.00	$ 1,180.00	0%	0%	$ -	0%	$ -
iii.	REFRIGERANT PIPING - (2) PIPES + INSULATION	30	LF	$ 118.00	$ 3,540.00	0%	0%	$ -	0%	$ -
c.	**EXHAUST FAN**									$ -
i.	ROOF EXHAUST FAN, 1000 CFM + BDD + ROOF CURB	1	EA	$ 590.00	$ 590.00	0%	0%	$ -	0%	$ -
ii.	EXHAUST DUCTWORK	185	LBS	$ 41.30	$ 7,640.50	0%	0%	$ -	0%	$ -
iii.	DUCT INSULATION	170	SF	$ 4.72	$ 802.40	0%	0%	$ -	0%	$ -
iv.	CEILING GRILLE	3	EA	$ 118.00	$ 354.00	0%	0%	$ -	0%	$ -
d.	**CONTROLS**									$ -
i.	VRF SYSTEM (11 FANCOILS)	1	LS	$ 2,360.00	$ 2,360.00	0%	0%	$ -	0%	$ -
ii.	CONTROLS - MINI SPLIT	1	PR	$ 590.00	$ 590.00	0%	0%	$ -	0%	$ -
iii.	ROOF EXHAUST FAN	1	EA	$ 590.00	$ 590.00	0%	0%	$ -	0%	$ -
iv.	EXTRA FOR THERMOSTAT	13	EA	$ 389.40	$ 5,062.20	0%	0%	$ -	0%	$ -
v.	EMS SYSTEM	8,564	GSF	$ -	$ -	0%	0%	$ -	0%	$ -
e.	**MISCELLANEOUS**									$ -
i.	MISC. HVAC SYSTEM	8,564	GSF	$ -	$ -	0%	0%	$ -	0%	$ -
ii.	TESTING	1	LS	$ 1,180.00	$ 1,180.00	0%	0%	$ -	0%	$ -
iii.	ALLOWANCE FOR HVAC DESIGN COORDINATION FROM SCHEMATIC DESIGN DRAWINGS	1	LS	$ -	$ -	0%	0%	$ -	0%	$ -
ELECTRICAL (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)										$ -
a.	**ELECTRICAL EQUIPMENT**									$ -
i.	MAIN SWITCHBOARD "MSB", 800A-277480V-3PH-4W, NEMA-1 W/ U/G SECTION, METER/MAIN SECTION, & (6) OUTGOING BREAKER SECTIONS	1	EA	$ 11,800.00	$ 11,800.00	4%	0%	$ -	4%	$ 500.00
ii.	TRANSFORMER, 75 KVA	1	EA	$ 11,800.00	$ 11,800.00	4%	0%	$ -	4%	$ 500.00

iii.	ELEVATOR DISCONNECT, 100A/3P, LOCKABLE	1	EA	$ 885.00	$ 885.00	0%	0%	$ -	0%	$ -
iv.	EQUIPMENT GROUNDING	2	EA	$ 590.00	$ 1,180.00	0%	0%	$ -	0%	$ -
b.	**PANEL BOARD**									$ -
i.	PANEL BOARD, MLO-225A BUS-277/480V-3PH-4W, 42 CKT.BREAKER SPACES	2	EA	$ 2,360.00	$ 4,720.00	7%	0%	$ -	7%	$ 350.00
ii.	PANEL BOARD, MLO-225A BUS-120/208V-3PH-4W, 42 CKT.BREAKER SPACES	1	EA	$ 2,360.00	$ 2,360.00	8%	0%	$ -	8%	$ 200.00
iii.	PANEL BOARD, MLO-100A BUS-120/208V-3PH-4W, 42 CKT.BREAKER SPACES	1	EA	$ 1,770.00	$ 1,770.00	8%	0%	$ -	8%	$ 150.00
iv.	LIGHTING INVERTER	2	EA	$ 1,770.00	$ 3,540.00	8%	0%	$ -	8%	$ 300.00
c.	**SECONDARY FEEDER**									$ -
i.	1 1/4" EMT CONDUIT W/ 3 #2 + 1 #8 GND	200	LF	$ 76.70	$ 15,340.00	0%	100%	$ 15,340.00	100%	$ 15,340.00
ii.	1 1/2" EMT CONDUIT W/ 4 #2 + 1 #8 GND	140	LF	$ 88.50	$ 12,390.00	0%	100%	$ 12,390.00	100%	$ 12,390.00
iii.	2" EMT CONDUIT W/ 4 #3/0 + 1 #6 GND	210	LF	$ 106.20	$ 22,302.00	0%	100%	$ 22,302.00	100%	$ 22,302.00
iv.	1 1/2" EMT CONDUIT W/ PULLSTRING	50	LF	$ 66.08	$ 3,304.00	0%	100%	$ 3,304.00	100%	$ 3,304.00
d.	**BRANCH POWER**									$ -
i.	DUPLEX RECEPTACLE	50	EA	$ 128.62	$ 6,431.00	0%	0%	$ -	0%	$ -
ii.	DUPLEX RECEPTACLE, FLUSH FLOOR, POKE-THRU	14	EA	$ 472.00	$ 6,608.00	0%	0%	$ -	0%	$ -
iii.	DOUBLE DUPLEX RECEPTACLE	10	EA	$ 175.82	$ 1,758.20	0%	0%	$ -	0%	$ -
iv.	DUPLEX RECEPTACLE, GFI	13	EA	$ 194.70	$ 2,531.10	0%	0%	$ -	0%	$ -
v.	DUPLEX RECEPTACLE, GFI, WP	3	EA	$ 206.50	$ 619.50	0%	0%	$ -	0%	$ -
vi.	BRANCH POWER CIRCUIT, EMT CONDUIT/CU WIRES	1,800	LF	$ 15.30	$ 27,548.28	0%	0%	$ -	0%	$ -
e.	**HVAC/PLUMBING EQUIPMENT POWER**									$ -
i.	DISC. SWITCH - ASSUME 100A/3P, WP FOR CU2	1	EA	$ 985.30	$ 985.30	0%	0%	$ -	0%	$ -
ii.	DISC. SWITCH - ASSUME 60A/3P, WP FOR CU1	1	EA	$ 649.00	$ 649.00	0%	0%	$ -	0%	$ -
iii.	DISC. SWITCH - 60A/2P, WP FOR WH	1	EA	$ 578.00	$ 578.00	0%	0%	$ -	0%	$ -
iv.	DISC. SWITCH - ASSUME 30A/2P, WP FOR CU5	1	EA	$ 395.30	$ 395.30	0%	0%	$ -	0%	$ -
v.	DISC. SWITCH - ASSUME 30A/3P FOR FC1 & FC2	3	EA	$ 253.70	$ 761.10	0%	0%	$ -	0%	$ -
vi.	MOTOR SWITCH - INDOOR FANCOILS	9	EA	$ 147.50	$ 1,327.50	0%	0%	$ -	0%	$ -
vii.	100A/3P POWER CIRCUIT	70	LF	$ 76.70	$ 5,369.00	0%	0%	$ -	0%	$ -
viii.	60A/3P POWER CIRCUIT	50	LF	$ 63.72	$ 3,186.00	0%	0%	$ -	0%	$ -
ix.	60A/2P POWER CIRCUIT	70	LF	$ 55.62	$ 3,893.76	0%	0%	$ -	0%	$ -
x.	30A/3P POWER CIRCUIT	200	LF	$ 46.02	$ 9,204.00	0%	0%	$ -	0%	$ -
xi.	30A/2P POWER CIRCUIT	50	LF	$ 42.48	$ 2,124.00	0%	0%	$ -	0%	$ -
xii.	20A/1P POWER CIRCUIT	360	LF	$ 35.68	$ 12,845.95	0%	0%	$ -	0%	$ -
xiii.	ROOF EXHAUST FAN POWER	1	EA	$ 1,180.00	$ 1,180.00	0%	0%	$ -	0%	$ -
xiv.	CIRCULATING PUMP POWER	1	EA	$ 295.00	$ 295.00	0%	0%	$ -	0%	$ -
xv.	ELECTRIC HAND DRYER POWER	4	EA	$ 295.00	$ 1,180.00	0%	0%	$ -	0%	$ -
xvi.	EXT. WALL PENETRATION - 1 1/2" CONDUIT	1	EA	$ 118.00	$ 118.00	0%	0%	$ -	0%	$ -
xvii.	ROOF PENETRATION - 3/4" CONDUIT			$ -		0%	0%	$ -	0%	$ -
f.	**LIGHTING**									$ -
i.	L1 - 2x2 LAY-IN LED FIXTURE, 40W	25	EA	$ 708.00	$ 17,700.00	1%	0%	$ -	1%	$ 243.90
ii.	L3 - 13'L PENDANT DIRECT/INDIRECT LED, 18W/FT	1	EA	$ 708.00	$ 708.00	17%	0%	$ -	17%	$ 121.95
iii.	L3 - 15'L PENDANT DIRECT/INDIRECT LED, 18W/FT	1	EA	$ 708.00	$ 708.00	17%	0%	$ -	17%	$ 121.95
iv.	L3 - 20'L PENDANT DIRECT/INDIRECT LED, 18W/FT	1	EA	$ 708.00	$ 708.00	17%	0%	$ -	17%	$ 121.95
v.	L4 - 20'L SURFACE WALL WASHER, 10W/FT	1	EA	$ 708.00	$ 708.00	17%	0%	$ -	17%	$ 121.95
vi.	L4 - 26'L SURFACE WALL WASHER, 10W/FT	1	EA	$ 708.00	$ 708.00	17%	0%	$ -	17%	$ 121.95
vii.	L4 - 40'L SURFACE WALL WASHER, 10W/FT	1	EA	$ 708.00	$ 708.00	17%	0%	$ -	17%	$ 121.95
viii.	L4A - 7.5'L SUSPENDED WALL WASHER, 10W/FT	1	EA	$ 708.00	$ 708.00	17%	0%	$ -	17%	$ 121.95
ix.	L5 - 4'L PENDANT INDIRECT LED, 26W/FT	13	EA	$ 708.00	$ 9,204.00	1%	0%	$ -	1%	$ 121.95
x.	L5 - 6'L PENDANT INDIRECT LED, 26W/FT	3	EA	$ 708.00	$ 2,124.00	6%	0%	$ -	6%	$ 121.95
xi.	L5 - 10'L PENDANT INDIRECT LED, 26W/FT	2	EA	$ 708.00	$ 1,416.00	9%	0%	$ -	9%	$ 121.95
xii.	L5 - 15'L PENDANT INDIRECT LED, 26W/FT	3	EA	$ 708.00	$ 2,124.00	6%	0%	$ -	6%	$ 121.95
xiii.	L5 - 24'L PENDANT INDIRECT LED, 26W/FT	3	EA	$ 708.00	$ 2,124.00	6%	0%	$ -	6%	$ 121.95
xiv.	L7 - RECESSED DOWNLIGHT, 17W	7	EA	$ 708.00	$ 4,956.00	2%	0%	$ -	2%	$ 121.95
xv.	L9 - SURFACE ROUND LED FIXTURE, 12W	14	EA	$ 708.00	$ 9,912.00	1%	0%	$ -	1%	$ 121.95
xvi.	L12 - 14" dia PENDANT GLOBE FIXTURE, 18W	10	EA	$ 708.00	$ 7,080.00	2%	0%	$ -	2%	$ 121.95
xvii.	L13 - PENDANT LED CYLINDER, 15W	2	EA	$ 708.00	$ 1,416.00	9%	0%	$ -	9%	$ 121.95
xviii.	L14 - 7.75'L RECESSED LED LINEAR SLOT, 8W/FT	1	EA	$ 708.00	$ 708.00	17%	0%	$ -	17%	$ 121.95
xix.	L14 - 18.67'L RECESSED LED LINEAR SLOT, 8W/FT	1	EA	$ 708.00	$ 708.00	17%	0%	$ -	17%	$ 121.95
xx.	L14 - 31'L RECESSED LED LINEAR SLOT, 8W/FT	1	EA	$ 708.00	$ 708.00	17%	0%	$ -	17%	$ 121.95
xxi.	L14A - 5.33'L RECESSED LED LINEAR SLOT, 8W/FT	2	EA	$ 708.00	$ 1,416.00	9%	0%	$ -	9%	$ 121.95
xxii.	L14A - 7'L RECESSED LED LINEAR SLOT, 8W/FT	1	EA	$ 708.00	$ 708.00	17%	0%	$ -	17%	$ 121.95
xxiii.	L14A - 10.33'L RECESSED LED LINEAR SLOT, 8W/FT	1	EA	$ 708.00	$ 708.00	17%	0%	$ -	17%	$ 121.95
xxiv.	L14A - 14.5'L RECESSED LED LINEAR SLOT, 8W/FT	1	EA	$ 708.00	$ 708.00	17%	0%	$ -	17%	$ 121.95
xxv.	L14A - 20.67'L RECESSED LED LINEAR SLOT, 8W/FT	1	EA	$ 708.00	$ 708.00	17%	0%	$ -	17%	$ 121.95
xxvi.	L14B - 9'L RECESSED LINEAR W/ NARROW BEAM, 8W/FT	1	EA	$ 708.00	$ 708.00	17%	0%	$ -	17%	$ 121.95
xxvii.	L14B - 19'L RECESSED LINEAR W/ NARROW BEAM, 8W/FT	1	EA	$ 708.00	$ 708.00	17%	0%	$ -	17%	$ 121.95
xxviii.	L16 - MUSHROOM BOLLARD FIXTURE W/ BASE, 8W, WP	14	EA	$ 708.00	$ 9,912.00	1%	0%	$ -	1%	$ 121.95
xxix.	L18 - EXTERIOR UP/DOWN WALL LIGHT, 25W	3	EA	$ 708.00	$ 2,124.00	6%	0%	$ -	6%	$ 121.95
xxx.	L20 - WALL SURFACE TOPO SCONCE, 8W	7	EA	$ 708.00	$ 4,956.00	2%	0%	$ -	2%	$ 121.95
xxxi.	LED EXIT FIXTURE - ALLOWANCE	8	EA	$ 708.00	$ 5,664.00	2%	0%	$ -	2%	$ 121.95
xxxii.	LIGHTING FIXTURE TO STORAGE ROOM 120	2	EA	$ 708.00	$ 1,416.00	9%	0%	$ -	9%	$ 121.95
xxxiii.	JUNCTION BOX/PULL BOX	35	EA	$ 65.61	$ 2,296.28	5%	0%	$ -	5%	$ 121.95
xxxiv.	SWITCH, SINGLE	2	EA	$ 118.00	$ 236.00	0%	0%	$ -	0%	$ -
xxxv.	DIMMER SWITCH, 2-GANG	5	EA	$ 389.40	$ 1,947.00	6%	0%	$ -	6%	$ 121.95
xxxvi.	DIMMER SWITCH, 3-GANG	2	EA	$ 584.10	$ 1,168.20	10%	0%	$ -	10%	$ 121.95
xxxvii.	VACANCY SENSOR - WALL	11	EA	$ 175.82	$ 1,934.02	6%	0%	$ -	6%	$ 121.95
xxxviii.	VACANCY SENSOR - CEILING	11	EA	$ 549.88	$ 6,048.68	2%	0%	$ -	2%	$ 121.95
xxxix.	SWITCHPACK - CEILING	11	EA	$ 704.46	$ 7,749.06	2%	0%	$ -	2%	$ 121.95
xxxx.	INTERIOR PHOTOCEL - CEILING	3	EA	$ 549.88	$ 1,649.64	7%	0%	$ -	7%	$ 121.95
xxxxi.	BRANCH LIGHTING CIRCUIT, EMT CONDUIT/CU WIRES	3,210	LF	$ 26.18	$ 84,051.28	0%	0%	$ -	0%	$ 121.95
g.	**MISCELLANEOUS**									$ -
i.	MISC. ELECTRICAL SYSTEM	8,564	GSF	$ -	$ -	0%	0%	$ -	0%	$ -
ii.	TESTING	1	LS	$ 1,180.00	$ 1,180.00	0%	0%	$ -	0%	$ -
iii.	ALLOWANCE FOR ELECTRICAL DESIGN COORDINATION FROM SCHEMATIC DESIGN DRAWINGS	1	LS	$ -	$ -	0%	0%	$ -	0%	$ -
COMMUNICATIONS (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)										$ -

a.	**SIGNAL SYSTEM**									$ -
i.	TELEPHONE/DATA W/ (2) IDF ROOMS	8,564	GSF	$ 7.67	$ 65,685.88	0%	0%	$ -	0%	$ -
ii.	EXTRA FOR MAIN PATHWAY - MDF TO IDF1	240	LF	$ 41.30	$ 9,912.00	0%	0%	$ -	0%	$ -
iii.	EXTRA FOR MAIN PATHWAY - MDF TO IDF2	120	LF	$ 76.70	$ 9,204.00	0%	0%	$ -	0%	$ -
iv.	PUBLIC ADDRESS/IC/CLOCK	8,564	GSF	$ 1.18	$ 10,105.52	0%	0%	$ -	0%	$ -
v.	AUDIO-VISUAL SYSTEM	8,564	GSF	$ 3.54	$ 30,316.56	0%	0%	$ -	0%	$ -
vi.	CTV	8,564	GSF	$ 3.54	$ 30,316.56	0%	0%	$ -	0%	$ -
vii.	MISC./TESTING	1	LS	$ 206.50	$ 206.50	0%	0%	$ -	0%	$ -
ELECTRONIC SAFETY & SECURITY (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)										$ -
a.	**FIRE ALARM**									$ -
i.	FIRE ALARM SYSTEM W/ VOICE AMPLIFIER & REMOTE POWER SUPPLY, COMPLETE	8,564	GSF	$ 11.80	$ 101,055.20	0%	0%	$ -	0%	$ -
b.	**SECURITY**									$ -
i.	SECURITY SYSTEM, COMPLETE	8,564	GSF	$ 14.16	$ 121,266.24	0%	0%	$ -	0%	$ -
CHANGE ORDER 001	Asbestos Abatement According to P5 Report	1	LS	$ 137,865.00	$ 137,865.00	0%	100%	$ 137,865.00	100%	$ 137,865.00
TOTAL CONTRACT PRICE					$ 14,587,865.00					
TOTAL								$ 919,680.97		$ 1,741,251.01
							LESS RETENTION	$ 45,984.05		$ 87,062.55
							LESS PREVIOUSLY PAID	$ -		$ 780,491.54
							TOTAL AMOUNT DATE	$ 873,696.92		$ 873,696.92

TOTAL AMOUNT DUE FOR THIS 1ST PROGRESS PAYMENT:

ACCOUNT #:

330-6112-000-0-0-44444 873,696.92

German Franco

German Franco
Project Engineer

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

TO OWNER: **City of Hawthorne**
4455 W. 126th Street
Hawthorne, CA, 90250

PROJECT: **City of Hawthrone New Senior Center**

APPLICATION NO: **2**
PERIOD FROM: **2/26/2025**
PERIOD TO: **3/25/2025**

Distribution to:
- ☐ OWNER
- ☐ CM
- ☐ ARCHITECT
- ☐ CONTRACTOR
- ☐ ENGINEER

FROM CONTRACTOR:
PCN3, INC.
10591 Humbolt Street, Unit A
Los Alamitos, CA, 90720

VIA CONSTRUCTION MANAGER:

PROJECT NOS: **24-03**
CONTRACT NO: **24-03**
CONTRACT DATE: **8/28/2024**

CONTRACT FOR: 24-03

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM			14,445,000.00
2. Net change by Change Orders			-
3. CONTRACT SUM TO DATE (Line 1 ± 2)			14,445,000.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)			1,603,386.01
5. RETAINAGE:			
a. 5 % of Work Completed (Column D + E on G703)	$	80,169.30	
b. 5 % of Stored Material (Column F on G703)	$	-	
Total Retainage (Lines 5a + 5b or Total in Column I of G703)			80,169.30
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)			1,523,216.71
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)			780,491.54
8. CURRENT PAYMENT DUE			742,725.17
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)			12,921,783.29

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	$ -	$ -
Total approved this Month	$ -	$ -
TOTALS	$ -	$ -
NET CHANGES by Change Order	$ -	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: **PCN3, INC.**

By: _____ Date: 3/10/2025

State of: California County of:
Subscribed and sworn to before me this day of
Notary Public:
My Commission expires:

PM'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Engineer certifies to the Owner that to the best of the Engineer's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED . . . . . $ 742,725

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

Project Manager:

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

AIA DOCUMENT G702 · APPLICATION AND CERTIFICATION FOR PAYMENT · 1992 EDITION · AIA · ©1992 THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVE., N.W., WASHINGTON, DC 20006-5292
Users may obtain validation of this document by requesting a completed AIA Document D401 - Certification of Document's Authenticity from the Licensee.

CONSTRUCTION MANAGER:

By: _____

Project Manager

PCN3, INC.
10591 Humbolt Street, Unit A

Los Alamitos, CA, 90720

City of Hawthrone New Senior Center
CITY OF Hawthrone

Schedule of Values

APPLICATION NUMBER: 2
APPLICATION DATE: 3/25/2025

PERIOD TO: 3/25/2025

A	B	C	D	E	F			G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	TOTAL BILLED		MATERIALS STORED			TOTAL COMPLETED AND STORED TO DATE	% T/D	BALANCE TO FINISH (C-G)	RETAINAGE 5%
			PREVIOUS APPLICATIONS	THIS PERIOD	PRIOR STORED	CURRENT STORED	TOTAL STORED				
1.00	EXISTING CONDITIONS (SITEWORK)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
1.a	DEMO @ SENIOR CENTER SITE (HAULING INCLUDED)	38,406.64	38,406.64	0.00	0.00	0.00	$0.00	$38,406.64	100%	$0.00	$1,920.33
1.b	DEMO @ EAST PARKING LOT (HAULING INCLUDED)	47,072.56	47,072.56	0.00	0.00	0.00	$0.00	$47,072.56	100%	$0.00	$2,353.63
1.c	DEMO @ NORTH PARKING LOT (HAULING INCLUDED)	32,013.40	32,013.40	0.00	0.00	0.00	$0.00	$32,013.40	100%	$0.00	$1,600.67
1.d	MISC. SITE DEMO	8,260.00	8,260.00	0.00	0.00	0.00	$0.00	$8,260.00	100%	$0.00	$413.00
2.00	EARTHWORK: SITE PREPARATION (SITEWORK)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
2.a	SITE CLEARING	20,731.42	20,731.42	0.00	0.00	0.00	$0.00	$20,731.42	100%	$0.00	$1,036.57
2.b	ROUGH GRADING	41,462.84	41,462.84	0.00	0.00	0.00	$0.00	$41,462.84	100%	$0.00	$2,073.14
2.c	RAW CUT - PER C.E. QUANTITY	2,147.60	2,147.60	0.00	0.00	0.00	$0.00	$2,147.60	100%	$0.00	$107.38
2.d	FINE GRADING	52,204.38	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$52,204.38	$0.00
2.e	BUILDING PAD OVEREXCAVATION - WEST ADDITION	66,599.20	66,599.20	0.00	0.00	0.00	$0.00	$66,599.20	100%	$0.00	$3,329.96
2.f	BUILDING PAD OVEREXCAVATION - EXTENDED SLAB	10,431.20	10,431.20	0.00	0.00	0.00	$0.00	$10,431.20	100%	$0.00	$521.56
2.g	SCARIFY & COMPACT U/S PAVING	11,756.34	0.00	11,756.34	0.00	0.00	$0.00	$11,756.34	100%	$0.00	$587.82
2.h	EXPORT/HAUL DIRT SURPLUS + 15% SWELL VOLUME	16,726.50	12,500.00	4,226.50	0.00	0.00	$0.00	$16,726.50	100%	$0.00	$836.33
2.i	EROSION CONTROL	31,097.13	0.00	31,097.13	0.00	0.00	$0.00	$31,097.13	100%	$0.00	$1,554.86
3.00	EXTERIOR IMPROVEMENTS (SITEWORK)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
3.a.I	SENIOR CENTER SITE - HARDSCAPE	139,670.70	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$139,670.70	$0.00
3.a.II	SENIOR CENTER SITE - BRICK PAVERS	121,197.80	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$121,197.80	$0.00
3.a.III	SENIOR CENTER SITE - LANDSCAPE	197,109.89	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$197,109.89	$0.00
3.a.IV	SENIOR CENTER SITE - SITE WALLS	43,660.00	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$43,660.00	$0.00
3.a.V	SENIOR CENTER SITE - ORNAMENTAL STEEL FENCING & GATES	106,412.40	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$106,412.40	$0.00
3.b	EAST PARKING LOT	109,801.36	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$109,801.36	$0.00
3.C	NORTH PARKING LOT	69,844.20	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$69,844.20	$0.00
3.d	SIGNAGE	1,180.00	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$1,180.00	$0.00
4.00	UTILITIES (SITEWORK)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
4.a	STORM DRAINS	135,924.20	0.00	67,500.00	0.00	0.00	$0.00	$67,500.00	50%	$68,424.20	$3,375.00
4.b	FIRE WATER	203,904.00	0.00	101,900.00	0.00	0.00	$0.00	$101,900.00	50%	$102,004.00	$5,095.00
4.c	SANITARY SEWER	37,288.00	0.00	18,500.00	0.00	0.00	$0.00	$18,500.00	50%	$18,788.00	$925.00
4.d	NATURAL GAS	5,900.00	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$5,900.00	$0.00
4.e	PRIMARY/SECONDARY POWER SERVICE	102,424.00	0.00	25,000.00	0.00	0.00	$0.00	$25,000.00	24%	$77,424.00	$1,250.00
4.f	ELECTRIC VEHICLE CHARGING STATION	43,365.00	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$43,365.00	$0.00
4.g	SITE LIGHTING	47,200.00	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$47,200.00	$0.00
4.h	MISCELLANEOUS	1,180.00	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$1,180.00	$0.00
5.00	EXISTING CONDITIONS (EXISTING BUILDING RENOVATION + EXTENSION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
5.a	SELECTIVE BUILDING DEMOLITION (HAULING INCLUDED)	292,287.18	292,287.18	0.00	0.00	0.00	$0.00	$292,287.18	100%	$0.00	$14,614.36
5.b	PLUMBING DEMOLITION	4,814.40	4,814.40	0.00	0.00	0.00	$0.00	$4,814.40	100%	$0.00	$240.72
5.c	HVAC DEMOLITION	9,086.00	9,086.00	0.00	0.00	0.00	$0.00	$9,086.00	100%	$0.00	$454.30
5.d	ELECTRICAL DEMOLITION	48,757.60	48,757.60	0.00	0.00	0.00	$0.00	$48,757.60	100%	$0.00	$2,437.88
6.00	CONCRETE (EXISTING BUILDING RENOVATION + EXTENSION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
6.a	FOUNDATION - INCLUDED PER SEPARATE ADDITION	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
6.b	ELEVATOR	208,904.34	10,000.00	0.00	0.00	0.00	$0.00	$10,000.00	5%	$198,904.34	$500.00

