



CITY OF LAWNDALE

14717 Burin Avenue, Lawndale, California 90260
Phone (310) 973-3200 – www.lawndalecity.org

AGENDA

**LAWNDALE CITY COUNCIL REGULAR MEETING
LAWNDALE CABLE USAGE CORPORATION REGULAR MEETING
LAWNDALE HOUSING AUTHORITY REGULAR MEETING
REDEVELOPMENT SUCCESSOR AGENCY MEETING**

**Monday, June 17, 2019 - 6:30 p.m.
Lawndale City Hall Council Chamber
14717 Burin Avenue**

Any person who wishes to address the City Council regarding any item listed on this agenda or any other matter that is within its subject matter jurisdiction is invited, but not required, to fill out a public meeting speaker card and submit it to the city clerk prior to the oral communications portion of the meeting. The purpose of the card is to ensure that speakers' names are correctly recorded in the meeting minutes and, where appropriate, to provide contact information for later staff follow-up.

Copies of this agenda may be obtained prior to the meeting in the Lawndale City Hall foyer. Copies of staff reports or other written documentation relating to each agenda item are available for public inspection in the Lawndale City Hall foyer and the public library. Interested parties may contact the City Clerk Department at (310) 973-3213 for clarification regarding individual agenda items.

This agenda is subject to revision up to 72 hours before the meeting.

- A. **CALL TO ORDER AND ROLL CALL**
- B. **CEREMONIALS** (Flag Salute and Inspiration)
- C. **PRESENTATIONS**
 - 1. **2019 Rotary Club Firefighter and Deputy of the Year Awards**
Presented to Firefighter Alex Rodriguez and Deputy Paul Saldana
 - 2. **Recognition of Service to the City of Lawndale**
Presented to Captain John P. Burcher and Commander April Tardy
- D. **PUBLIC SAFETY REPORT**
- E. **ITEMS FROM CITY CLERK**
- F. **ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA** (Public Comments)
- G. **COMMENTS FROM COUNCIL**
- H. **CONSENT CALENDAR**

The consent calendar, agenda items 3 through 17 will be considered and acted upon under one motion unless a Councilmember removes individual items for further Council consideration or explanation.

3. **Landscaping Maintenance Services Agreement**
Recommendation: that the City Council approve the Contract Services Agreement with South Bay Landscape Services, for an annual amount of \$225,000 for the term beginning July 1, 2019 through June 30, 2022.
4. **First Amendment to the Citywide Tree Trimming Services Agreement**
Recommendation: that the City Council approve the First Amendment to the Tree Trimming Services Agreement with South Bay Landscape Services, for an annual amount of \$166,490 for the term of the Agreement from July 1, 2019 through June 30, 2022.
5. **Fiscal Year 2019-2020 Appropriation Limit**
Recommendation: that the City Council adopt Resolution No. CC-1906-034 approving the Appropriation Limit for fiscal year 2019-120
6. **Letter of Support for Assembly Bill 1694 Expanding the Territory of the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy (RMC) to include the Dominguez Channel Watershed and Santa Catalina Island**
Recommendation: that the City Council authorize staff to submit a letter of support for Assembly Bill 1694.
7. **South Bay Center for Dispute Resolution Agreement 2019-2022**
Recommendation: that the City Council approve the Agreement with the South Bay Center for Dispute Resolution with a contract sum of \$41,382.00 and a 5% contingency for a total not to exceed \$43,451.10.
8. **Memorandum of Understanding to Accept Local Return Funds for Participation in the National Transit Database Reporting Program for FY 2015-16**
Recommendation: that the City Council (a) approve the Memorandum of Understanding (MOU) with the Los Angeles County Metropolitan Transportation Authority to accept \$35,029.00 of Proposition A local return funds; and (b) authorize the Mayor and City Manager to execute the MOU on behalf of the City.
9. **County of Los Angeles Sheriff's Department Law Enforcement Services Agreement and Service Level Authorization**
Recommendation: that the City Council (a) approve the Municipal Law Enforcement Services Agreement for 5 years with the County of Los Angeles Sheriff's Department and authorize the Mayor to execute it on behalf of the City and (b) authorize the City Manager to execute the Service Level Authorization on behalf of the City.
10. **Animal Control Services**
Recommendation: that the City Council (a) approve the City-County Municipal Services Agreement with the County of Los Angeles Department of Animal Care and Control; and (b) authorize the Mayor to execute it on behalf of the City; and (c) authorize the City Manager to execute the Service Level Request on Behalf of the City.
11. **First Amendment to the Agreement for Sales, Use and Transactions Tax Audit Services between City and Hinderliter, de Llamas (HdL) and Associates**

Recommendation: that the City Council (a) approve the First Amendment to Agreement for Sales, Use and Transactions Tax Services; and (b) authorize the City Manager to execute the Amendment on behalf of the City.

12. Accounts Payable Register

Recommendation: that the City Council adopt Resolution No. CC-1906-032, authorizing the payment of certain claims and demands in the amount of \$805,634.39.

13. Minutes of the Lawndale City Council Regular Meeting – June 3, 2019

Recommendation: that the City Council approve.

14. Federally Funded Employment and Job Training – South Bay Workforce Development Board Activities Summary

Recommendation: that the City Council receive and file the report.

REDEVELOPMENT SUCCESSOR AGENCY

15. Minutes of the Successor Agency Meeting – December 17, 2018

Recommendation: that the Board approves.

LAWNDALE HOUSING AUTHORITY

16. Minutes of the Housing Authority Regular Meeting – June 4, 2018

Recommendation: that the Commissioners approve.

LAWNDALE CABLE USAGE CORPORATION

17. Minutes of the Cable Usage Corporation Board of Directors Meeting – June 4, 2018

Recommendation: that the Directors approve.

I. ADMINISTRATION

18. FY 18/19 Annual Street Improvement Project - Authorization to Bid

Recommendation: that the City Council (a) adopt the plans and specifications, approve the project scope of work, and authorize staff to advertise the project for bids; (b) authorize staff to allocate an amount of \$69,634 from General Fund (100-310-700.269- Hawthorne Blvd. Recondition 163rd St. to 168th St) to the Road Maintenance and Rehab Alleys FY 17/18 project; (c) authorize staff to allocate an amount of \$71,650 from General Fund (100-310-700.271-RM&R-Alleys) to the Road Maintenance and Rehab Alleys FY 17/18 project; (d) authorize staff to allocate an amount of \$60,000 from General Fund (100-310-700.267- Jane Adams Parking Lot Improvement) to the Road maintenance and Rehab Various Streets FY 18/19 project; (e) approve a twenty percent (20%) contingency of \$117,418 for Grevillea Avenue Improvement project and Road Maintenance & Rehab-Alleys FY 17/18 to avoid project delays and facilitate timely project completion; and (f) approve a twenty percent (20%) contingency of \$116,000 for Road Maintenance & Rehab Various Streets FY18/19 to avoid project delays and facilitate timely project completion.

19. Lawndale Beat Fixed-Route Transportation Agreement

Recommendation: that the City Council approve a three year Contract Agreement between the City of Lawndale and MV Transportation, Inc. for Lawndale Beat Fixed-route Transportation Services in the amount of \$491,175.00 annually for a total contract amount of \$1,473,513.00 for three years.

CITY COUNCIL/REDEVELOPMENT SUCCESSOR AGENCY/LAWNDALE HOUSING AUTHORITY/ LAWNDALE CABLE USAGE CORPORATION

20. Annual Municipal Budget for Fiscal Year 2019-20

Recommendation: that the City Council adopt Resolution No. CC-1906-033 which adopts the Citywide Budget for FY 2019-20.

J. ITEMS FROM COUNCILMEMBERS

21. Mayor/Councilmember Report of Attendance at Meetings and/or Events

K. CLOSED SESSION

22. Conference with Labor Negotiator

The City Council will conduct a closed session, pursuant to Government Code section 54957.6, with the city manager, the city attorney and the City's negotiators, regarding labor negotiations with Local 1895, Council 36, American Federation of State, County and Municipal Employees, AFL-CIO, representing the City's mid-management and classified employees.

23. Conference with Legal Counsel – Anticipated Litigation

The City Council will conduct a closed session, pursuant to Government Code section 54956.9(d)(4), because the City is considering whether to initiate litigation in one (1) case.

24. Public Employee Performance Evaluation and Compensation

The City Council will hold a closed session with the City's personnel officer, the City Manager, pursuant to Government Code Sections 54957 and 54957.6(a), to conduct an employee performance evaluation and compensation provided to the City Attorney.

LAWNDALE HOUSING AUTHORITY

25. Conference with Real Property Negotiator

The Authority will conduct a closed session, pursuant to Government Code section 54956.8, to enable the commissioners to consider negotiations and to give direction to its negotiators regarding that certain real property, 4019 W. 169th Street, APN 4074-016-015. The Authority's real property negotiators, its executive director and housing director, will seek direction from the commissioners regarding the price and terms for this property.

L. ADJOURNMENT

The regular meeting scheduled to be held on July 1, 2019 was cancelled by order of the City Council on May 20, 2019.

The next regularly scheduled meeting of the City Council will be held at 6:30 p.m. on Monday, July 15, 2019 in the Lawndale City Hall council chamber, 14717 Burin Avenue, Lawndale, California.

It is the intention of the City of Lawndale to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, we will attempt to accommodate you in every reasonable manner. Please contact the City Clerk Department (310) 973-3213 prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in meetings on a regular basis.

I hereby certify under penalty of perjury under the laws of the State of California that the agenda for the regular meeting of the City Council to be held on June 17, 2019 was posted not less than 72 hours prior to the meeting.

Matthew Ceballos, Assistant City Clerk

Presentation

June 17, 2019

City Council Meeting

Rotary Club 2019 Deputy of the Year Deputy Paul Saldana

South Los Angeles Station
Serving Lawndale

After attending college at El Camino College and University of Southern California institution of Architecture, Paul was hired by the El Camino Police Department where he served them for 6 years as a Cadet, Community Service Officer and Reserve Police Officer.

While working for El Camino PD, Paul was often working alongside Lawndale Deputies and saw the proactive police work and excellent community service they engaged in on a daily basis. Paul quickly realized the Los Angeles County Sheriff's Department was a better fit for him. Paul applied and was hired by the Los Angeles County Sheriff's Department as a Deputy Sheriff.

Paul was named as the Honor Recruit of his graduating academy class, earning top scores in academics, marksmanship, physical training and leadership. Paul currently is a Patrol Deputy at South Los Angeles Station, where he received the best patrol training in the Los Angeles County Sheriff's Department. Patrol training at the South Los Angeles Station was a huge challenge in his law enforcement career.

Paul is proud to serve the community of South Los Angeles and Lawndale. Both of his parents were raised in Mexico, and later came to the United States to create a better life for themselves and their children. Thanks to his loving parents, with the help of his brother and sister, dedication, motivation and perseverance, Paul accomplished his dream to become a law enforcement officer for Los Angeles County Sheriff's Department.

On behalf of the Lawndale City Council, we'd like to congratulate and recognize Deputy Saldana on being selected this years' Rotary Club Deputy of the Year, serving the community of Lawndale.

Presented To

Deputy Paul Saldana

Los Angeles County Sheriff's Department
South Los Angeles Station
Serving Lawndale

CITY LOGO HERE

2019 Deputy of the Year

as honored by the Lawndale Rotary Club

Congratulations from the Lawndale City Council

June 17, 2019

Presentation

June 17, 2019

City Council Meeting

Rotary Club
2019 Firefighter of the Year
Firefighter Alex Rodriguez
Los Angeles County Fire Department
Fire Station No. 21

Alex Rodriguez has worked with the Los Angeles County Fire Department since November 2006.

Prior to that he served as a volunteer Firefighter for the City of La Habra Heights, Emergency Room technician at Long Beach Memorial and EMT at McCormick Ambulance.

Since the age of 16, he has volunteered with numerous community organizations. He has served as a youth mentor and camp counselor for the National Conference for Community and Justice, a volunteer CPR instructor for the American Red Cross, spent two years as an EMT instructor aide, volunteered at the Venice Family Clinic for low-income families, provided health education services and outreach to homeless youth in Los Angeles County, cycled twice from San Francisco to LA to raise money and awareness for HIV/AIDS services and the Firefighter Cancer Support Network.

As a member of the Los Angeles County Fire Department, he has spent five years on California Task Force 2 Urban Search and Rescue Team and Swiftwater Rescue Team.

Off duty, he coaches both of his sons, Aiden and Jacob in both their soccer and baseball teams. He also serves as their Cub Scout Den Leader.

The Lawndale City Council is pleased to congratulate and recognize Mr. Rodriguez as the 2019 Lawndale Rotary Club Firefighter of the Year.

Presented To

Firefighter Alex Rodriguez

Los Angeles County Fire Department
Kenneth Hahn Station No. 21
Lawndale, California

CITY LOGO HERE

2019 Firefighter of the Year

as honored by the Lawndale Rotary Club

Congratulations from the Lawndale City Council

June 17, 2019

Presentation

June 17, 2019

City Council Meeting

Captain John P. Burcher

Serving in the capacity of Lieutenant
Lawndale Sheriff's Service Center
April 2017 to November 2018

John P. Burcher has over 27 years serving with the Los Angeles County Sheriff's Department.

Assigned to the Lawndale Sheriff's Service Center in April of 2017 as Lieutenant, he served the unincorporated areas of Athens, Lennox, Del Aire, Wiseburn, El Camino Village, Moneta Gardens, and the City of Lawndale.

Captain Burcher's career has included work at the stations in Carson, Lomita, South Los Angeles, and East Los Angeles, prior to serving as Lieutenant in Lawndale. He has also served at the administrative offices.

On behalf of the Lawndale City Council, I would like to thank **Captain Burcher** for his **service to Lawndale as our Lieutenant** as well as congratulating him on his recent promotion to Captain.

Certificate of Recognition

Presented To

Captain John P. Burcher

**Serving the Los Angeles County Sheriff's Department
Lawndale Sheriff's Service Center**

Lieutenant John P. Burcher

April 2017 to November 2018

In Recognition of your Dedicated Service to the City of Lawndale

Presented June 17, 2019



Mayor Robert Pullen-Miles

Mayor Pro Tem James H. Osborne

Council Member Pat Kearney

Council Member Daniel Reid

Council Member Bernadette Suarez

Presentation

June 17, 2019

City Council Meeting

Commander April L. Tardy

Serving in the capacity of Captain at the
South Los Angeles Sheriff's Station and the Lawndale Sheriff's Service Center
October 3, 2016 to January 13, 2019

April L. Tardy, a twenty-four year veteran of the Los Angeles County Sheriff's Department, was promoted to the rank of Captain in October, 2016, and assigned to the South Los Angeles Sheriff's Station.

Serving the unincorporated areas of Athens, Lennox, Del Aire, Wiseburn, El Camino Village, Moneta Gardens, and the City of Lawndale, the South Los Angeles Sheriff's Station provides law enforcement services to approximately 120,000 residents.

Captain Tardy's career with the Sheriff's Department began in 1994. After graduation from the Sheriff's Training Academy as a Deputy Sheriff, she was assigned to Sybil Brand Institute for Women, the Inmate Reception Center, and Temple Sheriff's Station.

Captain Tardy was assigned as an Operation Safe Streets Bureau (Gang) Investigator at Compton Sheriff's Station. Upon her promotion to Sergeant in 2006, Captain Tardy was assigned to work Compton Sheriff's Station.

After being promoted to Lieutenant in 2011, Captain Tardy was assigned to Men's Central Jail facility, Carson Sheriff's Station, South Los Angeles Sheriff's Station, and Central Patrol Division, as the Executive Aide to the Chief.

Captain Tardy earned a Bachelor of Science Degree in Business Administration from California State University at San Bernardino. She is a member of Alpha Kappa Alpha Sorority, Inc. and currently serves as an advisory board member for the Black Peace Officers Association of Los Angeles.

Captain Tardy has a son in college. She enjoys spending time with her family, reading, playing volleyball and basketball, mentoring, and community service.

Captain Tardy believes in growing community and law enforcement relations. She wants to build a safe environment for the citizens she serve, with the trust and support of her communities.

On behalf of the Lawndale City Council, I would like to thank Commander Tardy for her leadership and service to Lawndale as our Captain, and her recent promotion to Commander.

Presented To
Commander April L. Tardy
Los Angeles County Sheriff's Department



**In Recognition of your Dedicated Service
to the City of Lawndale**

Captain April L. Tardy
Serving the South Los Angeles Sheriff's Station
& the Lawndale Sheriff's Service Center

October 3, 2016 to January 13, 2019

~ ~ ~

Presented by the Lawndale City Council
June 17, 2019



CITY OF LAWDALE

14717 BURIN AVENUE, LAWDALE, CALIFORNIA 90260
PHONE (310) 973-3200, FAX (310) 644-4556
www.lawndalecity.org

DATE: June 17, 2019

TO: Honorable Mayor and City Council

FROM: Stephen N. Mandoki, City Manager 

PREPARED BY: Kahono Oei, Interim Public Works Director
Marla Pendleton, Director of Finance 
Grace Huizar, Administrative Analyst 

SUBJECT: Landscaping Maintenance Services Agreement

BACKGROUND

South Bay Landscaping, Inc. has been providing landscape maintenance services since 2014. The company has worked with staff consistently over the past five years and has developed a thorough understanding of the requirements necessary to maintain the landscaping needs in Lawndale.

STAFF REVIEW

South Bay Landscaping has provided exceptional customer service and responds to requests in a timely manner. In addition to understanding the City's landscape requirements, South Bay Landscaping offers very reasonable contract unit prices.

Staff recommends that City Council authorize the new contract beginning July 1, 2019 through June 30, 2022 at an annual rate of \$225,00 and will remain at this annual cost throughout the term of the agreement through June 30, 2022 for a total contract amount of \$675,900.

LEGAL REVIEW

The City Attorney has reviewed the agreement and approved as to form.

FUNDING

Funding is provided in the Public Works Department's operational budget.

RECOMMENDATION

Staff recommends that the City Council approve the Contract Services Agreement with South Bay Landscape Services, for an annual amount of \$225,000 for the term beginning July 1, 2019 through June 30, 2022.

Attachments: Landscape Maintenance Services Agreement

CITY OF LAWNSDALE
CONTRACT SERVICES AGREEMENT FOR
LANDSCAPE MAINTENANCE SERVICES

This Contract Services Agreement ("Agreement") is made and entered into this 17th day of June, 2019, by and between the City of Lawnsdale, a municipal corporation ("City"), and South Bay Landscaping Inc., ("Consultant"). The term Consultant includes professionals performing in a consulting capacity. The parties hereto agree as follows:

1.0 SERVICES OF CONSULTANT

1.1 Scope of Services. In compliance with all terms and conditions of this Agreement, Consultant shall provide the work and services specified in the "Scope of Services" attached hereto as *Exhibit "A"* and incorporated herein by this reference. Consultant warrants that all work or services set forth in the Scope of Services will be performed in a competent, professional and satisfactory manner.

1.2 Consultant's Proposal. The Scope of Services shall include the Consultant's proposal or bid which shall be incorporated herein by this reference as though fully set forth herein. In the event of any inconsistency between the terms of such proposal and this Agreement, the terms of this Agreement shall govern.

1.3 Compliance with Law. All work and services rendered hereunder shall be provided in accordance with all ordinances, resolutions, statutes, rules, and regulations of the City and any Federal, State or local governmental agency having jurisdiction.

1.4 Licenses, Permits, Fees and Assessments. Consultant shall obtain at its sole cost and expense, such licenses, permits and approvals as may be required by law for the performance of the services required by this Agreement. Consultant shall have the sole obligation to pay for any fees, assessments, taxes, including applicable penalties and interest, which may be imposed by law and arise from or are necessary for the Consultant's performance of the services required by this Agreement; and shall indemnify, defend and hold harmless City against any claim for such fees, assessments, taxes, penalties or interest levied, assessed or imposed against City hereunder.

1.5 Familiarity with Work. By executing this Agreement, Consultant warrants that Consultant (a) has thoroughly investigated and considered the scope of services to be performed, (b) has carefully considered how the work and services should be performed, and (c) fully understands the facilities, difficulties and restrictions attending performance of the services under this Agreement.

1.6 Additional Services. City shall have the right at any time during the performance of the services, without invalidating this Agreement, to order extra work beyond that specified in the Scope of Services or make changes by altering, adding to or deducting from said work. No such extra work may be undertaken unless a written order is first given by the Contract Officer to the Consultant, incorporating therein any adjustment in (i) the Contract Sum, and/or (ii) the time to perform this Agreement, which said adjustments are subject to the written approval of the Consultant. Any increase in compensation must be approved by the City Council. It is expressly understood by Consultant that the provisions of this Section shall not apply to services specifically set forth in the Scope of Services

or reasonably contemplated therein. Consultant hereby acknowledges that it accepts the risk that the services to be provided pursuant to the Scope of Services may be more costly or time consuming than Consultant anticipates and that Consultant shall not be entitled to additional compensation therefor.

1.7 Special Requirements. Additional terms and conditions of this Agreement, if any, which are made a part hereof are set forth in the "Special Requirements" attached hereto as *Exhibit "B"* and incorporated herein by this reference. In the event of a conflict between the provisions of *Exhibit "B"* and any other provisions of this Agreement, the provisions of *Exhibit "B"* shall govern.

1.8 Environmental Laws. Consultant shall comply with all applicable environmental laws, ordinances, codes and regulations of Federal, State, and local governments. Consultant shall also comply with all applicable mandatory standards and policies relating to energy efficiency.

2.0 COMPENSATION

2.1 Contract Sum. For the services rendered pursuant to this Agreement, Consultant shall be compensated in accordance with the "Schedule of Compensation" attached hereto as *Exhibit "C"* and incorporated herein by this reference, but not exceeding the maximum contract amount of six hundred seventy five thousand nine hundred dollars (\$675,900) ("Contract Sum"), except as provided in Section 1.6. The method of compensation may include: (i) a lump sum payment upon completion, (ii) payment in accordance with the percentage of completion of the services, (iii) payment for time and materials based upon the Consultant's rates as specified in the Schedule of Compensation, but not exceeding the Contract Sum or (iv) such other methods as may be specified in the Schedule of Compensation. Compensation may include reimbursement for actual and necessary expenditures approved by the Contract Officer in advance if specified in the Schedule of Compensation. The Contract Sum shall include the attendance of Consultant at all project meetings reasonably deemed necessary by the City.

Consultant agrees that if Consultant becomes aware of any facts, circumstances, techniques, or events that may or will materially increase or decrease the cost of the work or services or, if Consultant is providing design services, the cost of the project being designed, Consultant shall promptly notify the Contract Officer of said fact, circumstance, technique or event and the estimated increased or decreased cost related thereto and, if Consultant is providing design services, the estimated increased or decreased cost estimate for the project being designed.

2.2 Method of Payment. Unless some other method of payment is specified in the Schedule of Compensation, in any month in which Consultant wishes to receive payment, no later than the first (1st) working day of such month, Consultant shall submit to the City, in a form approved by the City's Director of Finance, an invoice for services rendered prior to the date of the invoice. Except as provided in Section 7.2, City shall pay Consultant for all expenses stated thereon which are approved by City pursuant to this Agreement generally within thirty (30) days, and no later than forty-five (45) days, from the submission of an invoice in an approved form.

2.3 Availability of Funds. It is mutually understood between the parties that this Agreement is valid and enforceable only if sufficient funds are made available by the City Council of the City for the purposes of this Agreement. The availability of funding is affected by matters outside the City's control, including other governmental entities. Accordingly, the City has the option to void

the whole Agreement or to amend the Agreement to reflect unanticipated reduction in funding for any reason.

3.0 PERFORMANCE SCHEDULE

3.1 Time of Essence. Time is of the essence in the performance of this Agreement.

3.2 Schedule of Performance. Consultant shall commence and shall perform all services within the time period(s) established in the "Schedule of Performance" attached hereto as *Exhibit "D"*, if any, and incorporated herein by this reference.

3.3 Force Majeure. The time period(s) specified in the Schedule of Performance for performance of the services rendered pursuant to this Agreement shall be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of the Consultant, including, but not restricted to, acts of God or of the public enemy, unusually severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, litigation, and/or acts of any governmental agency, including the City, if the Consultant shall, within ten (10) days of the commencement of such delay, notify the Contract Officer in writing of the causes of the delay. The Contract Officer shall ascertain the facts and the extent of delay and extend the time for performing the services for the period of the enforced delay when and if, in the judgment of the Contract Officer, such delay is justified. The Contract Officer's determination shall be final and conclusive upon the parties to this Agreement. In no event shall Consultant be entitled to recover damages against the City for any delay in the performance of this Agreement, however caused; Consultant's sole remedy being extension of the Agreement pursuant to this Section.

3.4 Term. Unless earlier terminated in accordance with Section 7.4 below, this Agreement shall begin on July 1, 2019 and continue in full force and effect until completion of the services no later than June 30, 2022.

4.0 COORDINATION OF WORK

4.1 Representative of Consultant. Oscar Plascencia is hereby designated as being the representative of Consultant authorized to act on its behalf with respect to the work or services specified herein and to make all decisions in connection therewith.

It is expressly understood that the experience, knowledge, capability and reputation of the representative was a substantial inducement for City to enter into this Agreement. Therefore, the representative shall be responsible during the term of this Agreement for directing all activities of Consultant and devoting sufficient time to personally supervise the services hereunder. For purposes of this Agreement, the representative may not be replaced nor may his responsibilities be substantially reduced by Consultant without the express written approval of City.

4.2 Contract Officer. The City's City Manager is hereby designated as the representative of the City authorized to act in its behalf with respect to the work and services and to make all decisions in connection therewith ("Contract Officer"). It shall be the Consultant's responsibility to assure that the Contract Officer is kept informed of the progress of the performance of the services and the Consultant shall refer any decisions which must be made by City to the Contract Officer. The City may designate another Contract Officer by providing written notice to Consultant.

4.3 Prohibition Against Subcontracting or Assignment. The experience, knowledge, capability and reputation of Consultant, its principals and employees were a substantial inducement for the City to enter into this Agreement. Therefore, Consultant shall not contract with any other entity to perform in whole or in part the services required hereunder without the express written approval of the City. In addition, neither this Agreement nor any interest herein may be transferred or assigned without the prior written approval of City. Transfers restricted hereunder shall include the transfer to any person or group of persons acting in concert of more than twenty five percent (25%) of the present ownership and/or control of Consultant taking all transfers into account on a cumulative basis. A prohibited transfer or assignment shall be void. No approved transfer shall release the Consultant or any surety of Consultant of any liability hereunder without the express consent of City.

4.4 Independent Contractor. Neither the City nor any of its employees shall have any control over the manner or means by which Consultant, its agents or employees, perform the services required herein, except as otherwise set forth herein. Consultant shall perform all services required herein as an independent contractor of City and shall remain under only such obligations as are consistent with that role. Consultant shall not at any time or in any manner represent that it or any of its agents or employees are agents or employees of City. City shall not in any way or for any purpose become or be deemed to be a partner of Consultant in its business or otherwise or a joint venturer or a member of any joint enterprise with Consultant.

5.0 INSURANCE AND INDEMNIFICATION

5.1 Insurance. Consultant shall procure and maintain, at its sole cost and expense, in a form and content satisfactory to City, during the entire term of this Agreement including any extension thereof, the following policies of insurance:

(a) Commercial General Liability Insurance. A policy of commercial general liability insurance using Insurance Services Office "Commercial General Liability" policy form CG 00 01, with an edition date prior to 2004, or the exact equivalent. Coverage for an additional insured shall not be limited to its vicarious liability. Defense costs must be paid in addition to limits. Limits shall be no less than \$5,000,000.00 per occurrence for all covered losses and no less than \$5,000,000.00 general aggregate.

(b) Workers' Compensation Insurance. A policy of workers' compensation insurance on a state-approved policy form providing statutory benefits as required by law with employer's liability limits no less than \$1,000,000 per accident for all covered losses.

(c) Automotive Insurance. A policy of comprehensive automobile liability insurance written on a per occurrence basis in an amount not less than \$1,000,000.00 per accident, combined single limit. Said policy shall include coverage for owned, non owned, leased and hired cars.

(d) Professional Liability or Error and Omissions Insurance. A policy of _____ N/A _____ insurance in an amount not less than \$1,000,000.00 per claim with respect to loss arising from the actions of Consultant performing professional services hereunder on behalf of the City.

All of the above policies of insurance shall be primary insurance. The general liability policy shall name the City, its officers, employees and agents ("City Parties") as additional insureds and shall

waive all rights of subrogation and contribution it may have against the City and the City's Parties and their respective insurers. Moreover, the insurance policy must specify that where the primary insured does not satisfy the self-insured retention, any additional insured may satisfy the self-insured retention. All of said policies of insurance shall also provide that said insurance may be not cancelled without providing ten (10) days prior written notice by registered mail to the City. In the event any of said policies of insurance are cancelled or amended, Consultant shall, prior to the cancellation or amendment date, submit new evidence of insurance in conformance with this Section 5.1 to the Contract Officer. No work or services under this Agreement shall commence until Consultant has provided City with Certificates of Insurance or appropriate insurance binders evidencing the above insurance coverages and said Certificates of Insurance or binders are approved by City.

Consultant agrees that the provisions of this Section 5.1 shall not be construed as limiting in any way the extent to which Consultant may be held responsible for the payment of damages to any persons or property resulting from Consultant's activities or the activities of any person or persons for which Consultant is otherwise responsible. If the Consultant's insurance policies have higher limits and coverage than those required by this contract, the City will have access to those higher limits and coverage maintained by the Consultant.

The insurance required by this Agreement shall be satisfactory only if issued by companies qualified to do business in California, rated "A" or better in the most recent edition of Best Rating Guide or The Key Rating Guide, and only if they are of a financial category Class VII or better, unless such requirements are waived by the Risk Manager of the City due to unique circumstances.

In the event that the Consultant is authorized to subcontract any portion of the work or services provided pursuant to this Agreement, the contract between the Consultant and such subcontractor shall require the subcontractor to maintain the same policies of insurance that the Consultant is required to maintain pursuant to this Section 5.1.

5.2 Indemnification.

(a) Indemnity for Design Professional Liability. When the law establishes a professional standard of care for Consultant's services, to the fullest extent permitted by law, and except for the statutory limits set forth under California Civil Code Section 2782,8 applicable to services provided by a "design professional", Consultant shall indemnify, defend and hold harmless City and the City's Parties from and against any and all losses, liabilities, damages, costs and expenses, including attorneys' fees and costs to the extent same are caused in whole or in part by any negligent or wrongful act, error or omission of Consultant, its officers, agents, employees of subcontractors (or any entity or individual for which Consultant shall bear legal liability) in the performance of professional services under this Agreement.

(b) Indemnity for Other Than Design Professional Liability. Other than in the performance of design professional services and to the full extent permitted by law, Consultant shall indemnify, defend and hold harmless City and City's Parties from and against any liability (including liability for claims, suits, actions, losses, expenses or costs of any kind, whether actual, alleged or threatened, including attorneys' fees and costs, court costs, defense costs and expert witness fees), where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, the performance of this Agreement by Consultant or by any individual or entity for which

Consultant is legally liable, including but not limited to officers, agents, employees or subcontractors of Consultant.

6.0 RECORDS AND REPORTS

6.1 Reports. Consultant shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the services required by this Agreement as the Contract Officer shall require.

6.2 Records. Consultant shall keep, and require subcontractors to keep, such books and records as shall be necessary to perform the services required by this Agreement and enable the Contract Officer to evaluate the performance of such services. The Contract Officer shall have full and free access to such books and records at all times during normal business hours of City, including the right to inspect, copy, audit and make records and transcripts from such records. Such records shall be maintained for a period of three (3) years following completion of the services hereunder, and the City shall have access to such records in the event any audit is required.

6.3 Ownership of Documents. All drawings, specifications, reports, records, documents and other materials prepared by Consultant, its employees, subcontractors and agents in the performance of this Agreement shall be the property of City and shall be delivered to City upon request of the Contract Officer or upon the termination of this Agreement and Consultant shall have no claim for further employment or additional compensation as a result of the exercise by City of its full rights of ownership of such documents and materials. Consultant may retain copies of such documents for its own use and Consultant shall have an unrestricted right to use the concepts embodied therein. Any use of such completed documents by City for other projects and/or use of uncompleted documents without specific written authorization by the Consultant will be at the City's sole risk and without liability to Consultant and the City shall indemnify the Consultant for all damages resulting therefrom. All subcontractors shall provide for assignment to City of any documents or materials prepared by them, and in the event Consultant fails to secure such assignment, Consultant shall indemnify City for all damages resulting therefrom.

7.0 ENFORCEMENT OF AGREEMENT

7.1 California Law. This Agreement shall be construed and interpreted both as to validity and to performance of the parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Los Angeles, State of California, or any other appropriate court in such county, and Consultant agrees to submit to the personal jurisdiction of such court in the event of such action.

7.2 Retention of Funds. Consultant hereby authorizes City to deduct from any amount payable to Consultant (whether or not arising out of this Agreement) (i) any amounts the payment of which may be in dispute hereunder or which are necessary to compensate City for any losses, costs, liabilities, or damages suffered by City, and (ii) all amounts for which City may be liable to third parties, by reason of Consultant's acts or omissions in performing or failing to perform Consultant's obligation under this Agreement. In the event that any claim is made by a third party, the amount or validity of which is disputed by Consultant, City may withhold from any payment due, without liability for interest because of such withholding, an amount sufficient to cover such claim. The failure

of City to exercise such right to deduct or to withhold shall not, however, affect the obligations of the Consultant to insure, indemnify, and protect City as elsewhere provided herein.

7.3 Waiver. No delay or omission in the exercise of any right or remedy by a non-defaulting party on any default shall impair such right or remedy or be construed as a waiver. A party's consent to or approval of any act by the other party requiring the party's consent or approval shall not be deemed to waive or render unnecessary the other party's consent to or approval of any subsequent act. Any waiver by either party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

7.4 Termination Prior to Expiration of Term. Either party may terminate this Agreement at any time, with or without cause, upon thirty (30) days' written notice to the other party. Upon receipt of any notice of termination, Consultant shall immediately cease all work or services hereunder except such as may be specifically approved by the Contract Officer. Consultant shall be entitled to compensation for the reasonable value of the work product actually produced prior to the effective date of the notice of termination and for any services authorized by the Contract Officer thereafter in accordance with the Schedule of Compensation and City shall be entitled to reimbursement for any compensation paid in excess of the services rendered.

7.5 Completion of Work After Termination for Default of Consultant. If termination is due to the failure of the Consultant to fulfill its obligations under this Agreement, City may, after compliance with the provisions of Section 7.2, take over the work and prosecute the same to completion by contract or otherwise, and the Consultant shall be liable to the extent that the total cost for completion of the services required hereunder exceeds the compensation herein stipulated (provided that the City shall use reasonable efforts to mitigate such damages), and City may withhold any payments to the Consultant for the purpose of set-off or partial payment of the amounts owed the City as previously stated.

7.6 Attorneys' Fees. If either party to this Agreement is required to initiate or defend or made a party to any action or proceeding in any way connected with this Agreement, the prevailing party in such action or proceeding, in addition to any other relief which may be granted, shall be entitled to reasonable attorneys' fees, whether or not the matter proceeds to judgment, and to all other reasonable costs for investigating such action, taking depositions and discovery, including all other necessary costs the court allows which are incurred in such litigation.

8.0 CITY OFFICERS AND EMPLOYEES: NON-DISCRIMINATION

8.1 Non-liability of City Officers and Employees. No officer or employee of the City shall be personally liable to the Consultant, or any successor in interest, in the event of any default or breach by the City or for any amount which may become due to the Consultant or to its successor, or for breach of any obligation of the terms of this Agreement.

8.2 Conflict of Interest; City. No officer or employee of the City shall have any financial interest in this Agreement nor shall any such officer or employee participate in any decision relating to the Agreement which affects his financial interest or the financial interest of any corporation, partnership or association in which he is interested, in violation of any State statute or regulation.

8.3 Conflict of Interest; Consultant. Consultant warrants that it has not paid or given and will not pay or give any third party any money or other consideration for obtaining this Agreement.

Consultant shall comply with all conflict of interest laws and regulations including, without limitation, City's Conflict of Interest Code which is on file in the City Clerk's office. Accordingly, should the City Manager determine that Consultant will be performing a specialized or general service for the City and there is substantial likelihood that the Consultant's work product will be presented, either written or orally, for the purpose of influencing a governmental decision, the Consultant and its officers, agents or employees, as applicable, shall be subject to the City's Conflict of Interest Code.

8.4 Covenant Against Discrimination. Consultant covenants that, by and for itself, its executors, assigns, and all persons claiming under or through them, that there shall be no discrimination against or segregation of, any person or group of persons on account of race, color, creed, religion, sex, marital status, national origin, or ancestry in the performance of this Agreement. Consultant shall take affirmative action to insure that applicants are employed and that employees are treated during employment without regard to their race, color, creed, religion, sex, marital status, national origin or ancestry.

9.0 MISCELLANEOUS PROVISIONS

9.1 Notice. Any notice or other communication either party desires or is required to give to the other party or any other person shall be in writing and either served personally or sent by prepaid, first-class mail, in the case of the City, to the City Manager and to the attention of the Contract Officer, City of Lawndale, 14717 Burin Avenue, Lawndale, California 90260, and in the case of the Consultant, to the person at the address designated on the execution page of this Agreement. Either party may change its address by notifying the other party of the change of address in writing. Notice shall be deemed communicated at the time personally delivered or in seventy-two (72) hours from the time of mailing if mailed as provided in this Section.