A	B	C	D	E	F			G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	TOTAL BILLED		MATERIALS STORED			TOTAL COMPLETED AND STORED TO DATE	% T/D	BALANCE TO FINISH (C-G)	RETAINAGE 5%
			PREVIOUS APPLICATIONS	THIS PERIOD	PRIOR STORED	CURRENT STORED	TOTAL STORED				
6.c	SLAB-ON-GRADE/CURBS	99,426.80	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$99,426.80	$0.00
7.00	MASONRY (EXISTING BUILDING RENOVATION + EXTENSION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
7.a	EXTERIOR CMU WALL	40,419.72	5,000.00	0.00	0.00	0.00	$0.00	$5,000.00	12%	$35,419.72	$250.00
7.b	INTERIOR CMU WALL	154,374.68	5,000.00	0.00	0.00	0.00	$0.00	$5,000.00	3%	$149,374.68	$250.00
8.00	METALS (EXISTING BUILDING RENOVATION + EXTENSION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
8.a	PERFORATED METAL PANEL SYSTEM	186,381.00	10,000.00	83,000.00	0.00	0.00	$0.00	$93,000.00	50%	$93,381.00	$4,650.00
8.b	MISC. METALS	11,800.00	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$11,800.00	$0.00
9	CARPENTRY (EXISTING BUILDING RENOVATION + EXTENSION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
9.a	FINISH CARPENTRY	166,675.00	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$166,675.00	$0.00
9.b	ROUGH CARPENTRY	228,092.23	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$228,092.23	$0.00
10	THERMAL & MOISTURE PROTECTION (EXISTING BUILDING RENOVATION + EXTENSION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
10.a	ROOFING	186,857.25	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$186,857.25	$0.00
10.b	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
11	OPENINGS (EXISTING BUILDING RENOVATION + EXTENSION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
11.a	EXTERIOR DOORS + H.W.	49,678.00	2,500.00	0.00	0.00	0.00	$0.00	$2,500.00	5%	$47,178.00	$125.00
11.b	WINDOWS	227,364.76	2,500.00	0.00	0.00	0.00	$0.00	$2,500.00	1%	$224,864.76	$125.00
11.c	DOORS + H.W.	100,250.44	2,500.00	0.00	0.00	0.00	$0.00	$2,500.00	2%	$97,750.44	$125.00
11.d	WINDOWS	16,903.50	2,500.00	0.00	0.00	0.00	$0.00	$2,500.00	15%	$14,403.50	$125.00
12.00	FINISHES (EXISTING BUILDING RENOVATION + EXTENSION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
12.a	EXTERIOR WALLS	167,562.36	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$167,562.36	$0.00
12.b	INTERIOR WALLS	343,807.16	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$343,807.16	$0.00
12.c	FLOOR FINISHES	150,590.42	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$150,590.42	$0.00
12.d	CEILING FINISHES	203,943.81	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$203,943.81	$0.00
12.e	VERTICAL SOFFITS	53,764.20	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$53,764.20	$0.00
12.f	EXTERIOR SOFFIT	738.68	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$738.68	$0.00
13	SPECIALTIES (EXISTING BUILDING RENOVATION + EXTENSION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
13.a	RESTROOM SPECIALTIES	33,722.04	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$33,722.04	$0.00
13.b	MISC. SPECIALTIES	24,965.02	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$24,965.02	$0.00
14	ALL EQUIPMENT - N.I.C.	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
15	FURNISHINGS (EXISTING BUILDING RENOVATION + EXTENSION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
15.a	WINDOW SHADES	23,564.60	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$23,564.60	$0.00
15.b	FURNISHINGS - ALL FF & E - N.I.C.	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
16	SPECIAL CONSTRUCTION (EXISTING BUILDING RENOVATION + EXTENSION) - THIS SECTION NOT APPLICABLE	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
17	CONVEYING EQUIPMENT (EXISTING BUILDING RENOVATION + EXTENSION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
18	FIRE SUPPRESSION (EXISTING BUILDING RENOVATION + EXTENSION)	121,240.00	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$121,240.00	$0.00
19	PLUMBING (EXISTING BUILDING RENOVATION + EXTENSION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
19.a	PLUMBING EQUIPMENT - INCLUDED PER SEPARATE ADDITION ESTIMATE	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
19.b	PLUMBING FIXTURES	34,220.00	1,000.00	0.00	0.00	0.00	$0.00	$1,000.00	3%	$33,220.00	$50.00

A	B	C	D	E	F			G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	TOTAL BILLED		MATERIALS STORED			TOTAL COMPLETED AND STORED TO DATE	% T/D	BALANCE TO FINISH (C-G)	RETAINAGE 5%
			PREVIOUS APPLICATIONS	THIS PERIOD	PRIOR STORED	CURRENT STORED	TOTAL STORED				
19.c	COLD WATER	37,771.80	500.00	0.00	0.00	0.00	$0.00	$500.00	1%	$37,271.80	$25.00
19.d	HOT WATER	21,428.80	500.00	0.00	0.00	0.00	$0.00	$500.00	2%	$20,928.80	$25.00
19.e	SANITARY SEWER & VENT	62,315.80	500.00	0.00	0.00	0.00	$0.00	$500.00	1%	$61,815.80	$25.00
19.f	CONDENSATE DRAINS	22,007.00	500.00	0.00	0.00	0.00	$0.00	$500.00	2%	$21,507.00	$25.00
19.g	ROOF DRAINS - SEE DIVISION 7 FOR GUTTER & DOWNSPOUT	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
19.h	NATURAL GAS	3,352.14	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$3,352.14	$0.00
20	HVAC (EXISTING BUILDING RENOVATION + EXTENSION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
20.a	ROOFTOP AC UNIT	115,223.46	3,000.00	0.00	0.00	0.00	$0.00	$3,000.00	3%	$112,223.46	$150.00
20.b	VRF SPLIT SYSTEM	92,712.60	3,000.00	0.00	0.00	0.00	$0.00	$3,000.00	3%	$89,712.60	$150.00
20.c	MINI SPLIT SYSTEM	30,326.00	3,000.00	0.00	0.00	0.00	$0.00	$3,000.00	10%	$27,326.00	$150.00
20.d	EXHAUST FAN	2,861.50	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$2,861.50	$0.00
20.e	CONTROLS	11,363.40	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$11,363.40	$0.00
20.f	MISCELLANEOUS	1,180.00	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$1,180.00	$0.00
21	ELECTRICAL (EXISTING BUILDING RENOVATION + EXTENSION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
21.a	ELECTRICAL EQUIPMENT & PANELS	42,480.00	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$42,480.00	$0.00
21.b	PANEL "K" FEEDER	16,862.20	1,000.00	0.00	0.00	0.00	$0.00	$1,000.00	6%	$15,862.20	$50.00
21.c	BRANCH POWER	32,579.56	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$32,579.56	$0.00
21.d	HVAC/PLUMBING EQUIPMENT POWER	89,028.99	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$89,028.99	$0.00
21.e	LIGHTING	111,156.00	2,500.00	0.00	0.00	0.00	$0.00	$2,500.00	2%	$108,656.00	$125.00
21.f	EXT	305,717.82	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$305,717.82	$0.00
21.g	MISCELLANEOUS	1,180.00	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$1,180.00	$0.00
22	COMMUNICATIONS (EXISTING BUILDING RENOVATION + EXTENSION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
22.a	SIGNAL SYSTEM	139,118.66	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$139,118.66	$0.00
23	ELECTRONIC SAFETY & SECURITY (EXISTING BUILDING RENOVATION + EXTENSION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
23.a	FIRE ALARM	99,214.40	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$99,214.40	$0.00
23.b	SECURITY	119,057.28	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$119,057.28	$0.00
24.00	EXTERIOR IMPROVEMENTS (EXISTING BUILDING RENOVATION + EXTENSION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
24.a	EAST COURT	25,315.72	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$25,315.72	$0.00
25	EXISTING CONDITIONS (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION) - SEE SEPARATE SITEWORK FOR SITE DEMOLITION	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
26	CONCRETE (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
26.a	FOUNDATION	186,440.00	5,000.00	100,000.00	0.00	0.00	$0.00	$105,000.00	56%	$81,440.00	$5,250.00
26.b	SLAB-ON-GRADE/CURBS	97,168.28	5,000.00	0.00	0.00	0.00	$0.00	$5,000.00	5%	$92,168.28	$250.00
26.c	CONCRETE COLUMN	246,030.00	5,000.00	0.00	0.00	0.00	$0.00	$5,000.00	2%	$241,030.00	$250.00
26.d	SUSPENDED CONCRETE SLAB & BEAMS	770,999.02	5,000.00	0.00	0.00	0.00	$0.00	$5,000.00	1%	$765,999.02	$250.00
26.e	MISC. CONCRETE	7,021.00	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$7,021.00	$0.00
27	MASONRY (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
27.a	EXTERIOR CMU WALL	311,367.78	5,000.00	0.00	0.00	0.00	$0.00	$5,000.00	2%	$306,367.78	$250.00
28	METALS (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
28.a	STRUCTURAL STEEL	358,039.14	15,000.00	15,000.00	0.00	0.00	$0.00	$30,000.00	8%	$328,039.14	$1,500.00

A	B	C	D	E	F			G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	TOTAL BILLED		MATERIALS STORED			TOTAL COMPLETED AND STORED TO DATE	% T/D	BALANCE TO FINISH (C-G)	RETAINAGE 5%
			PREVIOUS APPLICATIONS	THIS PERIOD	PRIOR STORED	CURRENT STORED	TOTAL STORED				
28.b	EXTERIOR METAL STAIR	108,896.30	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$108,896.30	$0.00
28.c	METAL PAN STAIR, INTERIOR	206,183.76	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$206,183.76	$0.00
28.d	EXTERIOR SCREEN SYSTEM	1,020,169.00	20,000.00	200,000.00	0.00	0.00	$0.00	$220,000.00	22%	$800,169.00	$11,000.00
28.e	MISC. METALS	187,195.20	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$187,195.20	$0.00
29.00	CARPENTRY (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
29.a	FINISH CARPENTRY	149,270.00	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$149,270.00	$0.00
29.b	ROUGH CARPENTRY	232,353.80	2,500.00	0.00	0.00	0.00	$0.00	$2,500.00	1%	$229,853.80	$125.00
30.00	THERMAL & MOISTURE PROTECTION (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
30.a	ROOFING	135,812.34	2,500.00	0.00	0.00	0.00	$0.00	$2,500.00	2%	$133,312.34	$125.00
30.b	WATERPROOFING	97,783.59	1,500.00	0.00	0.00	0.00	$0.00	$1,500.00	2%	$96,283.59	$75.00
30.c	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
31	OPENINGS (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
31.a	EXTERIOR DOORS + H.W.	44,958.00	2,500.00	0.00	0.00	0.00	$0.00	$2,500.00	6%	$42,458.00	$125.00
31.b	EXTERIOR WINDOWS	149,067.13	2,500.00	0.00	0.00	0.00	$0.00	$2,500.00	2%	$146,567.13	$125.00
31.c	INTERIOR DOORS + H.W.	100,250.44	2,500.00	0.00	0.00	0.00	$0.00	$2,500.00	2%	$97,750.44	$125.00
31.d	INTERIOR WINDOWS	16,903.50	2,500.00	0.00	0.00	0.00	$0.00	$2,500.00	15%	$14,403.50	$125.00
32	FINISHES (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
32.a	EXTERIOR WALLS	669,247.62	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$669,247.62	$0.00
32.b	INTERIOR WALLS	492,469.46	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$492,469.46	$0.00
32.c	FLOOR FINISHES	224,244.86	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$224,244.86	$0.00
32.d	CEILING FINISHES	107,511.85	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$107,511.85	$0.00
32.e	VERTICAL SOFFITS	98,997.28	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$98,997.28	$0.00
32.f	EXTERIOR SOFFIT/FASCIA	68,864.80	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$68,864.80	$0.00
33	SPECIALTIES (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
33.a	RESTROOM SPECIALTIES	87,426.31	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$87,426.31	$0.00
33.b	MISC. SPECIALTIES	42,461.59	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$42,461.59	$0.00
34	EQUIPMENT (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION) - N.I.C	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
35.00	FURNISHINGS (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
35.a	WINDOW SHADES, MOTORIZED - ALLOWANCE	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
35.b	FURNISHINGS - N.I.C.	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
36	SPECIAL CONSTRUCTION (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
36.a	OUTDOOR DECK PEDESTAL SYSTEM	188,698.82	2,500.00	0.00	0.00	0.00	$0.00	$2,500.00	1%	$186,198.82	$125.00
36.b	OUTDOOR GREEN DECK	109,032.00	2,500.00	0.00	0.00	0.00	$0.00	$2,500.00	2%	$106,532.00	$125.00
37.00	CONVEYING EQUIPMENT (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
37.a	PASSENGER ELEVATOR	160,480.00	15,000.00	0.00	0.00	0.00	$0.00	$15,000.00	9%	$145,480.00	$750.00
38.00	FIRE SUPPRESSION (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
38.a	FIRE SPRINKLER SYSTEM	123,489.45	12,500.00	0.00	0.00	0.00	$0.00	$12,500.00	10%	$110,989.45	$625.00
39	PLUMBING (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
39.a	PLUMBING EQUIPMENT	20,650.00	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$20,650.00	$0.00

A	B	C	D	E	F			G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	TOTAL BILLED		MATERIALS STORED			TOTAL COMPLETED AND STORED TO DATE	% T/D	BALANCE TO FINISH (C-G)	RETAINAGE 5%
			PREVIOUS APPLICATIONS	THIS PERIOD	PRIOR STORED	CURRENT STORED	TOTAL STORED				
39.b	PLUMBING FIXTURES	59,000.00	2,500.00	0.00	0.00	0.00	$0.00	$2,500.00	4%	$56,500.00	$125.00
39.c	COLD WATER	70,575.80	1,000.00	16,500.00	0.00	0.00	$0.00	$17,500.00	25%	$53,075.80	$875.00
39.d	HOT WATER	36,509.20	1,000.00	8,000.00	0.00	0.00	$0.00	$9,000.00	25%	$27,509.20	$450.00
39.e	SANITARY SEWER & VENT	94,588.80	1,000.00	46,000.00	0.00	0.00	$0.00	$47,000.00	50%	$47,588.80	$2,350.00
39.f	CONDENSATE DRAINS	19,765.00	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$19,765.00	$0.00
39.g	ROOF DRAINS	4,845.55	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$4,845.55	$0.00
40.00	HVAC (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
40.a	VRF SPLIT SYSTEM	232,029.30	10,000.00	0.00	0.00	0.00	$0.00	$10,000.00	4%	$222,029.30	$500.00
40.b	MINI SPLIT SYSTEM	9,440.00	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$9,440.00	$0.00
40.c	EXHAUST FAN	19,169.10	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$19,169.10	$0.00
41	ELECTRICAL (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
41.a	ELECTRICAL EQUIPMENT	25,665.00	1,000.00	0.00	0.00	0.00	$0.00	$1,000.00	4%	$24,665.00	$50.00
41.b	PANEL BOARD	12,390.00	1,000.00	0.00	0.00	0.00	$0.00	$1,000.00	8%	$11,390.00	$50.00
41.c	SECONDARY FEEDER	53,336.00	0.00	53,336.00	0.00	0.00	$0.00	$53,336.00	100%	$0.00	$2,666.80
41.d	BRANCH POWER	45,496.08	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$45,496.08	$0.00
41.e	HVAC/PLUMBING EQUIPMENT POWER	44,092.12	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$44,092.12	$0.00
41.f	LIGHTING	201,952.16	5,000.00	0.00	0.00	0.00	$0.00	$5,000.00	2%	$196,952.16	$250.00
41.g	MISCELLANEOUS	1,180.00	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$1,180.00	$0.00
42	COMMUNICATIONS (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)	0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
42.a	SIGNAL SYSTEM	155,747.02	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$155,747.02	$0.00
43.00	ELECTRONIC SAFETY & SECURITY (1ST FLOOR WEST & 2ND FLOOR BUILDING ADDITION)		0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
43.a	FIRE ALARM	101,055.20	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$101,055.20	$0.00
43.b	SECURITY	121,266.24	0.00	0.00	0.00	0.00	$0.00	$0.00	0%	$121,266.24	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00

A	B	C	D	E	F			G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	TOTAL BILLED		MATERIALS STORED			TOTAL COMPLETED AND STORED TO DATE	% T/D	BALANCE TO FINISH (C-G)	RETAINAGE 5%
			PREVIOUS APPLICATIONS	THIS PERIOD	PRIOR STORED	CURRENT STORED	TOTAL STORED				
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
		0.00	0.00	0.00	0.00	0.00	$0.00	$0.00	#DIV/0!	$0.00	$0.00
								$0.00	#DIV/0!	$0.00	$0.00
	TOTALS	14,445,000.00	821,570.04	781,815.97	0.00	0.00	0.00	1,603,386.01	11.10%	12,841,613.99	80,169.30

AGENDA ITEM NO. 21.

CITY OF HAWTHORNE
City Council
AGENDA BILL
For the meeting of 03/25/2025
Originating Department: Public Works

City Manager: **Department Head:**

SUBJECT:
Changes to the Agreement between the City of Hawthorne and DTA Public Finance to perform a Development Impact Fee Study

RECOMMENDED MOTION:
Staff recommends that the City Council approve the changes to the agreement with DTA Public Finance and authorize the City Manager or his desginee to enter into and execute the agreement and make any minor amendments.

DISCUSSION:
During the March 11, 2025 meeting, the City Council approved the agreement between the City of Hawthorne and DTA Public Finance ("consultant") to perform a Development Impact Fee Study.

However, the consultant requested revisions to the agreement. The revised agreement adds the following languages:

Section 2, "Services" - Such work shall be performed on a time and materials basis at additional cost in accordance with the payment rates set forth in Exhibit A if the total budget, as set forth in Exhibit A, has been reached.

Section 7, "Ownership of Documents" - Notwithstanding the above, computer software (including without limitation financial models, compilations of formulas and spreadsheet models) and products derived from such software, prepared by Consultant are Instruments of Service of Consultant and shall remain the property of the Consultant. Consultant shall likewise retain all common law, statutory and other reserved rights, including the copyright thereto. However, the fixed final work product delivered by Consultant shall belong to the City.

Section 8, "Indemnification" - Additionally, in light of the uncertainty created by the April 12, 2024, U.S. Supreme Court decision in *Sheetz vs. County of El Dorado,* Consultant shall not defend, indemnify, or hold free and harmless the City or any of its agents from claim arising out of, pertaining to, or incident to the *Nollan/Dolan* test under the U.S. Constitution's Fifth Amendment Takings Clause.

ECONOMIC DEVELOPMENT STRATEGIC PLAN:
This is part of Objective 2.1 in the City's Economic Development Strategic Plan to re-evaluate and update the City's Development Impact Fees.

FISCAL IMPACT:
None. The estimated funds for $74,145 are available in the adopted fiscal year 2024-2025 and 2025-2026 budgets and will be paid for under the impact fees fund.

NOTICING PROCEDURE:

72 hours posted notice pursuant to the Ralph M. Brown Act.

ATTACHMENTS
Original Agreement for Development Impact Fee Study
Changes to Agreement for Development Impact Fee Study

AGREEMENT FOR DEVELOPMENT IMPACT FEE STUDY

THIS AGREEMENT is made and effective as of March 12, 2025 between the City of Hawthorne, a municipal corporation ("City") and DTA ("Consultant"). In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

1. **TERM**

This Agreement shall commence on March 12, 2025, and shall remain and continue in effect on an as needed basis unless sooner terminated pursuant to the provisions of this Agreement.

2. **SERVICES**

The Consultant shall perform the tasks described and set forth in Exhibit A, attached hereto and incorporated herein as though set forth in full as part of its services. The Consultant may be asked to provide additional services if necessary during the term of this Agreement.

3. **PERFORMANCE**

The Consultant shall at all times faithfully, competently and to the best of his/her ability, experience, and talent, perform all tasks described herein. The Consultant shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing similar services as are required of the Consultant hereunder in meeting its obligations under this Agreement.

4. **PAYMENT**

(a) The City agrees to pay the Consultant in accordance with the payment rates and terms and the schedule of payment as set forth in Exhibit A, attached hereto and incorporated herein by this reference as though set forth in full, based upon actual time spent on services indicated in Exhibit A of this Agreement unless additional payment is approved as provided in this Agreement.

(b) The Consultant shall not be compensated for any services rendered in connection with its performance of this Agreement which are in addition to those set forth herein, unless such additional services are authorized in advance and in writing by the Director of Public Works/City Engineer. The Consultant shall be compensated for any additional services in the amounts and in the manner as agreed to by the Director of Public Works/City Engineer and at the time the City's written authorization is given to the Servicer Provider for the performance of said services.

(c) The Consultant will submit invoices for actual services performed. Payment shall be made within thirty (30) days of receipt of each invoice as to all non-

disputed fees. If the City disputes any of Consultant's fees it shall give written notice to the Consultant within thirty (30) days of receipt of an invoice of any disputed fees set forth on the invoice.

5. **SUSPENSION OR TERMINATION OF AGREEMENT WITHOUT CAUSE**

(a) The City may at any time, for any reason, with or without cause, suspend or terminate this Agreement, or any portion hereof, by serving upon the Consultant at least ten (10) days prior written notice. Upon receipt of said notice, the Consultant shall immediately cease all work under this Agreement, unless the notice provides otherwise. If the City suspends or terminates a portion of this Agreement such suspension or termination shall not make void or invalidate the remainder of this Agreement.

(b) In the event this Agreement is terminated pursuant to this Section, the City shall pay to the Consultant the actual value of the work performed up to the time of termination, provided that the work performed is of value to the City. Upon termination of the Agreement pursuant to this Section, the Consultant will submit an invoice to the City.

6. **DEFAULT OF CONSULTANT**

(a) The Consultant's failure to comply with the provisions of this Agreement shall constitute a default. In the event that the Consultant is in default for cause under the terms of this Agreement, City shall have no obligation or duty to continue compensating the Consultant for any work performed after the date of default and can terminate this Agreement immediately by written notice to the Consultant. If such failure by the Consultant to make progress in the performance of work hereunder arises out of causes beyond the Consultant's control, and without fault or negligence of the Consultant, it shall not be considered a default.

(b) If the Director of Public Works/City Engineer or his delegate determines that the Consultant is in default in the performance of any of the terms or conditions of this Agreement, he/she shall cause to be served upon the Consultant a written notice of the default. The Consultant shall have ten (10) days after service upon it of said notice in which to cure the default by rendering a satisfactory performance. In the event that the Consultant fails to cure its default within such period of time, the City shall have the right, notwithstanding any other provision of this Agreement, to terminate this Agreement without further notice and without prejudice to any other remedy to which it may be entitled at law, in equity or under this Agreement.

7. **OWNERSHIP OF DOCUMENTS**

(a) The Consultant shall maintain complete and accurate records with respect to sales, costs, expenses, receipts, and other such information required by City that relate to the performance of services under this Agreement. The Consultant shall maintain adequate records of services provided in sufficient detail to permit an evaluation of services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. The Consultant shall provide free access to the representatives of City or its designees at reasonable times to such books and records; shall give City the right to examine and audit said books and records; shall permit City to make transcripts therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of three (3) years after receipt of final payment.

(b) Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared in the course of providing the services to be performed pursuant to this Agreement shall become the sole property of the City and may be used, reused, or otherwise disposed of by the City without the permission of the Consultant.

8. **INDEMNIFICATION**

When the law establishes a professional standard of care for Consultant Services, to the fullest extent permitted by law, The Consultant shall indemnify, protect, defend and hold harmless City and any and all of its officials, employees and agents ("Indemnified Parties") from and against any and all losses, liabilities, damages, costs and expenses, including attorney's fees and costs to the extent same are caused in whole or in part by any negligent or wrongful act, error or omission of the Consultant, its officers, agents, employees or sub Consultant (or any entity or individual that Consultant shall bear the legal liability thereof) in the performance of professional services under this Agreement.

9. **INSURANCE**

A) The Consultant shall maintain in-force: Professional Liability Insurance (and/or Errors & Omissions Insurance) with limits of liability of an amount not less than $2,000,000 per occurrence and $4,000,000 general aggregate.

B) The Consultant shall maintain in-force Workers' Compensation and Employer's Liability Insurance as required by the California Labor Code. Evidence of coverage shall take the form of a Certificate of Insurance or a California Certificate to Self-Insure. Acceptable minimum limits for this coverage are: Workers' Compensation; Statutory in California; Employer's Liability: $1,000,000.

C) Certificates of Insurance. The Consultant shall furnish to Customer evidence of any insurance required by this Agreement. A Certificate of Insurance from an insurer admitted to do business in the State of California will be provided, indicating that the respective policy(s) meets the following requirements: (1) The City, its officers, and employees shall be named as additional insured on the General Liability Insurance; (2) Insurance shall not be canceled or terminated without 30 days written notice; (3) General Liability shall be primary and any insurance held by City for its own protection shall be excess and shall be effective only upon exhaustion of the Consultant's insurance; (4) Insurance shall be maintained for the duration of the Agreement, including any period extended beyond the expiration date of this Agreement required to complete performance as stipulated in this Agreement and all amendments thereto.

10. INDEPENDENT CONSULTANT

(a) The Consultant is and shall at all times remain as to the City a wholly independent Consultant. The personnel performing the services under this Agreement on behalf of the Consultant shall at all times be under the Consultant's exclusive direction and control. Neither City nor any of its officers, employees, or agents shall have control over the conduct of the Consultant or any of Consultant's officers, employees, or agents, except as set forth in this Agreement. The Consultant shall not at any time or in any manner represent that it or any of its officers, employees, or agents are in any manner officers, employees, or agents of the City. The City Provider shall not incur or have the power to incur any debt, obligation, or liability whatever against City, or bind City in any manner.

(b) No employee benefits shall be available to the Consultant in connection with the performance of this Agreement. Except for the fees paid to the Consultant as provided in the Agreement, City shall not pay salaries, wages, or other compensation to the Consultant for performing services hereunder for City. City shall not be liable for compensation or indemnification to the Consultant for injury or sickness arising out of performing services hereunder.

11. LEGAL RESPONSIBILITIES

The Consultant shall keep itself informed of State and Federal laws and regulations which in any manner affect those employed by it or in any way affect the performance of its service pursuant to this Agreement. The Consultant shall at all times observe and comply with all such laws and regulations. The City, and its officers and employees, shall not be liable at law or in equity occasioned by failure of the Consultant to comply with this Section.

12. **UNDUE INFLUENCE**

The Consultant declares and warrants that no undue influence or pressure is used against or in concert with any officer or employee of the City of Hawthorne in connection with the award, terms or implementation of this Agreement, including any method of coercion, confidential financial arrangement, or financial inducement. No officer or employee of the City of Hawthorne will receive compensation, directly or indirectly, from the Consultant, or from any officer, employee or agent of the Consultant, in connection with the award of this Agreement or any work to be conducted as a result of this Agreement. Violation of this Section shall be a material breach of this Agreement entitling the City to any and all remedies at law or in equity.

13. **NO BENEFIT TO ARISE TO LOCAL EMPLOYEES**

No member, officer, or employee of City, or their designees or agents, and no public official who exercises authority over or responsibilities with respect to the Project during his/her tenure or for one year thereafter, shall have any interest, direct or indirect, in any agreement or sub-agreement, or the proceeds thereof, for work to be performed in connection with the Project performed under this Agreement.

14. **RELEASE OF INFORMATION/CONFLICTS OF INTEREST**

(a) All information gained by the Consultant in performance of this Agreement shall be considered confidential and shall not be released by the Consultant without City's prior written authorization. The Consultant, its officers, employees, agents, or sub Consultants, shall not without written authorization from the City Manager or unless requested by the City Attorney, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories, or other information concerning the work performed under this Agreement or relating to any project or property located within the City. Response to a subpoena or court order shall not be considered "voluntary" provided the Consultant gives City notice of such court order or subpoena.

(b) The Consultant shall promptly notify City should Consultant, its officers, employees, agents, or sub Consultants be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions, or other discovery request, court order, or subpoena from any person or party regarding this Agreement and the work performed thereunder or with respect to any project or property located within the City. City retains the right, but has no obligation, to represent the Consultant and/or be present at any deposition, hearing, or similar proceeding. The Consultant agrees to cooperate fully with City and to provide the opportunity to review any response to discovery requests provided by the Consultant. However, City's right to review any such response does not imply or mean the right by City to control, direct, or rewrite said response.

15. **ASSIGNMENT**

The Consultant shall not assign the performance of this Agreement, nor any part thereof, nor any monies due hereunder, without prior written consent of the City because of the personal nature of the services to be rendered pursuant to this Agreement.

16. **LICENSES**

At all times during the term of this Agreement, the Consultant shall have in full force and effect, all licenses required of it by law for the performance of the services described in this Agreement.

17. **GOVERNING LAW**

The City and Consultant understand and agree that the laws of the State of California shall govern the rights, obligations, duties, and liabilities of the parties to this Agreement and also govern the interpretation of this Agreement. Any litigation concerning this Agreement shall take place in the municipal, superior, or federal district court with jurisdiction over the City of Hawthorne.

18. **ENTIRE AGREEMENT**

This Agreement contains the entire understanding between the parties relating to the obligations of the parties described in this Agreement. All prior or contemporaneous agreements, understandings, representations, and statements, oral or written, are merged into this Agreement and shall be of no further force or effect. Each party is entering into this Agreement based solely upon the representations set forth herein and upon each party's own independent investigation of any and all facts such party deems material.

19. **AUTHORITY TO EXECUTE THIS AGREEMENT**

The person or persons executing this Agreement on behalf of the Consultant warrants and represents that he/she has the authority to execute this Agreement on behalf of the Consultant and has the authority to bind the Consultant to the performance of its obligations hereunder.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year first above written.

CITY OF HAWTHORNE:	CONSULTANT:
_____	By:_____
VONTRAY NORRIS	**Name:**
City Manager	*Title:*
City of Hawthorne	DTA
APPROVED AS TO FORM:	ATTEST:
_____	_____
ROBERT KIM	**DAYNA WILLIAMS-HUNTER**
City Attorney	*City Clerk*
City of Hawthorne	City of Hawthorne

EXHIBIT A

Proposal

PROPOSAL

DEVELOPMENT IMPACT FEE STUDY

February 25, 2025

Response to RFP



CITY OF HAWTHORNE

SUBMITTED BY:

Kuda Wekwete
Managing Director

18201 Von Karman Avenue, Suite 220
Irvine, CA 92612
800-969-4DTA
Kuda@FinanceDTA.com

www.FinanceDTA.com

18201 Von Karman Avenue, Suite 220
Irvine, CA 92612

CITY OF HAWTHORNE

DEVELOPMENT IMPACT FEE STUDY

PROPOSAL SUBMISSION DEADLINE:

FEBRUARY 25, 2025, AT 4:00 P.M.

Prepared for:

City of Hawthorne

City Clerk's Office

4455 West 126th Street

Hawthorne, CA 90250

Attention: Dweejal Torado, Assistant Engineer

Project Contact:

Kuda Wekwete

Managing Director, DTA

18201 Von Karman Avenue, Suite 220

Irvine, CA 92612

Phone: (800) 969-4DTA x204

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www.FinanceDTA.com

A COVER LETTER

Mr. Dweejal Torado, Senior Management Analyst
City of Hawthorne
4455 West 126th Street, Hawthorne, CA 90250

February 24, 2025

RE: Request for Proposals ("RFP") for a Development Impact Fee Study

Dear Mr. Torado:

DTA, formerly David Taussig & Associates, is pleased to submit this proposal to the City of Hawthorne (the "City"). It is our understanding that the City is seeking a qualified firm to prepare a Development Impact Fee ("DIF") Study and make recommendations to the City Council on new and updated DIFs in accordance with the Mitigation Fee Act (California Government Code Section 66000 *et seq.*) and as also amended by Assembly Bill ("AB") 602. The AB 1600-compliant DIF Nexus Study ("Fee Study") would recommend the appropriate fee justification methodology and fee levels to support specific types of City-selected capital facilities needed to serve new growth.

DTA has prepared approximately 500 fee justification studies for a variety of public improvements, including transportation, water, sewer and flood control facilities, fire and police stations, parks, libraries, and other types of infrastructure. In recent years, our firm has prepared AB 1600-compliant DIF justification studies for the Cities of Anaheim, Blythe, Brawley, Calexico, Campbell, Cathedral City, Cerritos, Chino Hills, Colton, Costa Mesa, Daly City, Desert Hot Springs, Fontana, Fowler, Hesperia, King City, Los Banos, Mammoth Lakes, Palo Alto, Pasadena, Paso Robles, Perris, Redlands, San Francisco, San Jacinto, San Jose, San Luis Obispo, Torrance, Tustin, Upland, Victorville, and Yucaipa and the Counties of Fresno, San Bernardino, San Jose, San Luis Obispo, Santa Barbara, Shasta, and Yuba, among others. In addition to the above, most recently, DTA has been hired by the County of San Bernardino and Cities of Daly City, Fontana, Ione, La Verne, Morro Bay, National City, Palo Alto, Redlands, Redwood City, Rialto, San Ramon, Upland, and Yucaipa to prepare comprehensive fee updates in compliance with AB 602. As the City will be adopting its new DIF ordinance after July 1, 2022, we have included a discussion of AB 602 and our experience in other states with similar impact fee requirements in the enclosed proposal.

DTA's diverse and multidisciplinary project team for this project has the breadth of experience required to provide impact fee consulting services in a professional and timely manner. This project would be primarily handled out of DTA's Irvine office. I, Kuda Wekwete, a Managing Director at DTA, would be the Principal-in-Charge and have the City's primary account responsibility. Leni Zarate, a Vice President at DTA, and Richard Ruiz, a Manager at DTA, will serve jointly as the primary points of contact and be assisted by other support staff. Steve Runk, P.E., Vice President of Engineering Services at DTA, and David Taussig, Chairman/Managing Director will provide engineering expertise and technical advisory services, respectively. Brief resumes for each of our team members are included in Section B of this proposal. All personnel will be available full-time (100%) for the duration of the project and may be contacted by phone at (800) 969-4DTA. A proposed schedule can be found in Section B.

I have the authority to negotiate and contractually bind the firm. If you have questions regarding this proposal, please contact me by phone at (800) 969 4DTA x204 or by e-mail at Kuda@FinanceDTA.com. Thank you for the opportunity to work with the City on this engagement.

Best Regards,

Kuda Wekwete, Managing Director

B KEY PROJECT STAFF AND QUALIFICATIONS

1 Firm Overview

DTA is a public finance and urban economics consulting firm specializing in infrastructure and public services finance. Our firm, which was founded in 1985, provides public finance consulting services to both public and private sector clients and has completed consulting assignments for more than 3,000 clients in 24 states. We have offices in Irvine, San Francisco, San Jose, and Riverside, California, as well as Dallas and Houston, Texas, Raleigh, North Carolina, and Tampa, Florida. Additional information on DTA is available on our website (www.FinanceDTA.com).

DTA, a corporation, was incorporated in the State of California on May 15, 1986, and has been providing public finance consulting services for over 39 years. The corporation has two officers, specifically David Taussig, Chairman/Managing Director, and Cecily Burke, Secretary, both of whom are authorized to bind the firm. DTA does not hold controlling or financial interests in any other organization and is not owned or controlled by another person or organization. DTA's management personnel consists of four principals identified as David Taussig, Chairman/Managing Director, Kelly Wright, Chief Executive Officer, Andrea Roess, Managing Director, and Kuda Wekwete, Managing Director.

DTA has been performing public facilities fee consulting services for over 38 years, since DIFs were enacted in 1987 under AB 1600 by the California Legislature and codified under California Government Code §66000 *et seq.*, also called the Mitigation Fee Act (the "Act" or "AB 1600"). **DTA has extensive experience preparing DIF studies that have complied with Section 66000 *et seq.* of the Government Code and withstood legal scrutiny to the extent that none of our prior studies have been subject to any litigation**.

DTA has a diverse, multidisciplinary staff of approximately 50 employees, all of whom are directly involved solely in public finance. Staff members come from backgrounds in several fields, including land development, public administration, civil engineering, investment banking, economic consulting, redevelopment, law, non-profit administration, and land use planning. This diversity of experience and expertise allows DTA to meet a wide variety of challenges related to both the actual work product and client management. DTA's staff members have considerable experience in computer-based financial analyses and modeling, which is a key component of the firm's consulting services. This ensures that the development of any computer model(s) utilized in the City's potential Fee Study will be in experienced hands.

DTA has assembled a project team for the City with the breadth of experience required to provide impact fee consulting services in a professional and timely manner. **This project would be primarily handled out of DTA's Irvine office.** In fact, we consider ourselves to be an extension of City staff. Kuda Wekwete, a Managing Director of DTA, would be the Principal-in-Charge and have the City's primary account responsibility. He would be assisted by Leni Zarate, a Vice President at DTA, and Richard Ruiz, a Manager at DTA, in addition to other support staff. Steve Runk, P.E., Vice President of Engineering Services at DTA, and David Taussig, Chairman/Managing Director will provide engineering expertise and technical advisory services, respectively. **All proposed project team members are available by phone at (800) 969-4DTA**.

Since its formation in 1985, DTA has assisted over 3,000 public and private sector clients in meeting their infrastructure and public services goals. **DTA is licensed and registered with the U.S. Securities and Exchange Commission ("SEC") and Municipal Securities Rulemaking Board ("MSRB") as a Municipal Advisor (No. 867-01160) and follows all the fiduciary requirements associated with this designation.**

DTA's consulting services include the following:

- **Proposition ("Prop") 218 and AB 1600-compliant impact fee studies;**
- **Public infrastructure and public services financing strategies;**
- Assessment engineering and special tax consulting;
- Annual administration of Assessment Distircts ("ADs") and Community Facilities Districts ("CFDs");
- Public-private partnerships;
- Enhanced Infrastructure Financing District ("EIFD") formation and ongoing management;
- Fiscal and economic impact analyses;
- Clean Energy Bonds;
- Federal and state grant, loan, and tax credit applications;
- Economic development and revitalization studies; and
- Public improvement construction management services.



DTA has been involved in the formation of over 2,000 public finance districts, with total authorized bonded indebtedness over $75 billion. Our financing programs have utilized a variety of public financing mechanisms, such as CFDs, 1913/1915 Act ADs, 1972 Act Landscaping and Lighting Districts ("LLDs"), EIFDs, Certificates of Participation, Tax Allocation Bonds, Sewer and Water Revenue Bonds, Marks-Roos Bond Pools, Integrated Financing Districts, and various types of fee programs. **DTA's level of experience with special district formations is unequaled as our firm is the State of California's leading special tax and assessment consultant, having prepared special tax and assessment formulas on behalf of public agencies for the establishment of over 1,500 CFDs, ADs, and LLDs**. DTA also has considerable experience establishing a variety of financing districts and property owner associations for the purpose of funding public service shortfalls created by new development.

On a Statewide basis, DTA has planned and implemented Public Facilities Financing Plans ("PFFPs") that have ranged from the quantitative analysis of a single financing mechanism for an individual facility to the preparation of a comprehensive financing plan covering multiple facilities and public services through a series of financing mechanisms. Our financial analyses provide public officials, landowners, and other interested parties with the level of information needed to make fully informed decisions regarding land use, infrastructure, and public services financing issues. DTA staff has extensive experience working with various stakeholder groups, including public agencies, public agency municipal staff, residents, local chapters of the Building Industry Association ("BIA"), local Chambers of Commerce, and other interested parties.

DTA is committed to excellence and innovation, which allows us to attract and retain the most experienced and knowledgeable personnel in the industry. DTA's clients also receive high levels of personal attention from senior staff, with a Principal, Managing Director, Senior Vice President, or Vice President always available to meet with public agency staff and other groups. Perhaps DTA's most outstanding qualification is the dedication and loyalty of the senior employees in our firm, many of whom have worked for DTA for 15-30 years, enabling our clients to count on the same personnel year after year on the job. As a result, DTA can offer a level of management expertise that is unequalled throughout the fields of public finance and special tax consulting. In fact, every DTA engagement is led by a Principal, Senior Vice President, or Vice President with at least 15 years of experience with our firm.

The result of this experience and expertise is that in 40 years of work establishing over 2,000 financing districts and bond programs, DTA has never been sued. Our quality control is one of the key components in ensuring our firm's success. DTA continues to seek innovative solutions and refine our work product to better serve and protect our clients.

2 DIF-Specific Experience

As noted previously, DTA has been performing public facilities fee consulting services since DIFs were enacted under AB 1600 by the California Legislature and codified under California Government Code §66000 *et seq.*, also referred to as the Mitigation Fee Act. DTA has extensive experience preparing DIF studies that have complied with Section 66000 *et seq.* of the Government Code and withstood legal scrutiny to the extent that none of our prior studies have been subject to any type of litigation.

DTA has prepared approximately 500 fee justification studies to date for a variety of public improvements, including transportation, water, sewer and flood control facilities, fire and police stations, parks, libraries, school facilities, and other types of infrastructure. Regarding the land valuation calculations that apply to Park Impact Fees and/or Quimby in-lieu fee calculations, DTA staff accesses multiple data resources and employs a variety of analytical strategies to ensure that the final recommended land valuation is one that properly smooths out the data to address the dramatic high and low figures that can be common in the Los Angeles County real estate market. We subscribe to the CoStar real estate database that provides us with current and historical sales prices and lease rates for all local real estate transactions.

Currently, DTA is working on approximately 22 DIFs across the State, all of which are of similar scope to the City's DIF but are at different stages of completion. In addition, DTA is also engaged in other projects that include fiscal/economic impact analyses, CFD/AD feasibility, formations, and bond issuance, special district administration, and other consulting engagements. These projects are also generally of similar size (in terms of hours and timeline) to the proposed engagement. All DTA projects are staffed and coordinated across various teams in our 50+ employee organization.

DTA recently created an internal task force comprised of 10 DTA staff members dedicated to working through and understanding the recent legislation known as AB 602 to ensure that our fee studies comply with all applicable legal requirements. For this engagement, our team would have adequate bandwidth and redundancy to meet the City's desired schedule. We shall also have other support staff available to assist the City, as needed.

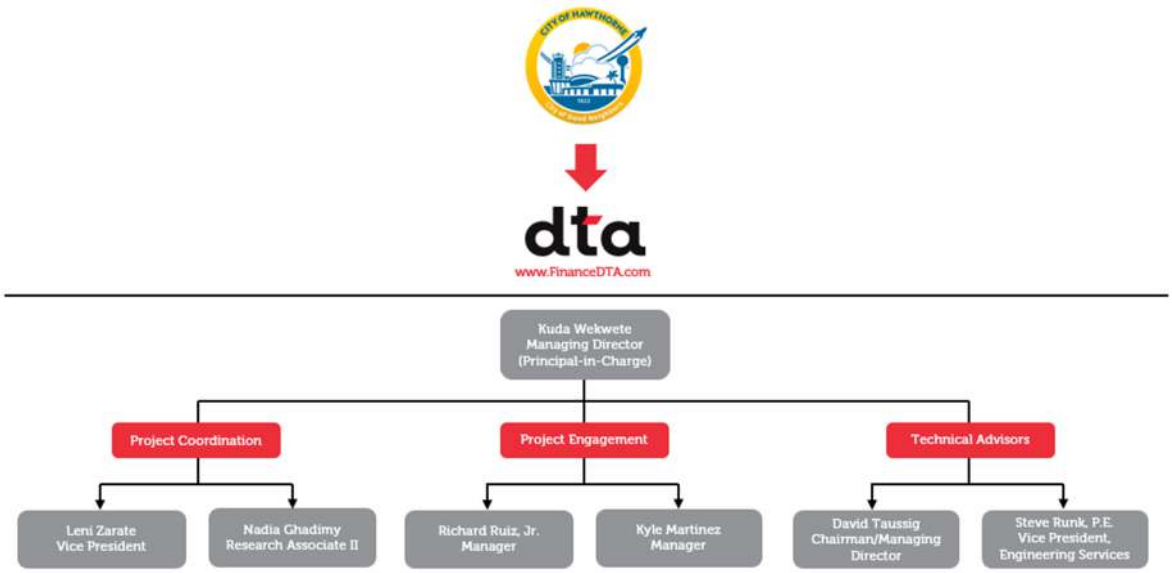
In recent years, our firm has prepared AB 1600-compliant DIF justification studies for the municipalities listed below, among others. **Most recently, DTA has been hired by the County of San Bernardino and Cities of Daly City, Fontana, Ione, La Verne, Morro Bay, National City, Palo Alto, Redlands, Redwood City, Rialto, San Jose, San Ramon, Upland, and Yucaipa to prepare comprehensive fee updates in compliance with AB 602.**

- City of Anaheim;
- City of Blythe;
- City of Brawley;
- City of Calexico;
- City of Campbell;
- City of Cathedral City;
- City of Cerritos;
- City of Chino;
- City of Chino Hills;
- City of Colton;
- City of Costa Mesa;
- City of Cypress;
- City of Desert Hot Springs;
- City of Escalon;
- City of Firebaugh;
- City of Fontana;
- City of Fowler;
- City of Glendale;
- City of Hesperia;
- City of Ione;
- City of Kingsburg;
- City of Lakeview;
- City of Live Oak;
- City of Los Banos;
- City of Manteca;
- City of Napa;
- City of Palo Alto;
- City of Pasadena;
- City of Paso Robles;
- City of Perris;
- City of Red Bluff;
- City of Redlands;
- City of San Bernardino;
- City of San Francisco;
- City of San Jacinto;
- City of San Jose;
- City of San Luis Obispo;
- City of Santa Ana;
- City of Soledad;
- City of South San Francisco;
- City of Torrance;
- City of Tustin;
- City of Upland;
- City of Victorville;
- County of Colusa;
- County of Fresno;
- County of Kings;
- County of Pasadena;
- County of Riverside;
- County of San Bernardino;
- County of San Francisco
- County of San Luis Obispo;
- County of Santa Barbara;
- County of Santa Clara Fire Department;
- County of Shasta;
- County of South Santa Clara Fire District;
- County of Yuba;
- Town of Loomis;
- Town of Mammoth Lakes;
- Beaumont Cherry Valley Recreation and Parks District;
- Denair Community Services District;
- El Dorado Hills Fire Department;
- Jurupa Area Recreation and Park District;
- San Gorgonio Memorial Hospital;
- San Gorgonio Pass Water Agency; and
- South Yuba Transportation Improvement Authority.

3 Key Personnel Qualifications

DTA has assigned personnel to this project who bring experience and technical expertise to each unique element of study. Our team organization is illustrated below. Project roles of our key team members are described below and followed by professional biographies. All personnel will be available full-time (100%) for the duration of the project. **DTA staff shall complete all the tasks of the project within the agreed-upon budget and schedule. Time and time again, we have proven our ability to adhere to contract agreements, understand the importance of good project management, and have never failed to meet a deadline**. DTA does not anticipate employing the services of a subcontractor for any portion of the City's requested services.

Figure 1: Team Organization Chart



DTA has assembled a project team with the breadth of experience required to assist the City with preparing the Fee Study. **This project would be primarily handled out of DTA's Irvine office. In fact, we consider ourselves to be an extension of City staff**. Mr. Wekwete will serve as the Principal-in-Charge of DTA's project team and handle primary account responsibilities for this engagement. He will attend meetings as necessary and supervise all project staff.

Ms. Zarate and Mr. Ruiz will be the City's primary points of contact throughout this engagement. They will manage the work of DTA's project team, including leading data collection efforts, directing the development of our technical model, providing senior-level analysis, reviewing progress and work products with City staff and community groups, presenting study findings at project meetings, and finalizing study documentation. Ms. Zarate and Mr. Ruiz will be assisted in these tasks by other support staff.

Mr. Taussig will provide technical advisory services related to elements of the Fee Study, as needed, and oversee all quality assurance and quality control measures. Mr. Runk will provide engineering expertise, assist in the selection of facilities to be included on the facilities needs list, prepare and/or review facilities cost estimates, and contribute to the apportionment analysis of specific facilities to be included in the fee program.

Key personnel will be available to the extent proposed, or designated by the City, for the duration of the project and no person designated as "key" to the project shall be removed or replaced without the prior written concurrence of the City. In addition, DTA is not behind schedule or past the completion date for any active projects and has a long history of delivering projects on a timely basis and adhering to agreements.

3.a DTA Team Biographies

David Taussig
Chairman/Managing Director | David@FinanceDTA.com
Project Role – Technical Advisor



Mr. Taussig has over 45 years of experience in the fields of real estate finance and urban economics. His areas of expertise include municipal finance programs for infrastructure and public facilities development, fiscal and redevelopment impact analyses, and land development project feasibility studies.

Mr. Taussig has an extensive background in computerized financial analyses. Since founding DTA in 1985, Mr. Taussig has developed several state-of-the-art analytical methods and modeling approaches, in addition to directing the formation of over 1,000 public financing districts and subsequent sale of tax-exempt municipal bonds. These districts have funded public infrastructure and services for many types of residential and non-residential development and included several hundred master-planned communities built throughout California and in several other western states. Mr. Taussig's work has involved both the preparation and implementation of financing plans and his public sector clients have included virtually every major urban county and city within California and hundreds of special districts. He has provided similar consulting services to many of the largest land development firms in the State of California. The financing programs implemented by Mr. Taussig have ranged from land-secured CFDs to redevelopment tax increment programs and lease revenue-based Certificates of Participation. He is also responsible for DTA's successful efforts related to funding opportunities under various tax credit programs.

Mr. Taussig has also overseen the preparation of numerous feasibility and impact studies involving computerized analyses of project cash flows and/or impacts on public agencies and landowners. He has assumed project management responsibilities for several hundred AB 1600 DIF justification studies, including recent studies prepared on behalf of the Cities of Blythe, Cathedral City, Chino Hills, Coachella, Fontana, Palo Alto, Paso Robles, Perris, San Jose, Temple City, Torrance, Tustin, and Victorville and the Counties of Riverside, San Bernardino, San Luis Obispo, and Santa Barbara. He has also handled the preparation of over 100 fiscal impact studies utilized by public agencies to determine the impact of new development or annexations on a municipality.

Prior to establishing his own firm, Mr. Taussig was the Director of Finance for Gfeller Development Company, where he handled all take-out and construction financing for the company's residential projects and infrastructure. He also prepared development project proformas that were used by prospective lenders and joint venture partners to evaluate the company's proposed projects.

Mr. Taussig was previously employed for 6 years by Mission Viejo Company ("MVC") where, as the Manager of Housing and Community Development, he was involved in the planning and financing of two planned communities encompassing over 50,000 homes. Mr. Taussig handled a substantial portion of MVC's mortgage and infrastructure financing during that period. He also worked for 5 years in the public sector as the Administrator of a Federal housing and community development program and as a

Land Use Planner. Mr. Taussig's educational background includes a master's degree in city planning from the University of California at Berkeley and B.A. in economics from Cornell University. He received full certification from the American Institute of Certified Planners in 1982.

Mr. Taussig and the firm are a registered Municipal Advisor with the SEC/MSRB. **He holds a Series 54 license as a Principal Municipal Advisor and Series 50 license as a Municipal Advisor under regulations promulgated by the SEC and MSRB**. Even after 45 years of experience in the industry, to this day, he continues to seek innovative answers to the industry's biggest questions and contributes to the development of public finance and development-related legislation. In addition, he is an active member of the Urban Land Institute's ("ULI's") National Council for Public-Private Partnerships ("NCPPP") and advocates and facilitates the formation of public-private partnerships at Federal, state, and local levels.

Kuda Wekwete
Managing Director | Kuda@FinanceDTA.com
Project Role – Principal-in-Charge



Since joining DTA in 2005, Mr. Wekwete has been involved in all aspects of the formation and implementation of special districts to fund infrastructure and services, as well as the sale of over $300 million in CFD bonds. His work has involved the preparation of tax spreads and overlapping debt analyses for the formation and/or sale of bonds for over 175 special districts established throughout California. In this role, Mr. Wekwete has prepared Rates and Methods of Apportionment ("RMAs"), CFD and Engineer's Reports, and documents required for the formation of CFDs, sale of property, and annual levying of special taxes. He has also been responsible for preparing PFFPs involving CFDs and other public finance mechanisms.