9.2 Interpretation. The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply.

9.3 Integration; Amendment. It is understood that there are no oral agreements between the parties hereto affecting this Agreement and this Agreement supersedes and cancels any and all previous negotiations, agreements and understandings, if any, between the parties, and none shall be used to interpret this Agreement. This Agreement may be amended at any time by an instrument in writing signed by both parties.

9.4 Severability. Should a portion of this Agreement be declared invalid or unenforceable by a judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining portions of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the parties unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this Agreement meaningless.

9.5 Corporate Authority. The persons executing this Agreement on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of said party, (iii) by so executing this Agreement, such party is formally bound to the provisions of this Agreement, and (iv) the entering into this Agreement does not violate any provision of any other Agreement to which said party is bound.

IN WITNESS WHEREOF, the parties have executed and entered into this Agreement as of the date first written above.

CITY:
CITY OF LAWNSDALE,
a municipal corporation

By: _____
Robert Pullen Miles, Mayor

ATTEST:

Rhonda Hofmann Gorman, City Clerk

APPROVED AS TO FORM:
Aleshire & Wynder, LLP

Tiffany J. Israel, City Attorney

CONTRACTOR:
South Bay Landscaping, Inc.,
a California corporation

By: _____
Name: Oscar Plascencia
Chief Executive Officer &
Chief Financial Officer

Address: 3431 W. Imperial Hwy
Inglewood, CA 90303

EXHIBIT "A"

SCOPE OF SERVICES

The following sets forth the requirements for this Agreement. Contractor agrees to perform all services listed herein to provide complete and proper maintenance for the premises listed below. Contractor shall also provide all necessary equipment to perform all services and all other necessary safety equipment to comply with OSHA and all other applicable requirements for these services. All equipment must be used in a safe manner. Contractor shall furnish, at its own expense, all labor, equipment, and materials necessary for the satisfactory performance required for maintenance of parks, landscaped areas, and associated facilities which shall include but is not limited to:

Park Sites

- Turf Management (routine mowing, trimming, fertilizing, and watering)
- Hardscape Management (routine sweeping, litter and trash removal, and pressure washing)
- Shrub/Pruning & Groundcover areas (routine weeding, cultivation, fertilization and pruning)
- Irrigation - Operation and Maintenance (includes parts and labor for daily irrigation wear and tear, excludes: construction-related facility irrigation damage or facility failure)
- Ball-diamond Maintenance (off season maintaining, pre-season rehabilitation, sports period maintenance)
- Recreational Building/Restrooms (routine trash removal and cleaning)
- Weed Abatement and Trash Receptacles at Rudolph Park

Medians & Parkways (landscape & hardscape maintenance with trash and litter control)

- Hawthorne Boulevard
- Manhattan Beach Boulevard
- 147th Street and Burin Ave (at Community Center) – 147th Street at the Community Center, from Burin Ave to Hawthorne Boulevard, both sides of the street and Burin Ave from 147th Ave to the end of the City Hall parking lot, both sides of the street.

Exterior Grounds & Landscape Maintenance for the following facilities:

- City Hall
- Community Center
- Community Center North/Cable Services Center
- Sheriff's Service Center
- Railroad Right-of-way
- City Yard

Maintenance of Parks, Landscape Areas and Associated Facilities

Contractor shall provide at his own cost and risk all labor, equipment, materials, supplies, tools, and transportation including but not limited to: hauling, dumping, fertilizers, insecticides, herbicides, chemicals, mulch, seed, chalk, brick dust, wood chips, decomposed granite, light bulbs, irrigation controller batteries and all other labor, equipment, materials, supplies, tools and transportation needed to perform park, landscape, and associated facilities maintenance work as directed/described herein these contract documents.

Contractor shall perform all work necessary to complete the contract in a manner acceptable to the City. The areas to be maintained shall include but are not limited to: turf areas, irrigation systems, planter areas, trees, shrubs, play equipment, park furniture, drinking fountains, barbecues, sand play areas, drain lines, sidewalks, ball fields, driveways/aprons, ditches, catch basins, gutters, curb drains, exterior lighting, park accessories, trash containers, restroom stocking and maintenance, and all other area(s) listed in Appendix 1 -"Facilities Descriptions".

The above requirement that Contractor shall furnish all labor, materials, tools, equipment, and incidentals and perform all of the services involved in executing this Agreement includes all aspects of irrigation. All facility areas shall be irrigated as required to maintain adequate growth and appearance of all areas subject to this Agreement. Irrigation shall be accomplished in accordance with local water authority guidelines. Irrigation maintenance shall include but not be limited to: operation of the system, adjustments, repairs, modifications, improvements, all components (from connection at meters, including but not limited to: controllers, remote control valves, gate valves and backflow devices, main and lateral lines, sprinkler heads, moisture-sensing devices, and all related equipment), and other irrigation maintenance work as required.

Work shall be performed in accordance with professional standards accepted in the industry in a workmanlike manner and in accordance with the standards, requirements and criteria set forth in the Special Requirements (Exhibit "B") and Technical Provisions (Exhibit "E").

Work by City Forces

Notwithstanding any provisions contained elsewhere in this Agreement, the City reserves the right to perform any repair or construction work it deems advisable, including normal routine maintenance contemplated by this contract, with its own labor and equipment and/or through a third party.

1. MATERIALS, EQUIPMENT, AND SUPPLIES TO BE PROVIDED BY CONTRACTOR

Contractor, at its own cost and expense, shall furnish all necessary manpower, equipment, supplies, materials of good quality and in the amounts necessary to fulfill this contract, and to accomplish an acceptable and professional level of maintenance. The City shall have the right to specify the type, quality, and manufacturer of supplies and materials used in maintenance of the parks and median facilities. These supplies and materials shall include, but are not limited to:

(A) All necessary top dressing, mulch, seed, water absorbers, fertilizers, brick dust, wood chips, decomposed granite, chemicals, amendments, tree stakes, restroom stock, fasteners, rodent control devices, et cetera.

Materials necessary for the repair of irrigation systems shall be billed separately by Contractor to City. Prices for such materials shall not exceed cost plus ten percent (Contractor's Costs +10%) of Contractor's acquisition costs for same. Contractor shall submit an invoice each month itemizing all completed repairs. Irrigation repair billing shall be in addition to the monthly maintenance contract billing.

2. LANDSCAPE IMPROVEMENTS

The construction of sidewalks, turf areas, play equipment, and irrigation system installations, when necessary, may be requested to be undertaken by Contractor and shall be on a negotiated price basis provided, however, the City shall have the option to seek bids for such work and may award this work to others.

3. CONTRACTOR STAGING AREA

Contractor is responsible for securing an area for staging equipment and vehicles used to perform all services required under the Agreement at Contractor's sole cost. The City will not provide an area for staging. Contractor shall not stage equipment or vehicles at the Public Works Yard or on other City-owned property.

4. CONTRACTOR VEHICLES AT CITY PARKS

Contractor is permitted to drive vehicles within City Parks as needed while performing services, except at Hopper Park. At Hopper Park, Contractor must park all vehicles in designated parking areas only.

EXHIBIT "B"

SPECIAL REQUIREMENTS

A new Section 2.4 is added to the Agreement to read as follows:

“2.4 Prevailing Wages; Indemnification. Consultant and all subcontractors shall comply with the State Labor standards. State Labor standards provisions, including prevailing wage requirements, will be enforced such that the general rate of per diem wages (prevailing wage) shall be paid for each craft, classification, or type of worker needed to execute the contract to all workers employed in the execution of the contract for the work to be performed by South Bay Landscaping Inc. The State General Prevailing Wage Determination is as established by the California Department of Industrial Relations for Los Angeles County. *(Refer to <http://www.dir.ca.gov/OPRL/PWD/Determinations/Statewide/C-TT.pdf> for additional information.)* The prevailing rate of per diem wages are on file at the City of Lawndale Department of Public Works, 4722 Manhattan Beach Boulevard, Lawndale, California 90266, and are available to any interested party on request. The statutory provisions for penalties for failure to pay prevailing wages and/or failure to otherwise comply with state's wage and hour laws will be enforced. The Consultant is required to post at the job site the prevailing rate of per diem wages and other notices prescribed by regulation.

The Consultant and all subcontractors must submit electronic certified payroll records weekly directly to the Labor Commissioner (aka Division of Labor Standards Enforcement) no less than monthly and must comply with all statutory requirements relating to certified copies of payroll records, including the maintenance of the records, their certification, and their availability for inspection as required by Labor Code Section 1776 and as required under Subsection 7-2.6 of said Standard Specifications for Public Works Construction.

Consultant shall indemnify, defend with legal counsel approved by the City, and hold the City and City's Parties harmless from and against any all liability, loss, damage, costs, or expenses (including attorneys' fees and court costs) arising from or as a result of any action, claim, or determination relating in any way to the failure to properly pay of prevailing wages. Moreover, the City retains the right to settle or abandon any such the matter without the Consultant's consent as to the City's liabilities or rights only.”

LEVEL OF MAINTENANCE

(A) All work shall be performed in accordance with the Service Level Standards in the Technical Provisions (Exhibit "E") at established frequencies so as to maintain the aesthetic appearance, safety, usefulness and play ability/usability of parks, landscape areas, and maintenance of associated facilities to standards acceptable to the City. Frequencies are indicated for some of the tasks described in the Schedule of Performance (Exhibit "D"). Some higher use areas may require greater frequencies than those

indicated in the Service Level Standards in order to provide the minimum required standard service level.

(B) The City shall make routine inspections of all facility areas included in this Agreement and shall advise Contractor of any deficiencies noted. The results of each inspection shall be recorded and retained for reference. The Parks Inspection Checklist, Appendix "2" of this Agreement, shall be used to evaluate the Contractor's performance.

The Contractor shall compensate the City for all time required for any re-inspection and related supervision as a result of noted deficiencies providing that compensation shall be charged at a rate including actual time, fringe benefits, and mileage costs incurred by the City.

(C) Notices and penalties for non-performance are set forth as follows:

1) Deficiency Notice: The Contractor is required to correct deficiencies within five (5) working days after notification by City.

2) Withholding of Payment: Provided work under the Deficiency Notice has not been completed, payment for addressing the subject deficiency shall be withheld until the deficiency is corrected, without right to retroactive payments. Such costs shall be determined by the City based on a percentage of the item cost per month for the area in question, using the cost for the area as provided by the Contractor on the proposal form.

3) City's Right to Correct Deficiency: Five (5) working days after issuing a Deficiency Notice to Contractor, City shall re-inspect the noted deficiency to verify whether the deficiency has been corrected to the satisfaction of the City. City shall, at its option without further notice to Contractor, correct the noted deficiency and deduct costs incurred by City from Contractor's next contract payment. The cost of re-inspection shall also be deducted from Contractor's next payment in accordance to Section 1 (B) listed above.

4. Description of Deficiencies

- Performance deficiency. Examples include: failure to comply with conditions, specifications, reports, schedules and/or directives from Authorized Representatives; failure to adequately remove trash/debris/weeds in a timely manner, apply chemicals, prune, etc. Deduction may be based upon costs provided by the Contractor on the Bid Worksheets submitted at the time of bid or as deemed appropriate by the Public Works Director.
- Failure to comply with minimum City-defined manpower requirements. Deduction of \$100 per employee per workday.
- Failure to provide adequate equipment in compliance with City specifications and/or as requested by the City's Representative. May result in a deduction of up to \$250 per instance per workday.
- Failure to protect public health and/or correct safety concerns. These include, but are

not limited to, policing City property for hazards, responding to emergencies, providing adequate traffic control measures (per M.U.T.C.D. Guidelines). May result in a deduction of up to \$250 per occurrence.

- Failure to comply with water restrictions imposed by the Water Authority. May result in a deduction of up to \$250 per occurrence. Additionally, Contractor shall be responsible for any imposed penalties.
- Major irrigation deficiencies shall be repaired within 12 hours and are subject to a deduction up to \$250 per occurrence.

The Contractor's representative shall contact the City on a weekly basis for notification of any special maintenance item(s) requiring correction.

2. CONTRACTOR'S EMPLOYEES

(A) Uniforms and Clothing

- 1) The Contractor's employees shall wear uniform shirts that have the Contractor's company name and the employee's first name clearly displayed on the shirt. All shirts worn by Contractor's employees shall be of the same color, material and style.
- 2) The Contractor's employees shall, when working on medians or in other vehicle traffic areas, be required to wear orange safety vests over their uniforms.
- 3) The Contractor's employees shall wear hard-soled shoes at all times while on duty. Soft soled shoes such as such athletic shoes and similar footwear shall not be permitted.

(B) Work Force; Background Checks

The Contractor must employ sufficient personnel to perform all work as described in Technical Provisions (Exhibit "E"). The parks at Jane Addams, Rogers/Anderson, and William Green schools, which will be part of the work provided pursuant to this contract with the City, are owned by the Lawndale Elementary School District and are school playground facilities during normal school hours. Accordingly, Contractor hereby warrants that she/he and all employees or agents of Contractor who may provide services pursuant to this Agreement who may have contact with children have never been convicted of any offense specified in Public Resources Code Section 5164 or Penal Code Section 11105.3 which would preclude any such person from contact with children. In addition, Contractor agrees to provide City with Live Scan fingerprints and the related criminal background check for each employee or agent of Contractor who may provide services pursuant to this Agreement.

The determination of adequacy in the number of Contractor's personnel will be made by the Director of Public Works or his/her representative and will be based upon performance or

nonperformance in each case. Upon written notification from the City the Contractor shall assign additional personnel within two work days. Continued nonperformance may result in removing that item or facility area from the terms of this Agreement. Serious nonperformance will be considered contractor default.

1) Parks - The Contractor shall provide maintenance for Parks Areas in conformance with Technical Provisions (Exhibit "E"). Said maintenance shall begin at 7:00 a.m. and shall be provided seven (7) days a week. Park buildings and restrooms shall be maintained daily seven (7) days per week as described in Technical Provisions (Exhibit "E"), Part 8.

2) Median Landscape Maintenance Areas - The Contractor shall provide maintenance for the median landscape areas in conformance with Technical Provisions (Exhibit "E"). Normal maintenance shall begin 7:00 a.m. and shall be provided five (5) days a week, Monday through Friday. Parkway trash collection or sweeping may begin as early as 6:00 a.m. to coordinate with street sweeping and median sweeping to be provided by others. Hawthorne Boulevard Median maintenance shall begin 7:00 a.m. and shall be provided five (5) days a week, Monday through Friday, for litter and debris removal in conformance with (Exhibit "E") and once weekly for mowing and trimming in conformance with Technical Provisions (Exhibit "E"). For Hawthorne Blvd. maintenance the crews will ensure that they provide access to motorists who wish to park and will not block ingress and egress.

3) Landscape Maintenance Areas - The Contractor shall provide maintenance in conformance with the Technical Provisions (Exhibit "E"). Maintenance for City Hall, Community Center, Community Center North, Sheriff's Service Center, City Yard, and the Railroad right-of-way shall begin at 7:00 a.m. and shall be provided five (5) days a week, Monday through Friday, with the exception of the Community Center maintenance which shall begin at 7:00 a.m. and shall be provided every day (7) days a week and the two (2) City Owned Residences at 14720 Burin Ave and 14611 Firmona which begin at 7:00 a.m. and shall be provided one (1) day per week, Monday through Friday.

(C) Contractor's Representative

The Contractor shall have present at all times when performing maintenance activities, an on-site representative who speaks fluent English, whose duty shall be to supervise and coordinate maintenance operations as they occur. This on-site representative shall carry, during work hours, a cell phone for communication. The City shall be advised in writing of the number for this phone.

(D) Reporting

Contractor or his representative shall meet with the Contract Officer or his representative on a regular bi-weekly basis and at such other times as may be required by the City to review the performance of the contract and to discuss any problems or matters as determined by the City. The Contractor shall submit a weekly performance report to the City.

(E) Emergency Services

Contractor shall provide the City with the names and telephone numbers of at least two (2) contacts who can be called by City representatives when emergency maintenance conditions occur. Such work shall be performed for additional compensation unless the emergency maintenance condition is created as a result of Contractor's negligence. Emergency work will be compensated at the hourly rate established by this Agreement for extra work. The City shall call for such assistance only in the event of a genuine and substantial emergency. Upon notification by the City of emergency conditions, the Contractor shall arrive to the site and report status within one (1) hour and Contractor shall charge a maximum of one (1) hour personnel response time for any response to an emergency call requiring a representative of Contractor to travel to the City.

3. EXTRA WORK

In the event of facility damage or facility failure where landscape repair, sprinkler repair, or other facility repair or reconstruction may be required, the City may invite or solicit as extra work, major repair or minor construction activities from Contractor.

Extra work is defined as work requested by the City in addition to the services required of Contractor under this Agreement, such as: replacement of plant materials due to failures beyond the Contractor's control and/or repairs or replacements due to vandalism or Acts of God. Should the incident require an expeditious response, the City shall have the option to pay for all such additional work with either a negotiated fee or a time and materials basis fee.

Contractor shall obtain written approval from the Contract Officer prior to proceeding with any extra work except for emergency repairs. Contractor shall submit a written proposal to the City when extra work is required or requested by the City. The City reserves the right to have any extra work completed by other contractors or City forces.

Contractor shall be responsible for the cost of any extra work as a result of the Contractor's negligence as determined by the Contract Officer in his sole discretion.

4. DAMAGES

Upon authorization by the Contract Officer, the Contractor will be reimbursed for the repair or replacement of any City-owned property, whether real or personal, which is damaged or destroyed through vandalism or fire or which disappears by an unknown cause.

Where public safety is affected Contractor shall make immediate equipment repairs or removals and shall report such repairs or removals within one (1) hour to the Contract Officer.

Any work performed by the Contractor, as described in this Section 4, shall be considered as extra work and shall be paid for as "Extra Work" under these specifications.

5. FACILITY OUT OF USE

In the event any park area or City facility is not usable for any reason, including acts of nature or vandalism, the Contract Officer may declare, for the purpose of maintenance, that an emergency condition exists and that the facility is out of use. In such event, contract services may be temporarily suspended on a twenty-four (24) hour notice.

Contractor shall not be compensated for any park area or City facility that is out of use during that period of time that Contractor does not provide any maintenance services. If a portion of any park area or city facility is partially declared out of use, City and Contractor shall negotiate in good faith the cost of providing a modified or reduced maintenance service.

6. CHEMICAL CONTROL

Contractor shall comply with all rules and regulations of the Department of Food and Agriculture, the State Department of Health Services, the Department of Industrial Relations and all other agencies which govern the use and application of chemicals required in the performance of the work to be provided pursuant to this Agreement. The term "chemicals" shall include but not be limited to: fertilizers, herbicides, insecticides, fungicides, rodenticides, germicides, nematocides, bactericides, inhibitors, fumigants, defoliant, desiccants, soil sterilants and repellants. Contractor shall apply spray chemicals when air currents are still, preventing drifting onto adjoining property whether or not they are in, or near, the project. Particular care shall be exercised on joint school/park sites and shall consider and accommodate normal school hours/operations and school site safety.

The Contractor shall submit a list of all chemical fertilizers, herbicides or pesticides proposed for use under this contract for approval by the Public Works Director. Contractor shall submit a schedule to the Contract Officer outlining date, location and chemical type/analysis to be performed at least fifteen (15) days prior to the week of work. Said schedule must be approved by the Contract Officer before the work is undertaken.

A pollution prevention plan shall be developed within the first sixty (60) days of execution of this Agreement to maintain compliance with industry best management practices for pollution prevention.

7. WATER CONSERVATION

Contractor shall be responsible for establishing watering time lengths for manual and automatic irrigation systems. Watering time lengths shall be adjusted based upon weather, usage, plant material type, soil condition, shade and output volume of water by the irrigation head type. Contractor shall keep watering equipment (pipe, valves, irrigation heads, irrigation controllers) in good working order. The City shall be promptly notified of any water leaks. No watering shall occur when it is raining nor shall watering conflict with daytime school operations or with pre-scheduled sports activities.

Contractor shall minimize the use of water during maintenance operations. The Contractor shall comply with all applicable requirements of the National Pollution Discharge Elimination System (NPDES) Best Management Practices (BMP) as established and adopted by the City. In keeping with the municipal NPDES requirements,

washing down equipment is discouraged. The Contractor shall not permit any trash, debris, vegetative trimmings, fugitive soils or organic materials to be discharged through sweeping, blowing or other means to any street, gutter, drainage structure, storm drain or waterway, flowing or not. In no case shall the Contractor use water to rinse or flush chemicals of any kind from equipment or a facility area into either a storm drainage or sanitary sewage system.

8. SOUND CONTROL REQUIREMENTS

Contractor shall comply with all County and City sound control and noise level rules, regulations and ordinances which apply to any work performed pursuant to this Agreement, and shall make every effort to control any undue noise resulting from its operations.

No maintenance functions that generate excess noise, which would cause annoyance to residents of the area, shall be commenced before 8:00 a.m. and after 7:00 p.m. or such other time as directed by the Public Works Director. Please note that the use of gas powered air blowers is prohibited by ordinance within the City.

Each internal combustion engine used for any purpose while performing the landscape maintenance services or related to landscape maintenance services shall be equipped with a muffler of a type recommended by the manufacturer. No internal combustion engine shall be operated without said muffler. Said noise level requirement shall be applied to all equipment used or related to providing landscape maintenance services, including, but not limited to, tracks, transit mixer, or transit equipment that may or may not be owned by the Contractor. The use of loud sound signals shall be avoided in favor of light warnings except those required by safety laws for the protection of the public or Contractor's personnel.

9. AIR POLLUTION

Contractor shall comply with all air pollution control rules, regulations, ordinances and statutes which apply to any work performed pursuant to this Agreement and shall not discharge smoke, dust or any other air contaminants into the atmosphere in such quantity as will violate the regulations of any legally constituted authority. Material to be disposed of shall not be burned.

10. TRAFFIC AND DETOURS

(A) General

Contractor shall provide all labor, materials and equipment to install barriers, guards, lights, signs, temporary bridges, flag persons; advising the public of detours and construction/maintenance hazards and, on completion of the work, promptly remove all signs and warning devices. Contractor shall be responsible for compliance with additional public safety requirements, which arise during landscape installations at the park and medians. Contractor shall notify Contract Officer seventy-two (72) hours in advance for approval prior to closing or partial closing of any street or public thoroughfare.

(B) Responsibility

Should the Contractor appear to be neglectful or negligent in furnishing warning and protective measures, the City may direct attention to the existence of a hazard and the necessary warning and protective measures shall be immediately furnished and installed at the Contractor's expense.

(C) Hauling

Spillage onto public or private property resulting from hauling operations shall be immediately removed at Contractor's expense.

When entering or leaving roadways carrying public traffic, the Contractor's equipment, whether empty or loaded, shall in all cases yield to public traffic.

11. REMOVAL AND DIVERSION OF DEBRIS

Contractor shall promptly remove all debris accumulated as a result of maintenance operations and shall not allow any debris to remain on the public street or other public property after 4:00 p.m. on the day on which debris is generated.

Debris is defined as leaves, branches, paper and all foreign matter, etc. Grass clippings are not to be removed from the landscape. Removal, diversion, and disposal of debris shall be performed at no additional cost to the City and shall be considered to be included as part of the Contractor's proposal price.

Contractor shall divert grass/turf clippings from landfilling by using mulching mowers specifically designed to mulch grass/turf clippings and redeposit the mulched material back on the landscape. Contractor shall mulch all grass/turf clippings and report the acreage mowed and the frequency at which it is mowed to the City in accordance with Section 6.0, Records and Reports, of the Agreement. Remaining green waste (organic material) such as leaves, twigs, etc. shall be separated from foreign matter (inorganic material) such as paper, glass, plastic, etc. Said green waste shall be separated from foreign matter and diverted from landfilling.

All green waste produced as a result of Contractor's operations under this Agreement shall be reduced, reused, recycled, and/or transformed. Weight slips shall be delivered to the Director of Public Works as proof of final disposal.

12. AUTHORITY OF THE DIRECTOR OF PUBLIC WORKS

The Director of Public Works or his/her authorized representative shall be the determining authority with respect to all issues regarding the quality or acceptability of work performed and as to the manner of performance and rate or progress of the work. Whenever Contractor's designated supervisor is not present for any part of the work where it may be desired that he give direction, orders within the scope of these specifications may be given by the Director of Public Works or his/her authorized representative, and Contractor shall instruct its staff to follow these orders as though they had been issued by Contractor.

13. SUSPENSION OF CONTRACT

If, at any time, in the opinion of the City, Contractor has failed to supply an adequate workforce, or equipment of proper quality, or has failed in any other respect to execute the work with the diligence and force specified and intended in and by the terms of this Agreement, notice thereof, in writing, shall be served upon Contractor. Should Contractor neglect or refuse to provide means for satisfactory compliance with this Agreement, as directed by the Director of Public Works or his/her authorized representative, within the time specified in such notice, the City Council may suspend this Agreement. Upon receiving notice of such suspension, the Contractor's control shall terminate, and thereupon the City may hire such force and buy or rent such additional machinery, tools, appliances and equipment, and buy such additional materials and supplies at the Contractor's expense as may be necessary for the conduct of the work and for the completion thereof; or may employ the necessary workmen, substitute other parties to perform the work required under this Agreement; employ the necessary workmen, substitute other machinery or materials, and purchase the materials contracted for in such a manner, as the City Council may deem proper or the City Council may annul and cancel the Agreement and related work. Any excess cost arising there from over and above the contract price shall be charged against the Contractor and his sureties from liability for failure to fulfill this Agreement.

The Contractor and his sureties shall be credited with the amount of money so forfeited toward all excess cost over the operations of this Agreement and the completion of the work by the City as above provided.

14. LAWS TO BE OBSERVED

Contractor shall keep itself and its employees and agents fully informed of, and ensure that all work and services are provided in compliance with, all Federal and State laws, and all municipal ordinances and regulations of the City which in any way affect the conduct of the work, and all such orders and decrees of bodies or tribunals having any jurisdictions or authority over the same.

Contractor shall comply with all applicable provisions of Section 8.20.75, Gasoline-powered weed and debris blowers; and Section 13.12.060 Illicit discharges, Subsection H, of the Lawndale Municipal Code.

15. INCLEMENT WEATHER

Contractor shall not work or perform any operations during inclement weather which may destroy or damage ground cover or turf areas. Contractor shall contact the Contract Officer for the determination of non-operation conditions.

16. WAGES

Contractor shall ensure that all maintenance and other services provided pursuant to this Agreement are provided in accordance with all applicable laws and regulations relating to the payment of prevailing wages and in accordance with State of California Department of Industrial Relations General Prevailing Wage Determination for Landscape Maintenance [Craft: Landscape Irrigation, Maintenance, and Operations (10C, 18A, 18C)] for Los Angeles County. Refer to www.dir.ca.gov/dlsr/pwd for detailed information. A copy of the current, General Prevailing Wage Determination for Landscape Maintenance is available at the Lawndale Public Works office. Contractor further understands and agrees as follows:

A. That the statutory provisions for penalties for failure to pay prevailing wages will be enforced (Labor Code §1775) and the statutory provisions for penalties for failure to comply with state's wage and hour laws will be enforced. (Labor Code §1813.)

B. That Contractor must comply with the statutory requirements relating to certified copies of payroll records, including the maintenance of the records, their certification, and their availability for inspection. (Labor Code §1776.)

C. Contractor will comply with the statutory requirements relating to the employment of apprentices. (Labor Code §1777.5.)

D. Eight hours' labor constitutes a legal day's work as described in Labor Code §1810.

E. Contractor must secure the payment of workers' compensation to its employees as provided in Labor Code §§1860 and 3700. In addition, the Contractor must sign and file a statutorily prescribed statement acknowledging its obligation to secure the payment of workers' compensation to its employees before beginning work. (Labor Code §1861.)

F. Contractor acknowledges and agrees that should any third party, including but not limited to the Director of the Department of Industrial Relations, determine that Contractor has failed to pay the general prevailing wage rates of per diem wages and/or overtime and holiday wages required for any of the work provided hereunder, Contractor shall indemnify, defend, and hold the City harmless from any such determinations, or actions (whether legal, equitable or administrative in nature) or other proceedings, and shall assume all obligations and liabilities for the payment of such wages and for compliance with the provisions of prevailing wage law.

17. SURETIES AND INSURANCE

Contractor shall provide the City with a Faithful Performance Bond and a Labor and Material Bond (Payment Bond) within fifteen (15) days from the date of written notice of

the award of this Agreement as described in the Request for Proposal for Landscape Maintenance Services.

All insurers and sureties must be rated A or better according to the most recent A.M. Best Co. Rating Guide. The selected contractor shall deliver, concurrently with execution of the agreement and delivery of said payment bond and performance bond, to the City the following documents:

- (a) A copy of the "Certificate of Authority" of the Insurer or Surety issued by the Insurance Commissioner, which authorizes the Insurer or Surety to transact surety insurance in the State of California; or
- (b) A certificate from the Clerk of the County of Los Angeles that the "Certificate of Authority" of the Insurer or Surety has not been surrendered, revoked, canceled, annulled, or suspended or, in the event the "Certificate of Authority" of the Insurer or Surety has been suspended, that renewed authority has been granted.

Failure of Contractor to deliver these documents by the time of execution of this Agreement shall require the City to refrain from entering the Agreement, as Contractor will be deemed to have failed to ensure the sufficiency of the Insurer or Surety to the satisfaction of the City, as required by the provisions of the Bond and Undertaking Law, Code of Civil Procedure 995.660. Upon receipt of any bonds, City shall contact the bond company to verify the bond's validity.

EXHIBIT "C"

SCHEDULE OF COMPENSATION

The compensation payable to Contractor during the three year term of this Agreement shall be as described in this Exhibit "C".

Contractor shall furnish all labor, equipment, tools and materials to do all work necessary or incidental to complete the work in accordance with the Agreement at the following prices:

COMPANY NAME: south Bay Landscaping Inc

LANDSCAPE MAINTENANCE SERVICES

The undersigned hereby submits this Proposal for Landscape Maintenance Services and stipulates thereto as follows:

1. **FAMILIARITY WITH AGREEMENT REQUIREMENTS**

The undersigned declares that he/she has carefully examined the location of the proposed services and Scope of Services, that he/she has examined the General Requirements and Contract Services Agreement of the City of Lawndale and all related documents.

2. **BASIC CONTRACT**

The undersigned hereby proposes to furnish all labor, equipment, tools and materials to do all work necessary to complete the landscape maintenance services in accordance with the Landscape Maintenance Agreement as shown in the Contract Services Agreement, at the following prices:

<u>A. PARK AREAS</u>	ITEM COST PER MONTH
1. JANE ADDAMS PARK (School Playground)	\$ 1,500.00
2. ROGERS/ANDERSON PARK (School Playground)	\$ 1,500.00
3. WILLIAM GREEN PARK (School Playground)	\$ 1,200.00

4b. (B). HOGAN PARK -	\$ 800.00
5. MCKENZIE COMMUNITY GARDENS	\$ 150.00
6. HOPPER PARK	\$ 650.00

7b. (B). LARRY H. RUDULPH	\$ 900.00
TOTAL MONTHLY - PARK AREAS (add in 4a & 7a)	\$ 6,700.00

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COMPANY NAME: South Bay Landscaping, Inc

B. <u>NON PARK FACILITIES</u>		ITEM COST PER MONTH
1.	CITY HALL	\$ 550.00
2.	COMMUNITY CENTER	\$ 550.00
3.	COMMUNITY CTR NORTH/CABLE SVCS OFFICE	\$ 750.00
4.	SHERIFF'S SERVICE CENTER	\$ 450.00
5.	RAILROAD RIGHT OF WAYS	\$ 1,500.00
6.	CITY YARD	\$ 450.00
TOTAL MONTHLY - NON PARK AREAS		\$ 4,250.00

C. <u>BOULEVARD MEDIAN & PARKWAY MAINTENANCE</u>		ITEM COST PER MONTH
1.	HAWTHORNE BOULEVARD	\$ 5,500.00
2.	MANHATTAN BEACH BOULEVARD	\$ 1,000.00
3.	147 th STREET AND BURIN (COMMUNITY CTR)	\$ 125.00
TOTAL MONTHLY - BLVD MEDIAN & PKWY MTNCE		\$ 6,625.00

D. <u>PARK AREA BUILDING & RESTROOM FACILITIES</u>		ITEM COST PER MONTH
1.	JANE ADDAMS PARK	\$ 150.00
2.	ROGERS/ANDERSON PARK	\$ 150.00
3.	WILLIAM GREEN PARK	\$ 150.00
4.	HOPPER PARK	\$ 300.00

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SOUTH BAY LANDSCAPING INC.
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5. HOGAN PARK-	<u>\$ 150.00</u>
6. LARRY H. RUDULPH	<u>\$ 300.00</u>
TOTAL MONTHLY - BLDG & RESTROOM FACILITIES	\$
(Exclude 5 and 6 from the totals)	<u>1,200.00</u>

City of Lawndale - Request For Proposals
Landscape Maintenance Services

COMPANY NAME: South Bay Landscaping Inc

E. <u>RESIDENCES (OWNED BY CITY)</u>		ITEM COST PER MONTH
1.		\$ _____
2.		\$ _____
TOTAL MONTHLY - RESIDENCES (OWNED BY CITY)		\$ _____

F. <u>MONTHLY COST</u> (Items A-E above)		ITEM COST PER MONTH
1.	PARK AREAS - (A)	\$ <u>6,700.00</u>
2.	NON-PARK FACILITIES - (B)	\$ <u>4,250.00</u>
3.	BOULEVARD MEDIAN & PARKWAYS - (C)	\$ <u>6,625.00</u>
4.	PARK AREA BLDG & RESTROOM FACILITIES - (D)	\$ <u>1,200.00</u>
5.	RESIDENCES (OWNED BY CITY) - (E)	\$ _____
TOTAL MONTHLY COST (F.1-F.5)		\$ <u>18,775.00</u>

G. TOTAL ANNUAL COST \$ 225,300.00

TOTAL ANNUAL COST IN WORDS:

Two Hundred Twenty-Five Thousand DOLLARS.
Three Hundred and 00/100

City of Lawndale - Request For Proposals
Landscape Maintenance Services

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EXHIBIT "C"
SOUTH BAY LANDSCAPING INC.
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COMPANY NAME: south Bay Landscaping Inc

3. EXTRA WORK

Extra Work as defined in the Agreement shall be at the following rates. These rates can be used for additions to, or deletions from the Agreement.

	ITEM	UNIT COST
1.	Turf Mowing by walking mower	\$.25 /sf.
2.	Turf Mowing by riding mower	\$.25 /sf.
3.	Turf Edging and Trimming	\$.25 /sf.
4.	Turf Aeration	\$.50 /sf.
5.	Steam Clean/Pressure Wash Hardscape Areas (sidewalks, patios)	\$ 1.00 /sf
6.	Steam Clean/Pressure Wash Litter/Trash Receptacles	\$ 1.00 /sf
7.	Steam Clean/Pressure Wash Picnic Tables	\$ 1.00 /sf
8.	Steam Clean/Pressure Wash Benches	\$ 1.00 /sf
9.	Steam Clean/Pressure Wash City Entry Signs	\$ 1.00 /sf
10.	Fertilization	.75
	A. Turf Areas	\$.75 /sf
	B. Shrub Areas	\$.25 /sf
	C. Ground Cover Areas	\$.25 /sf
11.	Drag, Water, and Line Softball Infields	\$.50 /sf
12.	Turf Renovation (site preparation, seeding and top dressing)	\$.50
13.	Turf Sod - Furnish and Install	\$ 1.00 /sf
14.	Plant Material - Furnish and Install	
	A. 1 Gallon Plant	\$ 12.00 /ea.
	B. 5 Gallon Plant	\$ 20.00 /ea.
	C. 15 Gallon Plant	\$ 40.00 /ea.
	D. Flat of Groundcover	\$ 16.00 /ea.
	E. Flat of Color Annuals	\$ 20.00 /ea.
	F. Flat of 4" Potted Annuals	\$ 22.00 /ea.
	G. 15 Gallon Tree - Standard Trunk	\$ 55.00 /ea.
	H. 15 Gallon Tree - Multi-Trunk	\$ 65.00 /ea.
	I. 24" Box Tree - Standard Trunk	\$ 285.00 /ea.
15.	Labor Rates	
	A. Supervisor (day-to-day supervision)	\$ 36.00 /hr
	B. Streetscape Maintenance Worker	\$ 16.00 /hr
	C. Irrigation Repair Specialist	\$ 36.00 /hr
	D. Pesticide Operator	\$ 36.00 /hr
	E. General Laborer	\$ 16.00 /hr
	F. Equipment Operator (riding mower, tractor, dump truck, etc.)	\$ 36.00 /hr
	G. Heavy Equipment Operator	\$ 36.00 /hr

City of Lawndale - Request For Proposals
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Vacant Lot Weed Removal/Abatement

Upon the option and written authorization from the City, Contractor will cut and remove grass/weed material growing on various vacant private property lots. This would be in conjunction with a City vacant lot weed abatement program. The total quantity of vacant lots will vary from year to year as well as the square footage. The maximum square footage of all vacant lots is estimated not to exceed 500,000 square feet.

A.	Tractor Mounted Mower with Operator	\$.25 /sf.
B.	Walking Mower with Operator	\$.20 /sf.
C.	Power String Trim -- edging	\$ 1.25 /lf.
D.	Power String Trim - weed cutting	\$.25 /sf.
E.	Remove and Dispose of Material after cutting	\$ 46.00 /cy.

Abbreviation: sf = square feet lf = lineal feet ea. = each hr = hour cy = cubic yard

EXHIBIT "D"

SCHEDULE OF PERFORMANCE

The term of this Agreement is for three years commencing on July 1, 2019 and expiring on June 30, 2022.

Level of Service

The following are the service levels required for each of the maintenance tasks to be provided by Contractor. All service levels apply to the associated facilities and parks, landscape areas included in Appendix 1, "Facilities Descriptions".

Daily service levels are designated as Monday through Friday (M-F) or Monday through Sunday (7 days per week).

<u>1) Turf Management</u>	<u>Service Level</u>
(a) Mowing	Once a week any day of the week or M-F
(b) Turf edging & trimming	Once a week any day of the week or M-F
(c) Recreation Turf	Daily (M-F)
(d) Renovation	As directed by City
(e) Turf irrigation	Managed by automation as needed
(f) Litter & leaf pick-up	As needed
(g) Turf fertilization	Three times annually - chemically balanced
(h) Aeration	Twice annually
<u>2) Hardscape Management</u>	<u>Service Level</u>
(a) Parking Lots	Inspected daily (M-F), including curbs
(b) Picnic Shelters	Includes garbage cans emptied (daily 7 days per week) , table tops steam cleaned/pressure washed, once weekly (M-F)
(c) Walkways & patios	Cleared daily (M-F)
(d) Play areas, sand areas	Inspections and rake thoroughly (daily 7 days per week), and "screen clear" filter the sand (once weekly M-F)
<u>3) Trees, Shrubs & Ground Cover Areas</u>	<u>Service Level</u>
(a) Shrub Maintenance	Weekly
(b) Ground Cover (weeding)	Weekly
(c) Cultivation	Monthly
(d) Pruning	Weekly

4) Watering / Irrigation

- (a) Irrigation equipment
- (b) Head adjustment
- (c) Broken heads
- (d) Flow restrictions
- (e) Control valves
- (f) Controller Progress

Service Level

Inspect once a week (M-F)
Maintain properly
Repair as needed
As indicated
Adjust as needed
Adjust as needed

5) Park and Other Equipment

- (a) Play equipment
- (b) Picnic tables & benches
- (c) Trash Containers
- (d) Lighting
- (e) Drinking fountains
- (f) Opening Parks (2) –
Hopper Park & Larch Avenue Dog Park

Service Level

Inspect daily (7 days per week)
Inspect daily (7 days per week)
Emptied, cleaned or replaced as needed
Inspect weekly
Inspect/maintain five (5) days a week (M-F)
Open all park gates daily (7 days per week)

6) Ball fields

- (a) Skin infield
- (b) Inspections
- (c) Fencing
- (d) Bleachers & player benches

Service Level

Machine dressed & watered daily (7 days per week)
Daily (M-F), includes filling in holes and top-dressing
Inspect weekly to insure fabric is secured
Inspect daily (M-F) & maintain for safety

7) Medians

- (a) General Maintenance
- (b) Litter pick-up

Service Level

All maintenance requirements & functions specified (above) for turf, shrubs, trees, ground cover & irrigation as applies to median maintenance
Inspected twice daily (7 days per week). Scheduled regularly to occur at the beginning of each day the first time

8) Parks Buildings Management

- (a) Buildings
- (b) Bathrooms

Service Level

Inspected daily (7 days per week). Floors mopped & waxed monthly. Report graffiti daily as needed. Garbage cans emptied daily (7 days per week).
Inspected daily (7 days per week). Report graffiti daily as observed. Clean fixtures and stock with paper products as needed daily (7 days per week).

Working Time Limits

All work shall be performed between the hours of 7:00 a.m. and 3:30 p.m., Monday through Sunday, and as otherwise specified in this Agreement. The majority of maintenance tasks shall be completed Monday through Friday. Some maintenance tasks and "as needed" frequency may require Saturday and Sunday work by Contractor as specified by the City. The City reserves the right to adjust hours.

Mowing of parks shall be completed and equipment removed before the first morning recess period (generally by 9:00 am) on school days and/or prior to the first scheduled weekend sports or recreation event.

Coordination of Activities

Contractor shall coordinate work with the City to prevent conflict with City recreation programs, activities and events occurring at City facilities maintained by the Contractor.

Weekly Reporting and Maintenance Schedules

Contractor shall make weekly contact with the Public Works Director or his designee to provide detailed work level and effort, as well as maintenance performance. Contractor shall provide the City with a weekly long sheet showing the names, dates, and hours worked of all employees for the previous week, on the following Monday.

Contractor shall deliver weekly (Monday through Sunday) maintenance schedules identifying specific job tasks and the frequencies of performance each day of the scheduled period to the Director of Public Works no later than the Wednesday prior to the start of the scheduled weekly maintenance.

The initial term of this Agreement is two years - commencing on July 1, 2019 and expiring on June 30, 2022. There shall be three (3) additional one-year extension options, at the sole discretion of the City, such that the Agreement may ultimately be extended through October 31, 2019. To exercise its extension option, the City may give Contractor written notice of its election to exercise the option at least 90 days prior to Agreement expiration. Upon the provision of such notice by the City, and agreement by both parties on work item rates, the Agreement shall upon the City Council approval be extended for a period of 12 months.

Level of Service

The following are the service levels required for each of maintenance tasks to be provided by Contractor. All service levels apply to the associated facilities and parks, landscape areas included in Appendix 1, "Facilities Descriptions".

Daily service levels are designated as Monday through Friday (M-F) or Monday through Sunday (7 days per week).

1) Turf Management

Service Level

- (a) Mowing Once a week any day of the week or M-F
- (b) Turf edging & trimming Once a week any day of the week or M-F
- (c) Recreation Turf Daily (M-F)
- (d) Renovation As directed by City
- (e) Turf irrigation Managed by automation as needed
- (f) Litter & leaf pick-up As needed
- (g) Turf fertilization Three times annually - chemically balanced
- (h) Aeration Twice annually

2) Hardscape Management

Service Level

- (a) Parking Lots Inspected daily (M-F), including curbs
- (b) Picnic Shelters Includes garbage cans emptied (daily 7 days per week) , table tops steam cleaned/pressure washed, once weekly (M-F)
- (c) Walkways & patios Cleared daily (M-F)
- (d) Play areas, sand areas Inspections and rake thoroughly (daily 7 days per week), and “screen clear” filter the sand (once weekly M-F)

3) Trees, Shrubs & Ground Cover Areas

Service Level

- (a) Shrub Maintenance Weekly
- (b) Ground Cover (weeding) Weekly
- (c) Cultivation Monthly
- (d) Pruning Weekly

4) Watering / Irrigation

- (a) Irrigation equipment
- (b) Head adjustment
- (c) Broken heads
- (d) Flow restrictions
- (e) Control valves
- (f) Controllor Progress

Service Level

Inspect once a week (M-F)
Maintain properly
Repair as needed
As indicated
Adjust as needed
Adjust as needed

5) Park and Other Equipment

- (a) Play equipment
- (b) Picnic tables & benches
- (c) Trash Containers
- (d) Lighting
- (e) Drinking fountains
- (f) Opening Parks (2) –
Hopper Park & Larch Avenue Dog Park

Service Level

Inspect daily (7 days per week)
Inspect daily (7 days per week)
Emptied, cleaned or replaced as needed
Inspect weekly
Inspect/maintain five (5) days a week (M-F)
Open all park gates daily (7 days per week)

6) Ball fields

- (a) Skin infield
- (b) Inspections
- (c) Fencing
- (d) Bleachers & player benches

Service Level

Machine dressed & watered daily (7 days per week)
Daily (M-F), includes filling in holes and top-dressing
Inspect weekly to insure fabric is secured
Inspect daily (M-F) & maintain for safety

7) Medians

- (a) General Maintenance
- (b) Litter pick-up

Service Level

All maintenance requirements & functions specified (above) for turf, shrubs, trees, ground cover & irrigation as applies to median maintenance
Inspected twice daily (7 days per week). Scheduled regularly to occur at the beginning of each day the first time

8) Parks Buildings Management

- (a) Buildings
- (b) Bathrooms

Service Level

Inspected daily (7 days per week). Floors mopped & waxed monthly. Report graffiti daily as needed. Garbage cans emptied daily (7 days per week).
Inspected daily (7 days per week). Report graffiti daily as observed. Clean fixtures and stock with paper products as needed daily (7 days per week).

Working Time Limits

All work shall be performed between the hours of 7:00 a.m. and 3:30 p.m., Monday through Sunday, and as otherwise specified in this Agreement. The majority of maintenance tasks shall be completed Monday through Friday. Some maintenance tasks and "as needed" frequency may require Saturday and Sunday work by Contractor as specified by the City. The City reserves the right to adjust hours.

Mowing of parks shall be completed and equipment removed before the first morning recess period (generally by 9:00 am) on school days and/or prior to the first scheduled weekend sports or recreation event.

Coordination of Activities

Contractor shall coordinate work with the City to prevent conflict with City recreation programs, activities and events occurring at City facilities maintained by the Contractor.

Weekly Reporting and Maintenance Schedules

Contractor shall make weekly contact with the Public Works Director or his designee to provide detailed work level and effort, as well as maintenance performance. Contractor shall provide the City with a weekly long sheet showing the names, dates, and hours worked of all employees for the previous week, on the following Monday.

Contractor shall deliver weekly (Monday through Sunday) maintenance schedules identifying specific job tasks and the frequencies of performance each day of the scheduled period to the Director of Public Works no later than the Wednesday prior to the start of the scheduled weekly maintenance.

EXHIBIT "E"

TECHNICAL PROVISIONS – SERVICE LEVEL STANDARDS

The following pages describe the Service Level Standards of the maintenance tasks that Contractor is responsible for. These Service Level Standards shall apply to all facilities and areas included in Appendix 1, "Facilities Descriptions."

1. TURF MANAGEMENT

- (a) Mowing - All turf areas shall be mowed once per week. Mowing heights should be set at 1 to 1.5 inches during the winter and should not exceed two (2) inches in the summer.
- (b) Turf Edging and Trimming - Turf edging and trimming shall be performed once per week concurrently with mowing. All edged turf areas shall be cleaned (swept) to complete the edging function within the same workday as edging and trimming is performed.
- (c) Recreation Turf - These areas shall be inspected daily (7 days per week) for holes, wet spots, uneven surfaces, defective sprinklers and other hazards, and any required corrective action taken immediately.
- (d) Renovation - Turf renovation shall be performed on a spot basis as needed to eliminate excessive thatching or to rehabilitate worn areas.
- (e) Turf Irrigation - Turf irrigation shall be managed through automated controls and manual operation using sprinkler heads properly spaced and adjusted for uniform application. Application shall be at a rate corresponding to climate, soil type and cultural requirements of the turf species.
- (f) Litter and Leaf Pick-up - Litter and leaf pick-up shall be performed as needed to maintain a neat and clear appearance.
- (g) Turf Fertilization - All turf areas shall be fertilized three (3) times annually using a balanced chemical fertilizer. Fertilizer spreading shall be accomplished using a rotary and/or drop spreader. Fertilizer specifications shall be formulated on the basis of laboratory soil analysis and shall be approved by the City prior to application. Application of fertilizer with a pre-emergent weed control shall be completed between February 15th and March 30th; with a weed and feed fertilizer mixture, July 15th and August 15th, and October 15th and November 15th annually. Fertilizer shall be applied within one (1) day of aeration.
- (h) Aeration - All turf areas shall be aerated twice annually and shall be accomplished using either plugging or slicing equipment. Extreme care shall be used to identify sprinkler heads, valve boxes, and other in-ground equipment prior to aeration (this shall be done using wire/plastic marking flags). All plugs shall be broken to satisfaction of City by dragging and/or by rotary mower immediately after aeration.

2. HARDSCAPE MANAGEMENT

- (a) Parking Lots - All parking lots shall be inspected daily (M-F) for litter and trash pick-up, broken glass or other safety hazards. Wheel stops, signs, gates and barricades shall be checked weekly and repaired or serviced as needed. All curb areas shall be swept once a week. All weeds growing in cracks shall be removed weekly.
- (b) Picnic Shelters - Picnic shelter surfaces shall be inspected daily (7 days per week) for litter and trash pick-up. Garbage cans shall be emptied daily and as often as may be required. All surfaces including tabletops shall be steam cleaned/pressure washed as needed.
- (c) Walkways and Patios - All walkways and patios shall be kept clean of litter, debris and dirt. Areas that are close to building entry areas shall be cleaned as needed to keep the area free from litter and blown-in soil. Graffiti shall be reported to the City immediately. All walkways and patios shall be steam cleaned/pressure washed weekly.
- (d) Play Areas - All play areas shall be inspected daily (7 days per week) for litter, broken glass and other hazards and thoroughly cleaned, swept (rubber turf), or raked (sand) as necessary. All areas under swings, slides, and other active play equipment shall have sand raked into low areas daily (7 days per week). Walkways surrounding play areas and rubber turf areas shall be swept daily (7 days per week) to minimize slipping hazards. Sand shall be graded away from walkways to allow a three inch (3") grade change between top of walk and top of sand. Once every month the sand medium shall be deep rototilled and filtered through a screen to remove foreign objects.

Contractor shall provide additional materials to maintain safe levels of sand and woodchips as needed.

3. TREES, SHRUBS AND GROUND COVER AREAS

- (a) Shrub Maintenance - All shrubbery plantings shall be pruned in a natural method. No shearing shall be done unless shrubbery planted is intended to be formal. Pruning shall be completed at times that culturally allow natural flowering. Shrub planting areas shall be kept free at all times of litter and weeds. Shrub planters shall be mulched and cultivated to promote healthy plants and minimize water needs. Application of pesticides shall be completed only on non-windy days and prior to 9:00 a.m. All shrub areas shall be fertilized four (4) times annually to promote maximum foliage and flowers.
- (b) Ground Cover - All ground cover areas shall be kept at all times free of weeds and litter. Weed control shall be accomplished through a balanced program of pre-emergent and post-emergent chemical application and mechanical or hand removal. Ground cover areas shall be pruned to maintain a minimum four inches (4") of clearance behind edges of curbs, sidewalks, and turf areas. Ground cover areas shall be fertilized four (4) times annually

to promote tight growth, flowers, foliage and healthy plants. The application of pesticides shall occur as needed on non-windy days and prior to 9:00 a.m.

(c) Cultivation - Shrub planters and ground cover areas shall be cultivated to a depth of 2-3 inches at least once every other week to encourage plant growth, to promote water conservation and to reduce the quantity of weed growth.

(d) Tree Pruning – All street and parkway trees are pruned under a separate contract. Emergency work and/or safety clearance pruning maybe authorized by the Director of Public Works or his designee. All work shall conform to Pruning Standards of Western Chapter ISA and these specifications. In all cases the City's representative shall have complete and sole discretion in determining conformance and acceptability of trees pruned by the Contractor. Pruned trees rejected by the City's representative shall be excluded from payment, or redone at no cost, to the satisfaction of the City's representative.

1. WATERING/IRRIGATION

(a) Irrigation Equipment – All irrigation equipment (including but not limited to pipes, heads, valves and controllers) shall be inspected for proper operation and adjustment once each week.

(b) Head Adjustment – All sprinkler head adjustment shall be adjusted to eliminate spray onto hard surfaces immediately.

(c) Broken Heads – All broken sprinkler heads and risers shall be repaired immediately.

(d) Flow Restrictions – The sprinklers heads located on the low end of a line shall have flow restrictors placed under them to eliminate line drain-down.

(e) Control Valves – Control valves shall be adjusted as needed to allow proper closing and to eliminate leakage.

(f) Controller Progress – All irrigation controller programs shall be adjusted as frequently as necessary to maintain proper precipitation rates. When raining, controller programs shall be placed in the “rain mode” or turned off.

5. PARK AND OTHER EQUIPMENT

(a) Play Equipment - All play equipment shall be inspected daily (M-F) for unsafe/hazardous conditions. All chains, bolts, "S" hooks, steps, rails and other elements of the equipment shall be maintained by Contractor to the manufacturer's specifications. Wooden structures shall be kept free of splinters and cracked pieces. Damaged and/or missing elements shall be repaired/replaced immediately by Contractor. All play equipment shall be inspected daily (M-F) by Contractor with a written weekly summary of the daily inspections with any corrective measures noted. Said written weekly inspection shall be provided to City by Contractor.

(b) Picnic Tables and Benches - All picnic tables and benches shall be inspected daily (M-F) for unsafe/hazardous conditions. Boards, bolts, brackets and related elements of picnic tables and benches shall be kept free of splinters and cracks, properly tightened, painted or sealed and clean. Painted picnic tables and benches shall be inspected daily by Contractor with any corrective measures noted. Said written weekly inspection shall be provided to City by Contractor.

(c) Trash Containers - All trash containers shall be emptied daily (7 days a week) and more frequently as necessary. A minimum 1.7 mill thick disposable liner shall be placed in each trash container at the time each container is emptied. Containers used in picnic areas shall be washed (exterior and interior) weekly. All trash containers shall be pressure washed/steamed cleaned once per month.

(d) Lighting - All park lighting shall be inspected each week. Burned out bulbs shall be replaced immediately by Contractor. Pole and light fixture repair and wiring shall be the responsibility of the City.

(d) Drinking Fountains - All exterior drinking fountains shall be inspected once each week. Inoperable drinking fountains shall be repaired immediately by Contractor.

6. BALL FIELDS

(a) Skinned Infield – The skinned infields shall be machine and hand dressed and watered once daily, (7 days per week), during the active play season. Off-season machine dressing and watering shall occur once each week. Once every three (3) months the infield shall be scarified to a three (3) inch depth, leveled, watered and compacted. Home plate and pitchers rubber shall be replaced annually. Bases shall be replaced twice per year.

(b) Inspections – Daily (7 days per week) inspections shall occur. All holes or depressions at home plate, pitchers plate, bases or elsewhere on the infield shall be filled in. Turf areas shall be repaired seeded and top-dressed immediately.

(c) Fencing – All chain link fencing shall be inspected on a weekly basis to insure all fabric is properly tied to supports and that no wires have unraveled causing wire protrusions.

(d) Bleachers and Player Benches – All bleachers and player benches shall be inspected daily (M-F) for unsafe/hazardous conditions. Boards, bolts, brackets and related elements of bleachers and player benches shall be kept free of splinters and cracks, properly tightened, painted or sealed and cleaned. Painted bleachers and player benches shall be painted once annually. Damaged and/or missing elements shall be repaired/replaced immediately by Contractor. All bleachers and player benches shall be inspected daily by Contractor with a written weekly summary of the daily inspections with any corrective measures noted. Said written weekly inspection shall be provided to City by Contractor.

7. MEDIANS

- (a) General Maintenance – All maintenance activities and functions specified above for turf, trees, shrubs, ground cover and irrigation shall apply to median maintenance.
- (b) Litter Pick-Up – High visibility areas (Hawthorne Blvd, Manhattan Beach Blvd) shall be inspected for litter pick-up twice daily. Typically, litter pick-up activities shall be scheduled to occur at the beginning and end of each workday (7 days per week).

8. PARKS BUILDING MANAGEMENT

- (a) Building – All buildings in the parks shall be checked daily (7 days per week). Floors shall be mopped at least two (2) times per week and waxed once every month. Garbage cans shall be emptied at least daily and more often as may be needed. Report graffiti daily as observed.
- (b) Bathroom – All bathrooms in the parks shall be inspected daily (7 days per week), toilets, urinals and wash basins shall be scoured once per day, and paper goods shall be restacked as needed. Garbage cans shall be emptied and all areas shall be cleaned daily (7 days per week). Remove graffiti daily as observed.

9. WEED ABATEMENT AND TRASH RECEPTICLES (LARCH AVE DOG PARK)

- (a) Weed Abatement - Contractor shall inspect 5 days per week (M-F) and cut and remove all grass/weed material growing in the soil or gravel weekly or as needed (M-F).
- (b) Trash Receptacles – All garbage cans shall be emptied and cleaned daily, 5 days per week (M-F)

APPENDIX 1

FACILITIES DESCRIPTIONS

These facilities descriptions provide an overview and a better understanding of the various City facilities that shall be maintained by Contractor. Descriptions and quantities do not necessarily reflect actual field condition or size. The City makes no assurance that these descriptions are accurate.

PARK AREAS

- 1) JANE ADDAMS PARK (School Site)- 15114 Firmona Avenue - Park consists of six (6) sections for a total of approximately 4.14 acres of developed landscaped areas. The park contains: two (2) baseball fields, one T-Ball field, one snack stand with restrooms, recreational building with restrooms, children's play area, tiny tot play area, wading pool, basketball court, horseshoe pits, picnic areas, walks and parking lot.
- 2) ROGERS/ANDERSON PARK (School Site) - 4161 West Manhattan Beach Boulevard - Consists of approximately 7.7 acres of developed landscape areas. The park contains: two (2) baseball fields, children's play area, picnic areas, walkways and parking lot.
- 3) WILLIAM GREEN PARK (School Site)- 4558 West 168th Street - Consists of approximately 4.42 acres of developed landscape area. The park contains: children's play area, picnic areas, recreational building with restrooms and parking lot.
- 4) HOGAN PARK - 4045 West 167th Street – Current Park consists of approximately .047 acres of developed landscape area including children's play area and walkways. The future layout includes staff office and restrooms.
- 5) McKENZIE COMMUNITY GARDENS - 4324 160th Street - Park consists of approximately .057 acres of garden plots and walkway areas maintained by private citizens. Perimeter parkways to be maintained by Contractor.
- 6) HOPPER PARK - 4418 W. 162nd Street – Park consists of approximately 0.75 acres with winding sidewalks, playground equipment for children, climbing boulder, covered café tables and picnic benches, checkers/chess tables and public restrooms.
- 7) RUDOLPH PARK - 14725 Larch Avenue (at the S.W. corner of Larch & 147th St.) The park is 0.7 acres and is divided into two segments - one for small dogs and one for large. The ground is covered with dirt and gravel. The park has a chain link fenced around the perimeter and contains benches and doggy drinking fountains. The future layout includes restrooms and landscaping.

NON-PARK FACILITIES

- 1) CITY HALL - 14717 Burin Avenue - The area consists of lawn areas, shrubs and trees, walkways, benches and two (2) parking lots: 147th Street Parking Lot and South City Hall Parking Lot. This parcel consists of approximately .44 acres.
- 2) COMMUNITY CENTER - 14700 Burin Avenue - Landscaping area consists of lawn areas, walkway, planter areas, parkway, shrubs, and trees.
- 3) COMMUNITY CENTER NORTH/COMMUNITY CENTER ANNEX - The area consists of lawn areas, shrubs, walkways, parkways, trees, planters, patio and two (2) parking lots: De Oro Parking Lot and Grevillea Parking Lot. Landscaping area consists of approximately .60 acres.
- 4) SHERIFF'S SERVICE CENTER - 15331 Prairie Avenue - approximately 500 square feet of developed area. The Sheriff's Service Center consists of shrubs, trees, planters, walkway, parking lot, and lawn areas.
- 5) RAILROAD RIGHT-OF-WAY - East and west side of right-of-way from 159th Street to 170th Street, and east side of right-of-way from 170th Street to Artesia Boulevard. A greenbelt park and trees.
- 6) CITY YARD - 4722 Manhattan Beach Boulevard – Two narrow parkway frontage of 8 x 206 and 4 ½' x 96' (turf trees and shrubs). Building planters totaling 500 square feet in area.
- 7 & 8) BOULEVARD MEDIANS & PARKWAYS – Hawthorne & Manhattan Beach Boulevards - These areas include Hawthorne Boulevard from Rosecrans Avenue to Redondo Beach Boulevard, and Manhattan Beach Boulevard between Inglewood Avenue and Prairie Avenue. Includes several landscaped medians with trees, shrubs, walk, and concrete medians.

Location:	Days of Service	Areas of Inspection	M	T	W	TH	F	Sat	Sun
Jane Addams Park	M-S	1. Recreation Turf							
	M-S	2. Bathrooms							
	M-F	3. Ball Fields							
	M-F	4. Play areas, sand areas							
	M-F	5. Play equipment							
	M-F	6. Picnic Tables & Benches							
	5 Days / Wk	7. Drinking Fountains							
	M-F	8. Bleachers & Player Benches							
Rogers/Anderson Park	M-S	1. Recreation Turf							
	M-S	2. Bathrooms							
	M-F	3. Ball Fields							
	M-F	4. Play areas, sand areas							
	M-F	5. Play equipment							
	M-F	6. Picnic Tables & Benches							
	5 Days / Wk	7. Drinking Fountains							
	M-F	8. Bleachers & Player Benches							
William Green Park	M-S	1. Recreation Turf							
	M-S	2. Bathrooms							
	M-F	3. Ball Fields							
	M-F	4. Play areas, sand areas							
	M-F	5. Play equipment							
	M-F	6. Picnic Tables & Benches							
	5 Days / Wk	7. Drinking Fountains							
	M-F	8. Bleachers & Player Benches							
Hogan Park	M-S	1. Recreation Turf							
	M-F	2. Play areas, sand areas							
	M-F	3. Play equipment							
	M-F	4. Picnic Tables & Benches							
	M-F	5. Bathrooms							
	5 Days / Wk	6. Drinking Fountains							
Hopper Park	M-S	1. Recreation Turf							
	M-S	2. Bathrooms 2x per day							
	M-F	3. Play areas, sand areas							
	M-F	4. Play equipment							
	M-F	5. Picnic Tables & Benches							
	5 Days / Wk	6. Drinking Fountains							
Rudolph Park	M-S	1. Recreation Turf							
	M-F	2. Trash Recepticles							
	M-F	3. Weed Abatement							
	M-F	4. Bathrooms							
	M-F	5. Play areas, sand areas							
	M-F	6. Picnic Tables & Benches							
	5 Days / Wk	7. Drinking Fountains							
RR Tracks / Condon Ave		1. Turf Maintenance							
		2. Trash Pick-Up							

Location:	Days of Service	Areas of Inspection	M	T	W	TH	F	Sat	Sun
Community Center		1. Weed Abatement							
Manhattan Beach Blvd.		1. Weed Abatement							
Hawthorne Blvd.		1. Weed Abatement							
		2. Turf Maintenance							
		3. Trash Pick Up							
Municipal Services Dept.		1. Weed Abatement							
		2. Turf Maintenance							
City Hall		1. Weed Abatement							
		2. Turf Maintenance							
		3. Trash Recepticles							
Comments:									
Legend:	• Needs Work				Contractor's Representative (print name & signature)				
	√ Okay				City Review & Date				

FAITHFUL PERFORMANCE BOND

WHEREAS, the CITY OF LAWNSDALE, ("City"), has awarded to South Bay Landscaping Inc., as Contractor ("Principal"), a Contract for the work entitled and described as follows **LANDSCAPE MAINTENANCE SERVICES**;

WHEREAS, the Contractor is required under the terms of said Contract to furnish a bond for the faithful performance of the Contract;

NOW, THEREFORE, we the undersigned Contractor and Surety, are held and firmly bound unto the City in the sum of Two Hundred Seven Thousand and No/100 (\$207,000.00 Dollars), this amount being not less than one hundred percent (100%) of the total contract price, lawful money of the United States of America, for payment of which sum well and truly be made we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally, firmly by these presents. In case suit is brought upon this bond, the Surety will pay a reasonable attorney's fee to the City in an amount to be fixed by the court.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if the hereby bound Contractor, or its heirs, executors, administrators, successors, or assigns, shall in all things stand and abide by, well and truly keep and perform all undertakings, terms, covenants, conditions, and agreements in the said Contract and any alteration thereof, made as therein provided, all within the time and in the manner designated and in all respects according to their true intent and meaning, then this obligation shall become null and void; otherwise it shall be and remain in full force and effect.

FURTHER, the said Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration, or modification of the Contract Documents or of the work to be performed thereunder shall in any way affect its obligations on this bond, and it does hereby waive notice of such change, extension of time, alteration, or modification of the Contract Documents or of the work to be performed thereunder.

IN WITNESS WHEREOF, we have hereunto set our hands and seals this ____ day of _____, 20__.

South Bay Landscaping, Inc. **PRINCIPAL** _____ **SURETY**

Address of Surety: _____

CITY STATE ZIP

TELEPHONE

BY: _____

(PRINCIPAL SEAL)
Oscar Plascencia

BY: _____

(PRINCIPAL SEAL)

**LABOR AND MATERIAL BOND
(PAYMENT BOND)**

WHEREAS, the CITY OF LAWNDALE, ("City"), has awarded to South Bay Landscaping, Inc., as Contractor ("Principal"), a Contract for the work entitled and described as follows:

LANDSCAPE MAINTENANCE SERVICES

WHEREAS, said Contractor is required to furnish a bond in conjunction with said Contract, to secure the payment of claims of laborers, mechanics, materialmen, and other persons as provided by law;

NOW, THEREFORE, we the undersigned Contractor and Surety, are held and firmly bound unto the City in the sum of Two Hundred Seven Thousand and No/100 (\$207,000.00 Dollars), this amount being not less than one hundred percent (100%) of the total contract price, lawful money of the United States of America, for payment of which sum well and truly be made we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally, firmly by these presents. In case suit is brought upon this bond, the Surety will pay a reasonable attorney's fee to the City in an amount to be fixed by the court.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if said Contractor, its heirs, executors, administrators, successors, assigns, or subcontractor fails to pay: (1) for any work, materials, services, provisions, provender, or other supplies, or for the use of implements of machinery, used in, upon, for, or about the performance of the work to be done, or for any work or labor thereon of any kind; (2) for work performed by any of the persons named in Civil Code Section 9100; (3) for any amounts due under the Unemployment Insurance Code with respect to work or labor performed under the contract; and/or (4) for any amounts required to be deducted, withheld, and paid over to the Employment Development Department from the wages of employees of the Contractor and/or its subcontractors pursuant to Section 13020 of the Unemployment Insurance Code with respect to such work and labor, then the Surety herein will pay for the same in an amount not exceeding the sum specified in this bond, otherwise the above obligation shall be void.

This bond shall inure to the benefit of any of the persons named in Civil Code Section 9100 so as to give a right of action to such persons or their assigns in any suit brought upon the bond.

Said Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration, or modification of the Contract Documents or of the work to be performed thereunder shall in any way affect its obligations on this bond, and it does hereby waive notice of such change, extension of time, alteration, or modification of the Contract Documents or of the work to be performed thereunder.

IN WITNESS WHEREOF, we have hereunto set our hands and seals this ____ day of _____, 20__.

South Bay Landscaping, Inc. **PRINCIPAL**

_____ **SURETY**

ADDRESS OF SURETY

CITY STATE ZIP

TELEPHONE

BY: _____

(PRINCIPAL SEAL)
Oscar Plascencia

BY: _____

(PRINCIPAL SEAL)



CITY OF LAWNDALE

14717 BURIN AVENUE, LAWNDALE, CALIFORNIA 90260
PHONE (310) 973-3200, FAX (310) 644-4556
www.lawndalecity.org

DATE: June 17, 2019

TO: Honorable Mayor and City Council

FROM: Stephen N. Mandoki, City Manager 

PREPARED BY: Kahono Oei, Interim Public Works Director 
Marla Pendleton, Director of Finance 
Grace Huizar, Administrative Analyst 

SUBJECT: Approve the First Amendment to the Citywide Tree Trimming Services Contract

BACKGROUND

South Bay Landscaping, Inc. currently provides tree trimming services under a three-year agreement, which will expire on June 30, 2019. South Bay Landscaping, Inc. has performed these services at an exemplary level for the City. The company has worked with staff consistently over the past three years and has developed a thorough understanding of the requirements necessary to maintain the tree trimming needs in Lawndale.

STAFF REVIEW

The current tree trimming contract is set to expire on June 30, 2019. In addition to very reasonable contract unit prices, South Bay Landscaping, Inc. has performed exceptionally well. South Bay Landscaping confirmed their interest in extending the contract for an additional three years beginning July 1, 2019 through June 30, 2022 with no price increase.

The current Agreement cost with South Bay Landscaping is \$166,490 per year and will remain at this annual cost throughout the term of the Agreement through June 30, 2022. The First Amendment Exhibits illustrate the Scope of Services and Schedule of Compensation for the extended term.

LEGAL REVIEW

The City Attorney has reviewed the First amendment and approved it as to form.

FUNDING

Funding is provided in the Public Works Department's operational budget. Furthermore, extending the contract would be advantageous in controlling future operating costs.

RECOMMENDATION

Staff recommends that the City Council approve the First Amendment to the Tree Trimming Contract Services Agreement with South Bay Landscape Services, for an annual amount of \$166,490 for the term of the Agreement from July 1, 2019 through June 30, 2022.

Attachments: First Amendment to Citywide Tree Trimming Services Agreement

**FIRST AMENDMENT TO CONTRACT SERVICES AGREEMENT
FOR CITYWIDE TREE TRIMMING SERVICES**

This FIRST AMENDMENT TO CONTRACT SERVICES AGREEMENT FOR CITYWIDE TREE TRIMMING SERVICES (the "First Amendment") is made and entered into this 17th day of June, 2019, by and between the CITY OF LAWNSDALE, a municipal corporation (herein "City") and South Bay Landscaping, Inc., a California corporation (herein "Contractor").

RECITALS

WHEREAS, City and Contractor entered into that certain Agreement entitled "Contract Services Agreement for Citywide Tree Trimming Services" (the "Agreement") on or about June 6, 2016; and

WHEREAS, it is the desire of the City and the Contractor to amend the Agreement to extend its term, as set forth in this First Amendment.

AGREEMENT

NOW, THEREFORE, it hereby agreed that the Agreement is amended in the following particulars only:

SECTION 1. Section 1.1 of the Agreement, entitled "Scope of Services", and Exhibit "A" to the Agreement are amended to add thereto the services set forth on the "First Supplemental Scope of Work" attached hereto as "Exhibit A-1, to this First Amendment, which exhibit is incorporated herein by this reference as if set forth in full. All references to Exhibit A in the Agreement after the date of this First Amendment shall hereafter mean and refer to both Exhibit "A" and Exhibit "A-1".

SECTION 2. Section 2.1 of the Agreement, entitled "Contract Sum", is amended to increase the maximum contract sum by four hundred ninety-nine thousand four hundred seventy dollars (\$499,470) such that the maximum Contract Sum will increase from four hundred seventy-eight thousand four hundred seventy dollars (\$478,470) to nine hundred seventy-seven thousand nine hundred forty dollars (\$977,940) as set forth on the "First Supplemental Schedule of Compensation" attached hereto as "Exhibit C-1". All references to Exhibit "C" in the Agreement after the date of this First Amendment shall hereafter mean and refer to both Exhibit "C" and Exhibit "C-1".

SECTION 3. Section 3.4 of the Agreement, entitled "Term" is hereby amended to extend the Contract Term for three years (the "Extended Term") such that the Agreement will remain in place through June 30, 2022 as set forth on the "First Supplemental Schedule of Performance" attached hereto as "Exhibit D-1". All references to Exhibit "D" in the Agreement after the date of this First Amendment shall hereafter mean and refer to both Exhibit "D" and Exhibit "D-1". .

SECTION 4. Except as expressly provided for in this First Amendment all other provisions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed and entered into this Amendment as of the date first written above.

CITY:

By: _____
Robert Pullen-Miles, Mayor

ATTEST:

Rhonda Hofmann Gorman, City Clerk

APPROVED AS TO FORM:
Aleshire & Wynder, LLP

Tiffany J. Israel, City Attorney

CONTRACTOR:
SOUTH BAY LANDSCAPING, INC.
a California Corporation

By:  _____
Oscar Plascencia
President and Secretary

Address: 3431 W. Imperial Hwy
Inglewood, CA 90303

EXHIBIT "A-1"

FIRST SUPPLEMENTAL SCOPE OF SERVICES

ANNUAL SCHEDULE DURING THE EXTENDED TERM

ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY
1.	Prune all residential street and parkway trees within City limits alternating years east and west of Hawthorne Blvd	3,000
2.	Aesthetic tree trimming of street, parkway, and median trees on Hawthorne Boulevard and on all other major arterials/boulevards	1,600
3.	Prune Palm trees on Hawthorne Blvd and Manhattan Beach Blvd	65
4.	Prune Park and City facility trees	120
5.	Prune Metrolink right-of-way trees	526
6.	Tree removal, including stump	20

Contractor shall furnish all materials, equipment, tools, labor, and incidentals as required by the Specifications and Contract Documents to provide the required services. The general items of work include tree pruning for public safety and such other items that are required by the Specifications.

LOCATION OF SERVICES

The work will take place citywide in three phases, in 2019, 2020 and 2021. (Work does not include utility line clearance.) The three work phases are to be performed as described in the Schedule of Performance.

EXHIBIT "C-1"

FIRST SUPPLEMENTAL SCHEDULE OF COMPENSATION

Contractor shall furnish all labor, equipment, tools and materials to do all work necessary or incidental to complete the work in accordance with the Agreement at the following prices:

2019 PHASE I SCHEDULE

ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT
1.	Prune all street and parkway trees within City limits west of Hawthorne Boulevard	3,000	EA	\$28.00	\$84,000.00
2.	Aesthetic tree trimming of street, parkway, and median trees on Hawthorne Boulevard and on all other major arterials/boulevards	1,600	EA	\$30.50	\$48,800.00
3.	Prune Palm trees on Hawthorne Boulevard and Manhattan Beach Boulevard	65	EA	\$30.00	\$1,950.00
4.	Prune Park and City facility trees	120	EA	\$35.00	\$4,200.00
5.	Prune Metrolink right-of-way trees	526	EA	\$40.00	\$21,040.00
6.	Tree removal, including stump	20	EA	\$325.00	\$6,500.00
TOTAL COST - 2019 PHASE I - IN FIGURES:					\$166,490
TOTAL COST - 2016 PHASE I - IN WORDS: One Hundred Sixty-Six Thousand Four Hundred Ninety Dollars only.					