In addition, Mr. Wekwete has been actively involved in the preparation of dozens of impact fee studies, especially in the area of transportation infrastructure costing, and apportionment of these costs over various land use types based on benefit criteria. His engineering background has enabled him to assist DTA's Vice President of Engineering Services in applying a variety of apportionment methodologies to the development of fee studies and establishment of Benefit ADs for public sector clients. **Mr. Wekwete's recent work on DIF studies has included engagements for the Cities of Colton, Desert Hot Springs, Fontana, Paso Robles, Perris, and Torrance and the Counties of Riverside, San Bernardino, San Luis Obispo, and Santa Barbara, among others.**

Mr. Wekwete also has experience in the preparation of Fiscal Impact Reports ("FIRs"), tax increment analyses, and PFFPs and has performed due diligence services and developed disclosure documentation for land purchasers, public agencies, and lenders.

Mr. Wekwete received his B.S. and M.S. in operations research and industrial engineering from Cornell University and Columbia University, respectively. **He also holds a Series 50 license as a registered Municipal Advisor with the SEC/MSRB under rules promulgated following the Dodd-Frank Act in 2010**.

Steve Runk, P.E.
Vice President, Engineering Services | Steve@FinanceDTA.com
Project Role – Engineer (State License Number C23473 – California Registered Civil Engineer)



Mr. Runk has over 45 years of experience in the design and construction management of major civil engineering projects, including roadways, bridges, sewer and water improvements, and flood control facilities, grading for public works projects, and construction of commercial and industrial buildings. Mr. Runk's specific responsibilities have included design, quality control, specifications, estimates, construction bid packages, construction coordination and management, cost analyses and cost control, scheduling, manpower forecasting, staffing, and marketing. He has also assisted public agencies and developers in the procurement of funding from the California Department of Transportation ("Caltrans") and other Federal and state agencies.

Mr. Runk has a proven track record of meeting schedules and adhering to budgets. Since joining DTA in 2000, he has worked with local agencies to resolve community issues and negotiate scope changes with contractors to ensure the timely and satisfactory completion of construction projects. He has also acted as the Project Manager for the establishment of ADs and preparation of numerous AB 1600 DIF justification studies. Mr. Runk specializes in preparing assessment apportionment formulas and fee studies for roads, storm drains, and water and wastewater facilities. **He has been involved in preparing needs lists and apportioning facilities costs for many of DTA's AB 1600 studies, including those in the Cities of Anaheim, Brawley, Coachella, Chino Hills, Hesperia, Paso Robles, San Luis Obispo, Tustin, and Victorville, as well as the County of San Bernardino and a number of water districts, including the San Gorgonio Pass Water Agency. He was also closely involved in DTA's previous work as the AB 1600 consultant for the County of Riverside.**

Prior to joining DTA, Mr. Runk, as the Senior Construction Manager for Holmes & Narver, Inc., successfully completed the construction of the SR-41 Freeway in Fresno County, which was the County's first Measure "C" sales tax-funded freeway. Prior to this project, Mr. Runk successfully completed the construction of the SR-71 Freeway in Chino/Chino Hills, California. This $98 million project was the first Measure "M" sales tax-funded project for the San Bernardino Associated Governments ("SANBAG"). Mr. Runk's responsibilities on both projects included contract management, quality control, public relations, cash flow analyses, project closeout, and compliance with Federal and State funding requirements.

Previously, Mr. Runk held positions with various public and private engineering entities in which he delivered projects requiring a wide variety of engineering expertise. He holds a B.S. in engineering from the University of California at Los Angeles and an M.S. in civil engineering from California State University at Long Beach. Mr. Runk is a registered Civil Engineer in the State of California.

Leni Zarate
Vice President | Leni@FinanceDTA.com
Project Role – Project Coordination



Leni Zarate, a Vice President, brings a wealth of experience in special district formation, implementation, and administration to fund infrastructure and services. Her successful management of numerous special districts on a large scale, including EIFDs, CFDs, Benefit Assessment/Infrastructure Districts, County/Community Service Areas, LLDs, Mello-Roos Bond Pool Districts, and ADs, is a testament to her competence. Ms. Zarate has overseen the annual enrollment of hundreds of special districts, totaling more than 800,000 parcels, formed over 200 financing districts, and assisted in the bond sale of approximately $740 million for local infrastructure and public safety improvements promoting economic development.

Prior to joining DTA, Ms. Zarate served as the Special Districts Manager at Riverside County. In this role, she managed all aspects of the formation and administration of 72 County Service Areas (approximately 450,000 parcels) and 19 CFDs (approximately 150,000 parcels). This included preparing Engineer's Reports, CFD Reports, RMAs, prepayment calculations, and Disclosure Reports under prescribed guidelines. Ms. Zarate also oversaw the formation of the County of Riverside's three EIFDs, ensuring compliance with statutory deadlines, developing Resolutions of Intention/Formation, preparing all mailings, completing the Infrastructure Financing Plan, and handling all required documentation with the State Board of Equalization. She is the leader of DTA's EIFD practice. This role sees her continuing to work on the formation of two additional EIFDs for the County of Riverside and EIFDs for the County of San Diego and the Cities of Los Angeles, San Bernardino, Santa Ana, and Santa Rosa.

Ms. Zarate has worked on nearly 16 DIF studies for cities and counties collecting data, preparing written reports, and collaborating with city and county staff and stakeholders, including fee studies prepared on behalf of the Cities of Daly City, Fontana, Morro Bay, National City, Rialto, San Luis Obispo, Santa Cruz, and Santa Maria, among others. Her ability to build and maintain relationships with various stakeholders, including public and private investors, key public leaders, community decision-makers, organizations, cities, counties, and government agencies, has successfully moved projects through the implementation process.

She has served as a consultant for a variety of public municipalities, including the Riverside County Executive Office, Transportation Department, Office of Economic Development, and Flood Control and Water Conservation District, City of El Monte, Castaic Water District, City of Santa Ana, City of Riverside, City of Martinez, County of San Diego, and Pinal County (AZ). Her commitment to professional development is evident in the numerous training programs she has completed, including those for A/E/C Project Management, Financial Management, Compensation Strategies, Leadership, and Best Management Practices provided by PSMJ Resources, Inc. She is also actively involved in industry groups, including CSMFO, CALED (where she holds a position on the PD&F division), WPF, CASTOFF, and several other programs, demonstrating her leadership and commitment to professional development.

Richard Ruiz, Jr.
Manager | Richard@FinanceDTA.com
Project Role – Project Engagement



Mr. Ruiz has a background in econometrics and industrial organization. Since joining DTA in 2018, he has been involved in the formation and administration of numerous CFDs, ADs, and LLDs throughout California and several other states, including Florida, North Carolina, Texas, and Utah. His responsibilities related to these projects have included the development of tax spread proforma analyses and preparation of overlapping debt analyses. In addition, while at DTA, he has participated in a variety of projects, including fiscal and economic impact studies for cities and counties throughout California, school district rezoning projects, city/county annexation projects, user fee calculations, and living wage analyses.

Mr. Ruiz also has extensive experience working on the preparation of DIF justification studies for cities and counties in California and numerous other states, **including Arizona, Florida, and South Carolina**. His responsibilities during the impact fee justification and apportionment analysis process for each respective project include the preparation of capital improvement and public facilities needs lists, data collection, the development and modification of the DIF Report model, the production of a written report, and interactions with city, county, and district staff and key stakeholders. **Mr. Ruiz' recent work on DIF studies in California has included engagements for the Cities of Chino Hills, Colton, Cypress, Daly City, Desert Hot Springs, Fontana, Fowler, Inglewood, Ione, Manteca, Mammoth Lakes, Norco, Palo Alto, Perris, San Jose, Soledad, Torrance, Upland, Victorville, and Yucaipa and the Counties of San Luis Obispo and Santa Barbara, among others, in addition to the El Dorado Hills Fire Department**. East coast projects include Pickens County, South Carolina, City of Fayetteville, Arkansas, City and County of El Paso, Texas, Village of Oswego, Illinois, City of Laconia, New Hampshire, and City of Riviera Beach, City of Delray Beach, Hillsborough County, and Jefferson County, Florida.

Prior to joining DTA, Mr. Ruiz spent 14 years with an energy economics consulting firm that focused on economic and market research studies, mergers and acquisitions analyses, market entry research strategies, and economic due diligence projects for companies seeking equity funding. He has a degree in economics from California State University at Long Beach with a concentration in public finance. Mr. Ruiz is a member of the American Water Works Association ("AWWA") and has the experience and work history of understanding and applying the best practices of AWWA and Water Environment Federation ("WEF") in rate studies. He is also a Professional Member with the Institute of Transportation Engineers ("ITE").

Kyle Martinez
Manager | Kyle@FinanceDTA.com
Project Role – Project Engagement



Since joining DTA in 2016, Kyle Martinez has been actively involved in the formation, implementation, and administration of CFDs, ADs, improvement associations, and other special assessments and districts throughout the **States of Arizona, California, Florida, Utah, and the Southeast**. Her work has involved the preparation of RMAs, overlapping debt analyses, Engineer's Reports, and apportionment studies. She has experience in the calculation of special tax levies and assessment installments, in addition to conducting relevant parcel research, ownership and prepayment analyses, and continuing disclosure obligations. Ms. Martinez oversees special assessment administration and the levy of approximately $80 million annually in the County of Santa Clara, California, alone. Ms. Martinez has worked on nearly one dozen fiscal and economic impact analyses for cities and counties. Her responsibilities during these analyses for each respective project include evaluating the revenues generated by a development project as associated with the costs and determining the direct, indirect, and induced employment and economic benefits generated by new development.

Ms. Martinez has extensive experience working on the preparation of DIF and capacity fee studies for cities, counties, and special districts, as well as the analysis and review of rate calculations for water/wastewater capacity fee studies throughout North Carolina. Her responsibilities include the analysis of capital improvement and public facilities needs lists, inventories, and asset lists, data collection, the development of DIF Report models, the preparation of written reports and corresponding staff reports, and collaboration with city and county staff and key stakeholders. **Ms. Martinez' recent work on DIF studies in California has included engagements for the Cities of Campbell, Palo Alto, San Jose, and Soledad and the Counties of Kings and Shasta, among others**. The City of Campbell's fee study focused on parkland acquisition, while the City of Palo Alto's fee study featured Parks, Library, and Community Center Fee updates with a parkland acquisition component. Ms. Martinez is also currently supporting DTA teams on impact fee updates for the Town of Queen Creek, Arizona, Hillsborough County, Florida, and the City of Riviera Beach, Florida.

Ms. Martinez received her Bachelor of Arts degree in communications with an emphasis in journalism from California State University, Fullerton.

4 Project Management Strategies

DTA's client contact and interaction continue beyond the basic deliverables. DTA is a customer and community-centric firm committed to excellence, quality products, and an open and interactive communication environment. We employ these practices in the workplace, in cities, counties, and towns, and with the many clients that we have served for 40 years. **DTA realizes that every client, like every person, is a distinct entity best understood and served in a direct and collaborative manner**.

DTA serves clients in small towns, medium-sized cities, and larger municipalities. Our service philosophy is three-pronged: we strive to know our customers, understand the communities we're privileged to serve, and always provide the best care, advice, and products. At DTA, we also understand that every project is different, and every outcome is special to our team. Our values of accountability, integrity, and excellence underlie all work performed.

DTA brings a practical perspective combined with real-world experience in working with municipalities, which gives us the ability to understand and communicate with all stakeholders throughout the process. Regarding our engagement approach, we will work closely with City leadership to engage with property owners, business owners, and community leaders to understand any issues or pressure points, as well as what is envisioned for the future. **DTA staff members have considerable experience working on fee models for a variety of public improvements and will take a hands-on, detail-oriented approach with an emphasis on accuracy, efficiency, and reliability. As a result, from unique deadlines to fluid, potentially changing priorities, DTA is able to begin work with minimal notice**.

In addition to the elements identified in the City's proposed Scope of Work, DTA would recommend incorporating the following key strategies:

- Reviewing prior studies and effectively managing data requests and data gathering/consolidation;
- Ensuring key stakeholder input is received prior to writing any reports, so work need not be duplicated;
- Leveraging technology to request and track information from various sources and stakeholders;
- Setting up standing conference calls or Teams meetings (i.e., bi-weekly), in addition to scheduled meetings with City staff in order to stay on track with tasks and deliverables and discuss critical project elements; and
- Preparing internal report drafts for City staff review and discussion on conference call(s).

Finally, as part of the completion of this Scope of Work, DTA suggests evaluation of some other key considerations, including:

- Should a "fee credit" program be established for developers who build or oversize facilities on the City's facilities needs list?
- Should a stakeholders' committee or group be established to ensure outside input prior to the preparation of the Fee Study?
- Should the automatic fee escalator be reviewed to possibly further mitigate the impacts of inflation on the fee program prior to the preparation and adoption of the next fee program by the City?

DTA utilizes the software application BQE CORE to track project expenditures. This program is always available to DTA's employees and provides detailed project information ranging from the execution of the contract to completion of the project. To manage this contract effectively in terms of team performance, schedule compliance, and budget adherence, Mr. Wekwete, DTA's Principal-in-Charge, will utilize these tools:

- Bi-weekly assignment checklists throughout the life of the contract to ensure each task remains on schedule by utilizing proper staffing assignments.
- Consistent communication with City staff via e-mail, telephone, and in-person meetings, as needed.
- Weekly budget review to ensure no budget overruns occur. DTA's customized accounting system will enable us to track the expenditures to date each week and ensure budget compliance.
- Regular meetings with City staff to discuss progress and any issues and receive guidance.

At DTA, all our multidisciplinary team members come from diverse backgrounds, and we put people first. We pride ourselves on developing strong relationships with our clients and working closely with them to understand the big picture and goals they want to achieve as a result of our engagement, as well as how DTA's work may impact other initiatives both now and in the future. At DTA, we understand that public finance is about ensuring that communities can thrive by assessing what the best solution is for the community as a whole and what will help the community reach and sustain growth goals.

DTA brings an impartial perspective combined with real-world experience in working with municipalities, which gives us the ability to understand and communicate with all stakeholders throughout the process. Regarding our engagement approach, we will work closely with City leadership to engage with property owners, business owners, and community leaders to understand any issues or pressure points, as well as what is envisioned for the future.

5 Project Approach

With respect to the Fee Study, DTA would provide all-inclusive professional and technical support to the City in developing a conceptual project scope, in addition to reviewing any existing City DIF studies, the City Municipal Code and other relevant City documents, the City's General Plan, Specific Plans, Master Plans, the Capital Improvement Program ("CIP"), and other available planning documents. DTA's comprehensive review of required impact fee levels shall be documented in a formal Nexus Study prepared under California Government Code 66000 *et seq.* Having previously been subject to legal and developer scrutiny, DTA has developed a streamlined approach and methodology that establishes a rational and substantial nexus between new development and the need for public facilities.

DTA's Final Report shall not address whether any current or proposed DIFs are valid under the U.S. Constitution's Fifth Amendment Takings Clause. On April 12, 2024, in *Sheetz v. County of El Dorado* (2024), the U.S. Supreme Court held that its decisions in *Nollan v. California Coastal Comm'n* (1987) 483 U.S. 825 and *Dolan v. City of Tigard* (1994) 512 U.S. 374 apply to legislatively imposed conditions on land-use permits. That said, the Supreme Court left it to the California appellate court on remand to address the validity of the traffic impact fee at issue in the case and determine how to apply *Nollan/Dolan* in this context. DTA cannot predict how courts will resolve such issues in the future and is providing no services or guarantees of any kind concerning the validity of any impact fees under the U.S. Constitution's Fifth Amendment Takings Clause.

State Legislation: With the approval by the State Legislature of **AB 602**, the City must be in compliance with nexus requirements that apply to any DIF studies approved by City Council (the "Council") after January 1, 2022. Starting on that date, if the City decides to adopt infrastructure standards that are above its existing levels of service, the DIF analysis must include an explanation of why the new level of service is necessary. Furthermore, the City's approved impact fees must either be levied on residential development on a per square foot basis or the DIF study must include specific findings explaining why square footage is not an appropriate metric to calculate the fees. **DTA is familiar with this new residential square foot metric based on work we have performed on fee studies in California and other impact fee studies outside of California, as well as fee studies in Arizona and other states where new higher levels of service must be justified**.

General Approach to Development Impact Reviews and Nexus Studies: In determining a reasonable nexus for each specific type of public facility, DTA will utilize one or more of the methodologies discussed below depending upon the data and other information available from the City and its current infrastructure policies. All of these fee methodologies employ the concept of an Equivalent Dwelling Unit ("EDU") to allocate benefit among various land use classes. EDUs are a means of quantifying different

land uses in terms of their equivalence to a residential dwelling unit, where equivalence is measured in terms of potential infrastructure use or benefit from each type of public facility. For many types of facilities, EDUs are calculated based on the number of residents or employees generated by each land use class. For other facilities, different measures, such as the number of service calls, quantity of trip miles, or amount of storm water run-off, more accurately represent the benefit provided to each land use class. Transportation facilities typically demand EDU calculations predicated on a per unit or per trip basis, or according to Vehicle Miles Traveled ("VMT") criteria.

The three types of fee methodologies used by DTA to establish EDUs for a public facility within a typical AB 1600 study are based on either an existing Infrastructure Plan, a predetermined capacity amount, or a generic standard.

Plan-Based Fees: The first method of apportioning fees is based on a "plan," such as a Master Plan of Facilities, that identifies a finite set of improvements. These Facilities Plans generally identify a specific set of facilities needed by the public agency and are developed according to assessments of facilities needs prepared by staff and/or outside consultants and adopted by the public agency's legislative body. With this plan-based approach, specific costs can be projected and assigned to all land uses planned in the future, often with a specific time period in mind that reflects new development projections. In preparing an impact fee analysis, facilities costs can be allocated in proportion to the amount of demand caused by each type of future development. It works well when it is difficult to measure the actual service needed by a land use type or where capacity cannot be directly related to demand. Roads and flood control improvements are examples where plan-based fees are often used. These fees are typically per unit assessments. This type of plan-based approach is generally preferable to the two other approaches to cost allocation listed below, but it does require the existence of a Facilities Plan, which is not always available.

Capacity-Based Fees: A second method of fee assessment is based on the "capacity" of a service or system, such as a water tank or a sewer plant. This kind of fee is not dependent on a particular Land Use Plan (i.e., amount or intensity), but rather it is based on a rate or cost per unit of capacity that can be applied to any type of development as long as the system has adequate capacity. This type of fee is useful when the costs of the facility or system are unknown at the outset, but it requires that the amount of capacity used by a particular land use type be measurable or estimable. Capacity-based impact fees are assessed based on the demand rate per unit. This type of fee would most typically be assessed for water or wastewater systems.

Standard-Based Fees: A third method of assessing fees is based on "standards" where costs are based on units of demand. This method establishes a generic unit cost for capacity, which is then applied to each land use per unit of demand. Parks are an excellent example of this type of fee structure. California's Quimby Act allows cities and counties to establish a service standard, typically 3.0 to 5.0 acres of parkland per thousand residents, that may be required of all new residential development. Thus, this standard is not based on cost but rather on a standard of service. This methodology provides several advantages, including not needing to know the cost of a specific facility, identifying how much capacity or service is provided by the current system, or having to commit to a specific size of facility.

In preparing its analysis, DTA will apply one or more of these three methodologies to each facility type to generate applicable fee levels.

6 Proposed Scope of Work and Tentative Project Schedule

DTA's typical schedule of tasks for a DIF program/AB 1600 Nexus Study is outlined below. Given the City's desired project timeline, this timeline of events can and will be completed within the proposed time frame according to the City's specifications. **Notably, the firm shall provide ongoing communication, education, and outreach throughout the duration of the project. DTA is able to begin work with minimal notice.**

Table 1: Proposed Schedule

Task Description	Proposed Timing
Notice to Proceed	April 7, 2025
Task 1 – Kickoff Meeting	Week of April 14, 2025
One Digital Copy of an Updated Project Schedule	Week of April 21, 2025
Written Document (or Memo) Outlining Any Agreed-Upon Modifications to the Scope of Work or Project Approach	Week of April 21, 2025
Task 2 - Research and Review of Existing City Plans, Regulations, and Documents	Week of April 28, 2025, through Week of May 12, 2025
Task 3 – Prepare Comparative Impact Fee Survey and Analysis	Week of April 28, 2025, through Week of May 12, 2025
One Digital Copy of an Administrative Draft Comparative Impact Fee Survey and Analysis	Week of April 28, 2025
Revised Administrative Draft Comparative Impact Fee Study Following Receipt of City Comments	Week of May 12, 2025
Task 4 – Review Facility/Capital Needs and Levels of Service	Week of May 5, 2025, through Week of May 26, 2025
One Digital Copy of the Draft Fee Adjustment Analysis, Proposed Fee Rates, and Recommendations	Week of May 19, 2025
Revised Draft Fee Adjustment Analysis Following Receipt of City Comments	Week of May 26, 2025
Task 5 – Develop Methodology for Calculating New Fee Amounts	Week of July 7, 2025, through Week of July 21, 2025
One Digital Copy of the Draft Analysis of Potential New Fees, Proposed Fee Rates, and Recommendations	Week of July 14, 2025
Revised Draft Analysis of Potential New Fees, Proposed Fee Rates, and Recommendations Following Receipt of City Comments	Week of July 21, 2025
Task 6 – Determine Fee Levels	Week of July 7, 2025, through Week of July 21, 2025
Task 7 – Prepare Administrative Draft Fee Study	Week of July 21, 2025, through Week of Aug. 11, 2025
One Digital Copy of an Administrative Draft Fee Study	Week of July 21, 2025
Revised Administrative Draft Fee Study Following Receipt of City Comments	Week of Aug. 11, 2025
Task 8 – Prepare Draft Final Fee Study	Week of Aug. 25, 2025, through Week of September 08, 2025
One Digital Copy of the Draft Final Fee Study	Week of Aug. 25, 2025
Revised Draft Final Fee Study Following Receipt of City Comments	Week of Sept. 8, 2025
Task 9 – Attend the City Council Hearing	Est. Oct. 14, 2025
One Digital Copy of the Draft PowerPoint Presentation Prior to the City Council Hearing	Week of Sept. 8, 2025

Task Description	Proposed Timing
Task 10 – Prepare Final Fee Study	Week of Oct. 21, 2025, through Week of Nov. 4, 2025
One Digital Copy of the Final Fee Study	Week of Oct. 21, 2025
Revised Final Fee Study Following Receipt of City Comments	Week of Nov. 4, 2025
Task 11 – Attend City Council Adoption Hearing	Est. Nov. 25, 2025
One Digital Copy of the Draft PowerPoint Presentation Prior to the City Council Hearing	Week of Nov. 4, 2025

C REFERENCES

Listed below are three (3) references for DTA's recent work involving impact fee studies for municipalities in California. We encourage you to contact our references to learn firsthand how well DTA staff meets the needs of its clients.

1 City of Torrance

Table 2: Reference Information

Location	City of Torrance, CA	
Client Contact	Sheila Poisson	Danny Santana
Title	Finance Director	Assistant City Manager
Address	3031 Torrance Boulevard, Torrance CA 90503	
Phone Number	(310) 618-5854	(310) 328-5310
E-mail Address	SPoisson@TorranceCA.gov	DSantana@TorranceCA.gov
Project Dates	2018-2019	
Project Team	Kuda Wekwete (Project Manager) and Richard Ruiz (Support Team)	
Work Product	DIF Study (Adopted)	
Fee Categories	Utility Undergrounding, Transportation, Storm Drain, Sewer Improvements, Police Facilities, Library Facilities, and Community Services Facilities	

2 City of Paso Robles

Table 3: Reference Information

Location	City of Paso Robles, CA
Client Contact	Warren Frace
Title	Community Development Director
Address	1000 Spring Street, Paso Robles, CA 93446
Phone Number	(805) 237-3970
E-mail Address	WFrace@PRCity.com
Project Dates	November 2006-Present
Project Team	Kuda Wekwete (Project Manager) and Richard Ruiz (Task Specialist)
Work Product	DIF Studies [2014, 2018, and 2022 (Currently in Progress)], FIAs, and CFD Formations
Fee Categories	Transportation, Fire, Law Enforcement, and Parks and Recreation

3 City of Yucaipa

Table 4: Reference Information

Location	City of Yucaipa, CA
Client Contact	Benjamin Matlock
Title	Planning Manager
Address	34272 Yucaipa Blvd, Yucaipa, CA 92399
Phone Number	909-797-2489 Ext. 261
E-mail Address	BMatlock@Yucaipa.org
Project Dates	August 2022-March 2023
Project Team	Kuda Wekwete (Project Manager) and Richard Ruiz (Task Specialist)
Work Product	Development Impact Fee Study (Adopted)
Fee Categories	Transportation, Police, Fire, Public Facilities, Parks, and Storm Drain.

D COST AND FEE SCHEDULE

Please refer to the separately enclosed Cost and Fee Schedule for DTA's proposed budget for the services requested and an itemized hourly fee schedule for additional services beyond the scope of work.

APPENDIX A

Request for Proposals (RFP)
City of Hawthorne
Development Impact Fee Study



REQUESTED CONTRACT EXCEPTIONS

REQUESTED CONTRACT EXCEPTIONS

DTA accepts the terms, conditions, and general form of the City's Sample Agreement, including the insurance requirements, except for the revisions noted below.[1]

- Section 7, "**Ownership of Documents**"

  a) "The Consultant shall maintain complete and accurate records with respect to sales, costs, expenses, receipts, and other such information required by City that relate to the performance of services under this Agreement. The Consultant shall maintain adequate records of services provided in sufficient detail to permit an evaluation of services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. The Consultant shall provide free access to the representatives of City or its designees at reasonable times to such books and records; shall give City the right to examine and audit said books and records; shall permit City to make transcripts therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement. Any information reviewed and/or copied during an audit shall be treated as confidential and shall not be subject to release as part of a Public Records Act Request. Such records, together with supporting documents, shall be maintained for a period of three (3) years after receipt of final payment.

  b) Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared in the course of providing the services to be performed pursuant to this Agreement shall become the sole property of the City and may be used, reused, or otherwise disposed of by the City without the permission of the Consultant. Notwithstanding the above, computer software (including without limitation financial models, compilations of formulas and spreadsheet models) and products derived from such software, prepared by Consultant are Instruments of Service of Consultant and shall remain the property of Consultant. Consultant shall likewise retain all common law, statutory and other reserved rights, including the copyright thereto. However, the fixed final work product delivered by Consultant shall belong to the City."

  This supplemental language has been requested to provide us with adequate trade secret protection. We have developed our computer models over the past 40 years and the formulas inherent in the models are proprietary. However, the ultimate work product itself belongs to the City. This supplemental language has also been requested to ensure that any financial or company information reviewed and/or copied during an audit shall be treated as confidential.