2020 PHASE II SCHEDULE

ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT
1.	Prune all street and parkway trees within City limits east of Hawthorne Boulevard	3,000	EA	\$28.00	\$84,000.00
2.	Aesthetic tree trimming of street, parkway, and median trees on Hawthorne Boulevard and on all other major arterials/boulevards	1,600	EA	\$30.50	\$48,800.00
3.	Prune Palm trees on Hawthorne Boulevard and Manhattan Beach Boulevard	65	EA	\$30.00	\$1,950.00
4.	Prune Park and City facility trees	120	EA	\$35.00	\$4,200.00
5.	Prune Metrolink right-of-way trees	526	EA	\$40.00	\$21,040.00
6.	Tree removal, including stump	20	EA	325.00	\$6,500.00
TOTAL COST - 2020 PHASE II - IN FIGURES:					\$166,490
TOTAL COST - 2020 PHASE II - IN WORDS: One Hundred Sixty-Six Thousand Four Hundred Ninety Dollars only.					

2021 PHASE III SCHEDULE

ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT
1.	Prune all street and parkway trees within City limits west of Hawthorne Boulevard	3,000	EA	\$28.00	\$84,000.00
2.	Aesthetic tree trimming of street, parkway, and median trees on Hawthorne Boulevard and on all other major arterials/boulevards	1,600	EA	\$30.50	\$48,800.00
3.	Prune Palm trees on Hawthorne Boulevard and Manhattan Beach Boulevard	65	EA	\$30.00	\$1,950.00
4.	Prune Park and City facility trees	120	EA	\$35.00	\$4,200.00
5.	Prune Metrolink right-of-way trees	526	EA	\$40.00	\$21,040.00
6.	Tree removal, including stump	20	EA	325.00	\$6,500.00
TOTAL COST - 2021 PHASE III - IN FIGURES:					\$166,490
TOTAL COST - 2021 PHASE III - IN WORDS: One Hundred Sixty-Six Thousand Four Hundred Ninety Dollars only.					

TOTAL PHASE I, II AND III

TOTAL COST - PHASE I (2019), PHASE II (2020), AND PHASE III (2021)	\$499,470.00
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SCHEDULE OF ADDITIONAL SERVICES

The City may require additional services from the Contractor during the Extended Term upon execution of an amendment to this Agreement by the City Council. The Contractor shall provide these services at the per unit price as set forth below:

ITEM NO.	DESCRIPTION	UNIT	UNIT PRICE
1	Aesthetic Tree Trimming	Each	\$125.00
2	Plant 15 gallon tree with Root Barrier	Each	\$125.00
3	Plant 24" box tree with Root Barrier	Each	\$275.00
4	Tree and stump removal	Each	\$425.00
5	Root Pruning	Each	\$95.00
6	Crew Rental (3 man crew)	Hour	\$65.00
7	Emergency Crew Rental (3 man crew)	Hour	\$95.00
8	Watering (per tree)	Day	\$4.50
9.	Palm Tree Skinning	Per Foot	\$10.00

Payment for tree removal shall be at the unit price per each removal as set forth above and no additional compensation will be made therefore.

EXHIBIT "D-1"

FIRST SUPPLEMENTAL SCHEDULE OF PERFORMANCE

The Extended Term of this Agreement is three years – commencing on July 1, 2019 and expiring on June 30, 2022. There shall be an additional one (1) year option to extend this Agreement, at the sole discretion of the City, such that the Agreement may ultimately be extended through June 30, 2023. To exercise the extension option, the City must give Contractor written notice of its election to exercise the option at least 90 days prior to Agreement expiration unless this notice is waived by Contractor. Upon the provision of such notice by the City, and agreement by both parties on work item rates, an Amendment to this Agreement will need to be approved by the City Council to authorize the further extension.

All work to be done under this contract shall be divided and completed in three phases: fall 2019, fall 2020, and fall 2021. Phase I shall be completed within ninety (90) calendar days between September 1, 2019 and November 30, 2019. Phase II shall be completed within ninety (90) calendar days between September 1, 2020 and November 30, 2020. Phase III shall be completed within ninety (90) calendar days between September 1, 2021 and November 30, 2021.

2019 Phase I will include pruning:

- street and parkway trees located in the westerly half of the City, west of Hawthorne Blvd;
- all trees on the major boulevards, except Palm trees;
- palm trees on Hawthorne Boulevard and Manhattan Beach Boulevard;
- all park and city facility trees (as identified in Exhibit "G");
- all trees throughout the Metrolink right-of-way (as identified in Exhibit "F"); and
- tree trimming will consist in the thinning of trees.

2020 Phase II will include pruning:

- street and parkway trees located in the easterly half of the City; east of Hawthorne Blvd;
- all trees on the major boulevards, except Palm trees;
- palm trees on Hawthorne Boulevard and Manhattan Beach Boulevard;
- all park and city facility trees (as identified in Exhibit "G");
- all trees throughout the Metrolink right-of-way (as identified in Exhibit "F"); and
- tree trimming will consist in the thinning of trees.

2021 Phase III will include pruning:

- street and parkway trees located in the westerly half of the City; west of Hawthorne Blvd;
- all trees on the major boulevards, except Palm trees;
- palm trees on Hawthorne Boulevard and Manhattan Beach Boulevard;
- all park and city facility trees (as identified in Exhibit "G");
- all trees throughout the Metrolink right-of-way (as identified in Exhibit "F"); and
- tree trimming will consist in the thinning of trees.



CITY OF LAWDALE

14717 BURIN AVENUE, LAWDALE, CALIFORNIA 90260
PHONE (310) 973-3200, FAX (310) 644-4556
www.lawndalecity.org

DATE: June 17, 2019
TO: Honorable Mayor and City Council
FROM: Stephen N. Mandoki, City Manager
PREPARED BY: Marla L. Pendleton, CPA, Director of Finance/City Treasurer
SUBJECT: Adoption of Fiscal Year 2019-20 Appropriations limit

BACKGROUND

The Gann Initiative or Proposition 4, referred to as Article XIII B of the Constitution of the State of California, mandated an appropriations limit on various units of government, including the City of Lawndale. At the beginning of each fiscal year the City must, by resolution, establish its appropriations limit.

STAFF REVIEW

The limit for fiscal year 2019-20 has been calculated using the methodology and adjustment factors provided by the California Department of Finance. The adjustment factors used by the City of Lawndale are the per capita personal income change and the population annual change.

The appropriations limit for fiscal year 2019-20 is \$34,859,276. The City of Lawndale's budget appropriation subject to the limit is \$16,688,161. The City is well under the limit. Approval of Resolution CC-1906-034 will adopt the City of Lawndale's appropriations limit.

COMMISSION REVIEW

N/A

LEGAL REVIEW

N/A

FUNDING

N/A

RECOMMENDATION

Staff recommends the City Council adopt Resolution CC-1906-034 approving the Appropriations Limit for fiscal year 2019-20.

ATTACHMENTS: Resolution No. CC-1906-034, Exhibit A - Appropriations Limit Calculation

RESOLUTION NO. CC-1906-034

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF LAWNSDALE, CALIFORNIA STATING THE APPROPRIATIONS LIMIT
FOR THE FISCAL YEAR ENDING JUNE 30, 2020**

WHEREAS, The Gann Initiative or Proposition 4, also known as Article XIII B of the Constitution of the State of California, was passed by the people; and

WHEREAS, Article XIII B mandates the calculation and adoption of an annual appropriations limit on various units of government, including the City of Lawnsdale by adjusting the prior year's appropriation limit for changes in inflation and population; and

WHEREAS, the City's 2019-2020 limit has been calculated by the Finance Department of the City of Lawnsdale in compliance with all of the provisions of Article XIII B and using guidelines provided by the League of California Cities; and

WHEREAS, the City Council of the City of Lawnsdale desires to formally adopt that appropriations limit for the City for fiscal year 2019-2020.

THE CITY COUNCIL OF THE CITY OF LAWNSDALE, CALIFORNIA DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. That, in accordance with Article XIII B of the Constitution of the State of California, the appropriations limit for the City of Lawnsdale for Fiscal Year 2019-20 is declared to be \$34,859,276, as described in Exhibit "A" attached hereto and incorporated herein, and the appropriations subject to this annual limit for fiscal year 2019-2020 total \$16,688,161.

PASSED, APPROVED AND ADOPTED this 17th day of June, 2019.

Robert Pullen-Miles, Mayor

ATTEST:

State of California)
County of Los Angeles) SS
City of Lawndale)

I, Rhonda Gorman, City Clerk of the City of Lawndale, California, do hereby certify that the City Council of the City of Lawndale duly approved and adopted the foregoing Resolution No. CC-1906-034 at a regular meeting of said Council held on the 17th day of June, 2019, by the following roll call vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Robert Pullen-Miles, Mayor					
Daniel Reid, Mayor Pro Tem					
James H. Osborne					
Pat Kearney					
Bernadette Suarez					

Rhonda Gorman, City Clerk

APPROVED AS TO FORM:

Tiffany J. Israel, City Attorney

**City of Lawndale
Appropriations Limit
Exhibit A**

I. Appropriation Limit:

FY 2018-19 Adopted Limit		33,657,825
Growth/Change Factor:		
California Per Capita Income Change	1.0385	
Change in Population (a)	<u>0.9973</u>	
Total annual Adjustment		1.0356961
City's FY 2019-20 Appropriation Limit		34,859,276

II. Appropriations Subject to Limit:

FY 2019-20 Revenues (All Funds)		28,292,809
Less: Appropriation From Reserves		
Less: Non-Proceeds of Taxes		<u>(11,604,648)</u>
Total City Appropriations Subject to Limit		16,688,161

III. Amount Under/(Over) Limit (I - II) 18,171,115

(a) Change in population and per capita income change is provided by the State of California Department of Finance.



CITY OF LAWDALE

14717 BURIN AVENUE, LAWDALE, CALIFORNIA 90260
PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: June 17, 2019

TO: Honorable Mayor and City Council

FROM: Stephen N. Mandoki, City Manager 

PREPARED BY: Kahono Oei, Interim Public Works Director 
Grace Huizar, Administrative Analyst 

SUBJECT: Authorize a Letter of Support for Assembly Bill 1694 Expanding the Territory of the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy (RMC) to include the Dominguez Channel Watershed and Santa Catalina Island

BACKGROUND

The San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy (RMC) is one of ten conservancies throughout California created by the State Legislature with the mission of preserving open space and habitat. The RMC helps secure funds for projects that preserve and restore natural habitat. This can include, but is not limited to, improvements to parks and storm water projects. Assembly Bill 1694 is being proposed to expand the RMC to include the Dominguez Channel Watershed and Catalina Island.

STAFF REVIEW

The City of Lawndale is within the Dominguez Channel watershed. Inclusion in the RMC will not cost the City any membership fee, in fact it will benefit the City for possible additional grant funding opportunities for storm water related projects within the City limits. The type of funding opportunities include a number of bond measures such as Prop 1, Prop A, etc. RMC also provides technical assistance with project design and funding applications.

LEGAL REVIEW

N/A

FISCAL IMPACT

N/A

RECOMMENDATION

Staff recommends the City Council authorize staff to submit a letter of support for Assembly Bill 1694.



14717 BURIN AVENUE, LAWNDALE, CALIFORNIA 90260
PHONE (310) 973-3200, FAX (310) 644-4556
www.lawndalecity.org

June 17, 2019

Mark Stanley
Executive Officer
Rivers and Mountains Conservancy
100 North Old San Gabriel Canyon Road
Azusa, CA 91702

Re: Support for Assembly Bill 1694 (O'Donnell)

Dear Mr. Stanley,

The City of Lawndale is pleased to submit this letter in support of Assembly Bill 1694, which will include the Dominguez Channel Watershed in the territory of the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy (RMC).

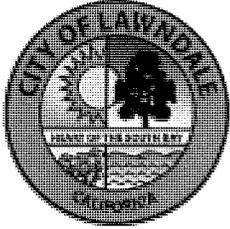
In 1999, the Legislature created the RMC, one of 10 conservancies that aimed to preserve open space and habitat while facilitating public access to California's wilderness and wildlife. Unfortunately, the original boundaries neglected key spaces including the entire Dominguez Channel and its watershed. This expansion will provide the necessary support that several park-poor cities and communities need in local assistance. This includes 133 square miles in the communities of Inglewood, Hawthorne, Lawndale, Carson, and Wilmington and extends to include all of Compton and any unincorporated land in the area.

The City is in full support of including the Dominguez Channel in the RMC territory. If you have any questions, please do not hesitate to contact me.

Sincerely,

Steve Mandoki
City Manager

C: Kahono Oei, Interim Public Works Director
File

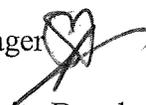


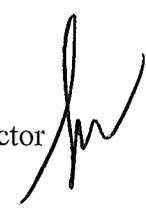
CITY OF LAWNDALE

14717 BURIN AVENUE, LAWNDALE, CALIFORNIA 90260
PHONE (310) 973-3200, FAX (310) 644-4556
www.lawndalecity.org

DATE: June 17, 2019

TO: Honorable Mayor and City Council

FROM: Stephen N. Mandoki, City Manager 

PREPARED BY: Sean M. Moore, AICP, Community Development Director 
Adrian Gutierrez, Administrative Assistant II

SUBJECT: **DISPUTE RESOLUTION AGREEMENT 2019-2022**

BACKGROUND

For the past fourteen years, the City of Lawndale has used the mediation services provided by the South Bay Center For Dispute Resolution to help resolve neighborhood disagreements. The services provided by the South Bay Center For Dispute Resolution Center have assisted neighbors in reaching their own solutions to conflicts without the use of large amounts of City staff's time and resources. The City last approved an agreement with the South Bay Center for Dispute resolution for its services on August 15, 2016 in the amount of forty-one thousand three hundred eighty-two dollars (\$41,382.00). The term of that agreement was from 2016-2019, and the agreement expired on June 30, 2019. The proposed new contract will provide a term of services for a total term of thirty-six (36) months and will also be in the amount of forty-one thousand three hundred eighty-two dollars (\$41,382.00).

STAFF REVIEW

Staff has observed that there are many long running disputes between neighbors and developers that result in multiple complaints to code enforcement and planning and building and safety staff. Many of these disputes are not resolved quickly, and often the complaints are of a civil nature and cannot be addressed by City staff. Staff believes that the services offered by the South Bay Center For Dispute Resolution has allowed residents of Lawndale to amicably resolve neighborhood disputes with less City staff involvement.

The services that the South Bay Center For Dispute Resolution provides include the training of City staff to utilize their services and make referrals. Additionally, the dispute resolution service works with parties referred by City staff at no charge to participants that wish to take part in mediation activities.

Staff and the South Bay Center For Dispute Resolution anticipate that the demand for services will continue. The previous agreement with the South Bay Center For Dispute Resolution provided sufficient funds to mediate one hundred and ninety-five (195) cases over a three year period. The proposed contract shall also provide funding for up to one hundred and ninety-five (195) cases for a three year period. The proposed contract is for a thirty-six (36) month period from July 1, 2019 to June

30, 2022 and the total contract sum is for forty-one thousand three hundred eighty-two dollars (\$41,382.00).

CITY ATTORNEY

The City Attorney has reviewed the Agreement as to form.

FUNDING

The FY 2019-2020 budget contains funding for this item within the Community Development Budget.

RECOMMENDATION

It is recommended that the City Council:

1. Approve the Agreement with the South Bay Center for Dispute Resolution with a contract sum of (\$41,382.00) and a 5% contingency for a total not to exceed (\$43,451.10).

ATTACHMENTS:

1. Proposed Agreement
2. Community Mediation Program Report

ATTACHMENT A

PROPOSED AGREEMENT

CITY OF LAWNSDALE
CONTRACT SERVICES AGREEMENT FOR
DISPUTE RESOLUTION SERVICES

This Contract Services Agreement (“Agreement”) is made and entered into this 1st day of July, 2019, by and between the City of Lawndale, a municipal corporation (“City”), and SOUTH BAY CENTER FOR DISPUTE RESOLUTION, a California public benefit corporation (“Consultant”). The term Consultant includes professionals performing in a consulting capacity. The parties hereto agree as follows:

1.0 SERVICES OF CONSULTANT

1.1 Scope of Services. In compliance with all terms and conditions of this Agreement, Consultant shall provide the work and services specified in the “Scope of Services” attached hereto as *Exhibit “A”* and incorporated herein by reference in compliance with all of the terms and conditions of this Agreement. Consultant warrants that all work or services will be performed in a competent, professional, and satisfactory manner.

1.2 Consultant’s Proposal. The Scope of Services shall include the Consultant’s proposal or bid which shall be incorporated herein by this reference as though fully set forth herein. In the of event any inconsistency between the terms of such proposal and this Agreement, the terms of this Agreement shall govern.

1.3 Compliance With Law. All work and services rendered hereunder shall be provided in accordance with all ordinances, resolutions, statutes, rules and regulations of the City and any Federal, State or local governmental agency having jurisdiction.

1.4 Licenses, Permits, Fees and Assessments. Consultant shall obtain at its sole cost and expense, such licenses, permits and approvals as may be required by law for the performance of the services required by this Agreement. Consultant shall have the sole obligation to pay for any fees, assessments, taxes, including applicable penalties and interest, which may be imposed by law and arise from or are necessary for the Consultant's performance of the services required by this Agreement; and shall indemnify, defend and hold harmless City against any claim for such fees, assessments, taxes, penalties or interest levied, assessed or imposed against City hereunder.

1.5 Familiarity with Work. By executing this Agreement, Consultant warrants that Consultant (a) has thoroughly investigated and considered the scope of services to be performed, (b) has carefully considered how the work and services should be performed, and (c) fully understands the facilities, difficulties and restrictions attending performance of the services under this Agreement.

1.6 Additional Services. City shall have the right at any time during the performance of the services, without invalidating this Agreement, to order extra work beyond that specified in the Scope of Services or make changes by altering, adding to or deducting from said work. No such extra work may be undertaken unless a written order is first given by the Contract

Officer to the Consultant, incorporating therein any adjustment in (i) the Contract Sum, and/or (ii) the time to perform this Agreement, which said adjustments are subject to the written approval of the Consultant. Any increase in compensation must be approved by the City Council. It is expressly understood by Consultant that the provisions of this Section shall not apply to services specifically set forth in the Scope of Services or reasonably contemplated therein. Consultant hereby acknowledges that it accepts the risk that the services to be provided pursuant to the Scope of Services may be more costly or time consuming than Consultant anticipates and that Consultant shall not be entitled to additional compensation therefor.

1.7 Special Requirements. Additional terms and conditions of this Agreement, if any, which are made a part hereof are set forth in the "Special Requirements" attached hereto as *Exhibit "B"* and incorporated herein by this reference. In the event of a conflict between the provisions of *Exhibit "B"* and any other provisions of this Agreement, the provisions of *Exhibit "B"* shall govern.

1.8 Environmental Laws. Consultant shall comply with all applicable environmental laws, ordinances, codes and regulations of Federal, State, and local governments. Consultant shall also comply with all applicable mandatory standards and policies relating to energy efficiency.

2.0 COMPENSATION

2.1 Contract Sum. For the services rendered pursuant to this Agreement, Consultant shall be compensated in accordance with the "Schedule of Compensation" attached hereto as *Exhibit "C"* and incorporated herein by this reference, but not exceeding the maximum contract amount of Forty One Thousand Three Hundred Eighty Two Dollars (\$41,382.00) ("Contract Sum"), except as provided in Section 1.6. The method of compensation may include: (i) a lump sum payment upon completion, (ii) payment in accordance with the percentage of completion of the services, (iii) payment for time and materials based upon the Consultant's rates as specified in the Schedule of Compensation, but not exceeding the Contract Sum or (iv) such other methods as may be specified in the Schedule of Compensation. Compensation may include reimbursement for actual and necessary expenditures approved by the Contract Officer in advance if specified in the Schedule of Compensation. The Contract Sum shall include the attendance of Consultant at all project meetings reasonably deemed necessary by the City.

Consultant agrees that if Consultant becomes aware of any facts, circumstances, techniques, or events that may materially increase or decrease the cost of the work or services or, if Consultant is providing design services, the cost of the project being designed, Consultant shall promptly notify the Contract Officer of said fact, circumstance, technique or event and the estimated increased or decreased cost related thereto and, if Consultant is providing design services, the estimated increased or decreased cost estimate for the project being designed.

2.2 Method of Payment. Unless some other method of payment is specified in the Schedule of Compensation, in any month in which Consultant wishes to receive payment, no later than the first (1st) working day of such month, Consultant shall submit to the City, in a form approved by the City's Director of Finance, an invoice for services rendered prior to the date of the invoice. Except as provided in Section 7.2, City shall pay Consultant for all expenses stated thereon

which are approved by City pursuant to this Agreement generally within thirty (30) days, and no later than forty-five (45) days, from the submission of an invoice in an approved form.

2.3 Availability of Funds. It is mutually understood between the parties that this Agreement is valid and enforceable only if sufficient funds are made available by the City Council of the City for the purposes of this Agreement. The availability of funding is affected by matters outside the City's control, including other governmental entities. Accordingly, the City has the option to void the whole Agreement or to amend the Agreement to reflect unanticipated reduction in funding for any reason.

3.0 PERFORMANCE SCHEDULE

3.1 Time of Essence. Time is of the essence in the performance of this Agreement.

3.2 Schedule of Performance. Consultant shall commence and shall perform all services within the time period(s) established in the "Schedule of Performance" attached here to as *Exhibit "D"*, if any, and incorporated herein by this reference.

3.3 Force Majeure. The time period(s) specified in the Schedule of Performance for performance of the services rendered pursuant to this Agreement shall be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of the Consultant, including, but not restricted to, acts of God or of the public enemy, unusually severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, litigation, and/or acts of any governmental agency, including the City, if the Consultant shall, within ten (10) days of the commencement of such delay, notify the Contract Officer in writing of the causes of the delay. The Contract Officer shall ascertain the facts and the extent of delay and extend the time for performing the services for the period of the enforced delay when and if, in the judgment of the Contract Officer, such delay is justified. The Contract Officer's determination shall be final and conclusive upon the parties to this Agreement. In no event shall Consultant be entitled to recover damages against the City for any delay in the performance of this Agreement, however caused; Consultant's sole remedy being extension of the Agreement pursuant to this Section.

3.4 Term. Unless earlier terminated in accordance with Section 7.4 below, this Agreement shall begin on July 1, 2019 and continue in full force and effect until completion of the services no later than June 30, 2022.

4.0 COORDINATION OF WORK

4.1 Representative of Consultant. Lance Widman is hereby designated as being the representative of Consultant authorized to act on its behalf with respect to the work or services specified herein and to make all decisions in connection therewith.

It is expressly understood that the experience, knowledge, capability and reputation of the representative was a substantial inducement for City to enter into this Agreement. Therefore, the representative shall be responsible during the term of this Agreement for directing all activities of Consultant and devoting sufficient time to personally supervise the services hereunder. For

purposes of this Agreement, the representative may not be replaced nor may his responsibilities be substantially reduced by Consultant without the express written approval of City.

4.2 Contract Officer. The City's City Manager is hereby designated as the representative of the City authorized to act in its behalf with respect to the work and services and to make all decisions in connection therewith ("Contract Officer"). It shall be the Consultant's responsibility to assure that the Contract Officer is kept informed of the progress of the performance of the services and the Consultant shall refer any decisions which must be made by City to the Contract Officer. The City may designate another Contract Officer by providing written notice to Consultant.

4.3 Prohibition Against Subcontracting or Assignment. The experience, knowledge, capability and reputation of Consultant, its principals and employees were a substantial inducement for the City to enter into this Agreement. Therefore, Consultant shall not contract with any other entity to perform in whole or in part the services required hereunder without the express written approval of the City. In addition, neither this Agreement nor any interest herein may be transferred or assigned without the prior written approval of City. Transfers restricted hereunder shall include the transfer to any person or group of persons acting in concert of more than twenty five percent (25%) of the present ownership and/or control of Consultant taking all transfers into account on a cumulative basis. A prohibited transfer or assignment shall be void. No approved transfer shall release the Consultant or any surety of Consultant of any liability hereunder without the express consent of City.

4.4 Independent Contractor. Neither the City nor any of its employees shall have any control over the manner or means by which Consultant, its agents or employees, perform the services required herein, except as otherwise set forth herein. Consultant shall perform all services required herein as an independent contractor of City and shall remain under only such obligations as are consistent with that role. Consultant shall not at any time or in any manner represent that it or any of its agents or employees are agents or employees of City. City shall not in any way or for any purpose become or be deemed to be a partner of Consultant in its business or otherwise or a joint venturer or a member of any joint enterprise with Consultant.

5.0 INSURANCE AND INDEMNIFICATION

5.1 Insurance. Consultant shall procure and maintain, at its sole cost and expense, in a form and content satisfactory to City, during the entire term of this Agreement including any extension thereof, the following policies of insurance:

(a) Commercial General Liability Insurance. A policy of commercial general liability insurance using Insurance Services Office "Commercial General Liability" policy form CG 00 01, with an edition date prior to 2004, or the exact equivalent. Coverage for an additional insured shall not be limited to its vicarious liability. Defense costs must be paid in addition to limits. Limits must be no less than \$1,000,000.00 per occurrence for all covered losses and no less than \$2,000,000.00 general aggregate.

(b) Workers' Compensation Insurance. A policy of workers' compensation insurance on a state-approved policy form providing statutory benefits as required

by law with employer's liability limits no less than \$1,000,000.00 per accident for all covered losses. However, this requirement will not apply if Consultant has no employees and Instructor provides the letter signed under penalty of perjury as described in Section 1.2.

(c) Automotive Insurance. A policy of comprehensive automobile liability insurance written on a per occurrence basis in an amount not less than \$1,000,000.00 per accident, combined single limit. Said policy shall include coverage for owned, non-owned, leased and hired cars.

(d) Professional Liability or Error and Omissions Insurance. A policy of Professional Liability insurance in an amount not less than \$1,000,000.00 per claim and \$2,000,000.00 annual aggregate with respect to loss arising from the actions of Consultant performing professional services under this Agreement on behalf of the City.

All of the above policies of insurance shall be primary insurance. The general liability policy shall name the City, its officers, employees and agents ("City Parties") as additional insureds and shall waive all rights of subrogation and contribution it may have against the City and the City's Parties and their respective insurers. Moreover, the insurance policy must specify that where the primary insured does not satisfy the self-insured retention, any additional insured may satisfy the self-insured retention. All of said policies of insurance shall also provide that said insurance may be not cancelled without providing ten (10) days prior written notice by registered mail to the City. In the event any of said policies of insurance are cancelled or amended, Consultant shall, prior to the cancellation or amendment date, submit new evidence of insurance in conformance with this Section 5.1 to the Contract Officer. No work or services under this Agreement shall commence until Consultant has provided City with Certificates of Insurance or appropriate insurance binders evidencing the above insurance coverages and said Certificates of Insurance or binders are approved by City. Consultant agrees that the provisions of this Section 5.1 shall not be construed as limiting in any way the extent to which Consultant may be held responsible for the payment of damages to any persons or property resulting from Consultant's activities or the activities of any person or persons for which Consultant is otherwise responsible. If the Consultant's insurance policies have higher limits and coverage than those required by this contract, the City will have access to those higher limits and coverage maintained by the Consultant.

The insurance required by this Agreement shall be satisfactory only if issued by companies qualified to do business in California, rated "A" or better in the most recent edition of Best Rating Guide or The Key Rating Guide, and only if they are of a financial category Class VII or better, unless such requirements are waived by the Risk Manager of the City due to unique circumstances.

In the event that the Consultant is authorized to subcontract any portion of the work or services provided pursuant to this Agreement, the contract between the Consultant and such subcontractor shall require the subcontractor to maintain the same policies of insurance that the Consultant is required to maintain pursuant to this Section 5.1.

5.2 Indemnification.

(a) Indemnity for Design Professional Liability. When the law establishes a professional standard of care for Consultant's services, to the fullest extent permitted by law, and except for the statutory limits set forth under California Civil Code Section 2782.8 applicable to services provided by a "design professional", Consultant shall indemnify, defend and hold harmless City and the City's Parties from and against any and all losses, liabilities, damages, costs and expenses, including attorneys' fees and costs to the extent same are caused in whole or in part by any negligent or wrongful act, error or omission of Consultant, its officers, agents, employees of subcontractors (or any entity or individual for which Consultant shall bear legal liability) in the performance of professional services under this Agreement.

(b) Indemnity for Other Than Design Professional Liability. Other than in the performance of design professional services and to the full extent permitted by law, Consultant shall indemnify, defend and hold harmless City and City's Parties from and against any liability (including liability for claims, suits, actions, losses, expenses or costs of any kind, whether actual, alleged or threatened, including attorneys' fees and costs, court costs, defense costs and expert witness fees), where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, the performance of this Agreement by Consultant or by any individual or entity for which Consultant is legally liable, including but not limited to officers, agents, employees or subcontractors of Consultant.

6.0 RECORDS AND REPORTS

6.1 Reports. Consultant shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the services required by this Agreement as the Contract Officer shall require.

6.2 Records. Consultant shall keep, and require subcontractors to keep, such books and records as shall be necessary to perform the services required by this Agreement and enable the Contract Officer to evaluate the performance of such services. The Contract Officer shall have full and free access to such books and records at all times during normal business hours of City, including the right to inspect, copy, audit and make records and transcripts from such records. Such records shall be maintained for a period of three (3) years following completion of the services hereunder, and the City shall have access to such records in the event any audit is required.

6.3 Ownership of Documents. Ownership of Documents. All drawings, specifications, reports, records, documents and other materials prepared by Consultant, its employees, subcontractors and agents in the performance of this Agreement shall be the property of City and shall be delivered to City upon request of the Contract Officer or upon the termination of this Agreement and Consultant shall have no claim for further employment or additional compensation as a result of the exercise by City of its full rights of ownership of such documents and materials. Consultant may retain copies of such documents for its own use and Consultant shall have an unrestricted right to use the concepts embodied therein. Any use of such completed documents by City for other projects and/or use of uncompleted documents without specific written authorization by the Consultant will be at the City's sole risk and without liability to Consultant and the City shall indemnify the Consultant for all damages resulting therefrom. All subcontractors shall provide for assignment to City of any documents or materials prepared by

them, and in the event Consultant fails to secure such assignment, Consultant shall indemnify City for all damages resulting therefrom.

7.0 ENFORCEMENT OF AGREEMENT

7.1 California Law. This Agreement shall be construed and interpreted both as to validity and to performance of the parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Los Angeles, State of California, or any other appropriate court in such county, and Consultant agrees to submit to the personal jurisdiction of such court in the event of such action.

7.2 Retention of Funds. Consultant hereby authorizes City to deduct from any amount payable to Consultant (whether or not arising out of this Agreement) (i) any amounts the payment of which may be in dispute hereunder or which are necessary to compensate City for any losses, costs, liabilities, or damages suffered by City, and (ii) all amounts for which City may be liable to third parties, by reason of Consultant's acts or omissions in performing or failing to perform Consultant's obligation under this Agreement. In the event that any claim is made by a third party, the amount or validity of which is disputed by Consultant, City may withhold from any payment due, without liability for interest because of such withholding, an amount sufficient to cover such claim. The failure of City to exercise such right to deduct or to withhold shall not, however, affect the obligations of the Consultant to insure, indemnify, and protect City as elsewhere provided herein.

7.3 Waiver. No delay or omission in the exercise of any right or remedy by a non-defaulting party on any default shall impair such right or remedy or be construed as a waiver. A party's consent to or approval of any act by the other party requiring the party's consent or approval shall not be deemed to waive or render unnecessary the other party's consent to or approval of any subsequent act. Any waiver by either party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement..

7.4 Termination Prior to Expiration of Term. Either party may terminate this Agreement at any time, with or without cause, upon thirty (30) days' written notice to the other party. Upon receipt of any notice of termination, Consultant shall immediately cease all work or services hereunder except such as may be specifically approved by the Contract Officer. Consultant shall be entitled to compensation for the reasonable value of the work product actually produced prior to the effective date of the notice of termination and for any services authorized by the Contract Officer thereafter in accordance with the Schedule of Compensation and City shall be entitled to reimbursement for any compensation paid in excess of the services rendered.

7.5 Completion of Work After Termination for Default of Consultant. If termination is due to the failure of the Consultant to fulfill its obligations under this Agreement, City may, after compliance with the provisions of Section 7.2, take over the work and prosecute the same to completion by contract or otherwise, and the Consultant shall be liable to the extent that the total cost for completion of the services required hereunder exceeds the compensation herein stipulated (provided that the City shall use reasonable efforts to mitigate such damages),

and City may withhold any payments to the Consultant for the purpose of set-off or partial payment of the amounts owed the City as previously stated.

7.6 Attorneys' Fees. If either party to this Agreement is required to initiate or defend or made a party to any action or proceeding in any way connected with this Agreement, the prevailing party in such action or proceeding, in addition to any other relief which may be granted, shall be entitled to reasonable attorneys' fees, whether or not the matter proceeds to judgment, and to all other reasonable costs for investigating such action, taking depositions and discovery, including all other necessary costs the court allows which are incurred in such litigation.

8.0 CITY OFFICERS AND EMPLOYEES: NON-DISCRIMINATION

8.1 Non-liability of City Officers and Employees. No officer or employee of the City shall be personally liable to the Consultant, or any successor in interest, in the event of any default or breach by the City or for any amount which may become due to the Consultant or to its successor, or for breach of any obligation of the terms of this Agreement.

8.2 Termination Prior to Expiration of Term. Conflict of Interest; City. No officer or employee of the City shall have any financial interest in this Agreement nor shall any such officer or employee participate in any decision relating to the Agreement which affects his financial interest or the financial interest of any corporation, partnership or association in which he is interested, in violation of any State statute or regulation

8.3 Conflict of Interest; Consultant. Consultant warrants that it has not paid or given and will not pay or give any third party any money or other consideration for obtaining this Agreement. Consultant shall comply with all conflict of interest laws and regulations including, without limitation, City's Conflict of Interest Code which is on file in the City Clerk's office. Accordingly, should the City Manager determine that Consultant will be performing a specialized or general service for the City and there is substantial likelihood that the Consultant's work product will be presented, either written or orally, for the purpose of influencing a governmental decision, the Consultant and its officers, agents or employees, as applicable, shall be subject to the City's Conflict of Interest Code.

8.4 Covenant Against Discrimination. Consultant covenants that, by and for itself, its executors, assigns, and all persons claiming under or through them, that there shall be no discrimination against or segregation of, any person or group of persons on account of race, color, creed, religion, sex, marital status, national origin, or ancestry in the performance of this Agreement. Consultant shall take affirmative action to insure that applicants are employed and that employees are treated during employment without regard to their race, color, creed, religion, sex, marital status, national origin or ancestry.

9.0 MISCELLANEOUS PROVISIONS

9.1 Notice. Any notice or other communication either party desires or is required to give to the other party or any other person shall be in writing and either served personally or sent by prepaid, first-class mail, in the case of the City, to the City Manager and to

the attention of the Contract Officer, City of Lawndale, 14717 Burin Avenue, Lawndale, California 90260, and in the case of the Consultant, to the person at the address designated on the execution page of this Agreement. Either party may change its address by notifying the other party of the change of address in writing. Notice shall be deemed communicated at the time personally delivered or in seventy-two (72) hours from the time of mailing if mailed as provided in this Section.

9.2 Interpretation. The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply.

9.3 Integration; Amendment. It is understood that there are no oral agreements between the parties hereto affecting this Agreement and this Agreement supersedes and cancels any and all previous negotiations, agreements and understandings, if any, between the parties, and none shall be used to interpret this Agreement. This Agreement may be amended at any time by an instrument in writing signed by both parties.

9.4 Severability. Should a portion of this Agreement be declared invalid or unenforceable by a judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining portions of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the parties unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this Agreement meaningless.

9.5 Corporate Authority. The persons executing this Agreement on behalf of the parties warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of said party, (iii) by executing this Agreement, such party is formally bound to the provisions of this Agreement, and (iv) the entering into this Agreement does not violate any provision of any other Agreement to which said party is bound.

IN WITNESS WHEREOF, the parties have executed and entered into this Agreement as of the date first written above.

CITY:
City of Lawndale,
a municipal corporation

By: _____
Robert Pullen-Miles, Mayor

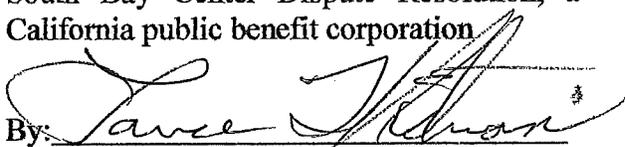
ATTEST:

Rhonda Hofmann Gorman, City Clerk

APPROVED AS TO FORM:
ALESHIRE & WYNDER, LLP

Tiffany J. Israel, City Attorney

CONSULTANT:
South Bay Center Dispute Resolution, a
California public benefit corporation

By: 
Name: Lance Widman
Title: Executive Director

Address: 1015 4th Street
Hermosa Beach, CA 90254

EXHIBIT "A"

SCOPE OF SERVICES

As directed by the City, Consultant will provide the City with a full range of the Consultant's alternative dispute resolution services including but not limited to conciliation, mediation, group facilitation for City staff and City residents, and also community outreach, community education and mediation training for City staff (collectively, the "Services"). As part of the Services to the City, Consultant will answer inquiries from the public related to the Services described above, provide basic information related to the Services, and provide referrals to appropriate community resources for those whose situations are not appropriate for the Services. The Services shall also include consultations and meetings with City staff, as determined are necessary by the City.

Consultant will work with City staff to ensure the delivery of the highest quality professional dispute resolution Services to the Lawndale community. If City residents who are involved in a dispute are referred to Consultant by a member of the City's staff directly, by means of the City newsletters, and the City's web site, and a case file is opened for action by the Consultant's staff, there will be no charge to the City residents' for the Services rendered. In the event that any City resident utilizes the Services four times or more during the term of this Agreement the Consultant shall seek City's written authorization prior to conducting additional Services for said City resident. If there is no referral by the City, then Consultant shall still provide the Services to City residents who retain Consultant for community trainings at a discount to said City residents.

EXHIBIT "B"

SPECIAL REQUIREMENTS

New text is indicated in *bold italics* and deleted text is indicated as ~~strikethrough~~.

Section 1.6 is amended and hereby replaced to read as follows:

"1.6 Additional Services. City shall have the right at any time during the performance of the services, without invalidating this Agreement, to order extra work beyond that specified in the Scope of Services or make changes by altering, adding to or deducting from said work. No such extra work may be undertaken unless a written order is first given by the Contract Officer to the Consultant, incorporating therein any adjustment in (i) the Contract Sum, and/or (ii) the time to perform this Agreement, which said adjustments are subject to the written approval of the Consultant. Any increase in compensation must be approved by the City Council. It is expressly understood by Consultant that the provisions of this Section shall not apply to services specifically set forth in the Scope of Services or reasonably contemplated therein. Consultant hereby acknowledges that it accepts the risk that the services to be provided pursuant to the Scope of Services may be more costly or time consuming than Consultant anticipates and that Consultant shall not be entitled to additional compensation therefor.

Within 5 days of City's request to amend the Agreement to require extra work, Consultant shall notify City of its intention to either: (1) decline to perform the extra work due to time or staffing demands on the Consultant's practice, or (2) renegotiate the compensation for said work, or (3) enter into the amendment and perform the work for the agreed upon compensation. In any event, it is expressly understood that Consultant's response to the request for extra work shall have no effect whatsoever on the services to be performed as set forth in the Scope of Services referred to in 1.1 above."

Section 4.1 is amended and hereby replaced to read as follows:

"4.1 Representative of Consultant. Lance Widman is hereby designated as being the representative of Consultant authorized to act on its behalf with respect to the work or services specified herein and to make all decisions in connection therewith. *The Consultant may designate a substitute representative by providing written notice to City's Contract Officer of the change.*"

The paragraph after Subsection (d) of Section 5.1 is hereby replaced and shall read in its entirety as follows:

“All of the above policies of insurance, *except Professional Liability Insurance*, shall be primary insurance. The general liability policy shall name the City, its officers, employees and agents ("City Parties") as additional insureds and shall waive all rights of subrogation and contribution it may have against the City and the City's Parties and their respective insurers. Moreover, the insurance policy must specify that where the primary insured does not satisfy the self-insured retention, any additional insured may satisfy the self-insured retention. All of said policies of insurance shall also provide that said insurance may be not cancelled without providing ten (10) days prior written notice by registered mail to the City. In the event any of said policies of insurance are cancelled or amended, Consultant shall, prior to the cancellation or amendment date, submit new evidence of insurance in conformance with this Section 5.1 to the Contract Officer. No work or services under this Agreement shall commence until Consultant has provided City with Certificates of Insurance or appropriate insurance binders evidencing the above insurance coverages and said Certificates of Insurance or binders are approved by City.”

Section 6.2 is hereby replaced and shall read in its entirety as follows:

"6.2 Records. Consultant shall keep, and require subcontractors to keep, such books and records as shall be necessary to perform the services required by this Agreement and enable the Contract Officer to evaluate the performance of such services. The Contract Officer shall have full and free access to such books and records at all times during normal business hours of City, including the right to inspect, copy, audit and make records and transcripts from such records. Such records shall be maintained for a period of three (3) years following completion of the services hereunder, and the City shall have access to such records in the event any audit is required. *Under no circumstances shall any provision of this section be deemed to supersede or override in any way Consultant's responsibility under the laws of the State of California to maintain the confidentiality of the parties to any dispute resolution proceeding, including mediation and arbitration, conducted under Consultant's supervision.*"

Section 6.3 is amended and hereby replaced to read as follows:

"6.3 Ownership of Documents. All drawings, specifications, reports, records, documents and other materials prepared by Consultant, its employees, subcontractors and agents in the performance of this Agreement shall be the property of City and shall be delivered to City upon request of the Contract Officer or upon the termination of this Agreement and Consultant shall have no claim for further employment or additional compensation as a result of the exercise by City of its full rights of ownership of such documents and materials. Consultant may retain copies of such documents for its own use and Consultant shall have an unrestricted right to use the concepts embodied therein. Any use of such completed documents by City for other projects and/or use of uncompleted documents without specific written authorization by the Consultant will

be at the City's sole risk and without liability to Consultant and the City shall indemnify the Consultant for all damages resulting therefrom. All subcontractors shall provide for assignment to City of any documents or materials prepared by them, and in the event Consultant fails to secure such assignment, Consultant shall indemnify City for all damages resulting therefrom.

Subject to the laws and legal opinions pertaining to confidentiality and work product as applied to the Consultant, Consultant shall make available to City any documents, reports, records or other materials prepared or used by Consultant, its employees, subcontractors and agents in the performance of this Agreement and Consultant shall have no claim for further employment or additional compensation as a result of the exercise by City of its full rights to review such documents and materials. City, on request, may be provided copies of any such documents, some of which may be redacted, wherein the confidentiality is not otherwise protected by law."

Section 7.2 is hereby deleted:

~~"7.2 — Retention of Funds. Consultant hereby authorizes City to deduct from any amount payable to Consultant and arising out of this Agreement (i) any amounts the payment of which may be in dispute hereunder or which are necessary to compensate City for any losses, costs, liabilities, or damages suffered by City, and (ii) all amounts for which City may be liable to third parties, by reason of Consultant's acts or omissions in performing or failing to perform Consultant's obligation under this Agreement. In the event that any claim is made by a third party, the amount or validity of which is disputed by Consultant, City may withhold from any payment due, without liability for interest because of such withholding, an amount sufficient to cover such claim. The failure of City to exercise such right to deduct or to withhold shall not, however, affect the obligations of the Consultant to insure, indemnify, and protect City as elsewhere provided herein."~~

ATTACHMENT B

COMMUNITY MEDIATION REPORT PROGRAM

South Bay Center
Dispute Resolution
Lance Widman
Executive Director



1015 4th St.
Hermosa Beach CA 90254
310 376 7007
Fax 310 798 0857

To: Adrian Gutierrez
City of Lawndale

March 31, 2019

Re: Request for payment of service:

This memo is to request payment of \$1,911 for services provided to the City of Lawndale for the period ending March 31, 2019, pursuant to the contract between the City and the Center.

Operations Fee (\$1011 quarterly fee)	\$1011
Case File Fee (6 cases @ \$150 per case)	900
Total Balance due:	1911

If you need any additional information, please let me know.

Sincerely,

Lance Widman,
Executive Director

RECEIVED

APR 02 2019
AG-Mail

EXHIBIT "C"

SCHEDULE OF COMPENSATION

During the thirty-six (36) month term of this Agreement, from July 1, 2019 to June 30, 2022 (the "Term"), City will pay a case fee of no more than One Hundred Fifty Dollars (\$150) per case for the first One Hundred Ninety Five (195) new cases opened by Consultant involving City residents. There will be no per case charge for cases opened in excess of One Hundred Ninety Five (195) during the Term. The total charge for all cases during the Term is not to exceed Twenty Nine Thousand Two Hundred Fifty Dollars (\$29,250.00) (the "Case Fee"). During the Term, City will also pay Consultant an operations fee of no more than One Thousand Eleven Dollars (\$1,011.00) per quarter for a twelve (12) quarters. The total charge for the operation fee shall be Twelve Thousand One Hundred Thirty Two Dollars (\$12,132.00) (the Operations Fee"). The Operations Fee shall cover the portion of the Services related to basic information and referrals for City residents contacting the Consultant and for time spent in connection with City staff meetings, consultations and trainings.

Unless an amendment is executed in accordance with this Agreement, the Contract Sum shall not exceed the amount specified in Section 2.1, which consists of the total of the Case Fee plus the Operations Fee. Consultant shall provide the City with an invoice on a quarterly basis in arrears, in a form satisfactory to the City's Finance Director. Except as provided in this Agreement, City shall pay Consultant for all expenses stated thereon which are approved by City pursuant to this Agreement generally within thirty (30) days, and no later than forty-five (45) days, from the submission of an invoice in an approved form.

EXHIBIT "D"

SCHEDULE OF PERFORMANCE

Consultant shall provide the Services as directed by the City and upon contact from City residents.



CITY OF LAWNDALE

14717 BURIN AVENUE, LAWNDALE, CALIFORNIA 90260
PHONE (310) 973-3200, FAX (310) 644-4556
www.lawndalecity.org

DATE: June 17th, 2019

TO: Honorable Mayor and City Council

FROM: Stephen N. Mandoki, City Manager 

PREPARED BY: Mike Estes, Director of Community Services 

SUBJECT: Memorandum of Understanding to Accept Local Return Funds for Participation in the National Transit Database Reporting Program for FY 2015-16

BACKGROUND

Since 2009, the City has participated in the Los Angeles County Metropolitan Transportation Authority (LACMTA) National Transit Database (NTD) reporting program. The NTD program is a discretionary incentive grant program in which the City reports key statistical data for the City's Lawndale Beat Fixed-Route Transportation system to LACMTA in exchange for Proposition A local return funds. The NTD results, which measure the effectiveness of local transportation programs, are reported to the Federal Transit Administration (FTA) each year and the data is used to allocate federal dollars for transportation-specific funding.

STAFF REVIEW

Approximately two years ago, the City completed a successful audit of the Lawndale Beat motor bus transportation system for FY 2015-16. The results of the audit produced no findings. As a result, the City has been awarded \$35,029.00 by LACMTA for said reporting year. Once the attached Memorandum of Understanding (MOU) is fully executed and LACMTA is invoiced by the City, funding will be released to the City by LACMTA.

The funds received from LACMTA are strictly Proposition A eligible funds and must be used on Proposition A eligible projects such as, but certainly not limited to: bus stop improvements, bus benches, trash receptacles, route signage, operational expenses, vehicle upgrades, etc.

The MOU is received at this time because the award of funds for a successful audit lags approximately two years behind the actual date of the respective fiscal year audit. Since the audit for FY 2015-16 has been completed, the City has completed successful audits for fiscal years 2016-2017 and 2017-18, and will realize a subsequent award of approximately the same dollar amount in future years. The City will continue to participate in the NTD reporting program in future years, and as long as the funding continues to be available.

LEGAL REVIEW

The City Attorney, Tiffany Israel, has reviewed the attached MOU as to form.

FUNDING

No funding is required.

RECOMMENDATION

Staff recommends that the City Council: 1) approve the attached Memorandum of Understanding (MOU) with the Los Angeles County Metropolitan Transportation Authority to accept \$35,029.00 of Proposition A local return funds; and 2) authorize the Mayor or City Manager to execute the MOU on behalf of the City.

Attachments:

Memorandum of Understanding for Collecting and Reporting Data for the National Transit Database for FY 2015-16

**PROPOSITION A DISCRETIONARY INCENTIVE GRANT PROGRAM
MEMORANDUM OF UNDERSTANDING
FOR COLLECTING AND REPORTING DATA FOR THE
NATIONAL TRANSIT DATABASE
FOR REPORT YEAR 2016**

This Memorandum of Understanding (MOU) is entered into as of July 31, 2018 by and between Los Angeles County Metropolitan Transportation Authority ("LACMTA") and the City of Lawndale (the "City").

WHEREAS, on November 14, 1980, the voters of the County of Los Angeles approved by majority vote Proposition A, an ordinance establishing a one-half percent sales tax for public transit purposes; and

WHEREAS, at its September 26, 2001 meeting, the LACMTA authorized payment of Proposition A Discretionary Incentive funds to each participating agency in an amount equal to the Federal funds generated for the region by each agency's reported data; and

WHEREAS, at its June 14, 2017 meeting, LACMTA approved the Fiscal Year FY 2017-18 transit fund allocations, which included funds to make payments to all cities that voluntarily reported NTD data for FY 2015-16; and

WHEREAS, the City has been a participant in LACMTA's Consolidated National Transit Database (NTD) Reporters Random Sampling Program for FY 2015-16 and has voluntarily submitted NTD data to the LACMTA for FY 2015-16 which successfully passed independent audit without findings; and

WHEREAS, the City has requested funds under the Proposition A Discretionary Incentive Program for collecting and reporting data for the NTD from the FY 2015-16 Report Year (the "Project"); and

WHEREAS, on July 16, 2018, the Federal Transit Administration (FTA) published in the Federal Register the FY 2017-18 Apportionments, Allocations, and Program Information including unit values for the data reported to the NTD; and

WHEREAS, the parties desire to agree on the terms and conditions for payment for the Project.

NOW, THEREFORE, LACMTA and the City hereby agree to the following terms and procedures:

ARTICLE 1. TERM

1.0 This Memorandum of Understanding ("MOU") will be in effect from July 1, 2018, through June 30, 2022 at which time all unused funds shall lapse.

ARTICLE 2. STANDARDS

- 2.0 To receive payment for the submittal of the FY 2015-16 NTD statistics, the City warrants that it:
- A. Adhered to the Federal Guidelines for collecting and Reporting NTD statistics including all audit requirements;
 - B. Prepared and submitted the FY 2015-16 **ANNUAL NTD REPORT** of the City's fixed-route and/or demand response transit service to the LACMTA on or before **October 31, 2017**;

ARTICLE 3. PAYMENT OF FUNDS TO CITY

- 3.0 LACMTA shall pay the City for collecting and reporting FY 2015-16 NTD statistics. LACMTA shall pay the City for submitting the FY 2015-16 **ANNUAL NTD REPORT** for the applicable transit services as follows:

MOTOR BUS SERVICE

For City's motor bus service, LACMTA shall pay an amount equal to the 82,630 revenue vehicle miles reported by the City multiplied by the FTA unit value of \$0.4239291 per revenue vehicle mile. See Attachment A for detail.

- 3.1 The City shall submit one invoice to LACMTA prior to **December 31, 2020**, in the amount of **\$35,029** in order to receive its payment described above.

3.2 **INVOICE BY CITY:**

Send invoice with supporting documentation to:

Los Angeles County Metropolitan Transportation Authority
Accounts Payable
P. O. Box 512296
Los Angeles, CA 90051-0296
accountspayable@metro.net

Re: LACMTA MOU# MOUPAILAWN18000 M.S. Chelsea Meister (99-4-3)

ARTICLE 4. CONDITIONS

- 4.0 The City agrees to comply with all requirements specified by the FTA guidelines for reporting NTD statistics.

- 4.1 The City understands and agrees that LACMTA shall have no liability in connection with the City's use of the funds. The City shall indemnify, defend, and hold harmless LACMTA and its officers, agents, and employees from and against any and all liability and expenses including defense costs and legal fees and claims for damages of any nature whatsoever, arising out of any act or omission of the City, its officers, agents, employees, and subcontractors in performing the services under this MOU.
- 4.2 The City is not a contractor, agent or employee of LACMTA. The City shall not represent itself as a contractor, agent or employee of LACMTA and shall have no power to bind LACMTA in contract or otherwise.
- 4.3 The City agrees that expenditure of the Proposition A Discretionary Incentive funds will be used for projects that meet the eligibility, administrative, audit and lapsing requirements of the Proposition A and Proposition C Local Return guidelines most recently adopted by the LACMTA Board.
- 4.4 These expenditures will be subject to **AUDIT** as part of LACMTA's annual Consolidated Audit.

ARTICLE 5. REMEDIES

- 5.0 LACMTA reserves the right to terminate this MOU and withhold or recoup funds if it determines that the City has not met the requirements specified by the FTA for collecting and submitting NTD statistics through LACMTA.

ARTICLE 6. MISCELLANEOUS

- 6.0 This MOU constitutes the entire understanding between the parties, with respect to the subject matter herein.
- 6.1 The MOU shall not be amended, nor any provisions or breach hereof waived, except in writing signed by the parties who agreed to the original MOU or the same level of authority.

ARTICLE 7. CONTACT INFORMATION

- 7.0 LACMTA's Address:
Los Angeles County Metropolitan Transportation Authority
One Gateway Plaza
Los Angeles, CA 90012
Attention: Chelsea Meister (99-4-3)

7.1 City's Address:
Lawndale
Lawndale Community Services Department: 14700 Burin Ave.,
Lawndale, CA 90260
Attn: Mike Estes
MEstes@lawndalecity.org

IN WITNESS WHEREOF, the City and LACMTA have caused this MOU to be executed by their duly authorized representatives on the date noted below:

CITY:
City of Lawndale

Los Angeles County Metropolitan
Transportation Authority

Mayor/City Manager

By: _____
PHILLIP A. WASHINGTON
Chief Executive Officer

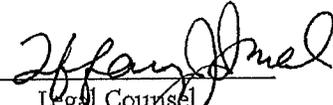
Date: _____

Date: _____

APPROVED AS TO FORM:

APPROVED AS TO FORM:

MARY C. WICKHAM
County Counsel

By: 
Legal Counsel

By: 
Deputy

Date: 5/27/19

Date: 5/2/19



CITY OF LAWNDALE

14717 BURIN AVENUE, LAWNDALE, CALIFORNIA 90260
 PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: June 17, 2019

TO: Honorable Mayor and City Council

FROM: Stephen N. Mandoki, City Manager *[Signature]*

PREPARED BY: Michael Reyes, Municipal Services Director *[Signature]*
 Marla L. Pendleton, CPA, Director of Finance and City Treasurer *[Signature]*

SUBJECT: Los Angeles Sheriff's Department Law Enforcement Services Agreement and Service Level Authorization

BACKGROUND

In January 2014, the City of Lawndale (herein referred to as the City) entered into a Municipal Law Enforcement Services Agreement with the County of Los Angeles (herein referred to as the County) for the Sheriff's Department to perform general law enforcement services within the corporate limits of the City from January 1, 2014 through June 30, 2019. Per the Agreement, terms of any renewal were to be reached by the City and County no later than six months prior to the expiration of the existing Agreement.

STAFF REVIEW

The proposed Municipal Law Enforcement Services Agreement, effective July 1, 2019 through June 30, 2024, includes no changes in the service level for the City. Based on the current service level, as included in the Service Level Authorization (FY20 included as Attachment A of the Agreement), estimated total annual costs for FY20 has increased \$321,240, 5.5%, from \$5,870,252 for FY19 to \$6,191,495 for FY20. The increase is attributed to increases in the productive hourly rates per officer and the liability insurance rate, which were \$267,599 and \$53,642, respectively, for a total increase of \$321,240. The productive hourly rate per officer is calculated annually by the County Auditor-Controller and adjusted as necessary effective July 1 of each year. Liability insurance rates of 11% of estimated costs increased .5% from the 10.5% included in the 2014 Agreement.

Rank	No. Pos.	Cost for Services By Rank			Liability Insurance Cost			Total Increase
		FY19	FY20	Increase	FY19	FY20	Increase	
Deputy Sheriff								
40- Hour Unit	2.0	581,592	610,148	28,556	61,067	67,116	6,049	34,605
56 – Hour Unit	7.0	2,849,805	2,989,728	139,923	299,230	328,870	29,641	169,564
Non-Relief Unit	4.0	1,057,440	1,109,360	51,920	111,031	122,030	10,998	62,918
Non-Relief (Bonus 1)	1.0	281,354	297,689	16,335	29,542	32,746	3,204	19,539
<u>Supp Positions</u>								
Sergeant	1.0	235,863	247,580	11,717	0	0	0	11,717
Law Enforce Tech	0.5	47,450	50,263	2,813	4,982	5,529	547	3,359
Motor Deputy	1.0	281,354	297,689	16,335	29,542	32,746	3,204	19,539
Total		5,334,858	5,602,457	267,599	535,394	589,036	53,642	321,240

LEGAL REVIEW

The City Attorney has reviewed the proposed agreement and approves it to form.

FISCAL IMPACT

Total costs requested in the Public Safety, Department 210, budget for FY20 is \$6,151,252, a difference of \$40,243 from the \$6,191,495 estimate provided by the County. No budget adjustment is requested at this time since actual cost varies depending on hours charged by officers. Contract increases have been funded through Measure L Transaction Tax.

RECOMMENDATION

Staff recommends that the City Council approve the Municipal Law Enforcement Services Agreement with the County of Los Angeles and authorize the Mayor to execute it on behalf of the City and authorize the City Manager to execute the Service Level Authorization on behalf of the City

Attachments: Municipal Law Enforcement Services Agreement By and Between County of Los Angeles and City of Lawndale

Service Level Authorization

**MUNICIPAL LAW ENFORCEMENT SERVICES AGREEMENT
BY AND BETWEEN
COUNTY OF LOS ANGELES
AND CITY OF LAWDALE**

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ATTACHMENT C:	Public Safety Equipment Use Requirements	

**MUNICIPAL LAW ENFORCEMENT SERVICES AGREEMENT
BY AND BETWEEN
COUNTY OF LOS ANGELES
AND CITY OF LAWNSDALE**

This Municipal Law Enforcement Services Agreement ("Agreement") is made and entered into this _____ day of _____, 2019 by and between the County of Los Angeles ("County") and the City of Lawnsdale ("City").

RECITALS

- A. Whereas, the City is desirous of contracting with the County for the performance of municipal law enforcement services by the Los Angeles County Sheriff's Department ("Sheriff's Department"); and
- B. Whereas, the County is agreeable to rendering such municipal law enforcement services on the terms and conditions set forth in this Agreement; and
- C. Whereas, this Agreement is authorized by Sections 56½ and 56¾ of the County Charter and California Government Code Section 51301.

NOW THEREFORE, in consideration of the mutual covenants contained herein, and for good and valuable consideration, the parties mutually agree as follows:

1.0 SCOPE OF SERVICES

- 1.1 The County, by and through the Sheriff's Department, agrees to provide general law enforcement services within the corporate limits of the City to the extent and in the manner hereinafter set forth in this Agreement.
- 1.2 Except as otherwise specifically set forth in this Agreement, such services shall only encompass duties and functions of the type coming within the jurisdiction of and customarily rendered by the Sheriff's Department under the County Charter, State of California statutes, and the City municipal codes.
- 1.3 General law enforcement services performed hereunder may include, if requested by the City, supplemental security support, supplemental sworn officer support, and supplemental professional civilian support staff.

2.0 ADMINISTRATION OF PERSONNEL

- 2.1 During the term of this Agreement, the Sheriff or his designee shall serve as the Chief of Police of the City and shall perform the functions of the Chief of Police at the direction of the City.
- 2.2 The rendition of the services performed by the Sheriff's Department, the standards of performance, the discipline of officers, and other matters incident to the performance of such services and the control of personnel so employed shall remain with the County. The City understands and agrees that, at the Sheriff's Department's sole discretion, the Sheriff's Department may redeploy personnel for mutual aid purposes pursuant to the California Emergency Services Act, codified at California Government Code Sections 8550-8668. Absent exigent circumstances, any sustained deployment of more than fifty percent (50%) of the City's contracted items requires consultation with the City manager or his/her designee.
- 2.3 In the event of a dispute between the parties to this Agreement as to the extent of the duties and functions to be rendered hereunder, or the minimum level or manner of performance of such service, the City shall be consulted and a mutual determination thereof shall be made by both the Sheriff's Department and the City. The City shall first consult with the Station Captain, Division Commander, and Division Chief, in an effort to reach a mutual determination. If a mutual determination cannot be realized at a subordinate level, then the matter will be elevated to a Sheriff's Department Assistant Sheriff or the Sheriff.
- 2.4 With regard to Paragraphs 2.2 and 2.3 above, the Sheriff's Department, in an unresolved dispute, shall have final and conclusive determination as between the parties hereto.
- 2.5 All City employees who work in conjunction with the Sheriff's Department pursuant to this Agreement shall remain employees of the City and shall not have any claim or right to employment, civil service protection, salary, or benefits or claims of any kind from the County based on this Agreement. No City employees as such shall become employees of the County unless by specific additional agreement in the form of a merger agreement which must be concurrently adopted

by the City and the County. The Sheriff's Department will provide approved City employees with the required training necessary to access authorized County programs (i.e. CAD, MDC, etc.), so such City employees can perform the functions of their positions.

- 2.6 While performing law enforcement services and functions under this Agreement, every Sheriff's Department employee shall be authorized to enforce all City laws and regulations, including all City codes and ordinances.
- 2.7 The City shall not be called upon to assume any liability for the direct payment of any Sheriff's Department salaries, wages, or other compensation to any County personnel performing services hereunder for the City. Except as herein otherwise specified, the City shall not be liable for compensation or indemnity to any County employee or agent of the County for injury or sickness arising out of the performance of services under this Agreement.
- 2.8 As part of its compliance with all applicable laws and regulations relating to employee hiring, the County agrees that the County Civil Service Rules to which it is subject and which prohibit discrimination on the basis of non-merit factors, shall for purposes of this Agreement be read and understood to prohibit discrimination on the basis of sexual orientation.

3.0 DEPLOYMENT OF PERSONNEL

- 3.1 Services performed hereunder and specifically requested by the City shall be developed in conjunction with the Sheriff's Department and indicated on Attachment A, Los Angeles County Sheriff's Department Service Level Authorization (SH-AD 575) Form, of this Agreement.
- 3.2 The City, or its designated representative, shall meet with its respective Sheriff's Department Station Captain when requesting law enforcement services to be performed in the City, and provide direction to the Sheriff's Department Station Captain regarding the method of deployment for such services. The City and the Sheriff's Department shall also determine a minimum daily standard of staffing needs for services rendered to ensure an adequate personnel presence during station operation and patrol. The City and the Station Captain shall meet to discuss the minimum daily standard which is documented in Attachment A, Los Angeles

County Sheriff's Department Service Level Authorization (SH-AD 575) Form, of this Agreement. The Station Captain shall endeavor to meet this standard without increased cost to the City. The Sheriff's Department shall ensure that all services are delivered in a manner consistent with the priorities, annual performance objectives, and goals established by the City.

- 3.3 The Sheriff's Department shall make every attempt to avoid deployment deficiencies (i.e., "busting" of cars) by following the daily minimum standard of staffing, as stipulated in Attachment A, Los Angeles County Sheriff's Department Service Level Authorization (SH-AD 575) Form, of this Agreement. Should deployment deficiencies occur, the Sheriff's Department should make every effort to reallocate those resources to the shift where the deficiencies occurred. Should the Sheriff's Department determine that a temporary increase, decrease, and/or realignment in the deployment methodologies is necessary, the Sheriff's Department shall promptly notify the City of this change in advance. In the event that prior notice is not possible, the City shall be notified of the change within two (2) City business days. If monthly service compliance falls below ninety-eight percent (98%), then the Sheriff's Department Station Captain shall meet with the City to discuss compliance and identify a plan for resolution. If the quarterly and/or year-to-date (September 30th, December 31st, March 31st, and June 30th) service compliance falls below ninety-eight percent (98%), then the respective Sheriff's Department Division Chief shall meet with the Sheriff's Department Station Captain and the City to discuss compliance and identify a plan for resolution. If the City is dissatisfied with the outcome of either resolution process, the matter will be elevated to a Sheriff's Department Assistant Sheriff or the Sheriff until all City concerns are fully resolved. Resolution may include, but is not limited to, the use of overtime, staffing adjustments, and/or City-initiated service suspensions, at no additional cost to the City. If the City determines it is unnecessary, the City may waive either dispute resolution process discussed above.
- 3.4 A new Attachment A, Los Angeles County Sheriff's Department Service Level Authorization (SH-AD 575) Form, of this Agreement shall be authorized and signed annually by the City and the Sheriff or his designee effective each July 1,

and attached hereto as an Amendment to this Agreement.

- 3.5 Should the City request a change in the level of service other than pursuant to the annual July 1 readjustment, a revised Attachment A, Los Angeles County Sheriff's Department Service Level Authorization (SH-AD 575) Form, of this Agreement shall be signed and authorized by the City and the Sheriff or his designee and attached hereto as an Amendment to this Agreement.
- 3.6 The most recent dated and signed Attachment A, Los Angeles County Sheriff's Department Service Level Authorization (SH-AD 575) Form, of this Agreement shall be the staffing level in effect between the County and the City.
- 3.7 The City is not limited to the services indicated in Attachment A, Los Angeles County Sheriff's Department Service Level Authorization (SH-AD 575) Form, of this Agreement. The City may also request any other service or equipment in the field of public safety, law, or related fields within the legal power of the Sheriff's Department to provide. Such other services and equipment shall be reflected in a revised Attachment A, Los Angeles County Sheriff's Department Service Level Authorization (SH-AD 575) Form, of this Agreement under the procedures set forth in Paragraphs 3.4 and 3.5 above.
- 3.8 With regard to any public safety equipment requested by the City and set forth on Attachment A, Los Angeles County Sheriff's Department Service Level Authorization (SH-AD 575) Form, of this Agreement, the City shall adhere to the terms and conditions set forth in Attachment C, Public Safety Equipment Use Requirements, of this Agreement.

4.0 PERFORMANCE OF AGREEMENT

- 4.1 For the purpose of performing general law enforcement services under this Agreement, the County shall furnish and supply all necessary labor, supervision, equipment, communication facilities, and supplies necessary to maintain the agreed level of service to be rendered hereunder.
- 4.2 Notwithstanding the foregoing, the City may provide additional resources for the County to utilize in performance of the services.
- 4.3 When and if both parties to this Agreement concur as to the necessity of maintaining a law enforcement headquarters or Sheriff's Department substation

within the City which would not normally be provided by the Sheriff's Department, the City shall furnish at its own cost and expense all necessary office space, and the Sheriff's Department shall have authority to negotiate with the City regarding which entity shall pay for furniture and furnishings, office supplies, janitor service, telephone, light, water, and other utilities.

- 4.4 It is expressly further understood that in the event a local office or building is maintained in the City, such local office or building may be used by the Sheriff's Department in connection with the performance of its duties in territory outside of the City, provided, however, that the performance of such outside duties shall not be at any additional cost to the City.
- 4.5 Notwithstanding the foregoing, it is mutually agreed that in all instances where special supplies, stationery, notices, forms, and the like must be issued in the name of the City, the same shall be supplied by the City at its own cost and expense.

5.0 INDEMNIFICATION

- 5.1 The parties hereto have executed an Assumption of Liability Agreement approved by the County Board of Supervisors on December 27, 1977, and/or a Joint Indemnity Agreement approved by the County 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 Agreement as if set out in full herein.
- 5.2 The parties hereto have also executed a County-City Special Indemnity Agreement approved by the County Board of Supervisors on August 25, 2009. This document is made a part of and incorporated into this Agreement as if set out in full herein.
- 5.3 In the event the County Board of Supervisors later approves a revised Joint Indemnity Agreement and the City executes the revised agreement, the subsequent agreement as of its effective date shall supersede the agreement previously in effect between the parties hereto.

6.0 TERM OF AGREEMENT

- 6.1 The term of this Agreement shall be from July 1, 2019 through June 30, 2024, unless sooner terminated or extended as provided for herein.
- 6.2 At the option of the County Board of Supervisors and with the consent of the City

Council, this Agreement may be renewed or extended for successive periods not to exceed five (5) years each.

- 6.3 Nine (9) months prior to the expiration of this Agreement, the parties shall meet and confer in good faith to discuss the possible renewal or extension of this Agreement pursuant to Paragraph 6.2 above. The parties shall reach an agreement as to the terms of any renewal or extension period no later than six (6) months prior to the expiration of this Agreement. Absent mutual agreement by the parties within that time frame, this Agreement shall expire at the conclusion of the then-existing term.

7.0 RIGHT OF TERMINATION

- 7.1 Either party may terminate this Agreement as of the first day of July of any year upon notice in writing to the other party of not less than sixty (60) calendar days prior thereto.
- 7.2 Notwithstanding any provision herein to the contrary, the City may terminate this Agreement upon notice in writing to the County given within sixty (60) calendar days of receipt of written notice from the County of any increase in the rate for any service to be performed hereunder, and in such an event this Agreement shall terminate sixty (60) calendar days from the date of the City's notice to the County.
- 7.3 This Agreement may be terminated at any time, with or without cause, by either party upon written notice given to the other party at least one hundred eighty (180) calendar days before the date specified for such termination.
- 7.4 In the event of a termination, each party shall fully discharge all obligations owed to the other party accruing prior to the date of such termination, and, except as otherwise provided herein, each party shall be released from all obligations which would otherwise accrue subsequent to the date of termination.

8.0 BILLING RATES

- 8.1 The City shall pay the County for the services and equipment provided under the terms of this Agreement at the billing rates set forth on Attachment B, Contract City Law Enforcement Services and Equipment Master Rate Sheet, of this Agreement, as established by the County Auditor-Controller.
- 8.2 The billing rates set forth on Attachment B, Contract City Law Enforcement

Services and Equipment Master Rate Sheet, of this Agreement shall be readjusted by the County Auditor-Controller annually effective July 1 of each year, published by the County, and attached hereto as an Amendment to this Agreement, to reflect the cost of such service in accordance with the policies and procedures for the determination of such rates as adopted by the County Board of Supervisors.

8.3 The City shall be billed at the current fiscal year's billing rates based on the service level provided within the parameters of Attachment A, Los Angeles County Sheriff's Department Service Level Authorization (SH-AD 575) Form, of this Agreement.

8.4 The billing rates for other services and equipment requested pursuant to Paragraph 3.7 of this Agreement and not set forth on Attachment B, Contract City Law Enforcement Services and Equipment Master Rate Sheet, of this Agreement shall be determined by the County Auditor-Controller in accordance with the policies and procedures established by the County Board of Supervisors and then set forth and published on a revised Attachment B, Contract City Law Enforcement Services and Equipment Master Rate Sheet, of this Agreement.

9.0 PAYMENT PROCEDURES

9.1 The County, through the Sheriff's Department, shall render to the City, after the close of each calendar month, a summarized invoice which covers all services performed during said month, and the City shall pay the County for all undisputed amounts within sixty (60) calendar days after date of the invoice.

9.2 If such payment is not delivered to the County office which is described on the invoice within sixty (60) calendar days after the date of the invoice, the County is entitled to recover interest thereon. For all disputed amounts, the City shall provide the County with written notice of the dispute including the invoice date, amount, and reasons for dispute within ten (10) calendar days after receipt of the invoice. The parties shall memorialize the resolution of the dispute in writing. For any disputed amounts, interest shall accrue if payment is not received within sixty (60) calendar days after the dispute resolution is memorialized.

9.3 Interest shall be at the rate of ten percent (10%) per annum or any portion thereof, calculated from the last day of the month in which the services were performed, or

in the case of disputed amounts, calculated from the date the resolution is memorialized.

- 9.4 Notwithstanding the provisions of California Government Code Section 907, if such payment is not delivered to the County office which is described on said invoice within sixty (60) calendar days after the date of the invoice, or in the case of disputed amounts, from the date the resolution is memorialized, the County may satisfy such indebtedness, including interest thereon, from any funds of the City on deposit with the County without giving further notice to the City of the County's intention to do so.

10.0 NOTICES

- 10.1 Unless otherwise specified herein, all notices or demands required or permitted to be given or made under this Agreement shall be in writing and shall be hand delivered with signed receipt or mailed by first class registered or certified mail, postage prepaid, addressed to the parties at the following addresses and to the attention of the person named. Addresses and persons to be notified may be changed by either party by giving ten (10) calendar days prior written notice thereof to the other party.

- 10.2 Notices to the County shall be addressed as follows:

Los Angeles County Sheriff's Department
Contract Law Enforcement Bureau
Attn: Unit Commander
211 W. Temple Street. 7th Floor
Los Angeles, California 90012
Phone #: 213-229-1647

- 10.3 Notices to the City of shall be addressed as follows:

City of Lawndale
Attn:
Address:
Phone #:

11.0 AMENDMENTS

- 11.1 Except for changes pursuant to Paragraphs 8.2 and 8.4 of this Agreement, all changes, modifications, or amendments to this Agreement must be in the form of a written Amendment duly executed by the County Board of Supervisors and an

authorized representative of the City.

11.2 Notwithstanding Paragraph 11.1 above, the Sheriff or his designee is hereby authorized to execute, on behalf of the County, any Amendments and/or supplemental agreements referenced in Sections 3.0, 4.0, and 9.0 of this Agreement.

11.3 In accordance with Paragraphs 8.2 and 8.4 of this Agreement, the Sheriff or his designee is hereby authorized to publish, on behalf of the County, the annual revised Attachment B, Contract City Law Enforcement Services and Equipment Master Rate Sheet, of this Agreement. The revised Attachment B, Contract City Law Enforcement Services and Equipment Master Rate Sheet, of this Agreement shall serve as an Amendment to this Agreement, but shall not require the signature of either party.

12.0 AUTHORIZATION WARRANTY

12.1 The City represents and warrants that the person executing this Agreement for the City is an authorized agent who has actual authority to bind the City to each and every term, condition, and obligation of this Agreement and that all requirements of the City have been fulfilled to provide such actual authority.

12.2 The County represents and warrants that the person executing this Agreement for the County is an authorized agent who has actual authority to bind the County to each and every term, condition, and obligation of this Agreement and that all requirements of the County have been fulfilled to provide such actual authority.

13.0 ENTIRE AGREEMENT

This Agreement, including Attachment A, Attachment B, and Attachment C, and any Amendments hereto constitute the complete and exclusive statement of understanding of the parties which supersedes all previous agreements, written or oral, and all communications between the parties relating to the subject matter of this Agreement. No change to this Agreement shall be valid unless prepared pursuant to Section 11.0, Amendments, of this Agreement.