[1] Text with a strikethrough indicates language we are requesting be removed and the text in red indicates language we'd like added in its place.

- Section 8, "**Indemnification**"

  "When the law establishes a professional standard of care for Consultant Services, to the fullest extent permitted by law, The Consultant shall indemnify, protect, defend and hold harmless City and any and all of its officials, employees and agents ("Indemnified Parties") from and against any and all losses, liabilities, damages, costs and expenses, including attorney's fees and costs to the extent same ~~are caused in whole or in part by~~ result from any negligent or wrongful act, error or omission of the Consultant, its officers, agents, employees or sub Consultant (or any entity or individual that Consultant shall bear the legal liability thereof) in the performance of professional services under this Agreement. Notwithstanding the above, Consultant's duty to defend shall be proportionate to the comparative liability induced by the actual work performed and budget received under this Agreement.

  Additionally, in light of the uncertainty created by the April 12, 2024, U.S. Supreme Court decision in *Sheetz vs. County of El Dorado*, Consultant will not defend, indemnify, or hold free and harmless the City or any of its agents from any claim arising out of, pertaining to, or incident to the *Nollan/Dolan* test under the U.S. Constitution's Fifth Amendment Takings Clause."

  Our proposed language would require that DTA covers any claims related to our negligence, rather than having us be liable for any and all claims wherein we did not make a mistake.

APPENDIX B

Request for Proposals (RFP)
City of Hawthorne
Development Impact Fee Study

REQUIRED FORMS

- Section IV, Proposal
- Proposer's Affidavit

SECTION IV - PROPOSAL

FAILURE TO COMPLETE ALL ITEMS IN THIS SECTION MAY INVALIDATE PROPOSAL

In accordance with your "Request for Proposal," the following proposal is submitted to the City of Hawthorne.

Proposal Submitted By:

DTA
Name of Company

18201 Von Karman Avenue, Suite 220
Address

Irvine, CA 92612
City / State / Zip Code

Kuda Wekwete, Managing Director
Printed Name / Title

(800) 949-4DTA/(949) 480-0034
Telephone Number / Fax Number

Steve Runk, State License Number C23473 – California Registered Civil Engineer
Professional Engineering License #

Form of Business Organization:

Please indicate the following (check one):

Corporation X Partnership___ Sole Proprietorship___

Other: _____

Business History:

How long have you been in business under your current name and form of business organization?

40 years

If less than three (3) years and your company was in business under a different name, what was that name?

Not Applicable

List any pending or previous litigation over the past five years related to your firm's work:

Not Applicable

Contact for Additional Information:

Please provide the name of the individual at your company to contact for any additional information

Kuda Wekwete
Name

Managing Director
Title

(800) 949-4DTA/(949) 480-0034
Telephone Number/Fax Number

Addenda Received:

Please indicate addenda information you have received regarding this proposal:

Addendum No.____ Date Received: _____
Addendum No.____ Date Received: _____
Addendum No.____ Date Received: _____
Addendum No.____ Date Received: _____

__X__ No Addenda received regarding this proposal.

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES

Kuda Wekwete being first duly sworn, deposes and says:

1. That he/she is the Managing Director (*Title of Office*) of DTA (*Name of Company*) hereinafter called "Proposer," who has submitted to the City of Hawthorne a proposal for Development Impact Fee Study.

2. That the proposal is genuine; that all statements of fact in the proposal are true;

3. That the proposal was not made in the interest of behalf of any person, partnership, company, association, organization or corporation not named or disclosed;

4. That the Proposer did not, directly or indirectly, induce solicit or agree with anyone else to submit a false or sham proposal, to refrain from proposing, or to withdraw his proposal, to raise or fix the proposal price of the Proposer or of anyone else, or to raise or fix any overhead, profit or cost element of the Proposer's price or the price of anyone else; and did not attempt to induce action prejudicial to the interest of the City of Hawthorne, or of any other Proposer, or anyone else interested in the proposed contract;

5. That the Proposer has not in any other manner sought by collusion to secure for itself an advantage over the other Proposer or to induce action prejudicial to the interests of the City of Hawthorne. Or of any other Proposer or of anyone else interested in the proposed contract;

6. That the Proposer has not accepted any proposal from any subcontractor or materialman through any proposal depository, the bylaws, rules or regulations of which prohibit or prevent the Proposer from considering any proposal from any subcontractor or materialman, which is not processed through that proposal depository; or which prevent any subcontractor or materialman from proposing to any contractor who does not use the facilities of or accept proposals from or through such proposal depository;

7. That the Proposer did not, directly or indirectly, submit the Proposer's proposal price or any breakdown thereof, or the contents thereof, or divulge information or data relative thereto, to any corporation, partnership, company, association, organization, proposal depository, or to any member or agent thereof, or to any individual or group of individuals, except to the City of Hawthorne, or to any person or persons who have a partnership or other financial interest with said Proposer in its business.

8. That the Proposer has not been debarred from participation in any State or Federal works project.

Dated the 12 day of February, 20 25.

(Proposer's Signature)

Managing Director
(Title)



www.FinanceDTA.com

18201 VON KARMAN AVENUE, SUITE 220
IRVINE, CA 92612
PHONE: (800) 969-4DTA

Public Finance
Public-Private Partnerships
Development Economics
Clean Energy Bonds

COST AND FEE SCHEDULE

Fees for services shall be charged on an hourly basis according to the rates set forth in the **fee schedule** below, with invoices being submitted to the City monthly. The estimated fee for the Fee Study shall not exceed **$71,145** for the Scope of Work, plus $3,000 in out-of-pocket expenses. **Notably, the figures listed in Table 1 for each task are just estimates and the charges assigned to any one task may be transferred to another task, as long as the overall invoices submitted by DTA do not exceed $74,145, including expenses.** Fees for services shall be charged according to the professional services fee schedule identified in Table 2.

Table 1: Proposed Budget

Description	Title	Hourly Rate	Est. Hours	Total Cost
Task #1: Development of Project Strategy and Kickoff Meeting	President/MD	$300	2	$600
	Vice President	$250	2	$500
	Manager	$200	5	$1,000
	Associate II	$165	2	$330
		Task 1	**11**	**$2,430**
Task #2: Develop Population and Demographic Projections	President/MD	$300	2	$600
	Vice President	$250	2	$500
	Manager	$200	14	$2,800
	Associate II	$165	8	$1,320
		Task 2	**26**	**$5,220**
Task #3: Review Facility/Capital Needs and Levels of Service	President/MD	$300	10	$3,000
	Vice President	$250	8	$2,000
	Manager	$200	14	$2,800
	Associate II	$165	22	$3,630
		Task 3	**54**	**$11,430**
Task #4: Develop Methodology for Calculating New Fee Amounts	President/MD	$300	6	$1,800
	Vice President	$250	8	$2,000
	Manager	$200	14	$2,800
	Associate II	$165	6	$990
		Task 4	**34**	**$7,590**
Task #5: Determine Fee Levels and Document Comparative Fees	President/MD	$300	6	$1,800
	Vice President	$250	8	$2,000
	Manager	$200	18	$3,600
	Associate II	$165	16	$2,640
		Task 5	**48**	**$10,040**
Task #6: Prepare Draft and Final Impact Fee Methodology Reports	President/MD	$300	10	$3,000
	Vice President	$250	8	$2,000
	Manager	$200	40	$8,000
	Associate II	$165	26	$4,290
		Task 6	**84**	**$17,290**

Description	Title	Hourly Rate	Est. Hours	Total Cost
Task #7: Outline Tasks Required for the Implementation and Administration of the Fee Program	President/MD	$300	6	$1,800
	Vice President	$250	8	$2,000
	Manager	$200	10	$2,000
	Associate II	$165	5	$825
			Task 7	**29**	**$6,625**
Task #8: Attend Up to Three (3) Additional Meetings, Plus Regular Virtual Meetings for Bi-Weekly Updates	President/MD	$300	8	$2,400
	Vice President	$250	8	$2,000
	Manager	$200	24	$4,800
	Associate II	$165	8	$1,320
			Task 8	**48**	**$10,520**
Total Not to Exceed	President/MD	$300	50	$15,000
	Vice President	$250	52	$13,000
	Manager	$200	139	$27,800
	Associate II	$165	93	$15,345
			Subtotal	**$334**	**$71,145**
			Out-of-Pocket Expenses (Maximum)		$3,000
			Total Not to Exceed		**$74,145**

For your reference, DTA's hourly rate schedule is provided in the table below.

Table 2: DTA's Fee Schedule

Labor Category	Labor Rate
President/Managing Director	$300/Hour
Senior Vice President	$275/Hour
Vice President	$250/Hour
Senior Manager	$210/Hour
Manager	$200/Hour
Senior Associate	$190/Hour
Associate III	$175/Hour
Associate II	$165/Hour
Associate I	$150/Hour
Research Associate II	$140/Hour
Research Associate I	$125/Hour

Additional meetings above and beyond the four (4) meetings specified in the Scope of Work, including the kickoff meeting, shall be billed on a time and materials basis, not to exceed **$2,500 per in-person meeting**. DTA staff shall also schedule standing conference calls (i.e., bi-weekly) with City staff to stay on track with tasks and deliverables, to the extent allowable under the proposed maximum budget.

Out-of-pocket and administrative expenses are included in the maximum budget listed above and shall be equal to 3% of DTA's billings for labor, plus travel expenses and any outside vendor payments. All hourly rates for services apply through December 31, 2025, and are subject to a cost-of-living increase at that time. On or about the first two weeks of each month during which consulting

services are rendered hereunder, DTA shall present to the City an invoice covering the current consulting services performed and reimbursable expenses incurred pursuant to this Notice of Authorization. Each invoice submitted for payment shall contain a brief description of the work billed on that invoice, total billed to date, total paid to date, and amount remaining. Invoices shall be paid by the City within 30 days of the date of each invoice. A 1.2% charge may be imposed monthly against accounts that are not paid within 45 days of the date of each invoice. The prevailing party in any legal action brought by one party against the other and arising out of this Consultant Agreement shall be entitled, in addition to any other rights and remedies it may have, to reimbursement for its expenses, including court costs and reasonable attorneys' fees.

A Disclaimer

While DTA has a fiduciary responsibility as a licensed Municipal Advisor, DTA is not, unless otherwise stipulated, acting as the City's Municipal Advisor. The services discussed herein do not constitute any financial advice or fall under the category of municipal advisory services as defined by the SEC.

B Information to be Provided by the City

In addition, DTA requests that the following information be provided by the City at no charge and in a timely manner such that the project does not extend beyond 6 months from the date of authorization to proceed:

- Identification of offsetting revenue sources to fully understand financing options;
- The City's General Plan, any Specific/Master Plans, Development Agreements, and data regarding existing entitlements;
- To the extent available, detailed description of the proposed public facilities, including the facility name and number of square feet, acres, etc. (as applicable for each type of facility);
- Inventory of completed facilities within the City, including type, size, and location of facility;
- Cost estimates for proposed facilities (DTA anticipates that the City's cost data and estimates will be reviewed by DTA staff and discussed with City staff);
- Existing City Fee Ordinances and/or Resolutions, as applicable, and administrative decisions related to permitting, building, and the development community; and
- Identification of any committed revenue sources pledged to fund proposed facilities.

C Limitations

Additional work requested by the City beyond the tasks identified within the Scope of Work shall be considered out of scope and will be billed on a time and materials basis at the hourly rates identified in Table 2. The labor costs in Table 1 include attendance at a total of two (2) meetings with City staff and two (2) meetings with City Council, plus periodic conference calls with City staff. Attendance at more than four (4) meetings, detailed written responses to resolve disputes, or the preparation of more than one set of major revisions to the Draft Report will be classified as additional work and may require further billing at the hourly rates identified in Table 2 **if** the maximum fee level has been exceeded. Similarly, in-person meetings shall require additional charges, as noted above. Other examples of additional work shall include:

- Additional analyses based on revised assumptions requested by the City, including possible changes in the needs list, infrastructure costs, population projections, future land uses, and

related data once the preparation of the Draft Report has been initiated, as well as adjustments to assumptions once the Draft Report has been approved;

- Additional meetings or lengthy negotiations with stakeholders, including representatives of the BIA or similar representatives of the development community;
- Tasks related to litigation by stakeholders should it occur once the Fee Study has been completed;
- Time expended related to obtaining data assigned to the City under "Information to be Provided by the City";
- Any work related to litigation or any claim or liability arising out of or incident to the April 12, 2024, U.S. Supreme Court decision in *Sheetz vs. County of El Dorado* asking the California courts to reevaluate impact fees adopted under the California Mitigation Act to ensure they do not violate the U.S. Constitution's Fifth Amendment Takings Clause, including but not limited to expert witness services; and
- Actual implementation of the fee program(s).

The maximum fee listed above assumes the review and implementation of the fee program with a schedule between initiation of services and public outreach that is within the proposed time frame according to the City's specifications.

EXHIBIT B

INSURANCE REQUIREMENTS

Prior to the beginning of and throughout the duration of the Work, the Service Provider will maintain insurance in conformance with the requirements set forth below. The Service Provider will use existing coverage to comply with these requirements. If that existing coverage does not meet the requirements set forth here, the Service Provider agrees to amend, supplement or endorse the existing coverage to do so. The Service Provider acknowledges that the insurance coverage and policy limits set forth in this section constitute the minimum amount of coverage required. Any insurance proceeds available to City in excess of the limits and coverage required in this Agreement and which is applicable to a given loss, will be available to City.

The Service Provider shall provide the following types and amounts of insurance:

Commercial General Liability Insurance using Insurance Services Office "Commercial General Liability" policy form CG 00 01 or the equivalent. Limits are subject to review but in no event less than $1,000,000 per occurrence.

Professional Liability Coverage. The Service Provider shall maintain in-force Professional Liability Insurance (and/or errors & Omissions Insurance) for protection against claims alleging negligent acts, errors or omissions which may arise from the Service Provider's operations under this Agreement, whether such operations be by the Service Provider or by its employees, or sub Service Providers. The amount of this insurance shall not be less than one million dollars ($1,000,000) on a claims-made annual aggregate basis, or a combined single-limit per occurrence basis.

AGREEMENT FOR DEVELOPMENT IMPACT FEE STUDY

THIS AGREEMENT is made and effective as of March 12, 2025 between the City of Hawthorne, a municipal corporation ("City") and DTA Public Finance ("Consultant"). In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

1. **TERM**

This Agreement shall commence on March 12, 2025, and shall remain and continue in effect on an as needed basis unless sooner terminated pursuant to the provisions of this Agreement.

2. **SERVICES**

The Consultant shall perform the tasks described and set forth in Exhibit A, attached hereto and incorporated herein as though set forth in full as part of its services. The Consultant may be asked to provide additional services if necessary during the term of this Agreement. Such work shall be performed on a time and materials basis at additional cost in accordance with the payment rates set forth in Exhibit A if the total budget, as set forth in Exhibit A, has been reached.

3. **PERFORMANCE**

The Consultant shall at all times faithfully, competently and to the best of his/her ability, experience, and talent, perform all tasks described herein. The Consultant shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing similar services as are required of the Consultant hereunder in meeting its obligations under this Agreement.

4. **PAYMENT**

(a) The City agrees to pay the Consultant in accordance with the payment rates and terms and the schedule of payment as set forth in Exhibit A, attached hereto and incorporated herein by this reference as though set forth in full, based upon actual time spent on services indicated in Exhibit A of this Agreement unless additional payment is approved as provided in this Agreement.

(b) The Consultant shall not be compensated for any services rendered in connection with its performance of this Agreement which are in addition to those set forth herein, unless such additional services are authorized in advance and in writing by the Director of Public Works/City Engineer. The Consultant shall be compensated for any additional services in the amounts and in the manner as agreed to by the Director of Public Works/City Engineer and at the time the City's

written authorization is given to the Servicer Provider for the performance of said services.

(c) The Consultant will submit invoices for actual services performed. Payment shall be made within thirty (30) days of receipt of each invoice as to all non-disputed fees. If the City disputes any of Consultant's fees it shall give written notice to the Consultant within thirty (30) days of receipt of an invoice of any disputed fees set forth on the invoice.

5. SUSPENSION OR TERMINATION OF AGREEMENT WITHOUT CAUSE

(a) The City may at any time, for any reason, with or without cause, suspend or terminate this Agreement, or any portion hereof, by serving upon the Consultant at least ten (10) days prior written notice. Upon receipt of said notice, the Consultant shall immediately cease all work under this Agreement, unless the notice provides otherwise. If the City suspends or terminates a portion of this Agreement such suspension or termination shall not make void or invalidate the remainder of this Agreement.

(b) In the event this Agreement is terminated pursuant to this Section, the City shall pay to the Consultant the actual value of the work performed up to the time of termination, provided that the work performed is of value to the City. Upon termination of the Agreement pursuant to this Section, the Consultant will submit an invoice to the City.

6. DEFAULT OF CONSULTANT

(a) The Consultant's failure to comply with the provisions of this Agreement shall constitute a default. In the event that the Consultant is in default for cause under the terms of this Agreement, City shall have no obligation or duty to continue compensating the Consultant for any work performed after the date of default and can terminate this Agreement immediately by written notice to the Consultant. If such failure by the Consultant to make progress in the performance of work hereunder arises out of causes beyond the Consultant's control, and without fault or negligence of the Consultant, it shall not be considered a default.

(b) If the Director of Public Works/City Engineer or his delegate determines that the Consultant is in default in the performance of any of the terms or conditions of this Agreement, he/she shall cause to be served upon the Consultant a written notice of the default. The Consultant shall have ten (10) days after service upon it of said notice in which to cure the default by rendering a satisfactory performance. In the event that the Consultant fails to cure its default within such period of time, the City shall have the right, notwithstanding any other provision of this Agreement, to terminate this Agreement without further notice and without prejudice to any other remedy to which it may be entitled at law, in equity or under this Agreement.

7. **OWNERSHIP OF DOCUMENTS**

(a) The Consultant shall maintain complete and accurate records with respect to sales, costs, expenses, receipts, and other such information required by City that relate to the performance of services under this Agreement. The Consultant shall maintain adequate records of services provided in sufficient detail to permit an evaluation of services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. The Consultant shall provide free access to the representatives of City or its designees at reasonable times to such books and records; shall give City the right to examine and audit said books and records; shall permit City to make transcripts therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of three (3) years after receipt of final payment.

(b) Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared in the course of providing the services to be performed pursuant to this Agreement shall become the sole property of the City and may be used, reused, or otherwise disposed of by the City without the permission of the Consultant. Notwithstanding the above, computer software (including without limitation financial models, compilations of formulas and spreadsheet models) and products derived from such software, prepared by Consultant are Instruments of Service of Consultant and shall remain the property of Consultant. Consultant shall likewise retain all common law, statutory and other reserved rights, including the copyright thereto. However, the fixed final work product delivered by Consultant shall belong to the City.

8. **INDEMNIFICATION**

When the law establishes a professional standard of care for Consultant Services, to the fullest extent permitted by law, the Consultant shall indemnify, protect, defend and hold harmless City and any and all of its officials, employees and agents ("Indemnified Parties") from and against any and all losses, liabilities, damages, costs and expenses, including attorney's fees and costs to the extent same result from any negligent or wrongful act, error or omission of the Consultant, its officers, agents, employees or sub Consultant (or any entity or individual that Consultant shall bear the legal liability thereof) in the performance of professional services under this Agreement.

Additionally, in light of the uncertainty created by the April 12, 2024, U.S. Supreme Court decision in Sheetz vs. County of El Dorado, Consultant will not defend, indemnify, or hold free and harmless the City or any of its agents from any claim arising out of, pertaining to, or incident to the Nollan/Dolan test under the U.S. Constitution's Fifth Amendment Takings Clause.

9. **INSURANCE**

A) The Consultant shall maintain in-force: Professional Liability Insurance (and/or Errors & Omissions Insurance) with limits of liability of an amount not less than $2,000,000 per occurrence and $4,000,000 general aggregate.
B) The Consultant shall maintain in-force Workers' Compensation and Employer's Liability Insurance as required by the California Labor Code. Evidence of coverage shall take the form of a Certificate of Insurance or a California Certificate to Self-Insure. Acceptable minimum limits for this coverage are: Workers' Compensation; Statutory in California; Employer's Liability: $1,000,000.
C) Certificates of Insurance. The Consultant shall furnish to Customer evidence of any insurance required by this Agreement. A Certificate of Insurance from an insurer admitted to do business in the State of California will be provided, indicating that the respective policy(s) meets the following requirements: (1) The City, its officers, and employees shall be named as additional insured on the General Liability Insurance; (2) Insurance shall not be canceled or terminated without 30 days written notice; (3) General Liability shall be primary and any insurance held by City for its own protection shall be excess and shall be effective only upon exhaustion of the Consultant's insurance; (4) Insurance shall be maintained for the duration of the Agreement, including any period extended beyond the expiration date of this Agreement required to complete performance as stipulated in this Agreement and all amendments thereto.

10. **INDEPENDENT CONSULTANT**

(a) The Consultant is and shall at all times remain as to the City a wholly independent Consultant. The personnel performing the services under this Agreement on behalf of the Consultant shall at all times be under the Consultant's exclusive direction and control. Neither City nor any of its officers, employees, or agents shall have control over the conduct of the Consultant or any of Consultant's officers, employees, or agents, except as set forth in this Agreement. The Consultant shall not at any time or in any manner represent that it or any of its officers, employees, or agents are in any manner officers, employees, or agents of the City. The City Provider shall not incur or have the power to incur any debt, obligation, or liability whatever against City, or bind City in any manner.
(b) No employee benefits shall be available to the Consultant in connection with the performance of this Agreement. Except for the fees paid to the Consultant as provided in the Agreement, City shall not pay salaries, wages, or other compensation to the Consultant for performing services hereunder for City. City shall not be liable for compensation or indemnification to the Consultant for injury or sickness arising out of performing services hereunder.

11. **LEGAL RESPONSIBILITIES**

The Consultant shall keep itself informed of State and Federal laws and regulations which in any manner affect those employed by it or in any way affect the performance of its service pursuant to this Agreement. The Consultant shall at all times observe and comply with all such laws and regulations. The City, and its officers and employees, shall not be liable at law or in equity occasioned by failure of the Consultant to comply with this Section.

12. **UNDUE INFLUENCE**

The Consultant declares and warrants that no undue influence or pressure is used against or in concert with any officer or employee of the City of Hawthorne in connection with the award, terms or implementation of this Agreement, including any method of coercion, confidential financial arrangement, or financial inducement. No officer or employee of the City of Hawthorne will receive compensation, directly or indirectly, from the Consultant, or from any officer, employee or agent of the Consultant, in connection with the award of this Agreement or any work to be conducted as a result of this Agreement. Violation of this Section shall be a material breach of this Agreement entitling the City to any and all remedies at law or in equity.

13. **NO BENEFIT TO ARISE TO LOCAL EMPLOYEES**

No member, officer, or employee of City, or their designees or agents, and no public official who exercises authority over or responsibilities with respect to the Project during his/her tenure or for one year thereafter, shall have any interest, direct or indirect, in any agreement or sub-agreement, or the proceeds thereof, for work to be performed in connection with the Project performed under this Agreement.

14. **RELEASE OF INFORMATION/CONFLICTS OF INTEREST**

(a) All information gained by the Consultant in performance of this Agreement shall be considered confidential and shall not be released by the Consultant without City's prior written authorization. The Consultant, its officers, employees, agents, or sub Consultants, shall not without written authorization from the City Manager or unless requested by the City Attorney, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories, or other information concerning the work performed under this Agreement or relating to any project or property located within the City. Response to a subpoena or court order shall not be considered "voluntary" provided the Consultant gives City notice of such court order or subpoena.

(b) The Consultant shall promptly notify City should Consultant, its officers, employees, agents, or sub Consultants be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for

admissions, or other discovery request, court order, or subpoena from any person or party regarding this Agreement and the work performed thereunder or with respect to any project or property located within the City. City retains the right, but has no obligation, to represent the Consultant and/or be present at any deposition, hearing, or similar proceeding. The Consultant agrees to cooperate fully with City and to provide the opportunity to review any response to discovery requests provided by the Consultant. However, City's right to review any such response does not imply or mean the right by City to control, direct, or rewrite said response.

15. **ASSIGNMENT**

The Consultant shall not assign the performance of this Agreement, nor any part thereof, nor any monies due hereunder, without prior written consent of the City because of the personal nature of the services to be rendered pursuant to this Agreement.

16. **LICENSES**

At all times during the term of this Agreement, the Consultant shall have in full force and effect, all licenses required of it by law for the performance of the services described in this Agreement.

17. **GOVERNING LAW**

The City and Consultant understand and agree that the laws of the State of California shall govern the rights, obligations, duties, and liabilities of the parties to this Agreement and also govern the interpretation of this Agreement. Any litigation concerning this Agreement shall take place in the municipal, superior, or federal district court with jurisdiction over the City of Hawthorne.

18. **ENTIRE AGREEMENT**

This Agreement contains the entire understanding between the parties relating to the obligations of the parties described in this Agreement. All prior or contemporaneous agreements, understandings, representations, and statements, oral or written, are merged into this Agreement and shall be of no further force or effect. Each party is entering into this Agreement based solely upon the representations set forth herein and upon each party's own independent investigation of any and all facts such party deems material.

19. **AUTHORITY TO EXECUTE THIS AGREEMENT**

The person or persons executing this Agreement on behalf of the Consultant warrants and represents that he/she has the authority to execute this Agreement on behalf of the Consultant and has the authority to bind the Consultant to the performance of its obligations hereunder.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year first above written.

CITY OF HAWTHORNE:

_____
VONTRAY NORRIS
City Manager
City of Hawthorne

CONSULTANT:

By:_____
Name:
Title:
DTA Public Finance

APPROVED AS TO FORM:

_____
ROBERT KIM
City Attorney
City of Hawthorne

ATTEST:

_____
DAYNA WILLIAMS-HUNTER
City Clerk
City of Hawthorne

EXHIBIT A

Proposal

PROPOSAL

DEVELOPMENT IMPACT FEE STUDY

February 25, 2025

Response to RFP



CITY OF HAWTHORNE

SUBMITTED BY:

Kuda Wekwete
Managing Director

18201 Von Karman Avenue, Suite 220
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CITY OF HAWTHORNE

DEVELOPMENT IMPACT FEE STUDY

PROPOSAL SUBMISSION DEADLINE:

FEBRUARY 25, 2025, AT 4:00 P.M.

Prepared for:

City of Hawthorne

City Clerk's Office

4455 West 126th Street

Hawthorne, CA 90250

Attention: Dweejal Torado, Assistant Engineer

Project Contact:

Kuda Wekwete

Managing Director, DTA

18201 Von Karman Avenue, Suite 220

Irvine, CA 92612

Phone: (800) 969-4DTA x204

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A COVER LETTER

Mr. Dweejal Torado, Senior Management Analyst
City of Hawthorne
4455 West 126th Street, Hawthorne, CA 90250

February 24, 2025

RE: Request for Proposals ("RFP") for a Development Impact Fee Study

Dear Mr. Torado:

DTA, formerly David Taussig & Associates, is pleased to submit this proposal to the City of Hawthorne (the "City"). It is our understanding that the City is seeking a qualified firm to prepare a Development Impact Fee ("DIF") Study and make recommendations to the City Council on new and updated DIFs in accordance with the Mitigation Fee Act (California Government Code Section 66000 *et seq.*) and as also amended by Assembly Bill ("AB") 602. The AB 1600-compliant DIF Nexus Study ("Fee Study") would recommend the appropriate fee justification methodology and fee levels to support specific types of City-selected capital facilities needed to serve new growth.

DTA has prepared approximately 500 fee justification studies for a variety of public improvements, including transportation, water, sewer and flood control facilities, fire and police stations, parks, libraries, and other types of infrastructure. In recent years, our firm has prepared AB 1600-compliant DIF justification studies for the Cities of Anaheim, Blythe, Brawley, Calexico, Campbell, Cathedral City, Cerritos, Chino Hills, Colton, Costa Mesa, Daly City, Desert Hot Springs, Fontana, Fowler, Hesperia, King City, Los Banos, Mammoth Lakes, Palo Alto, Pasadena, Paso Robles, Perris, Redlands, San Francisco, San Jacinto, San Jose, San Luis Obispo, Torrance, Tustin, Upland, Victorville, and Yucaipa and the Counties of Fresno, San Bernardino, San Jose, San Luis Obispo, Santa Barbara, Shasta, and Yuba, among others. In addition to the above, most recently, DTA has been hired by the County of San Bernardino and Cities of Daly City, Fontana, Ione, La Verne, Morro Bay, National City, Palo Alto, Redlands, Redwood City, Rialto, San Ramon, Upland, and Yucaipa to prepare comprehensive fee updates in compliance with AB 602. As the City will be adopting its new DIF ordinance after July 1, 2022, we have included a discussion of AB 602 and our experience in other states with similar impact fee requirements in the enclosed proposal.

DTA's diverse and multidisciplinary project team for this project has the breadth of experience required to provide impact fee consulting services in a professional and timely manner. This project would be primarily handled out of DTA's Irvine office. I, Kuda Wekwete, a Managing Director at DTA, would be the Principal-in-Charge and have the City's primary account responsibility. Leni Zarate, a Vice President at DTA, and Richard Ruiz, a Manager at DTA, will serve jointly as the primary points of contact and be assisted by other support staff. Steve Runk, P.E., Vice President of Engineering Services at DTA, and David Taussig, Chairman/Managing Director will provide engineering expertise and technical advisory services, respectively. Brief resumes for each of our team members are included in Section B of this proposal. All personnel will be available full-time (100%) for the duration of the project and may be contacted by phone at (800) 969-4DTA. A proposed schedule can be found in Section B.

I have the authority to negotiate and contractually bind the firm. If you have questions regarding this proposal, please contact me by phone at (800) 969 4DTA x204 or by e-mail at Kuda@FinanceDTA.com. Thank you for the opportunity to work with the City on this engagement.

Best Regards,

Kuda Wekwete, Managing Director

B KEY PROJECT STAFF AND QUALIFICATIONS

1 Firm Overview

DTA is a public finance and urban economics consulting firm specializing in infrastructure and public services finance. Our firm, which was founded in 1985, provides public finance consulting services to both public and private sector clients and has completed consulting assignments for more than 3,000 clients in 24 states. We have offices in Irvine, San Francisco, San Jose, and Riverside, California, as well as Dallas and Houston, Texas, Raleigh, North Carolina, and Tampa, Florida. Additional information on DTA is available on our website (www.FinanceDTA.com).

DTA, a corporation, was incorporated in the State of California on May 15, 1986, and has been providing public finance consulting services for over 39 years. The corporation has two officers, specifically David Taussig, Chairman/Managing Director, and Cecily Burke, Secretary, both of whom are authorized to bind the firm. DTA does not hold controlling or financial interests in any other organization and is not owned or controlled by another person or organization. DTA's management personnel consists of four principals identified as David Taussig, Chairman/Managing Director, Kelly Wright, Chief Executive Officer, Andrea Roess, Managing Director, and Kuda Wekwete, Managing Director.

DTA has been performing public facilities fee consulting services for over 38 years, since DIFs were enacted in 1987 under AB 1600 by the California Legislature and codified under California Government Code §66000 *et seq.*, also called the Mitigation Fee Act (the "Act" or "AB 1600"). **DTA has extensive experience preparing DIF studies that have complied with Section 66000 *et seq.* of the Government Code and withstood legal scrutiny to the extent that none of our prior studies have been subject to any litigation**.

DTA has a diverse, multidisciplinary staff of approximately 50 employees, all of whom are directly involved solely in public finance. Staff members come from backgrounds in several fields, including land development, public administration, civil engineering, investment banking, economic consulting, redevelopment, law, non-profit administration, and land use planning. This diversity of experience and expertise allows DTA to meet a wide variety of challenges related to both the actual work product and client management. DTA's staff members have considerable experience in computer-based financial analyses and modeling, which is a key component of the firm's consulting services. This ensures that the development of any computer model(s) utilized in the City's potential Fee Study will be in experienced hands.

DTA has assembled a project team for the City with the breadth of experience required to provide impact fee consulting services in a professional and timely manner. **This project would be primarily handled out of DTA's Irvine office.** In fact, we consider ourselves to be an extension of City staff. Kuda Wekwete, a Managing Director of DTA, would be the Principal-in-Charge and have the City's primary account responsibility. He would be assisted by Leni Zarate, a Vice President at DTA, and Richard Ruiz, a Manager at DTA, in addition to other support staff. Steve Runk, P.E., Vice President of Engineering Services at DTA, and David Taussig, Chairman/Managing Director will provide engineering expertise and technical advisory services, respectively. **All proposed project team members are available by phone at (800) 969-4DTA**.

Since its formation in 1985, DTA has assisted over 3,000 public and private sector clients in meeting their infrastructure and public services goals. **DTA is licensed and registered with the U.S. Securities and Exchange Commission ("SEC") and Municipal Securities Rulemaking Board ("MSRB") as a Municipal Advisor (No. 867-01160) and follows all the fiduciary requirements associated with this designation.**

DTA's consulting services include the following:

- **Proposition ("Prop") 218 and AB 1600-compliant impact fee studies;**
- **Public infrastructure and public services financing strategies;**
- Assessment engineering and special tax consulting;
- Annual administration of Assessment Distircts ("ADs") and Community Facilities Districts ("CFDs");
- Public-private partnerships;
- Enhanced Infrastructure Financing District ("EIFD") formation and ongoing management;
- Fiscal and economic impact analyses;
- Clean Energy Bonds;
- Federal and state grant, loan, and tax credit applications;
- Economic development and revitalization studies; and
- Public improvement construction management services.



DTA has been involved in the formation of over 2,000 public finance districts, with total authorized bonded indebtedness over $75 billion. Our financing programs have utilized a variety of public financing mechanisms, such as CFDs, 1913/1915 Act ADs, 1972 Act Landscaping and Lighting Districts ("LLDs"), EIFDs, Certificates of Participation, Tax Allocation Bonds, Sewer and Water Revenue Bonds, Marks-Roos Bond Pools, Integrated Financing Districts, and various types of fee programs. **DTA's level of experience with special district formations is unequaled as our firm is the State of California's leading special tax and assessment consultant, having prepared special tax and assessment formulas on behalf of public agencies for the establishment of over 1,500 CFDs, ADs, and LLDs**. DTA also has considerable experience establishing a variety of financing districts and property owner associations for the purpose of funding public service shortfalls created by new development.

On a Statewide basis, DTA has planned and implemented Public Facilities Financing Plans ("PFFPs") that have ranged from the quantitative analysis of a single financing mechanism for an individual facility to the preparation of a comprehensive financing plan covering multiple facilities and public services through a series of financing mechanisms. Our financial analyses provide public officials, landowners, and other interested parties with the level of information needed to make fully informed decisions regarding land use, infrastructure, and public services financing issues. DTA staff has extensive experience working with various stakeholder groups, including public agencies, public agency municipal staff, residents, local chapters of the Building Industry Association ("BIA"), local Chambers of Commerce, and other interested parties.

DTA is committed to excellence and innovation, which allows us to attract and retain the most experienced and knowledgeable personnel in the industry. DTA's clients also receive high levels of personal attention from senior staff, with a Principal, Managing Director, Senior Vice President, or Vice President always available to meet with public agency staff and other groups. Perhaps DTA's most outstanding qualification is the dedication and loyalty of the senior employees in our firm, many of whom have worked for DTA for 15-30 years, enabling our clients to count on the same personnel year after year on the job. As a result, DTA can offer a level of management expertise that is unequalled throughout the fields of public finance and special tax consulting. In fact, every DTA engagement is led by a Principal, Senior Vice President, or Vice President with at least 15 years of experience with our firm.

The result of this experience and expertise is that in 40 years of work establishing over 2,000 financing districts and bond programs, DTA has never been sued. Our quality control is one of the key components in ensuring our firm's success. DTA continues to seek innovative solutions and refine our work product to better serve and protect our clients.

2 DIF-Specific Experience

As noted previously, DTA has been performing public facilities fee consulting services since DIFs were enacted under AB 1600 by the California Legislature and codified under California Government Code §66000 *et seq.*, also referred to as the Mitigation Fee Act. DTA has extensive experience preparing DIF studies that have complied with Section 66000 *et seq.* of the Government Code and withstood legal scrutiny to the extent that none of our prior studies have been subject to any type of litigation.

DTA has prepared approximately 500 fee justification studies to date for a variety of public improvements, including transportation, water, sewer and flood control facilities, fire and police stations, parks, libraries, school facilities, and other types of infrastructure. Regarding the land valuation calculations that apply to Park Impact Fees and/or Quimby in-lieu fee calculations, DTA staff accesses multiple data resources and employs a variety of analytical strategies to ensure that the final recommended land valuation is one that properly smooths out the data to address the dramatic high and low figures that can be common in the Los Angeles County real estate market. We subscribe to the CoStar real estate database that provides us with current and historical sales prices and lease rates for all local real estate transactions.

Currently, DTA is working on approximately 22 DIFs across the State, all of which are of similar scope to the City's DIF but are at different stages of completion. In addition, DTA is also engaged in other projects that include fiscal/economic impact analyses, CFD/AD feasibility, formations, and bond issuance, special district administration, and other consulting engagements. These projects are also generally of similar size (in terms of hours and timeline) to the proposed engagement. All DTA projects are staffed and coordinated across various teams in our 50+ employee organization.

DTA recently created an internal task force comprised of 10 DTA staff members dedicated to working through and understanding the recent legislation known as AB 602 to ensure that our fee studies comply with all applicable legal requirements. For this engagement, our team would have adequate bandwidth and redundancy to meet the City's desired schedule. We shall also have other support staff available to assist the City, as needed.

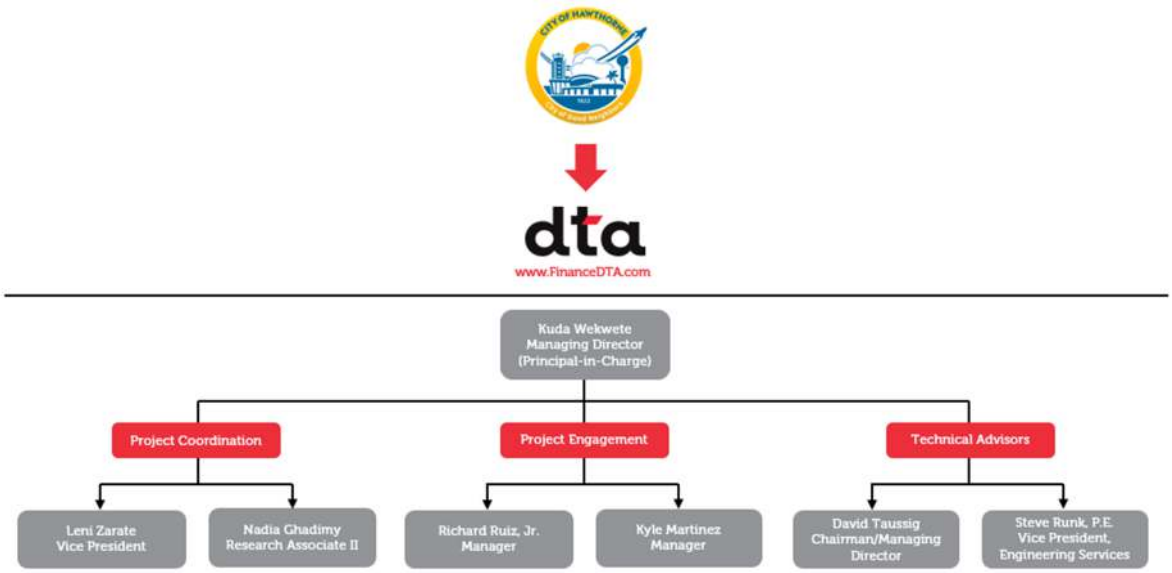
In recent years, our firm has prepared AB 1600-compliant DIF justification studies for the municipalities listed below, among others. **Most recently, DTA has been hired by the County of San Bernardino and Cities of Daly City, Fontana, Ione, La Verne, Morro Bay, National City, Palo Alto, Redlands, Redwood City, Rialto, San Jose, San Ramon, Upland, and Yucaipa to prepare comprehensive fee updates in compliance with AB 602.**

- City of Anaheim;
- City of Blythe;
- City of Brawley;
- City of Calexico;
- City of Campbell;
- City of Cathedral City;
- City of Cerritos;
- City of Chino;
- City of Chino Hills;
- City of Colton;
- City of Costa Mesa;
- City of Cypress;
- City of Desert Hot Springs;
- City of Escalon;
- City of Firebaugh;
- City of Fontana;
- City of Fowler;
- City of Glendale;
- City of Hesperia;
- City of Ione;
- City of Kingsburg;
- City of Lakeview;
- City of Live Oak;
- City of Los Banos;
- City of Manteca;
- City of Napa;
- City of Palo Alto;
- City of Pasadena;
- City of Paso Robles;
- City of Perris;
- City of Red Bluff;
- City of Redlands;
- City of San Bernardino;
- City of San Francisco;
- City of San Jacinto;
- City of San Jose;
- City of San Luis Obispo;
- City of Santa Ana;
- City of Soledad;
- City of South San Francisco;
- City of Torrance;
- City of Tustin;
- City of Upland;
- City of Victorville;
- County of Colusa;
- County of Fresno;
- County of Kings;
- County of Pasadena;
- County of Riverside;
- County of San Bernardino;
- County of San Francisco
- County of San Luis Obispo;
- County of Santa Barbara;
- County of Santa Clara Fire Department;
- County of Shasta;
- County of South Santa Clara Fire District;
- County of Yuba;
- Town of Loomis;
- Town of Mammoth Lakes;
- Beaumont Cherry Valley Recreation and Parks District;
- Denair Community Services District;
- El Dorado Hills Fire Department;
- Jurupa Area Recreation and Park District;
- San Gorgonio Memorial Hospital;
- San Gorgonio Pass Water Agency; and
- South Yuba Transportation Improvement Authority.

3 Key Personnel Qualifications

DTA has assigned personnel to this project who bring experience and technical expertise to each unique element of study. Our team organization is illustrated below. Project roles of our key team members are described below and followed by professional biographies. All personnel will be available full-time (100%) for the duration of the project. **DTA staff shall complete all the tasks of the project within the agreed-upon budget and schedule. Time and time again, we have proven our ability to adhere to contract agreements, understand the importance of good project management, and have never failed to meet a deadline**. DTA does not anticipate employing the services of a subcontractor for any portion of the City's requested services.

Figure 1: Team Organization Chart



DTA has assembled a project team with the breadth of experience required to assist the City with preparing the Fee Study. **This project would be primarily handled out of DTA's Irvine office. In fact, we consider ourselves to be an extension of City staff**. Mr. Wekwete will serve as the Principal-in-Charge of DTA's project team and handle primary account responsibilities for this engagement. He will attend meetings as necessary and supervise all project staff.

Ms. Zarate and Mr. Ruiz will be the City's primary points of contact throughout this engagement. They will manage the work of DTA's project team, including leading data collection efforts, directing the development of our technical model, providing senior-level analysis, reviewing progress and work products with City staff and community groups, presenting study findings at project meetings, and finalizing study documentation. Ms. Zarate and Mr. Ruiz will be assisted in these tasks by other support staff.

Mr. Taussig will provide technical advisory services related to elements of the Fee Study, as needed, and oversee all quality assurance and quality control measures. Mr. Runk will provide engineering expertise, assist in the selection of facilities to be included on the facilities needs list, prepare and/or review facilities cost estimates, and contribute to the apportionment analysis of specific facilities to be included in the fee program.

Key personnel will be available to the extent proposed, or designated by the City, for the duration of the project and no person designated as "key" to the project shall be removed or replaced without the prior written concurrence of the City. In addition, DTA is not behind schedule or past the completion date for any active projects and has a long history of delivering projects on a timely basis and adhering to agreements.

3.a DTA Team Biographies

David Taussig
Chairman/Managing Director | David@FinanceDTA.com
Project Role – Technical Advisor



Mr. Taussig has over 45 years of experience in the fields of real estate finance and urban economics. His areas of expertise include municipal finance programs for infrastructure and public facilities development, fiscal and redevelopment impact analyses, and land development project feasibility studies.

Mr. Taussig has an extensive background in computerized financial analyses. Since founding DTA in 1985, Mr. Taussig has developed several state-of-the-art analytical methods and modeling approaches, in addition to directing the formation of over 1,000 public financing districts and subsequent sale of tax-exempt municipal bonds. These districts have funded public infrastructure and services for many types of residential and non-residential development and included several hundred master-planned communities built throughout California and in several other western states. Mr. Taussig's work has involved both the preparation and implementation of financing plans and his public sector clients have included virtually every major urban county and city within California and hundreds of special districts. He has provided similar consulting services to many of the largest land development firms in the State of California. The financing programs implemented by Mr. Taussig have ranged from land-secured CFDs to redevelopment tax increment programs and lease revenue-based Certificates of Participation. He is also responsible for DTA's successful efforts related to funding opportunities under various tax credit programs.

Mr. Taussig has also overseen the preparation of numerous feasibility and impact studies involving computerized analyses of project cash flows and/or impacts on public agencies and landowners. He has assumed project management responsibilities for several hundred AB 1600 DIF justification studies, including recent studies prepared on behalf of the Cities of Blythe, Cathedral City, Chino Hills, Coachella, Fontana, Palo Alto, Paso Robles, Perris, San Jose, Temple City, Torrance, Tustin, and Victorville and the Counties of Riverside, San Bernardino, San Luis Obispo, and Santa Barbara. He has also handled the preparation of over 100 fiscal impact studies utilized by public agencies to determine the impact of new development or annexations on a municipality.

Prior to establishing his own firm, Mr. Taussig was the Director of Finance for Gfeller Development Company, where he handled all take-out and construction financing for the company's residential projects and infrastructure. He also prepared development project proformas that were used by prospective lenders and joint venture partners to evaluate the company's proposed projects.

Mr. Taussig was previously employed for 6 years by Mission Viejo Company ("MVC") where, as the Manager of Housing and Community Development, he was involved in the planning and financing of two planned communities encompassing over 50,000 homes. Mr. Taussig handled a substantial portion of MVC's mortgage and infrastructure financing during that period. He also worked for 5 years in the public sector as the Administrator of a Federal housing and community development program and as a

Land Use Planner. Mr. Taussig's educational background includes a master's degree in city planning from the University of California at Berkeley and B.A. in economics from Cornell University. He received full certification from the American Institute of Certified Planners in 1982.

Mr. Taussig and the firm are a registered Municipal Advisor with the SEC/MSRB. **He holds a Series 54 license as a Principal Municipal Advisor and Series 50 license as a Municipal Advisor under regulations promulgated by the SEC and MSRB**. Even after 45 years of experience in the industry, to this day, he continues to seek innovative answers to the industry's biggest questions and contributes to the development of public finance and development-related legislation. In addition, he is an active member of the Urban Land Institute's ("ULI's") National Council for Public-Private Partnerships ("NCPPP") and advocates and facilitates the formation of public-private partnerships at Federal, state, and local levels.

Kuda Wekwete
Managing Director | Kuda@FinanceDTA.com
Project Role – Principal-in-Charge



Since joining DTA in 2005, Mr. Wekwete has been involved in all aspects of the formation and implementation of special districts to fund infrastructure and services, as well as the sale of over $300 million in CFD bonds. His work has involved the preparation of tax spreads and overlapping debt analyses for the formation and/or sale of bonds for over 175 special districts established throughout California. In this role, Mr. Wekwete has prepared Rates and Methods of Apportionment ("RMAs"), CFD and Engineer's Reports, and documents required for the formation of CFDs, sale of property, and annual levying of special taxes. He has also been responsible for preparing PFFPs involving CFDs and other public finance mechanisms.

In addition, Mr. Wekwete has been actively involved in the preparation of dozens of impact fee studies, especially in the area of transportation infrastructure costing, and apportionment of these costs over various land use types based on benefit criteria. His engineering background has enabled him to assist DTA's Vice President of Engineering Services in applying a variety of apportionment methodologies to the development of fee studies and establishment of Benefit ADs for public sector clients. **Mr. Wekwete's recent work on DIF studies has included engagements for the Cities of Colton, Desert Hot Springs, Fontana, Paso Robles, Perris, and Torrance and the Counties of Riverside, San Bernardino, San Luis Obispo, and Santa Barbara, among others.**

Mr. Wekwete also has experience in the preparation of Fiscal Impact Reports ("FIRs"), tax increment analyses, and PFFPs and has performed due diligence services and developed disclosure documentation for land purchasers, public agencies, and lenders.

Mr. Wekwete received his B.S. and M.S. in operations research and industrial engineering from Cornell University and Columbia University, respectively. **He also holds a Series 50 license as a registered Municipal Advisor with the SEC/MSRB under rules promulgated following the Dodd-Frank Act in 2010**.

Steve Runk, P.E.
Vice President, Engineering Services | Steve@FinanceDTA.com
Project Role – Engineer (State License Number C23473 – California Registered Civil Engineer)



Mr. Runk has over 45 years of experience in the design and construction management of major civil engineering projects, including roadways, bridges, sewer and water improvements, and flood control facilities, grading for public works projects, and construction of commercial and industrial buildings. Mr. Runk's specific responsibilities have included design, quality control, specifications, estimates, construction bid packages, construction coordination and management, cost analyses and cost control, scheduling, manpower forecasting, staffing, and marketing. He has also assisted public agencies and developers in the procurement of funding from the California Department of Transportation ("Caltrans") and other Federal and state agencies.

Mr. Runk has a proven track record of meeting schedules and adhering to budgets. Since joining DTA in 2000, he has worked with local agencies to resolve community issues and negotiate scope changes with contractors to ensure the timely and satisfactory completion of construction projects. He has also acted as the Project Manager for the establishment of ADs and preparation of numerous AB 1600 DIF justification studies. Mr. Runk specializes in preparing assessment apportionment formulas and fee studies for roads, storm drains, and water and wastewater facilities. **He has been involved in preparing needs lists and apportioning facilities costs for many of DTA's AB 1600 studies, including those in the Cities of Anaheim, Brawley, Coachella, Chino Hills, Hesperia, Paso Robles, San Luis Obispo, Tustin, and Victorville, as well as the County of San Bernardino and a number of water districts, including the San Gorgonio Pass Water Agency. He was also closely involved in DTA's previous work as the AB 1600 consultant for the County of Riverside.**

Prior to joining DTA, Mr. Runk, as the Senior Construction Manager for Holmes & Narver, Inc., successfully completed the construction of the SR-41 Freeway in Fresno County, which was the County's first Measure "C" sales tax-funded freeway. Prior to this project, Mr. Runk successfully completed the construction of the SR-71 Freeway in Chino/Chino Hills, California. This $98 million project was the first Measure "M" sales tax-funded project for the San Bernardino Associated Governments ("SANBAG"). Mr. Runk's responsibilities on both projects included contract management, quality control, public relations, cash flow analyses, project closeout, and compliance with Federal and State funding requirements.

Previously, Mr. Runk held positions with various public and private engineering entities in which he delivered projects requiring a wide variety of engineering expertise. He holds a B.S. in engineering from the University of California at Los Angeles and an M.S. in civil engineering from California State University at Long Beach. Mr. Runk is a registered Civil Engineer in the State of California.

Leni Zarate
Vice President | Leni@FinanceDTA.com
Project Role – Project Coordination



Leni Zarate, a Vice President, brings a wealth of experience in special district formation, implementation, and administration to fund infrastructure and services. Her successful management of numerous special districts on a large scale, including EIFDs, CFDs, Benefit Assessment/Infrastructure Districts, County/Community Service Areas, LLDs, Mello-Roos Bond Pool Districts, and ADs, is a testament to her competence. Ms. Zarate has overseen the annual enrollment of hundreds of special districts, totaling more than 800,000 parcels, formed over 200 financing districts, and assisted in the bond sale of approximately $740 million for local infrastructure and public safety improvements promoting economic development.

Prior to joining DTA, Ms. Zarate served as the Special Districts Manager at Riverside County. In this role, she managed all aspects of the formation and administration of 72 County Service Areas (approximately 450,000 parcels) and 19 CFDs (approximately 150,000 parcels). This included preparing Engineer's Reports, CFD Reports, RMAs, prepayment calculations, and Disclosure Reports under prescribed guidelines. Ms. Zarate also oversaw the formation of the County of Riverside's three EIFDs, ensuring compliance with statutory deadlines, developing Resolutions of Intention/Formation, preparing all mailings, completing the Infrastructure Financing Plan, and handling all required documentation with the State Board of Equalization. She is the leader of DTA's EIFD practice. This role sees her continuing to work on the formation of two additional EIFDs for the County of Riverside and EIFDs for the County of San Diego and the Cities of Los Angeles, San Bernardino, Santa Ana, and Santa Rosa.