**MUNICIPAL LAW ENFORCEMENT SERVICES AGREEMENT
BY AND BETWEEN
COUNTY OF LOS ANGELES
AND CITY OF LAWDALE**

IN WITNESS WHEREOF, the County of Los Angeles, by order of its Board of Supervisors, has caused this Agreement to be executed by the Sheriff of Los Angeles County, and the City has caused this Agreement to be executed by its duly authorized representative, on the dates written below.

COUNTY OF LOS ANGELES

By _____
ALEX VILLANUEVA
Sheriff

Date _____

CITY OF LAWDALE

By _____

Date _____

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:
MARY C. WICKHAM
County Counsel

By _____
Principal Deputy County Counsel

APPROVED AS TO FORM:
CITY ATTORNEY

By _____

PUBLIC SAFETY EQUIPMENT USE REQUIREMENTS

1.0 TRANSFER OF PUBLIC SAFETY EQUIPMENT

1.1 The County, through the Sheriff's Department, hereby transfers the public safety equipment set forth on Attachment A, Los Angeles County Sheriff's Department Service Level Authorization (SH-AD 575) Form, of this Agreement ("Equipment") for the exclusive use of the City during the term of the Agreement.

2.0 USE OF EQUIPMENT

2.1 The City may use the Equipment for any lawful purpose, including use in connection with public safety activities in all areas under the City's jurisdiction.

2.2 The City shall not use or operate the Equipment in violation of any federal, state, or local law, rule, regulation, or ordinance.

2.3 The Equipment shall not be used or operated as follows:

2.3.1 In a manner subjecting the Equipment to depreciation above the normal depreciation associated with public safety use; and/or

2.3.2 For an illegal purpose or by a person under the influence of alcohol or narcotics.

3.0 SAFEKEEPING AND MAINTENANCE

3.1 The City shall exercise due care for the safekeeping of the Equipment during the term of the Agreement.

3.2 The City shall ensure that the Equipment is kept in good working order and condition, shall ensure that the Equipment is scheduled and available to County for the performance of its regularly scheduled maintenance by the County, and shall comply in every respect with any manufacturer's/owner's manual that comes with the Equipment.

3.3 The County shall perform all maintenance and repairs required for the proper operation of the Equipment. Except as otherwise set forth herein, such maintenance and repairs are provided in exchange for the City's payment of the annual billing rates set forth on Attachment B, Contract City Law Enforcement Services and Equipment Master Rate Sheet, of the Agreement. The City has the right to inspect said Equipment prior to acceptance of the Equipment following maintenance and repairs by the County.

3.4 Maintenance and repairs provided by the County under the Agreement may be

performed by the County, its third party vendors, and/or the manufacturer of the Equipment.

- 3.5 The County shall assume responsibility for ensuring that the Equipment has been inspected or otherwise tested in accordance with the laws of the State of California and the United States prior to use by the City.
- 3.6 The City shall inspect the Equipment upon initial delivery and return from County following maintenance and repair, and, by acceptance thereof, finds the Equipment in good working order and condition.
- 3.7 The Equipment shall be maintained and repaired solely by the County. The City and any of its third party vendors are prohibited from performing any maintenance and repairs on the Equipment.
- 3.8 All regularly scheduled maintenance shall be performed by the County, and the City shall timely present the Equipment to the County for the performance of regularly scheduled maintenance at the direction of, and in accordance with the policies and procedures of, the Sheriff's Department's Communications and Fleet Management Bureau. The Sheriff's Department shall make every effort to perform any maintenance in a timely manner.
- 3.9 Any Equipment requiring maintenance and repair by the County for any extended length of time, as determined by the Sheriff's Department's Communications and Fleet Management Bureau, may, at the sole discretion of the County, receive a temporary replacement piece of Equipment. All terms and conditions set forth herein shall apply to the City's use of any temporary replacement Equipment provided by the County. The County shall not be responsible for any damages or liability resulting from the City's loss of use of the Equipment during the performance of maintenance and repair services by the County.

4.0 INSPECTION BY COUNTY

- 4.1 The County shall have the right to inspect the Equipment, immediately upon request by the County, at any time during the term of the Agreement. The City shall provide the County with such operating, and other information, or copies of any such records maintained by the City with respect to the Equipment, as the County or any government agency may require from time to time.

5.0 TITLES

- 5.1 The County shall retain ownership of the Equipment used by the City during the term of the Agreement. Legal title to the Equipment is, and shall, at all times, remain in the name of the County. The Equipment shall not be transferred or delivered by the City to any persons other than the County without the County's prior written consent.

6.0 INDEMNIFICATION

6.1 The City agrees to indemnify, defend, and hold harmless the County from any and all liability, losses, or damages the County may suffer and from any claims, demands, costs, or judgments against the County arising out of City's use or operation of the Equipment. This indemnification does not extend to (1) any liability resulting from inherent defects or malfunctions in such Equipment related to manufacturer's acts or omissions, or (2) negligent or wrongful maintenance or repair of the Equipment provided by the County.

7. RISK OF LOSS

7.1 The City shall assume all risk of loss to the Equipment from the time it is delivered by the County to the City, and inspected and accepted by the City, until (1) the Equipment is returned to the County upon expiration or termination of the Agreement, or (2) the County regains temporary possession of the Equipment for purposes of providing maintenance and repair.

7.2 Upon inspection/acceptance of the Equipment, the City shall be responsible for any and all damage to the Equipment, except those damages resulting from (1) inherent defects or malfunctions in such Equipment related to manufacturer's acts or omissions, or (2) the negligent or wrongful maintenance or repair of the Equipment provided by the County.

7.3 In the event of damage to the Equipment or the Equipment is in need of repair, the City shall notify the County to that effect and follow such instructions that the County may provide with respect to repair or disposal of the Equipment. If the Equipment is lost, stolen, destroyed, or declared to be a total constructive loss (subject to the County's agreement as to such condition), the City shall properly notify the County thereof and hold any Equipment for disposal by the County. With respect to any loss, theft, or destruction of the Equipment, the County and the City shall negotiate the value for comparable equipment in a condition similar to the lost, stolen, or destroyed Equipment immediately prior to any such loss. The City shall reimburse the County for the value of the lost, stolen, or destroyed Equipment.

8.0 BILLING RATES

8.1 As further discussed in Section 8.0, Billing Rates, of the Agreement, the City shall pay the County for the use of the Equipment provided under the Agreement at the annual billing rates set forth on Attachment B, Contract City Law Enforcement Services and Equipment Master Rate Sheet, of the Agreement, as established by the County Auditor-Controller.



**LOS ANGELES COUNTY SHERIFF'S DEPARTMENT
CONTRACT CITY LAW ENFORCEMENT SERVICES
SERVICE LEVEL AUTHORIZATION (SH-AD 575)**

CITY: Lawndale **FISCAL YEAR:** 2019-2020 **EFFECTIVE DATE:** 7/1/2019

RANK	DEPUTY SHERIFF SERVICE UNIT	RELIEF FACTOR	SERVICE CODE	CHANGE		ANNUAL RATE	ESTIMATED TOTAL ANNUAL COST	LIABILITY 11%	TOTAL ANNUAL COST w/LIABILITY	ANNUAL HOURS PER SERVICE UNIT	ANNUAL HOURS SCHEDULED	ANNUAL MINUTES SCHEDULED	PERSONNEL REQUIRED
				PREV.	NEW								
Deputy Sheriff	40-Hour Unit		306	2.00	2.00	\$ 305,074.00	\$ 610,148.00	\$ 67,116.28	\$ 677,264.28	2,086	4,172	250,320	2,332
Deputy Sheriff	56-Hour Unit		307	7.00	7.00	\$ 427,104.00	\$ 2,989,728.00	\$ 328,870.08	\$ 3,318,598.08	2,920	20,440	1,226,400	11,424
Deputy Sheriff	Non-Relief		310	4.00	4.00	\$ 277,340.00	\$ 1,109,360.00	\$ 122,029.60	\$ 1,231,389.60	1,789	7,156	429,360	4,000

RANK	DEPUTY SHERIFF SERVICE UNIT (BONUS)	RELIEF FACTOR	SERVICE CODE	CHANGE		ANNUAL RATE	ESTIMATED TOTAL ANNUAL COST	LIABILITY 11%	TOTAL ANNUAL COST w/LIABILITY	ANNUAL HOURS PER SERVICE UNIT	ANNUAL HOURS SCHEDULED	ANNUAL MINUTES SCHEDULED	PERSONNEL REQUIRED
				PREV.	NEW								
Deputy Sheriff, Bonus I			305	1.00	1.00	\$ 297,689.00	\$ 297,689.00	\$ 32,745.79	\$ 330,434.79	1,789	1,789	107,340	1,000
										0	0	0	0,000

RANK	GROWTH/GRANT DEPUTY UNIT	RELIEF FACTOR	SERVICE CODE	CHANGE		ANNUAL RATE	ESTIMATED TOTAL ANNUAL COST	LIABILITY 11%	TOTAL ANNUAL COST w/LIABILITY	ANNUAL HOURS PER SERVICE UNIT	ANNUAL HOURS SCHEDULED	ANNUAL MINUTES SCHEDULED	PERSONNEL REQUIRED
				PREV.	NEW								

RANK	SUPPLEMENTAL POSITIONS	RELIEF FACTOR	SERVICE CODE	CHANGE		ANNUAL RATE	ESTIMATED TOTAL ANNUAL COST	LIABILITY 11%	TOTAL ANNUAL COST w/LIABILITY	ANNUAL HOURS PER SERVICE UNIT	ANNUAL HOURS SCHEDULED	ANNUAL MINUTES SCHEDULED	PERSONNEL REQUIRED
				PREV.	NEW								
Sergeant	Non-Relief		353	1.00	1.00	\$ 247,580.00	\$ 247,580.00	\$ -	\$ 247,580.00	1,789	1,789	107,340	1,000
Law Enforcement Technician (w/out vef)	Non-Relief		339	0.50	0.50	\$ 100,525.00	\$ 50,262.50	\$ 5,528.88	\$ 55,791.38	1,789	895	53,670	0,500
Motor Deputy	Non-Relief		305A	1.00	1.00	\$ 297,689.00	\$ 297,689.00	\$ 32,745.79	\$ 330,434.79	1,789	1,789	107,340	1,000
Estimated Cost for Service Units: \$ 5,602,456.50									Estimated Subtotal: \$ 6,191,492.92				
									Public Safety Equipment Cost (See page 3): \$				
									Estimated Total Annual Cost: \$ 6,191,492.92				

The terms of this Service Level Authorization (SH-AD 575) will remain in effect until a subsequent SH-AD 575 is signed and received by LASD. Notwithstanding, annual rates shall be revised annually per Sections 8.2 and 11.3 of the MLESA.

LASD Approval By: Captain Duane Allen **Report Prepared By:** Kristen Deschino
 UNIT COMMANDER NAME SIGNATURE DATE SERGEANT DATE

City Approval By: "I certify that I am authorized to make this commitment on behalf of the City." **Processed at CLEB By:** _____
 CITY OFFICIAL NAME SIGNATURE DATE SERGEANT DATE



**LOS ANGELES COUNTY SHERIFF'S DEPARTMENT
CONTRACT CITY LAW ENFORCEMENT SERVICES
SERVICE LEVEL AUTHORIZATION (SH-AD 575)
DEPLOYMENT OF PERSONNEL**

City: Lawndale Fiscal Year: 2019-2020 Effective Date: 7/1/2019

SERVICE UNIT	TOTAL UNITS PURCHASED	GENERAL LAW			TRAFFIC LAW			MOTOR DEP	SAD	D.B.	TEAM LEADER	TOTAL UNITS ASSIGNED
		EM	AM	PM	EM	AM	PM					
DEPUTY SHERIFF												
Non-Relief	4.00								4			4
40-Hour Unit	2.00			2								2
56-Hour Unit	7.00	1	2	1	1	1	1					7
70-Hour Unit	0.00											0
Motor (Non-Relief)	1							1				1
DEPUTY BONUS												
Non-Relief	1									1		1
40-Hour Unit	0											0
56-Hour Unit	0											0
70-Hour Unit	0											0
GROWTH DEPUTY												
Deputy	0											0
SAD	0											0
Bonus I	0											0
Motor (Non-Relief)	0											0
GRANT DEPUTY												
Deputy	0											0
SAD	0											0
Bonus I	0											0
Motor (Non-Relief)	0											0
Routine City Helicopter Billing Agreement									YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>		
License Detail - Business License & Renewal Applications									YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>		
License Detail - Acts on Violations Observed within the City									YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>		
S.T.A.R. Deputy Program									YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>		
Other Supplemental Services									YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>		

NOTE: License Detail is billed on an hourly basis and billed monthly as service is provided.

	Sworn						Total
	Lieutenant	Sergeant	Bonus Deputy	Motor Deputy	Deputy	SAD	
Hours	0	1,789	1,789	1,789	31,768	0	37,135
Minutes	0	107,340	107,340	107,340	1,906,080	0	2,228,100
Personnel	0.000	1.000	1.000	1.000	17.756	0.000	20.756

	Civilian			Total
	SSO	LET/CSA/CA/PCO	Clerical	
Hours	0	895	0	895
Minutes	0	53,670	0	53670
Personnel	0.000	0.500	0.000	0.500

FOR CONTRACT LAW ENFORCEMENT BUREAU USE ONLY			
BILLING MEMO REQUIRED AND SUBMITTED:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>
(PERSONNEL TRANSACTION REQUEST) "PTR" REQUIRED AND SUBMITTED:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>
ORGANIZATIONAL CHART REQUIRED AND SUBMITTED:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>
DUTY STATEMENT REQUIRED AND SUBMITTED:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>
SMS DEPLOYMENT CONTRACT UPDATED:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>
MINUTE PROGRAM IN RAPS UPDATED:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>

Initials

City Official: _____

Unit Commander: *PCW*



LOS ANGELES COUNTY SHERIFF'S DEPARTMENT
CONTRACT CITY LAW ENFORCEMENT SERVICES
SERVICE LEVEL AUTHORIZATION (SH-AD 575)
PUBLIC SAFETY EQUIPMENT

CITY: Lawndale FISCAL YEAR: 2019-2020

START-UP VEHICLE					
VEHICLE TYPE	YEAR	SERVICE CODE	#	RATE	TOTAL COST

EQUIPMENT					
MDC TYPE	YEAR	SERVICE CODE	#	RATE	TOTAL COST

ALPR WITH INSTALL	YEAR	SERVICE CODE	#	RATE	TOTAL COST

Total Public Safety Equipment Cost: \$ -

Initials

City Official: _____

Unit Commander Da

**CONTRACT CITY LAW ENFORCEMENT SERVICES AND EQUIPMENT
MASTER RATE SHEET**

Liability Rate: 11.0%

DSSU Rates			
Rank	Relief Factor	Annual Rate	Service Code
Deputy Sheriff	Non-Relief	\$ 277,340	310
Deputy Sheriff	40-Hour Unit	\$ 305,074	306
Deputy Sheriff	56-Hour Unit	\$ 427,104	307
Deputy Sheriff	70-Hour Unit	\$ 533,880	308
Special Assignment Deputy	Non-Relief	\$ 277,340	310
Catalina Deputy	Non-Relief	\$ 251,447	324

DSSU Bonus I Rates			
Rank	Relief Factor	Annual Rate	Service Code
Deputy Sheriff, Bonus I	Non-Relief	\$ 297,689	305
Deputy Sheriff, Bonus I	40-Hour Unit	\$ 327,458	301
Deputy Sheriff, Bonus I	56-Hour Unit	\$ 458,441	302
Deputy Sheriff, Bonus I	70-Hour Unit	\$ 573,051	303

Growth/Grant Deputy Rates			
Rank	Relief Factor	Annual Rate	Service Code
Growth Deputy Generalist	Non-Relief	\$ 187,904	335
Growth Deputy Generalist	40-Hour Unit	\$ 219,096	NEW
Growth Deputy Generalist	56-Hour Unit	\$ 306,659	NEW
Growth Deputy Generalist	70-Hour Unit	\$ 383,324	NEW
Growth Special Assignment Deputy	Non-Relief	\$ 187,904	335
Growth Deputy Bonus I	Non-Relief	\$ 204,614	336
Growth Motor Deputy	Non-Relief	\$ 204,614	336
Grant Deputy Generalist	Non-Relief	\$ 187,904	386
Grant Special Assignment Deputy	Non-Relief	\$ 187,904	386
Grant Deputy Bonus I	Non-Relief	\$ 204,614	385
Grant Motor Deputy	Non-Relief	\$ 204,614	385

Supplemental Rates			
Rank	Relief Factor	Annual Rate	Service Code
Captain	Non-Relief	\$ 372,948	321
Lieutenant	Non-Relief	\$ 292,903	342
Sergeant	Non-Relief	\$ 247,580	353
Motor Sergeant	Non-Relief	\$ 260,980	348
Motor Deputy	Non-Relief	\$ 297,689	305A
Watch Deputy	Non-Relief	\$ 197,964	354
Community Services Assistant (w/ veh)	Non-Relief	\$ 67,799	325
Community Services Assistant (w/out veh)	Non-Relief	\$ 67,262	327
Crime Analyst	Non-Relief	\$ 136,806	329
Custody Assistant	Non-Relief	\$ 110,950	331
Forensic ID Specialist II	Non-Relief	\$ 166,233	356
Information Systems Analyst I	Non-Relief	\$ 151,728	332
Intermediate Clerk	Non-Relief	\$ 75,027	338
Law Enforcement Technician (w/ veh)	Non-Relief	\$ 104,538	340
Law Enforcement Technician (w/out veh)	Non-Relief	\$ 100,525	339
Operations Assistant I	Non-Relief	\$ 99,045	343
Operations Assistant II	Non-Relief	\$ 123,045	344
Operations Assistant III	Non-Relief	\$ 140,907	345
Secretary V	Non-Relief	\$ 107,191	346
Security Assistant	Non-Relief	\$ 52,874	362
Security Officer	Non-Relief	\$ 83,761	347
Senior Information Systems Analyst	Non-Relief	\$ 198,501	334
Station Clerk II	Non-Relief	\$ 91,989	351
Skynight Observer	Non-Relief	\$ 297,689	349
Supervising Station Clerk	Non-Relief	\$ 111,223	352

**CONTRACT CITY LAW ENFORCEMENT SERVICES AND EQUIPMENT
MASTER RATE SHEET**

Vehicle & Equipment Rates			
Start-Up Vehicle	Year	Annual Rate	Service Code
B/W Patrol Vehicle	2019-2020	\$ 86,906.58	378
B/W Tahoe	2019-2020	\$ 85,155.98	399
B/W Motorcycle	2019-2020	\$ 44,988.18	381
Solid Patrol Vehicle	2019-2020	\$ 81,417.79	NEW
Solid Sedan	2019-2020	\$ 48,384.52	379
CSO/SSO Sedan	2019-2020	\$ 64,661.60	NEW
K-9 Vehicle	2019-2020	\$ 87,811.35	NEW

Equipment	Year	Annual Rate	Service Code
MDC New Purchase, Data & Maintenance	Year 1	\$ 13,142	NEW
MDC (CF-31/19) Only Initiated FY 18/19	Year 2	\$ 7,771	376D
MDC Data & Maintenance Only	Year 3+	\$ 1,685	NEW
ALPR New Install 1st Year (5yr Program)	Year 1	\$ 5,000	NEW
ALPR System 2nd Year	Year 2	\$ 4,650	NEW
ALPR System 3rd Year	Year 3	\$ 4,650	NEW
ALPR System 4th Year	Year 4	\$ 4,650	NEW
ALPR System 5th Year	Year 5	\$ 4,650	NEW

Annual revised rates shall be readjusted annually per Sections 8.2 and 11.3 of the MLESA.



CITY OF LAWNDALE

14717 BURIN AVENUE, LAWNDALE, CALIFORNIA 90260
PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: June 17, 2019

TO: Honorable Mayor and City Council

FROM: Stephen N. Mandoki, City Manager 

PREPARED BY: Michael Reyes, Municipal Services Director 
Marla L. Pendleton, CPA, Director of Finance and City Treasurer 

SUBJECT: Contract for After Hours Animal Care Services with Los Angeles County

BACKGROUND

The City of Lawndale (herein referred to as the City) has had a longstanding contract with Los Angeles County Animal Care and Control (herein referred to as the County) to provide assistance to the City for animal care services after hours. The most current five year contract with the County to provide kennel and animal care services outside of the standard City operating hours (7:00 am until 6:00 pm seven days a week) will expire June 30, 2019.

STAFF REVIEW

The City provides animal control services seven days a week between the hours of 7:00 am and 6:00 pm, and partners with the Society for the Prevention of Cruelty to Animals – Los Angeles (SPCALA) during these hours for kennel and animal care assistance. For animal emergencies outside of these hours, the City partners with the County for services.

At the option of the County Board of Supervisors and the consent of the City Council, the City-County Municipal Services Agreement may be renewed for successive periods not to exceed five years each renewal. Presented for Council's approval is a continuation of animal emergency services for a five year period from July 1, 2019 through June 30, 2024.

The agreement includes an adjusted level of service from previous years, including an "opt-out" option which requires that the County contact a designed City employee (Director of Municipal Services) before providing any service calls. Additionally, the adjusted level of service, forbids the County to act to provide service based on calls from residents after hours without advising the City.

Rates are established by the County Auditor-Controller and are subject to change annually on July 1, 2019. See Fiscal Impact below for current year rate changes.

LEGAL REVIEW

The City Attorney has reviewed the proposed agreement and approves it to form.

FISCAL IMPACT

The agreement includes an adjusted level of service as in previous years, however, rates are established by the County Auditor-Controller and are subject to change annually on July 1. Below are the changes in rates based on the proposed agreement (Fiscal Year 2019-20 Service Level Request) compared to the Fiscal Year 2018-19 Service Level Request.

Service	FY 2018-19	FY 2019-20	Change
<u>Shelter Services (per day, max 5 days)</u>	\$ 44.85	\$ 49.03	\$ 4.18
Dogs and Cats			
Other animals	12.74	12.28	<0.46>
Animal License Field Enforcement (per hour)	72.20	76.19	3.99
Field Services (per hour)	101.83	107.58	5.75
Liability Trust Fund (% of amount billed for Field Services and Animal License Field Enforcement)	4.0%	4.5%	0.5%
<u>Additional Services (per hour – for time in excess of contract allowance)</u>			
Attendance at meetings	New	233.52	233.52
Production of reports	New	109.16	109.16

RECOMMENDATION

Staff recommends that the City Council approve the City-County Municipal Services Agreement with the County of Los Angeles Department of Animal Care and Control and authorize the Mayor to execute it on behalf of the City and authorize the City Manager to execute the Service Level Request on behalf of the City.

- Attachments:
- City-County Municipal Services Agreement
 - A. Description of Services
 - B. Fiscal Year 2019-20 Service Level Request
 - C. Billing Rates

CITY-COUNTY MUNICIPAL SERVICES AGREEMENT
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COUNTY OF LOS ANGELES DEPARTMENT OF ANIMAL CARE
AND CONTROL AND CITY OF LAWNSDALE

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CITY-COUNTY MUNICIPAL SERVICES AGREEMENT

COUNTY OF LOS ANGELES DEPARTMENT OF ANIMAL CARE AND CONTROL AND CITY OF LAWNSDALE

THIS MUNICIPAL ANIMAL CARE AND CONTROL AGREEMENT ("Agreement") between the COUNTY OF LOS ANGELES ("the County") and the CITY OF LAWNSDALE ("the City"), together known as "the Parties," is made and entered into July 1, 2019, or when signed by all Parties, whichever is later.

RECITALS

- a. The City desires to contract with the County to perform the animal care and control functions described in this Agreement; and
- b. The County is agreeable to providing such services on the terms and conditions set forth in this Agreement; and
- c. Such agreements are authorized and provided for by the provisions of Section 56-1/2 and 56-3/4 of the Charter of the County of Los Angeles and Section 51300 et seq. of the Government Code of the State of California.

NOW THEREFORE, in consideration of the mutual covenants contained in this Agreement, and for good and valuable consideration, the Parties mutually agree as follows:

1.0 AGREEMENT TO PROVIDE SERVICES UNDER STATE AND LOCAL STATUTES

- 1.1 The County agrees, through the County Department of Animal Care and Control ("the Department"), to provide general animal care and control services within the corporate limits of the City to the extent and in the manner stated in the Agreement and its Attachments.
- 1.2 Except as otherwise specifically stated in the Agreement, the services will only encompass duties and functions of the type coming within the jurisdiction of and customarily provided by the County under the Charter of the County, the Los Angeles County Code, and the statutes of the State of California. The County will provide services in accordance with the provisions of Title 10, "Animals," of the Los Angeles County Code, and all amendments enacted to Title 10, except as otherwise agreed by the Parties in the most recently executed Service Level Request.

2.0 ADMINISTRATION OF PERSONNEL

- 2.1 The County will control all aspects of the services provided by the County including, but not limited to, standards of performance, discipline of officers and staff, and all employment-related matters.
- 2.2 In the event of a dispute between the Parties regarding the duties and services to be provided, or the minimum level or manner of performance of such services, the City will be consulted and agreement between the Parties attempted. If agreement cannot be reached, the County will make the final and conclusive determination of the dispute.
- 2.3 All City employees who work with the Department under the Agreement will remain employees of the City and will not have any claim or right to employment, civil service protection, salary, benefits, or claims of any kind from the County. No City employee will become an employee of the County unless by specific additional agreement in the form of a merger contract, which must be concurrently adopted by the City and the County. Except as otherwise specifically set forth in the Agreement or in the attached Service Level Request, to the extent the County provides the City with animal licensing services, neither the City employees nor their agents will perform any function related to the licensing of animals, including collection of license fees, penalties, or field enforcement fees. Field enforcement fees will only be collected by the Department for services performed by employees of the Department.
- 2.4 For the purposes of performing services under the Agreement, and only for the purpose of giving authority for Department staff to provide these services, every County officer and/or employee engaged in performing any service will be deemed to be a contracted officer or employee of the City while performing service for the City, provided the service is within the scope of the Agreement and is a municipal function.
- 2.5 The City will not assume any liability for the direct payment of salaries, wages, or other compensation to County personnel performing services under the Agreement. Except as described under Section 5.0, the City will not be liable for compensation or indemnity to any County employee or agent of the County for injury or sickness arising out of his/her employment while providing services under the Agreement.
- 2.6 The County agrees that it is subject to the County Civil Services Rules prohibiting discrimination based on non-merit factors.

3.0 DEPLOYMENT OF PERSONNEL

- 3.1 The Department in cooperation with the City will determine how to provide the services required by the Agreement.
- 3.2 The City agrees to complete an Attachment B, Service Level Request form, specifying the level of service to be provided, which will be signed and authorized by the City and the Department representative and attached to the Agreement. The Department will issue annual notifications of any change to the billing rate as stated in Paragraph 8.2. Unless the City changes other provisions within the most recent executed Service Level Request, it is not necessary to execute a revised Service Level Request to reflect a billing rate change.
- 3.3 The City may at any time request a change in level of service by completing a revised Attachment B, Service Level Request form, and submitting the form to the Department. The revised level of service to be provided and current fiscal year billing rate will be signed and authorized by the City and the Department representative and attached to the Agreement as an amendment. Changes requested at times other than the beginning of the fiscal year will be implemented as soon as practical, as determined by the Department. The Department reserves the right to approve or disapprove requests on the Service Level Request in accordance with Section 3.1 of this Agreement.
- 3.4 The City is not limited to the services indicated but may also request any other services in the field of public safety, animal welfare, or related fields within the legal power of the Director of the Department to provide. The County reserves the right to determine, in its sole discretion, whether the Department can provide requested services.

4.0 PERFORMANCE OF CONTRACT

- 4.1 For performing services under the Agreement, the County will provide all necessary labor, supervision, equipment, communication facilities, and supplies necessary to maintain the agreed level of service.
- 4.2 Nothing in the Agreement prohibits the City from providing, at the City's expense, additional resources for the County to utilize in performance of the services.
- 4.3 Any use of special supplies, stationery, notices, forms, in other than standard Department format, must be approved by the Director of the Department and supplied by the City at its own cost and expense.

- 4.4 If requested, the Department will use its best efforts to attend one in-person meeting with the City, up to three hours duration, per quarter at no charge to the City. Additional meetings may be scheduled under unusual or urgent circumstances as agreed upon by the Department. The City will pay the hourly rate listed in Attachment C, City-County Municipal Services Billing Rates, for any additional hours of the Department's contract management staff's time at meetings requested by the City. Due to a lack of availability of meeting space in County facilities, the City will provide a mutually agreed upon meeting space and location for all in-person meetings or meet at the Department's headquarters in Long Beach, California.
- 4.5 If requested, the Department will use its best efforts to send representatives to the City's Council meetings for proposed ordinance changes, contract revisions, or any related animal issues where input from the Department is needed.
- 4.6 If requested, the Department will use best efforts to coordinate a conference call meeting once per month at no charge to the City. Additional meetings may be scheduled under unusual or urgent circumstances as agreed upon by the Department. The City will pay the hourly rate listed in Attachment C, City-County Municipal Services Billing Rates, for any additional hours of County representatives' time at meetings requested by the City.
- 4.7 The Department will make available upon request, at no charge to the City, the reports listed on the Attachment A, Description of Services, at the intervals indicated in that attachment. For any additional reports that are not included on Attachment A, Description of Services, or those requested at more frequent intervals, the Department will account for the hours of staff time required to produce the reports. The County will provide, at no charge to the City, up to 12 hours of staff time annually for any additional requested reports. The City will be responsible for any excess hours at the current billing rate for staff time as listed in Attachment C, City-County Municipal Services Billing Rates.

5.0 INDEMNIFICATION

- 5.1 The Parties have executed an Assumption of Liability Agreement approved by the Board of Supervisors on December 27, 1977, and/or a Joint Indemnity Agreement approved by the Board of Supervisors on October 8, 1991, and/or a revised Joint Indemnity Agreement approved by the Board of Supervisors on August 9, 1993. Whichever of these documents the City has signed later in time is currently in effect and hereby made a part of and incorporated into the Agreement as if set out in full in the Agreement.

5.2 In the event the Board of Supervisors later approves a revised Joint Indemnity Agreement and the City executes the revised agreement, the subsequent agreement as of its effective date will supersede the Joint Indemnity Agreement previously in effect between the Parties.

6.0 TERM OF CONTRACT

6.1 Unless sooner terminated as provided for in the Agreement, the Agreement will be effective July 1, 2019, or when signed by the Parties, whichever is later, and will remain in effect until June 30, 2024, unless sooner terminated or extended.

6.2 At the option of the Board of Supervisors and with the consent of the City Council, the Agreement may be renewable for successive periods not to exceed five (5) years each.

7.0 RIGHT OF TERMINATION

7.1 Either Party may terminate the Agreement as of the first day of July of any year upon notice in writing to the other Party of at least sixty (60) days before the termination date.

7.2 Despite any provision to the contrary in the Agreement, the City may terminate the Agreement upon notice in writing to the County given within sixty (60) calendar days of receipt of written notice from the County of any increase in the rate for any service to be performed under the Agreement. In such an event the Agreement will terminate sixty (60) calendar days from the date of the City's notice to the County.

7.3 The Agreement may be terminated at any time, with or without cause, by either Party upon written notice given to the other Party at least one hundred eighty (180) days before the date specified for that termination.

7.4 In the event of an unresolved dispute, either Party may terminate the Agreement by giving not less than sixty (60) days' notice in writing to the other Party. A dispute is unresolved when both Parties agree that there is no resolution and no intent by either Party to continue to seek a resolution.

7.5 In the event of a termination, each Party will fully discharge all obligations owed to the other Party that accrued before the date of the termination, and each Party will be released from all obligations which would otherwise accrue after the date of termination.

8.0 CONTRACT SUM

8.1 The City will pay for the services provided under the terms of the Agreement at the current fiscal year rate established by the County

Auditor-Controller and set forth in the current Attachment C, City-County Municipal Services Billing Rates.

- 8.2 The rates indicated in the City-County Municipal Services Billing Rates form will be readjusted by the County annually, effective the first day of July each year, to reflect the cost of services in accordance with the policies and procedures for the determination of rates established by the County.
- 8.3 The City will be billed based on the current service level described in the latest Attachment C, City-County Municipal Services Billing Rates form, submitted by the City and approved by the County.
- 8.4 The cost of additional services requested under the Agreement and not set forth in the Service Level Request form will be determined by the Department in accordance with the policies and procedures established by the County.

9.0 PAYMENT PROCEDURES

- 9.1 The County, through the Department, will submit a summary invoice covering all services performed during the month to the City within twenty-five (25) days after the close of each calendar month. The City will pay the County for all undisputed amounts within thirty (30) days after the date of the invoice.
- 9.2 If payment is not delivered to the County office described on the invoice within sixty (60) days after the date of the invoice, the County is entitled to recover interest on the unpaid amount. For all disputed amounts, the City will provide the County with written notice of the dispute including the invoice date, amount, and reason(s) for the dispute within twenty-one (21) days after receipt of the invoice. The Parties will confirm the resolution of the dispute in writing. For any disputed amounts, interest will accrue if payment is not received within sixty (60) days after the date of the written resolution.
- 9.3 Interest will be calculated at the rate of seven percent (7%) annually or any portion thereof, from the last day of the month for which the services were performed, or in the case of disputed amounts, from the date of the written resolution.
- 9.4 Despite the provisions of Government Code Section 907, if payment is not delivered to the County office described on the invoice within sixty (60) days after the date of the invoice, or in the case of disputed amounts, from the date of the written resolution, the County may satisfy such indebtedness, including interest on unpaid amounts, from any funds of the City on deposit with the County, without giving further notice to the City of the County's intention to do so.

10.0 NOTICES

10.1 Each Party must designate a Primary Contact, identified in Attachment B, Service Level Request, to facilitate the services which are the subject of the Agreement. Except for necessary communications required for day-to-day facilitation of the services under the Agreement, which may be delivered by telephone, email, or in person, all notices or demands required, permitted, or desired to be given by one Party to the other must be in writing and mailed to the other Party's Primary Contact at the address identified in Attachment B, Service Level Request. Addresses and persons to be notified may be changed by either Party by giving written notice to the other Party.

10.2 Notices to the County of Los Angeles must be addressed as follows:

County of Los Angeles Department of Animal Care and Control
Contract Management Division
Attn: Contract City Liaison
5898 Cherry Avenue
Long Beach, CA 90805
Phone: (562) 256-2412

10.3 Notices to the City must be addressed to the contact person listed on the most recent Service Level Request on file and/or the current City Official or City Manager.

11.0 AMENDMENTS

11.1 All changes, modifications, or amendments to the Agreement must be in writing and duly executed by the Director of the Department, or his/her designee, and an authorized representative of the City.

12.0 AUTHORIZATION WARRANTY

12.1 The City represents and warrants that the person executing the Agreement for the City is an authorized agent who has actual authority to bind the City to each term, condition, and obligation of the Agreement and that all requirements of the City have been fulfilled to provide such actual authority.

12.2 The County represents and warrants that the person executing the Agreement for the County is an authorized agent who has actual authority to bind the County to each term, condition, and obligation of the Agreement and that all requirements of the County have been fulfilled to provide such actual authority.

13.0 ENTIRE AGREEMENT

13.1 The Agreement, including Attachment A, Description of Services, the most recent Attachment B, Service Level Request, and the latest Attachment C, City-County Municipal Services Billing Rates, along with the applicable Assumption of Liability or Joint Indemnity Agreement referenced under Section 5.0, constitute the complete and exclusive statements of the Parties which supersede all previous agreements, written or oral, and all communications between the Parties relating to the subject matter of the Agreement. All changes or amendments to the Agreement must be in writing and mutually executed by authorized personnel on behalf of the Parties. The Director of the Department or his/her designee is authorized by the County to execute amendments.

14.0 CONSTRUCTION OF AGREEMENT

14.1 Each Party has participated in the drafting and preparation of the Agreement, and each Party agrees that the Agreement will not be construed against any Party on the grounds that the Party drafted the Agreement.

15.0 IMPLEMENTATION OF AGREEMENT

15.1 Each Party agrees to execute the documentation required and to take such other actions as may be reasonably necessary to accomplish the purposes of the Agreement.

16.0 COUNTERPARTS

16.1 The Agreement may be executed in counterparts (including via facsimile), which will become effective only when every Party has signed and delivered a counterpart. The originals of any counterpart signature pages will be delivered to the County and retained as part of the original Agreement.

CITY-COUNTY MUNICIPAL SERVICES AGREEMENT
COUNTY OF LOS ANGELES DEPARTMENT OF ANIMAL CARE
AND CONTROL AND CITY OF LAWNSDALE

IN WITNESS WHEREOF, the County of Los Angeles, by order of its Board of Supervisors has caused the Agreement to be executed by the Director of the Department of Animal Care and Control and the City has caused the Agreement to be executed on its behalf by its authorized representative.

CITY OF LAWNSDALE

COUNTY OF LOS ANGELES

By _____
City of Lawnsdale, City Manager Date

By _____
MARCIA MAYEDA Date
Director, Animal Care and Control

By _____
City Clerk Date

APPROVED AS TO FORM:

MARY C. WICKHAM
County Counsel

By _____
City Attorney Date

By _____
Deputy County Counsel Date

**COUNTY OF LOS ANGELES
DEPARTMENT OF ANIMAL CARE AND CONTROL
DESCRIPTION OF SERVICES**

I. Animal Care Services

The Department maintains several animal care centers that accept stray and relinquished animals. The Department also receives and maintains animals that are victims of abuse or neglect, under a quarantine order, or that pose a risk to the public. Stray or lost animals are held for an initial period to give an owner the opportunity to reclaim them. Owner-relinquished animals are held for an initial period prior to euthanasia pursuant to State law. The hold period may vary and may be extended in an attempt to reunite the animal with an identified owner or for other reasons.