Ms. Zarate has worked on nearly 16 DIF studies for cities and counties collecting data, preparing written reports, and collaborating with city and county staff and stakeholders, including fee studies prepared on behalf of the Cities of Daly City, Fontana, Morro Bay, National City, Rialto, San Luis Obispo, Santa Cruz, and Santa Maria, among others. Her ability to build and maintain relationships with various stakeholders, including public and private investors, key public leaders, community decision-makers, organizations, cities, counties, and government agencies, has successfully moved projects through the implementation process.

She has served as a consultant for a variety of public municipalities, including the Riverside County Executive Office, Transportation Department, Office of Economic Development, and Flood Control and Water Conservation District, City of El Monte, Castaic Water District, City of Santa Ana, City of Riverside, City of Martinez, County of San Diego, and Pinal County (AZ). Her commitment to professional development is evident in the numerous training programs she has completed, including those for A/E/C Project Management, Financial Management, Compensation Strategies, Leadership, and Best Management Practices provided by PSMJ Resources, Inc. She is also actively involved in industry groups, including CSMFO, CALED (where she holds a position on the PD&F division), WPF, CASTOFF, and several other programs, demonstrating her leadership and commitment to professional development.

Richard Ruiz, Jr.
Manager | Richard@FinanceDTA.com
Project Role – Project Engagement



Mr. Ruiz has a background in econometrics and industrial organization. Since joining DTA in 2018, he has been involved in the formation and administration of numerous CFDs, ADs, and LLDs throughout California and several other states, including Florida, North Carolina, Texas, and Utah. His responsibilities related to these projects have included the development of tax spread proforma analyses and preparation of overlapping debt analyses. In addition, while at DTA, he has participated in a variety of projects, including fiscal and economic impact studies for cities and counties throughout California, school district rezoning projects, city/county annexation projects, user fee calculations, and living wage analyses.

Mr. Ruiz also has extensive experience working on the preparation of DIF justification studies for cities and counties in California and numerous other states, **including Arizona, Florida, and South Carolina**. His responsibilities during the impact fee justification and apportionment analysis process for each respective project include the preparation of capital improvement and public facilities needs lists, data collection, the development and modification of the DIF Report model, the production of a written report, and interactions with city, county, and district staff and key stakeholders. **Mr. Ruiz' recent work on DIF studies in California has included engagements for the Cities of Chino Hills, Colton, Cypress, Daly City, Desert Hot Springs, Fontana, Fowler, Inglewood, Ione, Manteca, Mammoth Lakes, Norco, Palo Alto, Perris, San Jose, Soledad, Torrance, Upland, Victorville, and Yucaipa and the Counties of San Luis Obispo and Santa Barbara, among others, in addition to the El Dorado Hills Fire Department**. East coast projects include Pickens County, South Carolina, City of Fayetteville, Arkansas, City and County of El Paso, Texas, Village of Oswego, Illinois, City of Laconia, New Hampshire, and City of Riviera Beach, City of Delray Beach, Hillsborough County, and Jefferson County, Florida.

Prior to joining DTA, Mr. Ruiz spent 14 years with an energy economics consulting firm that focused on economic and market research studies, mergers and acquisitions analyses, market entry research strategies, and economic due diligence projects for companies seeking equity funding. He has a degree in economics from California State University at Long Beach with a concentration in public finance. Mr. Ruiz is a member of the American Water Works Association ("AWWA") and has the experience and work history of understanding and applying the best practices of AWWA and Water Environment Federation ("WEF") in rate studies. He is also a Professional Member with the Institute of Transportation Engineers ("ITE").

Kyle Martinez
Manager | Kyle@FinanceDTA.com
Project Role – Project Engagement



Since joining DTA in 2016, Kyle Martinez has been actively involved in the formation, implementation, and administration of CFDs, ADs, improvement associations, and other special assessments and districts throughout the **States of Arizona, California, Florida, Utah, and the Southeast**. Her work has involved the preparation of RMAs, overlapping debt analyses, Engineer's Reports, and apportionment studies. She has experience in the calculation of special tax levies and assessment installments, in addition to conducting relevant parcel research, ownership and prepayment analyses, and continuing disclosure obligations. Ms. Martinez oversees special assessment administration and the levy of approximately $80 million annually in the County of Santa Clara, California, alone. Ms. Martinez has worked on nearly one dozen fiscal and economic impact analyses for cities and counties. Her responsibilities during these analyses for each respective project include evaluating the revenues generated by a development project as associated with the costs and determining the direct, indirect, and induced employment and economic benefits generated by new development.

Ms. Martinez has extensive experience working on the preparation of DIF and capacity fee studies for cities, counties, and special districts, as well as the analysis and review of rate calculations for water/wastewater capacity fee studies throughout North Carolina. Her responsibilities include the analysis of capital improvement and public facilities needs lists, inventories, and asset lists, data collection, the development of DIF Report models, the preparation of written reports and corresponding staff reports, and collaboration with city and county staff and key stakeholders. **Ms. Martinez' recent work on DIF studies in California has included engagements for the Cities of Campbell, Palo Alto, San Jose, and Soledad and the Counties of Kings and Shasta, among others**. The City of Campbell's fee study focused on parkland acquisition, while the City of Palo Alto's fee study featured Parks, Library, and Community Center Fee updates with a parkland acquisition component. Ms. Martinez is also currently supporting DTA teams on impact fee updates for the Town of Queen Creek, Arizona, Hillsborough County, Florida, and the City of Riviera Beach, Florida.

Ms. Martinez received her Bachelor of Arts degree in communications with an emphasis in journalism from California State University, Fullerton.

4 Project Management Strategies

DTA's client contact and interaction continue beyond the basic deliverables. DTA is a customer and community-centric firm committed to excellence, quality products, and an open and interactive communication environment. We employ these practices in the workplace, in cities, counties, and towns, and with the many clients that we have served for 40 years. **DTA realizes that every client, like every person, is a distinct entity best understood and served in a direct and collaborative manner**.

DTA serves clients in small towns, medium-sized cities, and larger municipalities. Our service philosophy is three-pronged: we strive to know our customers, understand the communities we're privileged to serve, and always provide the best care, advice, and products. At DTA, we also understand that every project is different, and every outcome is special to our team. Our values of accountability, integrity, and excellence underlie all work performed.

DTA brings a practical perspective combined with real-world experience in working with municipalities, which gives us the ability to understand and communicate with all stakeholders throughout the process. Regarding our engagement approach, we will work closely with City leadership to engage with property owners, business owners, and community leaders to understand any issues or pressure points, as well as what is envisioned for the future. **DTA staff members have considerable experience working on fee models for a variety of public improvements and will take a hands-on, detail-oriented approach with an emphasis on accuracy, efficiency, and reliability. As a result, from unique deadlines to fluid, potentially changing priorities, DTA is able to begin work with minimal notice**.

In addition to the elements identified in the City's proposed Scope of Work, DTA would recommend incorporating the following key strategies:

- Reviewing prior studies and effectively managing data requests and data gathering/consolidation;
- Ensuring key stakeholder input is received prior to writing any reports, so work need not be duplicated;
- Leveraging technology to request and track information from various sources and stakeholders;
- Setting up standing conference calls or Teams meetings (i.e., bi-weekly), in addition to scheduled meetings with City staff in order to stay on track with tasks and deliverables and discuss critical project elements; and
- Preparing internal report drafts for City staff review and discussion on conference call(s).

Finally, as part of the completion of this Scope of Work, DTA suggests evaluation of some other key considerations, including:

- Should a "fee credit" program be established for developers who build or oversize facilities on the City's facilities needs list?
- Should a stakeholders' committee or group be established to ensure outside input prior to the preparation of the Fee Study?
- Should the automatic fee escalator be reviewed to possibly further mitigate the impacts of inflation on the fee program prior to the preparation and adoption of the next fee program by the City?

DTA utilizes the software application BQE CORE to track project expenditures. This program is always available to DTA's employees and provides detailed project information ranging from the execution of the contract to completion of the project. To manage this contract effectively in terms of team performance, schedule compliance, and budget adherence, Mr. Wekwete, DTA's Principal-in-Charge, will utilize these tools:

- Bi-weekly assignment checklists throughout the life of the contract to ensure each task remains on schedule by utilizing proper staffing assignments.
- Consistent communication with City staff via e-mail, telephone, and in-person meetings, as needed.
- Weekly budget review to ensure no budget overruns occur. DTA's customized accounting system will enable us to track the expenditures to date each week and ensure budget compliance.
- Regular meetings with City staff to discuss progress and any issues and receive guidance.

At DTA, all our multidisciplinary team members come from diverse backgrounds, and we put people first. We pride ourselves on developing strong relationships with our clients and working closely with them to understand the big picture and goals they want to achieve as a result of our engagement, as well as how DTA's work may impact other initiatives both now and in the future. At DTA, we understand that public finance is about ensuring that communities can thrive by assessing what the best solution is for the community as a whole and what will help the community reach and sustain growth goals.

DTA brings an impartial perspective combined with real-world experience in working with municipalities, which gives us the ability to understand and communicate with all stakeholders throughout the process. Regarding our engagement approach, we will work closely with City leadership to engage with property owners, business owners, and community leaders to understand any issues or pressure points, as well as what is envisioned for the future.

5 Project Approach

With respect to the Fee Study, DTA would provide all-inclusive professional and technical support to the City in developing a conceptual project scope, in addition to reviewing any existing City DIF studies, the City Municipal Code and other relevant City documents, the City's General Plan, Specific Plans, Master Plans, the Capital Improvement Program ("CIP"), and other available planning documents. DTA's comprehensive review of required impact fee levels shall be documented in a formal Nexus Study prepared under California Government Code 66000 *et seq.* Having previously been subject to legal and developer scrutiny, DTA has developed a streamlined approach and methodology that establishes a rational and substantial nexus between new development and the need for public facilities.

DTA's Final Report shall not address whether any current or proposed DIFs are valid under the U.S. Constitution's Fifth Amendment Takings Clause. On April 12, 2024, in *Sheetz v. County of El Dorado* (2024), the U.S. Supreme Court held that its decisions in *Nollan v. California Coastal Comm'n* (1987) 483 U.S. 825 and *Dolan v. City of Tigard* (1994) 512 U.S. 374 apply to legislatively imposed conditions on land-use permits. That said, the Supreme Court left it to the California appellate court on remand to address the validity of the traffic impact fee at issue in the case and determine how to apply *Nollan/Dolan* in this context. DTA cannot predict how courts will resolve such issues in the future and is providing no services or guarantees of any kind concerning the validity of any impact fees under the U.S. Constitution's Fifth Amendment Takings Clause.

State Legislation: With the approval by the State Legislature of **AB 602**, the City must be in compliance with nexus requirements that apply to any DIF studies approved by City Council (the "Council") after January 1, 2022. Starting on that date, if the City decides to adopt infrastructure standards that are above its existing levels of service, the DIF analysis must include an explanation of why the new level of service is necessary. Furthermore, the City's approved impact fees must either be levied on residential development on a per square foot basis or the DIF study must include specific findings explaining why square footage is not an appropriate metric to calculate the fees. **DTA is familiar with this new residential square foot metric based on work we have performed on fee studies in California and other impact fee studies outside of California, as well as fee studies in Arizona and other states where new higher levels of service must be justified**.

General Approach to Development Impact Reviews and Nexus Studies: In determining a reasonable nexus for each specific type of public facility, DTA will utilize one or more of the methodologies discussed below depending upon the data and other information available from the City and its current infrastructure policies. All of these fee methodologies employ the concept of an Equivalent Dwelling Unit ("EDU") to allocate benefit among various land use classes. EDUs are a means of quantifying different

land uses in terms of their equivalence to a residential dwelling unit, where equivalence is measured in terms of potential infrastructure use or benefit from each type of public facility. For many types of facilities, EDUs are calculated based on the number of residents or employees generated by each land use class. For other facilities, different measures, such as the number of service calls, quantity of trip miles, or amount of storm water run-off, more accurately represent the benefit provided to each land use class. Transportation facilities typically demand EDU calculations predicated on a per unit or per trip basis, or according to Vehicle Miles Traveled ("VMT") criteria.

The three types of fee methodologies used by DTA to establish EDUs for a public facility within a typical AB 1600 study are based on either an existing Infrastructure Plan, a predetermined capacity amount, or a generic standard.

Plan-Based Fees: The first method of apportioning fees is based on a "plan," such as a Master Plan of Facilities, that identifies a finite set of improvements. These Facilities Plans generally identify a specific set of facilities needed by the public agency and are developed according to assessments of facilities needs prepared by staff and/or outside consultants and adopted by the public agency's legislative body. With this plan-based approach, specific costs can be projected and assigned to all land uses planned in the future, often with a specific time period in mind that reflects new development projections. In preparing an impact fee analysis, facilities costs can be allocated in proportion to the amount of demand caused by each type of future development. It works well when it is difficult to measure the actual service needed by a land use type or where capacity cannot be directly related to demand. Roads and flood control improvements are examples where plan-based fees are often used. These fees are typically per unit assessments. This type of plan-based approach is generally preferable to the two other approaches to cost allocation listed below, but it does require the existence of a Facilities Plan, which is not always available.

Capacity-Based Fees: A second method of fee assessment is based on the "capacity" of a service or system, such as a water tank or a sewer plant. This kind of fee is not dependent on a particular Land Use Plan (i.e., amount or intensity), but rather it is based on a rate or cost per unit of capacity that can be applied to any type of development as long as the system has adequate capacity. This type of fee is useful when the costs of the facility or system are unknown at the outset, but it requires that the amount of capacity used by a particular land use type be measurable or estimable. Capacity-based impact fees are assessed based on the demand rate per unit. This type of fee would most typically be assessed for water or wastewater systems.

Standard-Based Fees: A third method of assessing fees is based on "standards" where costs are based on units of demand. This method establishes a generic unit cost for capacity, which is then applied to each land use per unit of demand. Parks are an excellent example of this type of fee structure. California's Quimby Act allows cities and counties to establish a service standard, typically 3.0 to 5.0 acres of parkland per thousand residents, that may be required of all new residential development. Thus, this standard is not based on cost but rather on a standard of service. This methodology provides several advantages, including not needing to know the cost of a specific facility, identifying how much capacity or service is provided by the current system, or having to commit to a specific size of facility.

In preparing its analysis, DTA will apply one or more of these three methodologies to each facility type to generate applicable fee levels.

6 Proposed Scope of Work and Tentative Project Schedule

DTA's typical schedule of tasks for a DIF program/AB 1600 Nexus Study is outlined below. Given the City's desired project timeline, this timeline of events can and will be completed within the proposed time frame according to the City's specifications. **Notably, the firm shall provide ongoing communication, education, and outreach throughout the duration of the project. DTA is able to begin work with minimal notice.**

Table 1: Proposed Schedule

Task Description	Proposed Timing
Notice to Proceed	April 7, 2025
Task 1 – Kickoff Meeting	Week of April 14, 2025
One Digital Copy of an Updated Project Schedule	Week of April 21, 2025
Written Document (or Memo) Outlining Any Agreed-Upon Modifications to the Scope of Work or Project Approach	Week of April 21, 2025
Task 2 - Research and Review of Existing City Plans, Regulations, and Documents	Week of April 28, 2025, through Week of May 12, 2025
Task 3 – Prepare Comparative Impact Fee Survey and Analysis	Week of April 28, 2025, through Week of May 12, 2025
One Digital Copy of an Administrative Draft Comparative Impact Fee Survey and Analysis	Week of April 28, 2025
Revised Administrative Draft Comparative Impact Fee Study Following Receipt of City Comments	Week of May 12, 2025
Task 4 – Review Facility/Capital Needs and Levels of Service	Week of May 5, 2025, through Week of May 26, 2025
One Digital Copy of the Draft Fee Adjustment Analysis, Proposed Fee Rates, and Recommendations	Week of May 19, 2025
Revised Draft Fee Adjustment Analysis Following Receipt of City Comments	Week of May 26, 2025
Task 5 – Develop Methodology for Calculating New Fee Amounts	Week of July 7, 2025, through Week of July 21, 2025
One Digital Copy of the Draft Analysis of Potential New Fees, Proposed Fee Rates, and Recommendations	Week of July 14, 2025
Revised Draft Analysis of Potential New Fees, Proposed Fee Rates, and Recommendations Following Receipt of City Comments	Week of July 21, 2025
Task 6 – Determine Fee Levels	Week of July 7, 2025, through Week of July 21, 2025
Task 7 – Prepare Administrative Draft Fee Study	Week of July 21, 2025, through Week of Aug. 11, 2025
One Digital Copy of an Administrative Draft Fee Study	Week of July 21, 2025
Revised Administrative Draft Fee Study Following Receipt of City Comments	Week of Aug. 11, 2025
Task 8 – Prepare Draft Final Fee Study	Week of Aug. 25, 2025, through Week of September 08, 2025
One Digital Copy of the Draft Final Fee Study	Week of Aug. 25, 2025
Revised Draft Final Fee Study Following Receipt of City Comments	Week of Sept. 8, 2025
Task 9 – Attend the City Council Hearing	Est. Oct. 14, 2025
One Digital Copy of the Draft PowerPoint Presentation Prior to the City Council Hearing	Week of Sept. 8, 2025

Task Description	Proposed Timing
Task 10 – Prepare Final Fee Study	Week of Oct. 21, 2025, through Week of Nov. 4, 2025
One Digital Copy of the Final Fee Study	Week of Oct. 21, 2025
Revised Final Fee Study Following Receipt of City Comments	Week of Nov. 4, 2025
Task 11 – Attend City Council Adoption Hearing	Est. Nov. 25, 2025
One Digital Copy of the Draft PowerPoint Presentation Prior to the City Council Hearing	Week of Nov. 4, 2025

C REFERENCES

Listed below are three (3) references for DTA's recent work involving impact fee studies for municipalities in California. We encourage you to contact our references to learn firsthand how well DTA staff meets the needs of its clients.

1 City of Torrance

Table 2: Reference Information

Location	City of Torrance, CA	
Client Contact	Sheila Poisson	Danny Santana
Title	Finance Director	Assistant City Manager
Address	3031 Torrance Boulevard, Torrance CA 90503	
Phone Number	(310) 618-5854	(310) 328-5310
E-mail Address	SPoisson@TorranceCA.gov	DSantana@TorranceCA.gov
Project Dates	2018-2019	
Project Team	Kuda Wekwete (Project Manager) and Richard Ruiz (Support Team)	
Work Product	DIF Study (Adopted)	
Fee Categories	Utility Undergrounding, Transportation, Storm Drain, Sewer Improvements, Police Facilities, Library Facilities, and Community Services Facilities	

2 City of Paso Robles

Table 3: Reference Information

Location	City of Paso Robles, CA
Client Contact	Warren Frace
Title	Community Development Director
Address	1000 Spring Street, Paso Robles, CA 93446
Phone Number	(805) 237-3970
E-mail Address	WFrace@PRCity.com
Project Dates	November 2006-Present
Project Team	Kuda Wekwete (Project Manager) and Richard Ruiz (Task Specialist)
Work Product	DIF Studies [2014, 2018, and 2022 (Currently in Progress)], FIAs, and CFD Formations
Fee Categories	Transportation, Fire, Law Enforcement, and Parks and Recreation

3 City of Yucaipa

Table 4: Reference Information

Location	City of Yucaipa, CA
Client Contact	Benjamin Matlock
Title	Planning Manager
Address	34272 Yucaipa Blvd, Yucaipa, CA 92399
Phone Number	909-797-2489 Ext. 261
E-mail Address	BMatlock@Yucaipa.org
Project Dates	August 2022-March 2023
Project Team	Kuda Wekwete (Project Manager) and Richard Ruiz (Task Specialist)
Work Product	Development Impact Fee Study (Adopted)
Fee Categories	Transportation, Police, Fire, Public Facilities, Parks, and Storm Drain.

D COST AND FEE SCHEDULE

Please refer to the separately enclosed Cost and Fee Schedule for DTA's proposed budget for the services requested and an itemized hourly fee schedule for additional services beyond the scope of work.

SECTION IV - PROPOSAL

FAILURE TO COMPLETE ALL ITEMS IN THIS SECTION MAY INVALIDATE PROPOSAL

In accordance with your "Request for Proposal," the following proposal is submitted to the City of Hawthorne.

Proposal Submitted By:

DTA
Name of Company

18201 Von Karman Avenue, Suite 220
Address

Irvine, CA 92612
City / State / Zip Code

Kuda Wekwete, Managing Director
Printed Name / Title

(800) 949-4DTA/(949) 480-0034
Telephone Number / Fax Number

Steve Runk, State License Number C23473 – California Registered Civil Engineer
Professional Engineering License #

Form of Business Organization:

Please indicate the following (check one):

Corporation X Partnership___ Sole Proprietorship___

Other: _____

Business History:

How long have you been in business under your current name and form of business organization?

40 years

If less than three (3) years and your company was in business under a different name, what was that name?

Not Applicable

List any pending or previous litigation over the past five years related to your firm's work:

Not Applicable

Contact for Additional Information:

Please provide the name of the individual at your company to contact for any additional information

Kuda Wekwete
Name

Managing Director
Title

(800) 949-4DTA/(949) 480-0034
Telephone Number/Fax Number

Addenda Received:

Please indicate addenda information you have received regarding this proposal:

Addendum No.____ Date Received: _____
Addendum No.____ Date Received: _____
Addendum No.____ Date Received: _____
Addendum No.____ Date Received: _____

__X__ No Addenda received regarding this proposal.

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES

Kuda Wekwete being first duly sworn, deposes and says:

1. That he/she is the Managing Director (*Title of Office*) of DTA (*Name of Company*) hereinafter called "Proposer," who has submitted to the City of Hawthorne a proposal for Development Impact Fee Study.

2. That the proposal is genuine; that all statements of fact in the proposal are true;

3. That the proposal was not made in the interest of behalf of any person, partnership, company, association, organization or corporation not named or disclosed;

4. That the Proposer did not, directly or indirectly, induce solicit or agree with anyone else to submit a false or sham proposal, to refrain from proposing, or to withdraw his proposal, to raise or fix the proposal price of the Proposer or of anyone else, or to raise or fix any overhead, profit or cost element of the Proposer's price or the price of anyone else; and did not attempt to induce action prejudicial to the interest of the City of Hawthorne, or of any other Proposer, or anyone else interested in the proposed contract;

5. That the Proposer has not in any other manner sought by collusion to secure for itself an advantage over the other Proposer or to induce action prejudicial to the interests of the City of Hawthorne. Or of any other Proposer or of anyone else interested in the proposed contract;

6. That the Proposer has not accepted any proposal from any subcontractor or materialman through any proposal depository, the bylaws, rules or regulations of which prohibit or prevent the Proposer from considering any proposal from any subcontractor or materialman, which is not processed through that proposal depository; or which prevent any subcontractor or materialman from proposing to any contractor who does not use the facilities of or accept proposals from or through such proposal depository;

7. That the Proposer did not, directly or indirectly, submit the Proposer's proposal price or any breakdown thereof, or the contents thereof, or divulge information or data relative thereto, to any corporation, partnership, company, association, organization, proposal depository, or to any member or agent thereof, or to any individual or group of individuals, except to the City of Hawthorne, or to any person or persons who have a partnership or other financial interest with said Proposer in its business.

8. That the Proposer has not been debarred from participation in any State or Federal works project.

Dated the 12 day of February, 20 25.

(Proposer's Signature)

Managing Director
(Title)



www.FinanceDTA.com

18201 VON KARMAN AVENUE, SUITE 220
IRVINE, CA 92612
PHONE: (800) 969-4DTA

Public Finance
Public-Private Partnerships
Development Economics
Clean Energy Bonds

COST AND FEE SCHEDULE

Fees for services shall be charged on an hourly basis according to the rates set forth in the **fee schedule** below, with invoices being submitted to the City monthly. The estimated fee for the Fee Study shall not exceed **$71,145** for the Scope of Work, plus $3,000 in out-of-pocket expenses. **Notably, the figures listed in Table 1 for each task are just estimates and the charges assigned to any one task may be transferred to another task, as long as the overall invoices submitted by DTA do not exceed $74,145, including expenses.** Fees for services shall be charged according to the professional services fee schedule identified in Table 2.

Table 1: Proposed Budget

Description	Title	Hourly Rate	Est. Hours	Total Cost
Task #1: Development of Project Strategy and Kickoff Meeting	President/MD	$300	2	$600
	Vice President	$250	2	$500
	Manager	$200	5	$1,000
	Associate II	$165	2	$330
		Task 1	**11**	**$2,430**
Task #2: Develop Population and Demographic Projections	President/MD	$300	2	$600
	Vice President	$250	2	$500
	Manager	$200	14	$2,800
	Associate II	$165	8	$1,320
		Task 2	**26**	**$5,220**
Task #3: Review Facility/Capital Needs and Levels of Service	President/MD	$300	10	$3,000
	Vice President	$250	8	$2,000
	Manager	$200	14	$2,800
	Associate II	$165	22	$3,630
		Task 3	**54**	**$11,430**
Task #4: Develop Methodology for Calculating New Fee Amounts	President/MD	$300	6	$1,800
	Vice President	$250	8	$2,000
	Manager	$200	14	$2,800
	Associate II	$165	6	$990
		Task 4	**34**	**$7,590**
Task #5: Determine Fee Levels and Document Comparative Fees	President/MD	$300	6	$1,800
	Vice President	$250	8	$2,000
	Manager	$200	18	$3,600
	Associate II	$165	16	$2,640
		Task 5	**48**	**$10,040**
Task #6: Prepare Draft and Final Impact Fee Methodology Reports	President/MD	$300	10	$3,000
	Vice President	$250	8	$2,000
	Manager	$200	40	$8,000
	Associate II	$165	26	$4,290
		Task 6	**84**	**$17,290**

Description	Title	Hourly Rate	Est. Hours	Total Cost
Task #7: Outline Tasks Required for the Implementation and Administration of the Fee Program	President/MD	$300	6	$1,800
	Vice President	$250	8	$2,000
	Manager	$200	10	$2,000
	Associate II	$165	5	$825
			Task 7	**29**	**$6,625**
Task #8: Attend Up to Three (3) Additional Meetings, Plus Regular Virtual Meetings for Bi-Weekly Updates	President/MD	$300	8	$2,400
	Vice President	$250	8	$2,000
	Manager	$200	24	$4,800
	Associate II	$165	8	$1,320
			Task 8	**48**	**$10,520**
Total Not to Exceed	President/MD	$300	50	$15,000
	Vice President	$250	52	$13,000
	Manager	$200	139	$27,800
	Associate II	$165	93	$15,345
			Subtotal	**$334**	**$71,145**
			Out-of-Pocket Expenses (Maximum)		$3,000
			Total Not to Exceed		**$74,145**

For your reference, DTA's hourly rate schedule is provided in the table below.

Table 2: DTA's Fee Schedule

Labor Category	Labor Rate
President/Managing Director	$300/Hour
Senior Vice President	$275/Hour
Vice President	$250/Hour
Senior Manager	$210/Hour
Manager	$200/Hour
Senior Associate	$190/Hour
Associate III	$175/Hour
Associate II	$165/Hour
Associate I	$150/Hour
Research Associate II	$140/Hour
Research Associate I	$125/Hour

Additional meetings above and beyond the four (4) meetings specified in the Scope of Work, including the kickoff meeting, shall be billed on a time and materials basis, not to exceed **$2,500 per in-person meeting**. DTA staff shall also schedule standing conference calls (i.e., bi-weekly) with City staff to stay on track with tasks and deliverables, to the extent allowable under the proposed maximum budget.

Out-of-pocket and administrative expenses are included in the maximum budget listed above and shall be equal to 3% of DTA's billings for labor, plus travel expenses and any outside vendor payments. All hourly rates for services apply through December 31, 2025, and are subject to a cost-of-living increase at that time. On or about the first two weeks of each month during which consulting

services are rendered hereunder, DTA shall present to the City an invoice covering the current consulting services performed and reimbursable expenses incurred pursuant to this Notice of Authorization. Each invoice submitted for payment shall contain a brief description of the work billed on that invoice, total billed to date, total paid to date, and amount remaining. Invoices shall be paid by the City within 30 days of the date of each invoice. A 1.2% charge may be imposed monthly against accounts that are not paid within 45 days of the date of each invoice. The prevailing party in any legal action brought by one party against the other and arising out of this Consultant Agreement shall be entitled, in addition to any other rights and remedies it may have, to reimbursement for its expenses, including court costs and reasonable attorneys' fees.

A Disclaimer

While DTA has a fiduciary responsibility as a licensed Municipal Advisor, DTA is not, unless otherwise stipulated, acting as the City's Municipal Advisor. The services discussed herein do not constitute any financial advice or fall under the category of municipal advisory services as defined by the SEC.

B Information to be Provided by the City

In addition, DTA requests that the following information be provided by the City at no charge and in a timely manner such that the project does not extend beyond 6 months from the date of authorization to proceed:

- Identification of offsetting revenue sources to fully understand financing options;
- The City's General Plan, any Specific/Master Plans, Development Agreements, and data regarding existing entitlements;
- To the extent available, detailed description of the proposed public facilities, including the facility name and number of square feet, acres, etc. (as applicable for each type of facility);
- Inventory of completed facilities within the City, including type, size, and location of facility;
- Cost estimates for proposed facilities (DTA anticipates that the City's cost data and estimates will be reviewed by DTA staff and discussed with City staff);
- Existing City Fee Ordinances and/or Resolutions, as applicable, and administrative decisions related to permitting, building, and the development community; and
- Identification of any committed revenue sources pledged to fund proposed facilities.

C Limitations

Additional work requested by the City beyond the tasks identified within the Scope of Work shall be considered out of scope and will be billed on a time and materials basis at the hourly rates identified in Table 2. The labor costs in Table 1 include attendance at a total of two (2) meetings with City staff and two (2) meetings with City Council, plus periodic conference calls with City staff. Attendance at more than four (4) meetings, detailed written responses to resolve disputes, or the preparation of more than one set of major revisions to the Draft Report will be classified as additional work and may require further billing at the hourly rates identified in Table 2 **if** the maximum fee level has been exceeded. Similarly, in-person meetings shall require additional charges, as noted above. Other examples of additional work shall include:

- Additional analyses based on revised assumptions requested by the City, including possible changes in the needs list, infrastructure costs, population projections, future land uses, and

related data once the preparation of the Draft Report has been initiated, as well as adjustments to assumptions once the Draft Report has been approved;

- Additional meetings or lengthy negotiations with stakeholders, including representatives of the BIA or similar representatives of the development community;
- Tasks related to litigation by stakeholders should it occur once the Fee Study has been completed;
- Time expended related to obtaining data assigned to the City under "Information to be Provided by the City";
- Any work related to litigation or any claim or liability arising out of or incident to the April 12, 2024, U.S. Supreme Court decision in *Sheetz vs. County of El Dorado* asking the California courts to reevaluate impact fees adopted under the California Mitigation Act to ensure they do not violate the U.S. Constitution's Fifth Amendment Takings Clause, including but not limited to expert witness services; and
- Actual implementation of the fee program(s).

The maximum fee listed above assumes the review and implementation of the fee program with a schedule between initiation of services and public outreach that is within the proposed time frame according to the City's specifications.

AGENDA ITEM NO. 22.

CITY OF HAWTHORNE
City Council
AGENDA BILL
For the meeting of 03/25/2025
Originating Department: Housing

City Manager: **Department Head:**

SUBJECT:
Receive and file Housing Successor Agency Report for Fiscal Year Ending 2023-24.

RECOMMENDED MOTION:

Staff recommends that the City Council receive and file the City of Hawthorne Housing Successor Agency Annual Report for Fiscal Year 2023-24.

DISCUSSION:

Background:
The City of Hawthorne ("City") serves as the Housing Successor Agency to the former Hawthorne Redevelopment Agency ("Agency"), which was dissolved on February 1, 2012. Each Housing Successor Agency is required to prepare an annual report documenting its assets, revenues, expenditures, and how it is meeting requirements imposed by Health and Safety Code Section 34176.1.

The annual report is required to contain the following:

1. A summary of housing successor agency duties;
2. The balance of the Low- and Moderate-Income Housing Asset Fund ("Housing Asset Fund");
3. An inventory of properties held in the Housing Asset Fund; and
4. Reports on the City's performance thus far in meeting the income and age proportionality requirements of Health and Safety Code ("HSC") Section 34176.1.

The report is due to the California Department of Housing and Community Development by April 1 each year and must be posted on the City's website. The report for Fiscal Year 2023-24 is being presented to the City Council to receive and file.

Analysis:
The City's progress on major requirements in the Fiscal Year 2023-24 is summarized below.

Housing Asset Fund Activity

The City deposited $606,762 into the Housing Asset Fund during Fiscal Year 2023-24. Revenues were from investment earnings and rental property income (security deposits and rents).

Real Property Assets and Loans Receivables

As the Housing Successor Agency, the City inherited six (6) real properties, one (1) loan, and two (2) deferrals from the former Agency when it dissolved on February 1, 2012. The value of real properties and loans receivable was $4,932,582 as of June 30, 2024. Of the six (6) properties, five (5) are

developed and operating as affordable housing, and one (1) is in the process of being developed.

Expenditure Proportionality Requirements

Expenditures from the Housing Asset Fund must meet specific proportionality requirements by income level and age:

- Administrative and monitoring expenses are capped at $200,000 annually, adjusted for inflation, or five (5) percent of the value of real properties and loans receivable, whichever is higher.
- Up to $250,000 may be spent annually on rapid re-housing solutions for homelessness.
- If Housing Asset Funds are spent on housing projects and programs, within each five-year compliance period:
  - At least 30% must be spent on extremely low-income households (earning up to 30% of the Area Median Income);
  - No more than 20% may be spent on low-income households (earning 60-80% of the Area Median Income); and
  - No monies may be spent on moderate or above moderate-income households (earning more than 80% of the Area Median Income).
- No more than 50% of rental housing units assisted by the City or the former Redevelopment Agency in the prior 10 years may be restricted to seniors.

The City only incurred administrative expenses during Fiscal Year 2023-24 and is meeting all requirements for rapid rehousing, projects and programs, and senior expenditures. However, the $263,100 limit for administrative expenditures was exceeded with a total of $292,198 spent. Staff is working to reduce annual administrative expenditures to ensure requirements are met in the future.

Steps Following Approval:
City Staff will post the Fiscal Year 2023-24 Housing Successor Annual Report on the City's website.

ECONOMIC DEVELOPMENT STRATEGIC PLAN:
None

FISCAL IMPACT:
None

NOTICING PROCEDURE:
72 hours posted notice pursuant to the Ralph M. Brown Act.

ATTACHMENTS
1. Hawthorne Housing Successor Agency Annual Report for Fiscal Year 2023-24

2023-24 Housing Successor Agency Annual Report

CITY OF HAWTHORNE

Housing Successor Agency to the Former Hawthorne Redevelopment Agency

April 1, 2025

Prepared for:

Prepared by:

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APPENDICES

A Housing Asset Transfer Form

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Section 1 Introduction

This Housing Successor Annual Report ("Report") has been prepared pursuant to the California Health and Safety Code ("HSC") Section 34176.1(f) and sets forth certain details of the City of Hawthorne ("City" or "Housing Successor") as the Housing Successor of the Hawthorne Redevelopment Agency ("Agency").

The purpose of this Report is to provide the governing body of the Housing Successor an annual report on the housing assets and activities of the Housing Successor under Part 1.85, Division 24 of the HSC – In particular, Sections 34176 and 34176.1 ("Dissolution Law"). The Report is due to the California Department of Housing and Community Development ("HCD") by April 1st each year.

1.1 Reporting Requirements

Senate Bill ("SB") 341 (2013-14) established that all former redevelopment agency housing assets must be maintained in a separate fund called the Low- and Moderate-Income Housing Asset Fund ("Housing Asset Fund"). HSC Section 34176.1(f) contains a series of annual reporting requirements for housing successor agencies regarding Housing Asset Funds. These requirements are presented below:

- **Revenues and Expenditures**
  - Total amount deposited for the fiscal year.
  - Statement of balance at the close of the fiscal year.
  - Description of expenditures for the fiscal year, broken out as follows:
    - Rapid rehousing for homelessness prevention;
    - Administrative expenses;
    - Monitoring expenses (included as an administrative expense);
    - All other expenditures must be reported as spent for each income group as defined by SB 341.
  - Description of any transfers to another housing successor agency for a joint project.
- **Other Assets and Active Projects**
  - Description of any housing project(s) still funded through the Recognized Obligation Payment Schedule ("ROPS").
  - Update on property disposition or development for any property owned by the housing successor.
  - Other "portfolio" balances, including the statutory value of any real property transferred from the former Agency or purchased by the Housing Asset Fund, and the value of loans and grants receivable.

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- Inventory of homeownership units assisted by the former Agency or the City, subject to covenants, restrictions, or an adopted program that protects the former Agency's investment of monies from the Low- and Moderate-Income Housing Fund.

- **Obligations & Proportionality**
  - Description of any outstanding production obligations of the former Agency that are inherited by the City.
  - Compliance with proportionality requirements (income group targets), which must be upheld on a five-year cycle.
  - Percentage of deed-restricted rental housing restricted to seniors and assisted by the entity assuming housing functions, the former Agency, or the county within the past ten years compared to the total number of units assisted by any of those three agencies.

SB 341 also mandates that housing successor agencies conduct an independent financial audit of the Housing Asset Fund within six months of the end of each fiscal year - This financial audit may be included in the independent financial audit of the host jurisdiction. The City's Annual Comprehensive Financial Report ("ACFR") for Fiscal Year ("FY") 2023-24 was completed in December 2024 includes an audit of the Housing Asset Fund,[1] and is available on the City's website.

This Report presents the activities of the Housing Successor for FY 2023-24.

1.2 Expenditure Requirements

The HSC provides the following guidelines for expenditures from the Housing Asset Fund:

1. Administrative costs, including housing monitoring, are capped at the greater of $200,000 adjusted annually for inflation or 5% of the statutory value of any land owned by the housing successor agency and of loans and grants receivable.

   a. In the City's case, 5% of $4,932,582 ($246,629.10.), or $263,100. For FY 2023-24, the administrative limit is $263,100.

2. If the former Agency did not have outstanding housing production requirements, the housing successor agency is authorized to spend up to $250,000 per year on homeless prevention and rapid rehousing services to individuals and families who are homeless or would be homeless without this assistance.

   a. In the City's case, the former Agency had a surplus of affordable housing production units. Therefore, the City is allowed to make this expenditure if it chooses, and funding is available for such expenditures.

[1] Housing Asset Fund balances, revenues, and expenditures in this report differ slightly from the ACFR because the ACFR includes activity from Fund 463.

3. Remaining allowable expenditures must be spent to improve housing options affordable to households in the following income groups:

   a. Extremely low income (households earning 30% or less of the Area Median Income ("AMI")) – ***A minimum of 30% spent on housing options must be spent in this category.***

   b. Very low income (households earning 31% to 60% of the AMI) – ***No requirements.***

   c. Low income (households earning 61% to 80% of the AMI) – ***A maximum of 20% spent on housing options may be spent in this category.***

   d. No funding may be spent on moderate income households (earning 81% to 120% of the AMI), as was previously authorized by redevelopment law.

Failure to comply with the extremely low-income requirement in any five-year compliance period will result in the City having to ensure that 50% of remaining funds be spent on extremely low-income rental units until in compliance. Exceeding the expenditure limit for lower income households in any five-year reporting period will result in the City not being able to expend any funds on that income category until in it is compliant.

Housing successor agencies must report expenditures by category each year, but compliance with expenditure limitations is reported at the end of each five-year compliance period. For instance, a housing successor agency could spend all its funds in a single year on lower-income households, as long as it was 20% or less of the total expenditures during the five-year compliance period. The second five-year compliance period began on July 1, 2019, and ended on June 30, 2024, and the City was not in compliance with the expenditure limitations for four years of the five-year period. As of the date of this Report, the City has entered its third five-year compliance period (July 1, 2024, through June 30, 2029) and will continue to ensure it complies with expenditure requirements in this period.

1.3 Assets Transferred to the Housing Successor Agency

The City prepared a Housing Asset Transfer Form ("HAT") in 2012 that provided an inventory of all housing-related assets transferred from the former Agency to the City following the dissolution of redevelopment. The HAT was approved to the California Department of Finance ("DOF) on August 30, 2012, and included:

- Real properties;
- Loans/Grants Receivables;
- Rents; and
- Deferrals.

Section 2 Low- and Moderate-Income Housing Asset Fund

The Housing Asset Fund replaced the former Agency's Low- and Moderate-Income Housing fund. It includes all assets transferred from the Agency to the City via the HAT.

2.1 Housing Asset Fund Deposits and Ending Balance

As shown in Table 1, the City deposited $606,762 into the Housing Asset Fund during FY 2023-24. Revenues were generated from investment earnings and rental property income (rents and security deposits).

Table 1. Fiscal Year 2023-24 Housing Asset Fund Deposits

Revenue Source		Amount
Investment Earnings	$	249,193
Rents & Security Deposits		357,570
Total	$	606,762

Source: City of Hawthorne, Funds 462 & 464-468 Trial Balance Detail Reports

As shown in Table 2 below, the Housing Asset Fund closed FY 2023-24 with approximately $8.0 million in assets,[2] none of which is held to pay for enforceable obligations on the ROPS.

Table 2. Fiscal Year 2023-24 Housing Asset Fund Ending Balance

Balance Type [1]		Amount
Cash	$	7,612,717
Interest Receivable		41,432
Accounts Receivable		-
Loans Receivable		350,503
Total	$	8,004,652

[1] Excludes statutory value of Land Held for Resale, as it is not a part of the ACFR Asset Balance

Source: City of Hawthorne, Funds 462 & 464-468 Trial Balance Detail Reports

2.2 Expenditure Limitations

Table 3 summarizes Housing Asset fund expenditures on administrative costs and homeless prevention in FY 2023-24, and affordable housing activities by income level from July 1, 2019 through June 30, 2024.

[2] Excludes the statutory value of real properties held by the Successor Agency in Fund 463.

Table 3. Fiscal Year 2023-24 Housing Asset fund Expenditures

	Annual Limits 2023 - 24		Five-Year Limits July 1, 2019 - June 30, 2024		
	Admin/ Monitoring	*Rapid Rehousing*	*Ext. Low <30% AMI*	*Very Low 31-60% AMI*	*Low 61-80% AMI*
FY 2019-20	$647,358	$0	$0	$0	$0
FY 2020-21	374,058	0	0	0	0
FY 2021-22	237,137	0	0	0	0
FY 2022-23	304,542	0	0	0	0
FY 2023-24	292,198	0	0	0	0
Total Expenditures	$1,855,293	$0	$0	$0	$0
SB 341 Limitation	*$263,100*	*$250,000*	*>30%*	*N/A*	*<20%*
Compliant (Yes/No)	No	Yes	Yes	Yes	Yes

Source: City of Hawthorne, Funds 462 & 464-468 Trial Balance Detail Report

All Housing Asset Fund expenditures have been administrative for the second five-year compliance period that started on July 1, 2019. In Fiscal Year 2023-24, the City expended $292,198 in administrative expenditures which is over the limit for the year. The City will continue its efforts to decrease administrative expenditures and ensure that future expenditures meet proportionality requirements.

2.3 Statutory Value of Real Properties and Loan Receivables

The City inherited six (6) properties, one (1) loan, and two (2) deferrals from the former Agency when it dissolved on February 1, 2012. Table 4 below shows the total value of real properties and loans receivable. The Housing Asset Transfer Form in Appendix A shows more detailed information about each property and loan receivable. The total statutory value of real properties is $4,582,079 and outstanding loan receivables total is $350,503, for a combined value of $4,932,582.

Table 4. Fiscal Year 2023-24 Real Properties & Receivables

Asset		Amount
Real Properties		
12726 Grevillea Avenue	$	332,928
11529 Gale Avenue		1,575,064
11537 Gale Avenue		828,169
11605 Gale Avenue		883,585
12529 Truro Avenue		729,873
14115 Cordary Avenue		232,460
Subtotal	$	4,582,079
Loan Receivables		
Southern California Housing Development Corp (Hawthorne Terrace)	$	350,503
Subtotal	$	350,503
Total	$	4,932,582

Source: City of Hawthorne, Hawthorne Housing Asset Transfer Form

Section 3 Property Development & Disposition

HSC Section 34176.1(e) requires that all real properties acquired by the Agency prior to February 1, 2012, and transferred to the City be developed for affordable housing purposes or disposed of within five years from the date DOF approved the HAT, or September 30, 2017. However, the law allows for a five-year extension via adoption of a resolution, and the City adopted Resolution No. 7915 on July 25, 2017, allowing for a five-year extension. With the extension, the Housing Authority would have to sell or develop the remaining properties by August 30, 2022. The City is compliant under the law due to continued efforts to dispose and develop the properties within the five-year deadline.

The Agency transferred six (6) real properties to the City on the HAT, five (5) of which are developed and operating as affordable housing and one (1) of which is in the process of being sold/developed. The Agency also transferred affordability covenants with three (3) properties that are overseen by the City. The properties are described below.

- **12726 Grevillea Avenue**

  This multifamily rental property has eight (8) moderate income units. The former Agency acquired the property in 1991 and recorded a 55-year affordability covenant that expires in 2064.

- **11529 Gale Avenue**

  This multifamily rental property has twelve (12) moderate income units. The former Agency acquired the property in 2008 and recorded a 55-year affordability covenant that expires in 2064.

- **11537 Gale Avenue**

  This multifamily rental property has five (5) very low-income units. The former Agency acquired the property in 2009 and recorded a 55-year affordability covenant that expires in 2064.

- **11605 Gale Avenue**

  This multifamily rental property has ten (10) very low-income units restricted to seniors. The former Agency acquired the property in 2008 and recorded a 55-year affordability covenant that expires in 2064.

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- **12529 Truro Avenue**

  This multifamily rental property has three (3) very low-income units. The former Agency acquired the property in 2009 and recorded a 55-year affordability covenant that expires in 2064.

- **14115 Cordary Avenue**

  This property was acquired in 2011. The City previously issued a Request for Proposals (RFP) in 2019 for the development of a permanent supportive housing project for veterans experiencing homelessness. A developer was chosen in December 2019, but the City and developer were unable to come to an agreement on the number of units. In 2020, the City issued another RFP for the property's purchase and development but the development project with the selected developer failed to move forward in 2023. As of the date of this report, the City issued another RFP/Notice of Funding Availability ("NOFA") in 2024, received 16 proposals, and conducted development team interviews.

- **Hawthorne Terrace – 12923 & 12938 Kornblum Avenue**

  The City monitors an affordability restriction at this 100-unit multifamily rental property with 54 very low-income units and 46 low-income units. The 55-year covenant expires in 2059.

- **TELACU Gardens – 13000 Doty Avenue**

  The City monitors an affordability restriction at this multifamily rental property. Completed in September 1988, this senior housing development project was completed as a partnership between TELACU, the United States Department of Housing and Urban Development ("HUD"), and the former Agency. Known as Hawthorne Senior Gardens, this property is a 75-unit low- and moderate-income facility located on Doty Avenue. The Agency provided funding for an additional elevator and other capital improvements.

- **TELACU Terrace – 4536 W. 118th Street**

  The City monitors an affordability restriction at this multifamily rental property. Dedicated in October 1992, TELACU Terrace provides affordable housing to low-income seniors. The 75-unit complex includes eight (8) units designated for special-needs seniors. Situated at the corner of 118th Street and Grevillea Avenue, this residential complex is centrally located to amenities including shopping areas, and community facilities and services. Agency assistance included funding for the acquisition of land, relocation, and clearance of the property.

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Section 4 Outstanding Inclusionary & Replacement Housing

The former Agency had a surplus of over 100 affordable housing units when it dissolved in February 2012. There are no outstanding inclusionary or replacement housing obligations of the former Agency to be fulfilled by the City.

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Section 5 Senior Housing Expenditure Proportionality

This Report must include an accounting of deed-restricted senior rental units that were produced over the last 10 years. The City may use Housing Asset Funds to assist no more than 50% of the aggregate total number of senior housing units produced by either the City or former Agency during the past 10 years. Exceeding this limitation will prohibit the use of Housing Asset Funds to subsidize any senior rental units in the future.

As shown in Table 5 below, the City and former Agency assisted four (4) properties in the last ten years, of which 0% are restricted to seniors. The City may spend more money subsidizing senior rental units in the future; however, it must ensure that no more than 50% of the total aggregate number of rental units at all affordability levels produced within the preceding ten (10) years are restricted to seniors.

Table 5. Deed-Restricted Rental Units Assisted Since Fiscal Year 2011-12

Property Address	# Restricted Units	# Senior Restricted Units
11519 Cedar Avenue	5	0
14135 Cerise	127	0
14105-14137 Chadron Avenue	28	0
14004 Doty Avenue	7	0
Total	167	0
% Senior Units		0%

Source: City of Hawthorne

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Section 6 Excess Surplus

Excess surplus calculations were once performed by redevelopment agencies on an annual basis and are intended to ensure that funds are expended to benefit low-income households in an expeditious manner. Funds should be encumbered within four years of receipt. SB 341 reinstates this calculation for housing successor agencies. Excess surplus is defined by HSC Section 34176.1(d) as "an unencumbered amount in the account that exceeds the greater of one million dollars, or the aggregate amount deposited into the account during the housing successor agency's preceding four fiscal years, whichever is greater."

As shown in Table 6 below, the Housing Asset Fund has an excess surplus of $5.6 million in the Housing Asset Fund for FY 2023-24. Pursuant to State law, the City must encumber any excess surplus amount within three fiscal years, or the funds must be transferred to HCD for its Multifamily Housing Program or Joe Serna Jr. Farmworkers Housing Grant Program. Although the City encumbered $1,500,000 for the development of the 14115 Cordary Avenue property in FY 2021-22, the project was terminated in FY 2022-23 as previously mentioned. The City issued RFP/ NOFA in August 2024 and is in the process of selecting a developer as of March 2025. The City also plans to commit Housing Asset Funds before the end of FY 24-25 which is the deadline for the City to encumber the $4.1 million in excess surplus identified in FY 22-23 for a qualifying affordable housing development(s).

Table 6. Excess Surplus Projections

FY	Deposits	Cash Balance[1]	Encumbered Funds	Unencumbered Cash Balance	Greater of 4 Yrs of Deposits or $1M[2]	Projected Excess Surplus[3]
FY 2018-19	1,779,519	5,677,348		5,677,348	6,556,596	-
FY 2019-20	475,859	7,102,055		7,102,055	6,856,964	245,091
FY 2020-21	370,869	6,930,556		6,930,556	6,368,075	562,481
FY 2021-22	376,403	6,930,556	1,500,000	5,430,556	5,629,606	-
FY 2022-23	480,171	7,118,441		7,118,441	3,002,650	4,115,791
FY 2023-24	606,762	7,297,254		7,297,254	1,703,302	5,593,952

Source: City of Hawthorne, Funds 462 & 464-468 Trial Balance Detail Report

[1] Represents the ending balance of the prior fiscal year or the beginning balance of the current fiscal year.

[2] Excess surplus is an unencumbered amount that exceeds the greater of $1 million or the aggregate amount deposited during the preceding four years. Assumes the first year of Housing Asset Fund deposits is FY 2012-13, when redevelopment agencies dissolved effective 2/1/2012.

[3] Projected excess surplus based on most current interpretation of the excess surplus calculation methodology. The Agency must encumber any excess surplus amount within three fiscal years, or the funds must be transferred to HCD for its Multifamily Housing Program or Joe Serna, Jr. Farmworker Housing Grant Program. Projected excess surplus is subject to change, as deposits for past reports are to be reviewed.

Note: 2021-22 Encumbered Funds were allocated to assist in the development of the Encore Apartments project for a 19-unit, low-income veterans housing project. Because the project was terminated in 2023, the funds are still outstanding as excess surplus. The City made $7 million available from the Housing Asset Fund in the issued 2024 RFP/NOFA in the effort to be in compliance with the Excess Surplus requirement.

Section 7 Inventory of Homeownership Units

AB 1793 requires this report to include an inventory of homeownership units assisted by the former Agency or the Housing Successor Agency that are subject to covenants or restrictions or to an adopted program that protects the former Agency's investment of moneys from the Low- and Moderate-Income Housing Fund. No homeownership properties were assisted by the former Agency that are subject to homeownership affordability covenants.

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Section 8 Deposits from City to Agency Loan Repayments

HSC Section 34191.4(b)(3)(C) requires that 20 percent of any loan repayment made from a redevelopment successor agency to a city, for a loan that a city made to a former redevelopment agency, be deducted from the loan repayment amount and transferred to the Housing Asset Fund.

The repayment of loans made from low- and moderate-income housing set aside funds are payable 100 percent to the Housing Asset Fund. The remaining balance was paid to the Housing Asset Fund in FY 2017-18. This loan is no longer a loan receivable.

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APPENDIX A – Housing Asset Transfer Form

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