The Department is dedicated to providing appropriate and safe housing to all animals in the Department's animal care centers. The Department is required by law to provide a safe environment with proper food, water, shelter, opportunity for exercise, and medical care for the animals it houses. Medical care may be provided by Department staff or, at the Department's sole discretion, outsourced to a contracted veterinarian.

As requested by the City in Attachment B, Service Level Request, the Department will provide the City with Full Care Center Services; Animal Care for Transfer only; or No Care Center Services.

A. Full Care Center Services

All animals collected in the field within the boundaries of the City or determined to have originated within the boundaries of the City may be housed at a County animal care center. Impounded animals will be vaccinated and provided medical care, food, and shelter. The Department may post an animal's picture on the Department's website to assist residents in reclaiming a lost or missing pet. Residents may also visit the associated animal care center to find their lost or missing pet. The hours of operation of each animal care center may be found on the Department's website.

The Department will make reasonable attempts to house animals from the City at the animal care center closest to the City. The nearest animal care center to the City will be designated as the primary animal care center. There may be circumstances in which the Department will house animals collected from the City at an alternate location.

Full Animal Care Center services include:

- Providing food, water, shelter, enrichment, and medical care for animals in the Department's care;
- Holding stray animals and attempting to reunite them with their owners;
- Accepting unwanted animals surrendered by their owners;
- Making best efforts to find new adoptive homes for domestic animals and livestock;
- Quarantine and observation of animals for rabies and other diseases at the direction of the Department of Public Health;
- Working with wildlife rehabilitators to rescue sick and injured wildlife;
- Providing emergency care and housing to pets and livestock displaced by wildfires or other disasters;
- Holding animals that are the subject of criminal investigations or other legal or administrative proceedings;
- Spay and neuter services for dogs and cats pursuant to State law;
- Medical treatment and surgeries to make animals more adoptable;
- Euthanizing sick, injured, dangerous, unweaned, feral, or un-adopted animals;
- Public services, including prevention of animal abuse, neglect, or abandonment through outreach and education, and intervention through finding alternatives to relinquishment and assisting at-risk populations;
- Filing annual reports to the State of California as required by law;
- Disposal of dead animals;
- Maintaining a website with pictures of stray and surrendered animals to facilitate reuniting the animals with their owners or finding new adoptive homes;
- Connecting pet owners to services to increase owner retention of pets; and
- Maintaining regular hours of operation for the public.

B. Animal Care for Transfer

If the City has opted for animal care for transfer services in Attachment B, the Department will provide temporary housing until the City has transported the animal(s) to another animal care facility. Services will be the same as described for Full Shelter Service above. The Department will only release animals to be transported to an animal care facility approved in advance by the Department and documented in Attachment B. The Department will only release an animal to persons capable of transferring an animal safely in a vehicle appropriate for the humane transfer of the animal. The City will be responsible for all costs of the temporary care and housing at the Department's animal care center, as well as the subsequent costs of transportation, care, and housing at the animal care location of the City's

choice. The Department may refuse to release an animal for transport if, in the reasonable assessment of the Department, the vehicle in which the City desires the animal(s) to be transported poses an unacceptable risk of harm to the animal(s) or others, or if the animal is ill or injured to the extent that transportation would cause further injury or suffering.

The Department will not provide transportation from the field or from a County animal care center to any alternate animal care location, except as necessary for the needs of the County. If necessary, the Department may transport an animal(s) to an alternative animal care location of the City's choice and the City will be responsible for the cost of such transport at the current billing rate for field service staff.

The City will be responsible for all costs for the impound, care, and housing at the Department's animal care center, as well as the subsequent costs of care and housing at any animal care facility of the City's choice. The City's designated shelter location is listed in Attachment B, Service Level Request.

II. Field Services

The County will provide the services set forth below in accordance with the provisions of the Los Angeles County Code, Title 10, "Animals," and all future amendments, except as otherwise agreed to by the Parties in Attachment B, Service Level Request.

A request by the City for the Department to enforce Los Angeles County Code, Title 10, Chapter 37, will authorize the Department to provide an administrative hearing process to accomplish the enforcement when applicable.

In order to harmonize the terms of this Agreement with the provisions of the City's municipal code, the City must adopt Title 10 "Animals" of Los Angeles County Code ("Title 10"). The City may adopt or opt out of provisions of Title 10 only as agreed to by the Department. The City is encouraged, but not required to, adopt Title 10 in such a way as to incorporate all future amendments.

The Department will inform the City of any proposed changes to Title 10 with as much advance notice as practical, with the intention to provide the City with an opportunity to submit input to the Department and the County related to the proposed changes. The Department shall notify the City of the passage of any change to Title 10 by the County Board of Supervisors as soon as practical. The Department will inform the City whether the City may adopt or opt out of the changes to Title 10.

Description of Field Services

The Department will provide sufficient resources and services for animal control field services. Services consist of Department personnel performing a variety of tasks utilizing appropriate equipment. These tasks include:

- Promptly responding to reports of vicious and dangerous animals that pose a threat to public safety;
- Capturing and impounding stray domestic animals;
- Capturing and impounding or returning domestic animals at large;
- Accepting and caring for animals surrendered by their owners;
- Removal of dead land animals (limited to a maximum of 150 pounds) from public and private property as set forth in Section 10.12.130 of the County Code;
- Educating the public and enforcing State laws and local ordinances, including leash laws, animal cruelty laws, and the laws relating to keeping of wild or exotic animals;
- Investigating cases for possible criminal prosecution, including misdemeanor and felony crimes; issuing citations; collecting evidence; preparing reports; testifying in court and other hearings;
- Investigating appropriate cases for potential administrative actions pertaining to animals; preparing appropriate documentation to pursue administrative declarations; conducting administrative hearings, consistent with state and County laws; and defending declarations that are challenged in court;
- Rescuing ill, injured, or abused animals;
- Enforcing animal nuisance complaints such as excessive animal noise and other violations; issue administrative or criminal citations as appropriate;
- Assisting local law enforcement with their investigations when animals are involved, such as the service of search warrants and impounding animals belonging to persons taken into custody;
- Responding to emergencies such as fires, earthquakes, floods, and other natural or manmade disasters to rescue and temporarily house animals, or to provide care for animals in evacuation zones;
- Maintain a 24 hour dispatch and communications center to receive calls for service and dispatch staff for field response as appropriate; and
- Maintaining records as necessary.

A. Standard Service Plan

The standard service plan includes answering calls for service 24 hours per day, seven days per week, dispatching or assigning field staff, and performing duties in the field based on priority, location, and availability of staff. Services provided under the Standard Service Plan are similar to those services the Department provides to unincorporated communities in Los Angeles County.

B. Limited Service Plan

The limited service plan includes standard services on a part-time basis during days and hours specified in the Service Level Request. Billing rates are described in Attachment C, City-County Municipal Services Billing Rates.

III. Individual Animal Licensing Services

Adult dogs four months and older are required by State law to have individual licenses. The City may request that the Department enforce licensing requirements in the City for dogs, cats, or other animals as described in Attachment B. The City may adopt the County's fees for animal licenses or set its own fees as permitted in Attachment B.

License renewal notices are mailed or transmitted by the Department to the animal owner of record. The renewal and payment is received and processed annually on a fee-per-license basis. A current license will be required before an animal will be released to a resident of the City. Fees from licenses collected will be credited to the City monthly in arrears.

The Department's animal licensing services include:

- Issuing animal licenses for pets as requested by the City;
- Processing license applications, payments, and information changes;
- Issuing license renewal notices;
- Assessing and collecting fees, penalties, and other financial remittances; and
- Maintaining a database for animal licensing, records of calls for service, and actions taken.

IV. Additional Outreach and Enforcement Services Options

The City may request the Department to provide additional services as outlined below.

A. Animal License Enforcement Services

License Enforcement Services provides staff to perform individual animal license enforcement in designated areas within the City. This program includes:

- Issuing new licenses and renewing expired licenses;
- Issuing citations to violators of animal licensing ordinances;
- Collecting license revenue, delinquency charges, and authorized fees; and
- Recording licensing data in the Department's database.

B. Animal Facility Licensing

The Department's Animal Facility Licensing program provides staff to perform animal facility inspection and licensing to animal-related businesses or organizations that require a license under Title 10 of the County Code. Animal-related facilities are inspected annually to ensure the well-being of the animals as well as the health and safety of the public. Licensees are provided a letter grade based on the results of the inspection.

The Department retains facility license fees to offset the cost of annual inspections and related administrative costs. Staff time for licensing and inspections are not billed to the City. Investigations in response to complaints about activities at a licensed location are conducted by field officers based in the Department's animal care centers, and are billed in accordance with Attachment C, City-County Municipal Services Billing Rates.

This program includes:

- Annual inspection of any premise used by an animal related business or non-profit organization, including grooming shops, pet shops, boarding facilities or breeding facilities, animal menageries, and all other places where animals are maintained for profit or business activities;
- Issuing grades to animal facilities consistent with the requirements of Section 10.28.270 of the County Code;
- Follow-up inspections of animal facilities as necessary;
- Collection of license fees to offset the cost of services; and
- Documentation and maintenance of records as necessary.

C. Vaccination and Microchip Clinics

California Health and Safety Code Section 121690(f) states that every city and county, "shall provide dog vaccination clinics, or arrange for dog vaccination at clinics". The Department holds periodic low cost rabies vaccination and microchip clinics at its animal care centers. If the City chooses additional rabies vaccination and microchip clinics, the following services are offered:

- Providing or assisting in arranging for low cost vaccinations and microchips;
- Staffing low cost vaccination and microchip clinics with medical personnel and necessary support staff, subject to availability;
- Licensing animals vaccinated at the clinic; and
- Assisting jurisdictions in promoting these community based clinics.

D. Spay/Neuter Trust Fund

The City may elect to contribute \$5.00 per altered and unaltered dog license to the Spay/Neuter Trust Fund. Participation in the Spay/Neuter Trust Fund allows the Department to offer a low-cost or free spay/neuter program for the City's residents who wish to have their pets spayed or neutered. The Department staff will work with animal care center veterinary clinics and mobile veterinary clinics to assist qualified residents in obtaining spay/neuter services in an area near them.

V. Records

Upon reasonable notice, the Department shall make available to authorized representatives of the City of «City», for examination, audit, excerpt, copy, or transcription, any pertinent transaction, activity, or other record relating to the Agreement. The City shall ensure such records are handled in a manner consistent with all applicable privacy laws and all laws related to the Public Records Act (Government Code sections 6250 et. seq.).

Upon request, the following standard reports are available from the Department on a monthly basis:

1. Dogs and/or Cats Impounded
2. Animals Returned to Owners
3. Dogs and/or Cats Abandoned
4. Special Intake Dog & Cat
5. Other Animals Impounded
6. Quarantined Dogs and/or Cats
7. Special Intake Other Animals
8. Private Veterinarian (Outside Medical Expense)
9. Dead Animal Pick Up Requests
10. Types of Calls for Service
11. Location of Impound

In accordance with Section 4.7 of the Services Agreement, the Department will provide up to 12 hours of staff time annually for producing special reports to the City at no cost. Additional staff time will be charged to the City at the current reimbursement rate for applicable staff time.

Sec:Brd Corres:BL:4.30.19 Contract City Renewal:/Attach A - Desc of Services 4.2019

CITY-COUNTY MUNICIPAL SERVICES AGREEMENT

**COUNTY OF LOS ANGELES
DEPARTMENT OF ANIMAL CARE AND CONTROL**

AND

THE CITY OF

LAWNDALE

FISCAL YEAR 2019-20 SERVICE LEVEL REQUEST

I. Animal Care Center Services

The level of animal care center service that the City requests and the County agrees to, is (select one of the three options below):

Full Service

Primary animal care center: Carson/Gardena Animal Care Center

Animal Care Center Services for Transfer

City's Animal Care Facility contact information:

Agency Name:	<u>SPCALA</u>
Telephone:	<u>310-676-1149</u>
Address:	<u>12910 YUKON AVENUE</u>
	<u>HAWTHORNE, CA 90250</u>

No Animal Care Center Services

II. Field Services

The level of field service that the City requests and the County agrees to, is (select one of the three options below):

Standard Service Plan

Limited Service Plan (check all applicable boxes below)

Full County Field Services	
County provides service on following days/times (please identify):	
Weekend days and holidays (please identify days and hours):	
Priority County Field Services - Priority 1 Calls Only (As Determined by Department Policy)	
County provides service on following days/times (please identify):	
Weekend days and holidays (please identify days and hours):	
x Standby County Field Services (Service Requests only from City Personnel; the City will screen calls from the public)	
County provides service on following days/times (please identify):	DAILY 6 P.M.-5 A.M.
Weekend days and holidays (please identify days and hours):	
Humane Investigations only – as needed	

City's Animal Control (Field Services) contact information:

Department Name: CITY OF LAWNSDALE, MUNICIPAL SERVICES
 Telephone: 310-973-3220
 Address: 14717 BURIN AVENUE
LAWNSDALE, CA 90260

No Field Services

III. Individual Animal Licensing

- The City agrees to have the County provide individual animal licensing and has adopted the license fees outlined in Los Angeles County Code.
- The City agrees to have the County provide individual animal licensing and has adopted the following license fees (please provide a copy of the applicable ordinance or resolution):

Altered Dog	\$	Altered Cat	\$
Unaltered Dog	\$	Unaltered Cat	\$
Senior-owned Altered Dog	\$	Senior age is defined as age	
Military Veteran w/ Disability Altered Dog	\$		
Delinquency Charge	\$	Delinquency charge applies after:	days
Other Special License Fee	\$	Description/criteria:	
Field Enforcement Fee* (select one)	<input type="checkbox"/> \$40.00		
	<input type="checkbox"/> \$0.00		

*Only applicable when licensing is initiated in the field by Department employees.
 Current license fees adopted by the City on _____, 20_____.

- No Animal Licensing Services

IV. Outreach and Enforcement Services

A. Animal License Field Enforcement

- The City requests the County to provide animal license field enforcement in the City, in the area(s) designated by the City and agreed to by the Department.
- No animal license field enforcement services.

B. Animal Facility Inspection and Licensing (Costs included in overhead— not billed)

- The City requests the County to license animal-related facilities (including inspection and grading services) in the City.
- No animal facility licensing services--the City will conduct its own program. (Please provide contact information below.)

The City's animal facility program contact information:

Department Name:	<u>CITY OF LAWNSDALE, MUNICIPAL SERVICES DEPARTMENT</u>
Telephone:	<u>310-973-3220</u>
Address:	<u>14717 BURIN AVENUE</u>
	<u>LAWNSDALE, CA 90260</u>

C. Vaccination and Microchip Clinic(s)

- The City requests the County to provide or assist in arranging for vaccination clinic(s) in the City, utilizing Department personnel to also license animals during the vaccination clinic(s), at the applicable rate for staff time.
- No vaccination or licensing clinic services.

D. Spay/Neuter Trust Fund

- Participate in the Spay/Neuter Trust Fund to allow residents access to low-cost spay/neuter services.
- No participation in the Spay/Neuter Trust Fund.

V. Enforcement of County Code

- The City agrees to the enforcement of Title 10 with no exceptions.

- The City agrees to the enforcement of Title 10 with the following pre-approved exception(s): (please mark all that apply)
 - 10.20.350: Mandatory Spay and Neuter. The City does not require the spay/neuter of:
 - Dogs
 - Cats

 - 10.20.185: Mandatory Microchipping. The City does not require the microchipping of:
 - Dogs
 - Cats

 - 10.20.038: Number of dogs and cats. In the City the following number of animals are allowed per household:
Dogs 3 Cats 3 Total of 6 dogs/cats

 - 10.20.030: Mandatory Cat Licensing. Domestic cats are subject to:
 - Voluntary Cat Licensing
 - No Cat Licensing

 - 10.28.020: Animal Facility Licensing. The County will not license/inspect animal facilities.

 - 10.40.060: Excessive Animal Noise Complaints. The City will conduct its own noise enforcement.

City's Animal Noise Complaint contact information:

Department Name: CITY OF LAWNSDALE, MUNICIPAL SERVICES

Telephone: 310-973-3220

Address: 14717 BURIN AVENUE

LAWNSDALE, CA 90260

E-mail: _____

VI. Requested Additions to Title 10 Enforcement

Please list individual municipal code sections requested to be enforced by the Department. (Please ensure your municipal code contains adequate enforcement authority.)

COUNTY

City Code Section No.	City Code Section Title	Approved	Not Approved

VII. Contact Information

County Primary Contact

Name: Whitney Duong
Title: Contract Management Division Liaison
Address: 5898 Cherry Avenue
Long Beach, CA 90805
Telephone: (562) 256-2412
E-mail: WDuong@animalcare.lacounty.gov

County Alternate Contact

Name: Marissa Muller
Title: Contract Management Analyst
Address: 5898 Cherry Avenue
Long Beach, CA 90805
Telephone: (562) 256-2417
E-mail: MMuller@animalcare.lacounty.gov

City Primary Contact

Name: STEVE MANDOKI
Title: CITY MANAGER
Address: 14717 BURIN AVENUE
LAWNDALE, CA 90260
Telephone: (310) 973-3200
E-mail: smandoki@lawndalecity.org

City Alternate Contact

Name: MICHAEL REYES
Title: DIRECTOR
Address: 14717 BURIN AVENUE
LAWNDALE, CA 90260
Telephone: (310) 973-3220
E-mail: mreyes@lawndalecity.org

VIII. Annual/Amended Service Request Approval

For the City:

_____	_____	_____
Authorized City Representative (Printed Name)	Authorized Signature (Signature)	Date

_____	_____
Title	Telephone Number

For the County:

_____	_____	_____
Marcia Mayeda Director Dept. of Animal Care and Control	Authorized Signature (Signature)	Date

**COUNTY OF LOS ANGELES
DEPARTMENT OF ANIMAL CARE AND CONTROL
CITY-COUNTY MUNICIPAL SERVICES
BILLING RATES**

I. Billing Period

These billing rates are effective from July 1, 2019, until the consultant’s audit report is completed and further action is taken by the County of Los Angeles Board of Supervisors (through June 30, 2020, or sooner).

II. Billing Rates

Animal Care Center Services	
Shelter Services:	
Daily Rate for stray or relinquished dogs and cats (up to a maximum of 5 days)	\$49.03 per day
Daily Rate for stray or relinquished other species of animals (up to a maximum of 5 days)	\$12.28 per day
Daily Rate for dogs and cats of “legal hold” animals (See Paragraph III.D “Billing for ‘legal hold’ animals”)	\$49.03 per day
Daily Rate for other species of “legal hold” animals (See Paragraph III.D “Billing for ‘legal hold’ animals”)	\$12.28 per day
Animal License Field Enforcement per hour	\$76.19 per hour
Dog/Cat License processing per license	\$3.26 per license
Field Services per hour	\$107.58 per hour
Additional Administrative Services	
Attendance at meetings in excess of contract allowance	\$233.52 per hour
Production of reports in excess of contract allowance	\$109.16 per hour
Liability Trust Fund	
Liability Trust Fund	4.5 % of hourly rate*

*Percentage is based on, and in addition to, the hourly rate for hours actually billed for Field Services and animal license Field Enforcement.

III. Billing Methodology for Care Center Services

The City is financially responsible for the care of animals impounded within the City's jurisdiction. If an animal is claimed by its owner, the redemption fees collected from the owner will be credited to the City up to the maximum amount billed to the City for that animal. The County assumes responsibility for the physical care and disposition of all animals coming into the Department's possession or custody.

A. Cost Allocation for Care Center Services

During the billing period, the costs of providing Care Center Services are allocated as follows:

Daily rate per dog, cat, and other species of animals impounded:

- a. A daily dog/cat and other species of animals impoundment rate is established annually based upon the costs of housing animals. The daily rate is billed for all dogs/cats and other species of animals housed, up to the maximum amount of days for each type, except as outlined in paragraph D below. During the billing period, the cost of care for dog/cat and other species of animals in excess of capped days are subsidized, except as outlined in paragraph D below.
- b. For dogs, cats, and other species of animals impounded in circumstances described in paragraph D below, that are held beyond the maximum billed length of stay, a daily impoundment rate is established annually based upon the costs of the time allocated to the impoundment, care (including medical care), and feeding of those animals. The City will be billed at the daily rate for all days those animals are housed by the Department.

B. Medical Costs

Medical costs (excluding spay/neuter surgeries) provided by the Department's medical staff are included in the overhead to establish the cost-recovery rate for boarding, and are not billed separately or in addition to that rate. The Department reserves the right to send any animal to a private veterinary facility for examination, treatment, and/or hospitalization as the Department deems necessary in its sole and absolute discretion. All expenses incurred by the Department for outside medical services, for animals from the City, will be billed to the City.

C. Cost Offsets

The City will receive a credit from the County for all applicable redemption fees collected from or on behalf of the owner of an animal that is claimed from the custody of the Department, up to the maximum amount billed to the City for that animal. The Department reserves the right to waive fees when appropriate in the Department's sole and absolute discretion.

The City will not receive any credit for adoption fees (whether paid by an individual or an organization).

D. Billing for “Legal Hold” and Other Shelter Services:

Dogs, cats, and other species of animals that are housed for a “legal hold” and other shelter services are billed at the daily rate for the time the animal is housed by the Department (from intake to disposition). Legal hold animals are held in accordance with applicable statutory guidelines, and/or at the sole and absolute discretion of the Department based on pending or anticipated criminal, civil, or administrative action.

“Legal Hold” and Other Shelter Type Descriptions		Total Number of Days Billed
Quarantine Observation Animals	<p>Per applicable state law, any animal of a species susceptible to rabies that bites a person and breaks the skin is required to be quarantined for 10 to 30 days (depending on the species). Animals susceptible to rabies that have contact with a wild (potentially rabid) animal must be quarantined for 30 days or six months (depending on the species and vaccination status).</p> <p>Animals in the custody of the Department that are reported to have either bitten or been exposed to a potentially rabid animal, will be placed in quarantine/isolation and observed for symptoms of rabies for the required period.</p> <p>Additionally, although rare, the Department of Public Health has the authority to quarantine animals for other specified diseases. Any quarantine for a disease other than rabies will be specified by disease.</p>	Unlimited days

Special Intake:	<p>Animals that are seized pursuant to a search warrant, Penal Code Sections 597.1 or 599aa, or as evidence in a criminal investigation may be held up to the time of disposition of the criminal matter.</p> <p>Animals subject to the jurisdiction of the Coroner's Office may be held until released by that Office.</p> <p>Animals in the custody of the Department that are the subject of anticipated or pending civil litigation or administrative regulation may be held through the pendency of that action, and any appeal stemming from that action.</p>	Unlimited days
Return to Owner Animals:	<p>Any animal with traceable identification that is brought to the Animal Care Center, whether by the Department staff or the public, will be held for ten (10) calendar days for the owner to reclaim it. The owner or person entitled to the custody of any animal impounded can redeem such animal by paying impound, boarding, and private veterinary fees accruing up to the time of such redemption.</p>	10 days
Abandoned Animals:	<p>Animals that are found to be abandoned in a private property will be held at the Animal Care Center at least fifteen (15) calendar days to determine whether the owner had an agreement with someone to care for the animal in their absence.</p>	15 days

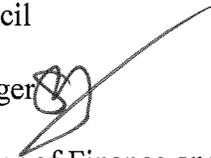


CITY OF LAWDALE

14717 BURIN AVENUE, LAWDALE, CALIFORNIA 90260
PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: June 17, 2019

TO: Honorable Mayor and City Council

FROM: Stephen N. Mandoki, City Manager 

PREPARED BY: Marla L. Pendleton, CPA, Director of Finance and City Treasurer 

SUBJECT: Contract Amendment for Sales, Use and Transactions Tax Audit Services between City and Hinderliter, de Llamas (HdL) and Associates

BACKGROUND

The City of Lawndale (herein referred to as the City) entered into an agreement on 2/19/1993 with Hinderliter, de Llamas (HdL) and Associates to maintain a sales tax data base of businesses operating within the City and the related monthly sales and taxes paid. The data base is to be utilized for quarterly sales tax reports and economic forecasts. In addition, when HdL discovers amounts due to the City, HdL was entitled to 30% of the amount recovered through their efforts.

STAFF REVIEW

The City reviewed the existing contract with HdL and determined the 30% sales tax recovery was no longer industry standards. As a result, HdL has agreed to amend the existing contract to reduce the recovery percentage to 15% with the addition of a monthly fee for sales tax economic analysis of \$350 per month (\$4,200 annually), to be increased annually by the CPI.

The total sales tax recovery fee paid by the City to HdL for FY 2017-18 was \$38,658, and \$16,135 has been paid for the six months ended December 31, 2018. Therefore, the reduced recovery rate would have resulted in a net savings of \$15,129 in FY18 (\$19,329 reduction in recovery fee - \$4,200 analysis fee) and \$5,957.50 for the six months ended December 31, 2018 (\$8,067.50 reduction in recovery fee - \$2,100 analysis fee). Therefore, the amended contract terms will result in a savings to the City.

LEGAL REVIEW

The City Attorney has reviewed the proposed agreement amendment and approves it to form.

FISCAL IMPACT

The First Amendment to Agreement for Sales, Use and Transactions Tax Services, will continue services at the same level as in previous years, however, a monthly fee will be incurred for sales tax analysis and a reduced contingency fee will be paid for any sales taxes recovered as a result of work performed by

HdL. The net impact will be an estimated savings to the City of \$15,129 annually based on sales tax recovery for FY 2017-18.

RECOMMENDATION

Staff recommends that the City Council approve the First Amendment to Agreement for Sales, Use and Transactions Tax Services and authorize the City Manager to execute the Amendment on behalf of the City.

Attachment: First Amendment to Agreement for Sales, Use and Transactions Tax Services

**CITY OF LAWNDALE
FIRST AMENDMENT TO
AGREEMENT FOR SALES, USE AND TRANSACTIONS TAX SERVICES**

1. PARTIES AND DATE.

This First Amendment to the Agreement for Sales, Use and Transactions Tax Services ("First Amendment") is entered into on the _____ day of _____, 2019, by and between the CITY of Lawndale organized under the laws of the State of California, with its principal place of business at 14717 Burin Avenue, Lawndale, CA 90260 ("CITY") and Hinderliter de Llamas and Associates, a California corporation, with its principal place of business at 120 S. State College Blvd., Suite 200, Brea, CA 92821 ("Consultant"). CITY and Consultant are sometimes individually referred to herein as "Party" and collectively as "Parties."

2. RECITALS.

2.1 Agreement. The Parties entered into that certain Agreement for Sales, Use and Transaction Tax Services dated February 19, 1993 ("Agreement").

2.2 First Amendment. The Parties now desire to amend the Agreement for ongoing consultation for Sales and Use Tax Audit Services for the following

A. SALES TAX AND ECONOMIC ANALYSIS SERVICES

1. CONTRACTOR shall establish a special database that identifies the name, address and quarterly allocations of all sales tax producers within the CITY for the most current and all quarters back to fiscal year 1992-1993 or earlier, if the CITY has prior historical sales tax data available on computer readable magnetic media. This database will be utilized to generate special reports to the CITY on: major sales tax producers by rank and category, sales tax activity by categories, or business districts, identification of reporting aberrations, and per capita and outlet comparisons with regional and statewide sales.
2. CONTRACTOR shall provide updated reports following each calendar quarter identifying changes in sales by individual businesses, business groups and categories and by geographic area. These reports may include, without limitation, quarterly aberrations due to State audits, fund transfers, and receivables along with late or double payments, and quarterly reconciliation worksheets to assist with budget forecasting. CONTRACTOR shall meet two (2) quarterly meetings per year with CITY.
3. CONTRACTOR shall additionally provide following each calendar quarter a summary analysis for the CITY to share with Council Members Chambers of Commerce, other economic development interest groups and the public that analyze CITY'S sales tax trends by major groups, and geographic areas without disclosing confidential information.
4. CONTRACTOR shall make available to CITY staff CONTRACTOR's web-based sales tax computer software program containing sellers permit and quarterly allocation information for all in-city business outlets registered with

the Department of Tax and Fee Administration and updated quarterly. This software shall allow CITY staff to search businesses by street address, account number, business name, business type and keyword, arrange data by geographic area, and print out a variety of reports.

2.3 Compensation. Consideration of the Agreement is hereby amended as follows:

- A. CONTRACTOR shall provide the sales tax and economic analysis Services described in Section II-A above for a fee of **\$350** per month, commencing with the month of the Effective Date (hereafter referred to as "monthly fee"). The monthly fee shall be invoiced quarterly in arrears, and shall be paid by CITY no later than 30 days after the invoice date. The monthly fee shall increase annually following the month of the Effective Date by the percentage increase in the "CPI" for the preceding twelve month period. In no event shall the monthly fee be reduced by this calculation. For purposes of this Agreement, the "CPI" shall mean the Consumer Price Index - All Urban Consumers for the surrounding statistical metropolitan area nearest CITY, All Items (1982-84 = 100), as published by the U.S. Department of Labor, Bureau of Labor Statistics, or, if such index should cease to be published, any reasonably comparable index selected by CONTRACTOR.
- B. CONTRACTOR shall be further paid **15%**, which has been decreased from 30% of all new and recovered sales, use and transactions tax revenue received by the CITY as a result, in whole or in part, of the allocation audit and recovery services including without limitation, any reimbursement or other payment from any state fund and any point of sale misallocations.

2.4 Remaining Provisions of Agreement. Except as otherwise specifically set forth in this First Amendment, the remaining provisions of the Agreement shall remain in full force and effect.

CITY OF LAWNSDALE

HINDERLITER DE LLAMAS & ASSOC.

By: _____
City Manager

By:  _____
Andrew Nickerson, President

APPROVED AS TO FORM:

By: _____
City Clerk

RESOLUTION NO. CC-1906-032

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF LAWNSDALE, CALIFORNIA
AUTHORIZING CERTAIN CLAIMS AND DEMANDS
IN THE SUM OF \$805,634.39**

THE CITY COUNCIL OF THE CITY OF LAWNSDALE, CALIFORNIA, DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

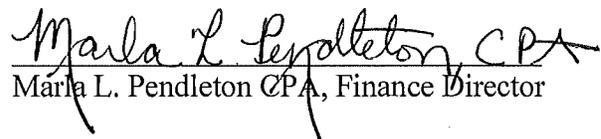
SECTION 1. That in accordance with Sections 37202 and 37209 of the Government Code, the Finance Director, as certified below, hereby attests to the accuracy of these demands and to the availability of funds for the payment thereof.

SECTION 2. That the following claims and demands have been audited as required by law, and that appropriations for these claims and demands are included in the annual budget as approved by the City Council.

SECTION 3. That the following claims and demands are hereby authorized in the accounts herein after set forth.

Effective Date: June 17, 2019

Certified by:


Marla L. Pendleton CPA, Finance Director

PASSED, APPROVED AND ADOPTED this 17th day of June, 2019.

Robert Pullen-Miles, Mayor

ATTEST:

State of California)
County of Los Angeles) SS
City of Lawndale)

I, Rhonda Hofmann Gorman, City Clerk of the City of Lawndale, California, do hereby certify that the City Council of the City of Lawndale duly approved and adopted the foregoing Resolution No. CC-1907-032 at a regular meeting of said Council held on the 3rd day of June, 2019, by the following roll call vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Robert Pullen-Miles, Mayor					
James H. Osborne, Mayor Pro Tem					
Pat Kearney					
Daniel Reid					
Bernadette Suarez					

Rhonda Hofmann Gorman, City Clerk

Check Register Report

Date: 06/11/2019
 Time: 3:44 pm
 Page: 1

City of Lawndale

BANK: WELLS FARGO BANK N.A

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
WELLS FARGO BANK N.A Checks							
197676	05/30/2019	Printed		5627	CHRISTINA BROOME	SENIOR YOGA CLASSES 5/20-22/19	130.00
197677	05/30/2019	Printed		2888	EDWARD EDWARDS	DJ SVC PET FAIR EVENT 6/8/19	500.00
197678	05/30/2019	Reconciled		6636	FRONTIER COMMUNICATIONS	PWD PHONE CHARGES 5/19-6/8/19	80.14
197679	05/30/2019	Void	05/30/2019	7239	DASAHNDA JOHNSON	DEPOSIT REFUND 4/20/2019	0.00
197680	05/30/2019	Reconciled		6015	LAYNE NATALE	SENIOR FITNESS 5/15-29/19	325.00
197681	05/30/2019	Printed		5319A	THREE BROTHERS PARTY SUPPLIES	TABLES & CHAIRS SETUP & REMOVAL	1,501.00
197682	05/30/2019	Reconciled		4142	TIME WARNER CABLE	CABLE BROADCAST CITY HALL	191.77
197683	05/30/2019	Reconciled		4142	TIME WARNER CABLE	PW-FIBER OPTIC SVC5/20-6/19/19	105.23
197684	05/30/2019	Reconciled		4142	TIME WARNER CABLE	PWD FIBER METRO SVC 5/24-6/23/	2,131.99
197685	05/30/2019	Reconciled		3672-CDD	U.S. BANK	ASAP SIGN & BANNER-CDD	27.38
197686	05/30/2019	Reconciled		3672-CMD	U.S. BANK	CCCA CONFERENCE HOTEL	4,009.95
197687	05/30/2019	Reconciled		3672-FIN	U.S. BANK	PWD CREW WIFI ROUTER	255.69
197688	05/30/2019	Reconciled		3672-MSD	U.S. BANK	CREDIT CARD CHARGES-MSD	408.16
197689	05/30/2019	Reconciled		7239	DASAHNDA JOHNSON	REFUND DEPOSIT 04/20/19	500.00
197690	06/06/2019	Reconciled		7180	ACCONTEMPS	TEMP SVCS WK END DT 04/05/19	684.48
197691	06/06/2019	Printed		0115	AT & T	LONG DISTANCE SVCS-MAY 2019	13.95
197692	06/06/2019	Reconciled		0613	BERICOM IT & DESIGN	NTWK/COMPUTER SVCS-MAY 2019	11,944.88
197693	06/06/2019	Printed		0190	COLONIAL LIFE & ACCIDENTS, INC	SECTION 125-POST-TAX MAY-2019	2,772.80
197694	06/06/2019	Printed		3575	REGINE COSTELLO	ENTERTAINMENT-SR LUNCHEON	200.00
197695	06/06/2019	Printed		0216	DELTA DENTAL	DENTAL INS PREM-REG JUNE-2019	2,658.26
197696	06/06/2019	Reconciled		0389	DELTA DENTAL INS	HMO DENTAL INS PREM JUNE-2019	158.90
197697	06/06/2019	Printed		6636	FRONTIER COMMUNICATIONS	PHONE CHARGES 5/28/19-6/27/19	179.57
197698	06/06/2019	Printed		7276	LUCIANO HERNANDEZ	3 BALLOON ARCHS EVENT 6/8/2019	240.00
197699	06/06/2019	Printed		5503	JA'VONDA JONES	INSTRUCTOR FEES MAY-2019	1,776.71
197700	06/06/2019	Printed		0323	LEGACY TRAVEL & TOURS	SR TRAVEL CLUB TRIP 6/2/19	3,240.00
197701	06/06/2019	Reconciled		0337	MANAGED HEALTH NETWORK	EMPLOYEE ASST PROG JUNE-2019	96.14
197702	06/06/2019	Printed		4371	ORANGE COUNTY JUMPERS LLC	ROCK WALL/SLIDE-PET FAIR 6/8	1,000.00
197703	06/06/2019	Reconciled		5895	RICOH USA INC	COPIER SVCS MAY-2019	3,364.28
197704	06/06/2019	Reconciled		2862	MARC SALDANA	INSTRUCTOR FEES MAY-2019	260.00
197705	06/06/2019	Reconciled		0439	SOUTHERN CALIFORNIA EDISON CO.	UTIL ELECTRICITY 5/1/19-6/1/19	11,105.94
197706	06/06/2019	Printed		2002	THE STANDARD, UNIT 22	LIFE/AD&D/LTD INS PREM JUN-19	1,605.55
197707	06/06/2019	Printed		5319A	THREE BROTHERS PARTY SUPPLIES	ADDL TENTS/TABLES/CHAIR 6/8/19	520.00
197708	06/06/2019	Printed		0466	TRAVEL TECH TOURS	DEPOSIT-SR TRAVEL CLUB 10/25	100.00
197709	06/06/2019	Reconciled		3672-FLEET	U.S. BANK VOYAGER FLEET SYS	VEH FUEL CSD 4/25/19-5/9/19	2,826.87
197710	06/06/2019	Printed		3672-CSD	U.S. BANK	CREDIT CARD CHARGES 5/14/19	7,632.50
197711	06/06/2019	Printed		3672-PWD	U.S. BANK	CREDIT CARD CHARGES4/23-5/8/19	471.67
197712	06/06/2019	Printed		3672-RSD	U.S. BANK	CREDIT CARD CHARGES 4/29-5/21	403.83
197713	06/06/2019	Reconciled		0479	VISION SERVICE PLAN	VISION PREMIUM-JUNE 2019	951.82
197714	06/17/2019	Printed		2615	A-THRONE CO., INC	PORTABLE RESTROOM 5/22-6/18/19	95.11
197715	06/17/2019	Printed		7263	ACCOUNTING PRINCIPALS INC	TEMP SVCS WK END 6/02/2019	2,462.40
197716	06/17/2019	Printed		1541	ALESHIRE & WYNDER, LLP	LEGAL SCVS 4/01/19-04/30/19	16,774.50
197717	06/17/2019	Printed		1541A	ALESHIRE & WYNDER, LLP	LEGAL SVCS 04/01/19-04/30/19	123.00
197718	06/17/2019	Printed		1541C	ALESHIRE & WYNDER, LLP	LEGAL SVCS 4/01/19-04/30/19	16,953.47
197719	06/17/2019	Printed		1541FC	ALESHIRE & WYNDER, LLP	LEGAL SVCS 4/01/19-04/30/19	1,461.76

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BANK: WELLS FARGO BANK N.A

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
WELLS FARGO BANK N.A Checks							
197720	06/17/2019	Printed		1541P	ALESHIRE & WYNDER, LLP	LEGAL SVCS 4/01/19-4/30/19	1,127.50
197721	06/17/2019	Printed		1541PLNG	ALESHIRE & WYNDER, LLP	LEGAL SVCS 4/01/19-04/30/19	6,144.00
197722	06/17/2019	Printed		1541PWE	ALESHIRE & WYNDER, LLP	LEGAL SVCS 4/01/2019-4/30/2019	164.00
197723	06/17/2019	Printed		1541REIM	ALESHIRE & WYNDER, LLP	LEGAL SVCS 4/01/19-04/30/19	246.00
197724	06/17/2019	Printed		1541RF	ALESHIRE & WYNDER, LLP	LEGAL SVCS 4/01/19-4/30/19	348.50
197725	06/17/2019	Printed		1541SP	ALESHIRE & WYNDER, LLP	LEGAL SVCS 4/01/2019-4/30/2019	246.00
197726	06/17/2019	Printed		0112	ALL CITY MANAGEMENT SVCS, INC	CROSSG GUARD SVC 5/5/-5/18/19	6,344.00
197727	06/17/2019	Printed		5245	MARIA ELENA ALVAREZ	INSTRUCTOR FEE-SESS II SPR-19	3,591.00
197728	06/17/2019	Printed		4185	AMERICAN STRUCTURAL PEST	CSD MONTHLY PEST CONTROL	125.00
197729	06/17/2019	Printed		0372C	AT & T - CALNET3	PHONE CHARGES 4/13/19-05/12/19	38.04
197730	06/17/2019	Printed		0372C	AT & T - CALNET3	PHONE CHARGES 4/13/19-5/12/19	1,577.53
197731	06/17/2019	Printed		0142	BOULEVARD FLORIST	MEMORIAL DAY WREATH-CSD EVENT	207.50
197732	06/17/2019	Printed		0182	CITY OF LAWDALE PETTY CASH	START UP CASH-PRSSC FIREWORKS	1,000.00
197733	06/17/2019	Printed		0219	COUNTY OF LA DEPT OF PUBLIC WK	TRAFFIC SIGNAL MAINT.APR 19	8,425.62
197734	06/17/2019	Printed		1931	COUNTY OF LOS ANGELES	PUBLIC HEALTH PERMIT-AR0124601	400.00
197735	06/17/2019	Printed		1931	COUNTY OF LOS ANGELES	PUBLIC HEALTH PERMIT-AR0142044	274.00
197736	06/17/2019	Printed		6741	DUNBAR ARMORED INC	ARMORED SVC JUNE 2019	150.83
197737	06/17/2019	Printed		6122	PAUL ELLIS	INSTRUCTOR FEE-SPRING 2019	560.00
197738	06/17/2019	Printed		6886	EMPIRE CLEANING SUPPLIES	MAINTENANCE CLEANING SUPPLIES	905.44
197739	06/17/2019	Printed		4832	KIMBERLY D. ESMOND	INSTRUCTOR FEE-SPRING 2019	2,822.40
197740	06/17/2019	Printed		6684	FARMER BROTHERS CO.	COFFEE SVCS-06/04/2019	147.14
197741	06/17/2019	Printed		7052	AMALEA FISHER	SR FITNESS INSTRUCTOR MAY-19	455.00
197742	06/17/2019	Printed		6530	GENERAL INDUSTRIAL TOOL & SUPP	MECHANICAL TOOL SET FOR P.W.D.	112.44
197743	06/17/2019	Printed		7272	ANA G GONZALEZ	REFUND SECURITY DEPOSIT 6/1/19	500.00
197744	06/17/2019	Printed		7273	H ELECTRIC	REFUND SECURITY DEPOSIT 6/1/19	750.00
197745	06/17/2019	Printed		6051	INFANTE BROS LAWNMOVER SHOP	CHAINSAW OIL	66.11
197746	06/17/2019	Printed		7271	J.A. SALAZAR CONSTRUCTION AND	REFUND OVERPAYMENT BL #11591	188.00
197747	06/17/2019	Printed		7104	KILGORE FITNESS SVC, LLC	FITNESS ROOM REPAIRS	2,119.60
197748	06/17/2019	Printed		0206	L.A. COUNTY SHERIFF'S LENNOX	SECURITY SVC APRIL 19,2019	23,309.18
197749	06/17/2019	Printed		0211	L.A. NEWSPAPER GROUP	DB 5-40 - LEGAL AD-5/10/19	765.00
197750	06/17/2019	Printed		6955	L.A. UNIFORMS & TAILORING	HATS FOR P.W.D.	197.10
197751	06/17/2019	Printed		7274	LAWDALE FEDERATION OF	REFUND SECURITY DEPOS 5/24/19	1,000.00
197752	06/17/2019	Printed		0308	LOS ANGELES COUNTY	PUBLIC SAFETY SVCS-APRIL 2019	438,936.55
197753	06/17/2019	Printed		6428	MINUTEMAN PRESS OF GARDENA	WINDOW ENVELOPES-JOB 32882	458.71
197754	06/17/2019	Printed		0367	OFFICE DEPOT	OFFICE SUPPLIES-MSD	490.25
197755	06/17/2019	Printed		1140	PACIFIC TIRE SERVICE	TIRE REPAIR PRESSURE WASHER	25.00
197756	06/17/2019	Printed		1283	PALP, INC. DBA	INGLEWOOD AV ST IMPVMT PROJ	126,638.57
197757	06/17/2019	Printed		7270	GASPARIS PATRONAS	REFUND DEBRIS PERMIT	300.00
197758	06/17/2019	Printed		6123	PRUDENTIAL OVERALL SUPPLY	MAY28,2019 CHARGES FOR MOPS	67.68
197759	06/17/2019	Printed		5895	RICOH USA INC	RICOH COPIER PAYMENT	2,142.66
197760	06/17/2019	Printed		0435	SO BAY CITIES COUNCIL OF GOVTS	MEMBERSHIP DUES FY 2019/2020	14,315.00
197761	06/17/2019	Printed		3685	SOUTH BAY GARDENS	PLANTS FOR COMMUNITY CENTER	535.41
197762	06/17/2019	Printed		4533	SOUTH BAY LANDSCAPING INC	LANDSCAPING SVCS-MAY 2019	46,525.00
197763	06/17/2019	Printed		6034	SOUTH COAST MECHANICAL INC	4TH QTR BILLING 4/1/19-6/30/19	5,614.00

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BANK: WELLS FARGO BANK N.A

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
WELLS FARGO BANK N.A Checks							
197764	06/17/2019	Printed		7240	SOUTHEAST INGLEWOOD	REFUND SECURITY APRIL 19,2019	119.16
197765	06/17/2019	Printed		0440	SOUTHERN CALIFORNIA GAS CO.	NATURAL GAS FUEL 5/1-6/01/19	17.12
197766	06/17/2019	Printed		4582	STATE CONTROLLER'S OFFICE	2018 OFFSETS PROGRAM	1,037.95
197767	06/17/2019	Printed		7275	MAHMOOD H SULTAN	REFUND SECURITY MAY 25,2019	750.00
197768	06/17/2019	Printed		2883	UNDERGROUND SERVICE ALERT SC	DIG ALERT-DATABASE MAINT FEE	110.65
197769	06/17/2019	Printed		3373	VERIZON WIRELESS	M2M ACCOUNT SHARE DATA LINE	25.02
197770	06/17/2019	Printed		1727	WAXIE SANITARY SUPPLY	VACUUM FOR PWD	689.63
197771	06/17/2019	Printed		1843	ZEP SALES AND SERVICE	CUSTODIAL SUPPLIES	284.40

Total Checks: 96

Checks Total (excluding void checks): 805,634.39

Total Payments: 96

Bank Total (excluding void checks): 805,634.39

Total Payments: 96

Grand Total (excluding void checks): 805,634.39

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70886	ACCOUNTING PRINCIPALS INC	10526291	06/17/2019	00017146	05/26/2019	TEMP SVCS-WK END 5/26/19	547.20
70887	ACCOUNTING PRINCIPALS INC	10509139	06/17/2019	00017146	05/19/2019	TEMP SVCS WK-END 05/19/19	1,094.40
70910	ACCOUNTING PRINCIPALS INC	10541385	06/17/2019	00017146	06/02/2019	TEMP SVCS WK END 6/02/2019	820.80
						Vendor Total:	2,462.40
70888	ALESHIRE & WYNDER, LLP	51391	06/17/2019		05/16/2019	LEGAL SCVS 4/01/19-04/30/19	16,774.50
						Vendor Total:	16,774.50
70889	ALESHIRE & WYNDER, LLP	51397	06/17/2019		05/16/2019	LEGAL SVCS 04/01/19-04/30/19	123.00
						Vendor Total:	123.00
70893	ALESHIRE & WYNDER, LLP	51396	06/17/2019		05/16/2019	LEGAL SVCS 4/01/19-04/30/19	16,953.47
						Vendor Total:	16,953.47
70895	ALESHIRE & WYNDER, LLP	51399	06/17/2019		05/16/2019	LEGAL SVCS 4/01/19-04/30/19	1,461.76
						Vendor Total:	1,461.76
70911	ALESHIRE & WYNDER, LLP	51393	06/17/2019		05/16/2019	LEGAL SVCS 4/01/19-4/30/19	1,127.50
						Vendor Total:	1,127.50
70891	ALESHIRE & WYNDER, LLP	51394	06/17/2019		05/16/2019	LEGAL SVCS 4/01/19-04/30/19	6,144.00
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70892	ALESHIRE & WYNDER, LLP	51395	06/17/2019		05/16/2019	LEGAL SVCS 4/01/2019-4/30/2019	164.00
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70896	ALESHIRE & WYNDER, LLP	51400	06/17/2019		05/16/2019	LEGAL SVCS 4/01/19-04/30/19	246.00
						Vendor Total:	246.00
70894	ALESHIRE & WYNDER, LLP	51398	06/17/2019		05/16/2019	LEGAL SVCS 4/01/19-4/30/19	348.50
						Vendor Total:	348.50
70890	ALESHIRE & WYNDER, LLP	51392	06/17/2019		05/16/2019	LEGAL SVCS 4/01/2019-4/30/2019	246.00
						Vendor Total:	246.00
70912	ALL CITY MANAGEMENT SVCS, INC	61843	06/17/2019	00017068	05/22/2019	CROSSG GUARD SVC 5/5-5/18/19	6,344.00
						Vendor Total:	6,344.00
70913	MARIA ELENA ALVAREZ	072	06/17/2019	0016992A	05/31/2019	INSTRUCTOR FEE-SESS I SPR-20	1,764.00
70914	MARIA ELENA ALVAREZ	073	06/17/2019	0016992A	05/22/2019	INSTRUCTOR FEE-SESS II SPR-1	1,827.00
						Vendor Total:	3,591.00
70930	AMERICAN STRUCTURAL PEST	10568	06/17/2019		06/05/2019	CSD MONTHLY PEST CONTROL	125.00

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Ref. No.	Vendor Name	Invoice No.	Posting Date	PO Number	Invoice Date	Invoice Description	Invoice Amount
						Vendor Total:	125.00
70884	AT & T - CALNET3		06/17/2019		05/13/2019	PHONE CHARGES 4/13/19-05/12/1	38.04
		000013046068					38.04
70885	AT & T - CALNET3		06/17/2019		05/13/2019	PHONE CHARGES 4/13/19-5/12/19	1,577.53
		000013046088					1,577.53
						Vendor Total:	1,615.57
70909	A-THRONE CO., INC		06/17/2019	00017017	05/22/2019	PORTABLE RESTROOM 5/22-6/18,	95.11
		581023					95.11
						Vendor Total:	95.11
70918	BOULEVARD FLORIST		06/17/2019		05/23/2019	MEMORIAL DAY WREATH-CSD EV	207.50
		01435825					207.50
						Vendor Total:	207.50
70995	CITY OF LAWNSDALE PETTY CASH		06/17/2019		06/10/2019	START UP CASH-PRSSC FIREWO	1,000.00
		2019 FIREWORKS					1,000.00
						Vendor Total:	1,000.00
70897	COUNTY OF LA DEPT OF PUBLIC WK		06/17/2019	0016972A	05/06/2019	TRAFFIC SIGNAL MAINT.APR 19	8,425.62
		PW19050605508					8,425.62
						Vendor Total:	8,425.62
70915	COUNTY OF LOS ANGELES		06/17/2019		05/15/2019	PUBLIC HEALTH PERMIT-AR0124(400.00
		IN0714996-KITCHEN					400.00
70916	COUNTY OF LOS ANGELES		06/17/2019		05/15/2019	PUBLIC HEALTH PERMIT-AR0142(274.00
		IN0721132-JA PK POOL					274.00
						Vendor Total:	674.00
70994	DUNBAR ARMORED INC		06/17/2019		06/01/2019	ARMORED SVC JUNE 2019	150.83
		4422126					150.83
						Vendor Total:	150.83
70928	PAUL ELLIS		06/17/2019		06/02/2019	INSTRUCTOR FEE-SPRING 2019	560.00
		19					560.00
						Vendor Total:	560.00
70870	EMPIRE CLEANING SUPPLIES		06/17/2019		05/23/2019	MAINTENANCE CLEANING SUPPI	905.44
		1116332					905.44
						Vendor Total:	905.44
70926	KIMBERLY D. ESMOND		06/17/2019	0017009A	05/24/2019	INSTRUCTOR FEE-SPRING 2019	2,500.00
		052419					2,500.00
70927	KIMBERLY D. ESMOND		06/17/2019		05/24/2019	INSTRUCTOR FEE-SPRING 2019	322.40
		052419B					322.40
						Vendor Total:	2,822.40
70950	FARMER BROTHERS CO.		06/17/2019		06/05/2019	COFFEE SVCS-06/04/2019	147.14
		69088914					147.14
						Vendor Total:	147.14
70917	AMALEA FISHER		06/17/2019	00017008	05/02/2019	SR FITNESS INSTRUCTOR MAY-1	455.00
		MAY-19					455.00
						Vendor Total:	455.00
70872	GENERAL INDUSTRIAL TOOL & SUPP		06/17/2019		05/17/2019	MECHANICAL TOOL SET FOR P.V	112.44
		1168644-01					112.44
						Vendor Total:	112.44

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70919	ANA G GONZALEZ	F/73153	06/17/2019		05/14/2019	REFUND SECURITY DEPOSIT 6/1,	500.00
						Vendor Total:	500.00
70920	H ELECTRIC	70231	06/17/2019		10/10/2018	REFUND SECURITY DEPOSIT 6/1,	750.00
						Vendor Total:	750.00
70873	INFANTE BROS LAWNMOVER SHOP	35364	06/17/2019		05/15/2019	CHAINSAW OIL	66.11
						Vendor Total:	66.11
70906	J.A. SALAZAR CONSTRUCTION AND	FRONT/72084	06/17/2019		02/19/2019	REFUND OVERPAYMENT BL #115'	188.00
						Vendor Total:	188.00
70923	KILGORE FITNESS SVC, LLC	1562	06/17/2019	00017110	05/11/2019	FFITNESS ROOM MAINTENANCE	691.51
70924	KILGORE FITNESS SVC, LLC	1562B	06/17/2019	0017110A	05/11/2019	FITNESS ROOM MAINTENANCE	519.87
70925	KILGORE FITNESS SVC, LLC	1563	06/17/2019		05/11/2019	FITNESS ROOM REPAIRS	908.22
						Vendor Total:	2,119.60
70921	L.A. COUNTY SHERIFF'S LENNOX	193740CY	06/17/2019		05/14/2019	YOUTH DAY PARADE	23,128.34
70922	L.A. COUNTY SHERIFF'S LENNOX	193776CY	06/17/2019		05/22/2019	SECURITY SVC APRIL 19,2019	180.84
						Vendor Total:	23,309.18
70898	L.A. NEWSPAPER GROUP	0011278657	06/17/2019	00016925	06/04/2019	DB-6-25 LEGAL AD 6/4/19	135.00
70990	L.A. NEWSPAPER GROUP	AD #11265199	06/17/2019	00016944	05/31/2019	DB 5-6 LEGAL AD 05/02/19	212.50
70991	L.A. NEWSPAPER GROUP	AD #11268786	06/17/2019	00016944	05/31/2019	DB 5-34 LEGAL AD-5/10/19	215.00
70992	L.A. NEWSPAPER GROUP	AD#11269610	06/17/2019	00016944	05/31/2019	DB 5-40 - LEGAL AD-5/10/19	202.50
						Vendor Total:	765.00
70962	L.A. UNIFORMS & TAILORING	2326	06/17/2019		06/01/2019	HATS FOR P.W.D.	197.10
						Vendor Total:	197.10
70931	LAWNDALE FEDERATION OF	F/73079	06/17/2019		05/24/2019	REFUND SECURITY DEPOS 5/24/	1,000.00
						Vendor Total:	1,000.00
70929	LOS ANGELES COUNTY	193662CY	06/17/2019		05/08/2019	PUBLIC SAFETY SVCS-APRIL 201	438,936.55
						Vendor Total:	438,936.55
70899	MINUTEMAN PRESS OF GARDENA	17396	06/17/2019	00016929	05/20/2019	BUSINESS CARD-JOB 32768	76.10
70993	MINUTEMAN PRESS OF GARDENA	17454	06/17/2019	00016929	06/10/2019	WINDOW ENVELOPES-JOB 32882	382.61
						Vendor Total:	458.71
70900	OFFICE DEPOT	318995780001	06/17/2019		05/23/2019	OFFICE SUPPLIES-FIN	24.14
70901	OFFICE DEPOT	318352691001	06/17/2019		05/22/2019	OFFICE SUPPLIES-PWD	42.53

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Ref. No.	Vendor Name	Invoice No.	Posting Date	PONumber	Invoice Date	Invoice Description	Invoice Amount
70902	OFFICE DEPOT		06/17/2019		05/22/2019	OFFICE SUPPLIES-CSD	
		318288008001					103.98
70903	OFFICE DEPOT		06/17/2019		05/21/2019	OFFICE SUPPLIES-FIN	
		318248090001					100.82
70986	OFFICE DEPOT		06/17/2019		05/14/2019	OFFICE SUPPLIES-MSD	
		313523163001					66.18
70987	OFFICE DEPOT		06/17/2019		05/31/2019	OFFICE SUPPLIES-PWD	
		321356171001					49.52
70988	OFFICE DEPOT		06/17/2019		05/28/2019	OFFICE SUPPLIES-FIN	
		318995984001					38.80
70989	OFFICE DEPOT		06/17/2019		05/30/2019	OFFICE SUPPLIES-MSD	
		318498543001					64.28
						Vendor Total:	490.25
70874	PACIFIC TIRE SERVICE		06/17/2019		05/28/2019	TIRE REPAIRS VEHICLE #508	
		111811					15.00
70961	PACIFIC TIRE SERVICE		06/17/2019		06/03/2019	TIRE REPAIR PRESSURE WASHE	
		111944					10.00
						Vendor Total:	25.00
70996	PALP, INC. DBA		06/17/2019	00017136	05/31/2019	INGLEWOOD AV ST IMPVMT PRO	
		PYMT 1-JOB 5638					126,638.57
						Vendor Total:	126,638.57
70871	GASPARIS PATRONAS		06/17/2019		04/03/2019	REFUND DEBRIS PERMIT	
		F/72594					300.00
						Vendor Total:	300.00
70875	PRUDENTIAL OVERALL SUPPLY		06/17/2019	00016961	05/28/2019	UNIFORM CLEANING SVC 5/28/19	
		42410058					35.68
70876	PRUDENTIAL OVERALL SUPPLY		06/17/2019		05/07/2019	MAY 7, 2019 CHARGES FOR MOP	
		42403726					8.00
70877	PRUDENTIAL OVERALL SUPPLY		06/17/2019		05/14/2019	MAY 14,2019 CHARGES FOR MOP	
		42405837					8.00
70878	PRUDENTIAL OVERALL SUPPLY		06/17/2019		05/21/2019	MAY 21, 2019 CHARGES FOR MOI	
		42407955					8.00
70879	PRUDENTIAL OVERALL SUPPLY		06/17/2019		05/28/2019	MAY28,2019 CHARGES FOR MOP	
		42410057					8.00
						Vendor Total:	67.68
70953	RICOH USA INC		06/17/2019		05/18/2019	RICOH COPIER PAYMENT	
		9027369597					2,142.66
						Vendor Total:	2,142.66
70932	SO BAY CITIES COUNCIL OF GOVTS		06/17/2019		05/28/2019	MEMBERSHIP DUES FY 2019/2020	
		2019-2020					14,315.00
						Vendor Total:	14,315.00
70957	SOUTH BAY GARDENS		06/17/2019		05/30/2019	PLANTS FOR COMMUNITY CENTI	
		95122					535.41
						Vendor Total:	535.41
70904	SOUTH BAY LANDSCAPING INC		06/17/2019	00016954	05/14/2019	TREE REMOVALS & PLANTING	
		18941					13,875.00
70905	SOUTH BAY LANDSCAPING INC		06/17/2019	00016954	05/27/2019	TREE REMOVAL VARIOUS LOCAT	
		18967					12,600.00
70955	SOUTH BAY LANDSCAPING INC		06/17/2019	00016954	05/31/2019	TREE REMOVALS AT 14619 OSAC	
		18976					1,275.00
70997	SOUTH BAY LANDSCAPING INC		06/17/2019	00016982	05/31/2019	LANDSCAPING SVCS-MAY 2019	
		18968					18,775.00
						Vendor Total:	46,525.00
70880	SOUTH COAST MECHANICAL INC		06/17/2019		04/12/2019	CALL BACK SVC REPAIR/CITY HA	
		51492					357.00

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Ref. No.	Vendor Name	Invoice No.	Posting Date	PO Number	Invoice Date	Invoice Description	Invoice Amount
70948	SOUTH COAST MECHANICAL INC	51369	06/17/2019	00016955	04/01/2019	4TH QTR BILLING 4/1/19-6/30/19	5,257.00
						Vendor Total:	5,614.00
70936	SOUTHEAST INGLEWOOD	F/69452A	06/17/2019		05/22/2019	REFUND SECURITY APRIL 19,201	119.16
						Vendor Total:	119.16
70985	SOUTHERN CALIFORNIA GAS CO.		06/17/2019		05/21/2019	NATURAL GAS FUEL 5/1/-6/01/19	17.12
		05/01/19-06/06/19				Vendor Total:	17.12
70983	STATE CONTROLLER'S OFFICE		06/17/2019		05/15/2019	2018 OFFSETS PROGRAM	1,037.95
		FTB-00000998				Vendor Total:	1,037.95
70937	MAHMOOD H SULTAN	F/73101	06/17/2019		05/09/2019	REFUND SECURITY MAY 25,2019	750.00
						Vendor Total:	750.00
70959	UNDERGROUND SERVICE ALERT SC	520190401	06/17/2019		06/01/2019	DIG ALERT-DATABASE MAINT FEI	110.65
						Vendor Total:	110.65
70984	VERIZON WIRELESS	9831347261	06/17/2019		06/02/2019	M2M ACCOUNT SHARE DATA LINE	25.02
						Vendor Total:	25.02
70881	WAXIE SANITARY SUPPLY	78285758	06/17/2019		05/17/2019	DOG WASTE BAGS	56.78
70907	WAXIE SANITARY SUPPLY	78286291	06/17/2019	00016958	05/17/2019	VACUUM FOR PWD	468.20
70908	WAXIE SANITARY SUPPLY	78286291A	06/17/2019		05/17/2019	VACUUM FOR PWD	164.65
						Vendor Total:	689.63
70883	ZEP SALES AND SERVICE	9004270147	06/17/2019	0016965A	05/17/2019	CUSTODIAL SUPPLIES	284.40
						Vendor Total:	284.40

Grand Total:	741,259.93
Less Credit Memos:	0.00
Net Total:	741,259.93
Less Hand Check Total:	0.00
Outstanding Invoice Total:	741,259.93

Total Invoices: 87

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Ref. No.	Vendor Name	Invoice No.	Posting Date	PONumber	Invoice Date	Invoice Description	Invoice Amount
70935	ACCONTEMPS		06/06/2019		04/01/2019	TEMP SVCS WK END DT 03/29/19	547.58
		53138681					136.90
70938	ACCONTEMPS	53217414	06/06/2019		04/11/2019	TEMP SVCS WK END DT 04/05/19	136.90
						Vendor Total:	684.48
70934	AT & T		06/06/2019		05/25/2019	LONG DISTANCE SVCS-MAY 2019	13.95
		030-303-2084-001-05/25/19				Vendor Total:	13.95
70939	BERICOM IT & DESIGN		06/06/2019	00017015	06/01/2019	NTWK/COMPUTER SVCS-MAY 20	11,944.88
		627				Vendor Total:	11,944.88
70940	COLONIAL LIFE & ACCIDENTS, INC		06/06/2019		05/22/2019	SECTION 125-PRE-TAX MAY-2019	1,214.39
		7421597-0601701					1,558.41
70941	COLONIAL LIFE & ACCIDENTS, INC		06/06/2019		05/25/2019	SECTION 125-POST-TAX MAY-201	1,558.41
		7421597-0601701A				Vendor Total:	2,772.80
70942	REGINE COSTELLO		06/06/2019		05/30/2019	ENTERTAINMENT-SR LUNCHEON	200.00
		06/13/2019				Vendor Total:	200.00
70944	DELTA DENTAL INS		06/06/2019		06/01/2019	HMO DENTAL INS PREM JUNE-20	158.90
		BE003395417				Vendor Total:	158.90
70943	DELTA DENTAL		06/06/2019		06/01/2019	DENTAL INS PREM-REG JUNE-20	2,658.26
		BE003396623				Vendor Total:	2,658.26
70945	FRONTIER COMMUNICATIONS		06/06/2019		05/28/2019	PHONE CHARGES 5/28/19-6/27/19	179.57
		05/28/2019				Vendor Total:	179.57
70946	LUCIANO HERNANDEZ		06/06/2019		06/03/2019	3 BALLOON ARCHS EVENT 6/8/20	240.00
		14				Vendor Total:	240.00
70947	JA'VONDA JONES		06/06/2019		06/05/2019	INSTRUCTOR FEES MAY-2019	1,776.71
		5-2019				Vendor Total:	1,776.71
70949	LEGACY TRAVEL & TOURS		06/06/2019	00017035	05/28/2019	SR TRAVEL CLUB TRIP 06/02/2019	1,629.00
		B0501					1,521.00
70951	LEGACY TRAVEL & TOURS		06/06/2019	00017134	05/28/2019	SR TRAVEL CLUB TRIP 6/2/19	1,521.00
		B0501B					90.00
70952	LEGACY TRAVEL & TOURS		06/06/2019		05/28/2019	SR TRAVEL CLUB TRIP 6/2/19	90.00
		B0501C				Vendor Total:	3,240.00
70954	MANAGED HEALTH NETWORK		06/06/2019		05/17/2019	EMPLOYEE ASST PROG JUNE-20	96.14
		PRM-039288				Vendor Total:	96.14
70956	ORANGE COUNTY JUMPERS LLC		06/06/2019		06/06/2019	ROCK WALL/SLIDE-PET FAIR 6/8	1,000.00
		54693				Vendor Total:	1,000.00

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Ref. No.	Vendor Name	Invoice No.	Posting Date	PONumber	Invoice Date	Invoice Description	Invoice Amount
70958	RICOH USA INC		06/06/2019		05/01/2019	COPIER SVCS APR-2019	392.70
		50556529129					
70960	RICOH USA INC		06/06/2019		05/01/2019	COPIER SVCS APRIL-2019	828.92
		5056529545					
70963	RICOH USA INC		06/06/2019		04/13/2019	COPIER SVCS MAY-2019	2,142.66
		9027233539					
						Vendor Total:	3,364.28
70964	MARC SALDANA		06/06/2019	00016978	05/29/2019	INSTRUCTOR FEES MAY-2019	260.00
		MAY-2019					
						Vendor Total:	260.00
70965	SOUTHERN CALIFORNIA EDISON CO.		06/06/2019		06/01/2019	UTIL ELECTRICITY 5/1/19-6/1/19	11,105.94
		05/01/19-06/01/19					
						Vendor Total:	11,105.94
70966	THE STANDARD, UNIT 22		06/06/2019		06/01/2019	LIFE/AD&D/LTD INS PREM JUN-19	1,605.55
		JUNE-2019					
						Vendor Total:	1,605.55
70967	THREE BROTHERS PARTY SUPPLIES		06/06/2019		06/01/2019	ADDL TENTS/TABLES/CHAIR 6/8/1	520.00
		2771					
						Vendor Total:	520.00
70968	TRAVEL TECH TOURS		06/06/2019		05/15/2019	DEPOSIT-SR TRAVEL CLUB 10/25	100.00
		992358					
						Vendor Total:	100.00
70979	U.S. BANK VOYAGER FLEET SYS		06/06/2019	00016968	05/24/2019	VEH FUEL PWD 4/25/19-5/23/19	1,552.07
		86932-2446-5/24/19-PWD					
70980	U.S. BANK VOYAGER FLEET SYS		06/06/2019		05/24/2019	VEH FUEL MSD 4/24/19-5/23/19	843.06
		86932-2446-5/24/19-MSD					
70981	U.S. BANK VOYAGER FLEET SYS		06/06/2019	00017033	05/24/2019	VEH FUEL CSD 4/25/19-5/9/19	431.74
		86932-2446-5/24/19-CSD					
						Vendor Total:	2,826.87
70969	U.S. BANK		06/06/2019	00017027	05/22/2019	CREDIT CARD CHARGES-APRIL 2	4,485.98
		4246 0445 5572 5047-CSD					
70970	U.S. BANK		06/06/2019		05/22/2019	CREDIT CARD CHARGES-APRIL 2	12.00
		4246 0445 5572 5047A-CSD					
70971	U.S. BANK		06/06/2019	00017025	05/22/2019	CREDIT CARD CHARGES-5/3-9/20	46.85
		4246 0445 5572 5047B-CSD					
70972	U.S. BANK		06/06/2019		05/06/2019	CREDIT CARD CHARGES-05/06/2019	235.39
		4246 0445 5572 5047-5/6/19-CSD					
70977	U.S. BANK		06/06/2019	00017027	05/22/2019	CREDIT CARD CHARGES 5/10/19	2,500.00
		4246 0445 5575 5267B-RSD					
70978	U.S. BANK		06/06/2019	00017025	05/22/2019	CREDIT CARD CHARGES 5/14/19	352.28
		4246 0445 5575 5267C-RSD					
						Vendor Total:	7,632.50
70973	U.S. BANK		06/06/2019		05/22/2019	CREDIT CARD CHARGES 4/25 &5/	135.19
		4246 0445 5572 5013-PWD					
70974	U.S. BANK		06/06/2019	00016950	05/22/2019	CREDIT CARD CHARGES4/23-5/8/	336.48
		4246 0445 5572 5013A-PWD					
						Vendor Total:	471.67
70975	U.S. BANK		06/06/2019		05/22/2019	CREDIT CARD CHARGES 4/26/19	157.09
		4246 0445 5575 5267-RSD					
70976	U.S. BANK		06/06/2019	0017026A	05/22/2019	CREDIT CARD CHARGES 4/29-5/2	246.74
		4246 0445 5575 5267A-RSD					
						Vendor Total:	403.83

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Ref. No.	Vendor Name	Invoice No.	Posting Date	PONumber	Invoice Date	Invoice Description	Invoice Amount
70982	VISION SERVICE PLAN	JUNE-2019	06/06/2019		05/19/2019	VISION PREMIUM-JUNE 2019	951.82
Vendor Total:							<u>951.82</u>

Total Invoices: 39

Grand Total:	54,208.15
Less Credit Memos:	<u>0.00</u>
Net Total:	54,208.15
Less Hand Check Total:	<u>0.00</u>
Outstanding Invoice Total:	54,208.15

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Ref. No.	Vendor Name	Invoice No.	Posting Date	PO Number	Invoice Date	Invoice Description	Invoice Amount
70844	CHRISTINA BROOME	MAY B	05/30/2019	00016979	05/20/2019	SENIOR YOGA CLASSES 5/20-22/	130.00
						Vendor Total:	<u>130.00</u>
70845	EDWARD EDWARDS	139	05/30/2019		05/21/2019	DJ SVC PET FAIR EVENT 6/8/19	500.00
						Vendor Total:	<u>500.00</u>
70846	FRONTIER COMMUNICATIONS	05/19/19	05/30/2019		05/19/2019	PWD PHONE CHARGES 5/19-6/8/	80.14
						Vendor Total:	<u>80.14</u>
70868	DASAHNDA JOHNSON	72057A	05/30/2019		02/14/2019	REFUND DEPOSIT 4/20/19	500.00
						Vendor Total:	<u>500.00</u>
70847	LAYNE NATALE	5-2019	05/30/2019	00017007	05/29/2019	SENIOR FITNESS 5/15-29/19	325.00
						Vendor Total:	<u>325.00</u>
70848	THREE BROTHERS PARTY SUPPLIES	2505	05/30/2019	00017148	05/08/2019	TABLES & CHAIRS SETUP & REMC	1,501.00
						Vendor Total:	<u>1,501.00</u>
70850	TIME WARNER CABLE	0234046052419	05/30/2019		05/24/2019	PWD FIBER METRO SVC 5/24-6/2/	2,131.99
70851	TIME WARNER CABLE	0033083052119	05/30/2019		05/21/2019	PW-FIBER OPTIC SVC5/20-6/19/19	105.23
70852	TIME WARNER CABLE	0004993051819	05/30/2019		05/18/2019	CABLE BROADCAST CITY HALL	191.77
						Vendor Total:	<u>2,428.99</u>
70867	U.S. BANK	05222019-CDD	05/30/2019		04/19/2019	ASAP SIGN & BANNER-CDD	27.38
						Vendor Total:	<u>27.38</u>
70856	U.S. BANK	4-23-19	05/30/2019		05/22/2019	FAX MACHINE & INK	146.61
70857	U.S. BANK	90457452	05/30/2019		04/23/2019	CITY LOGO CAPS	46.19
70858	U.S. BANK	04242019	05/30/2019		04/24/2019	NAHO 3YR MAYOR RPM	115.00
70859	U.S. BANK	VONS	05/30/2019		05/06/2019	COUNCIL MTG SNACKS 5/6/19	21.97
70860	U.S. BANK	FLAME BROILER	05/30/2019		05/06/2019	COUNCIL MTG SNACKS 5/6/19	57.76
70861	U.S. BANK	BOSANOVA	05/30/2019		05/06/2019	COUNCIL MTG SNACKS	52.92
70862	U.S. BANK	VONS-A	05/30/2019		05/20/2019	COUNCIL MTG SNACKS	15.97
70863	U.S. BANK	FLAME BROILER-A	05/30/2019		05/20/2019	COUNCIL MTG SNACKS 5/20/19	49.82
70864	U.S. BANK	BOSANOVA-A	05/30/2019		05/20/2019	COUNCIL MTG SNACKS 5/20/19	39.69
70865	U.S. BANK	29573	05/30/2019		05/14/2019	E&H TROPHY & CITY LOGO CAPS	383.80
70866	U.S. BANK	MAY 2019	05/30/2019		05/03/2019	CCCA CONFERENCE HOTEL	3,080.22
						Vendor Total:	<u>4,009.95</u>
70853	U.S. BANK	05222019-FIN	05/30/2019		05/22/2019	2019 GOVT ACCTING/AUDIT UPD/	190.00
70854	U.S. BANK	05222019	05/30/2019		05/22/2019	PWD CREW WIFI ROUTER	65.69

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Ref. No.	Vendor Name	Invoice No.	Posting Date	PO Number	Invoice Date	Invoice Description	Invoice Amount	
						Vendor Total:	255.69	
70855	U.S. BANK	5-22-19	05/30/2019		05/22/2019	CREDIT CARD CHARGES-MSD	408.16	
						Vendor Total:	408.16	
							Grand Total:	10,166.31
							Less Credit Memos:	0.00
							Net Total:	10,166.31
							Less Hand Check Total:	0.00
							Outstanding Invoice Total:	10,166.31
Total Invoices: 24								

INVOICE APPROVAL LIST BY FUND REPORT

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City of Lawndale

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
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Fund: 100 General Fund

Dept: 000

100-000-116.000 Prepaid Expense:

COUNTY OF LOS ANGELES	IN0714996-KITCHEN	PUBLIC HEALTH PERMIT-AR01	197734	06/17/2019	06/17/2019	400.00
COUNTY OF LOS ANGELES	IN0721132-JA PK POOL	PUBLIC HEALTH PERMIT-AR01	197735	06/17/2019	06/17/2019	274.00
SO BAY CITIES COUNCIL OF	2019-2020	MEMBERSHIP DUES FY 2019/2	197760	06/17/2019	06/17/2019	14,315.00
						14,989.00

100-000-410.100 Business License

J.A. SALAZAR CONSTRUCTI	FRONT/72084	REFUND OVERPAYMENT BL #	197746	06/17/2019	06/17/2019	188.00
						188.00

100-000-425.101 Community Cent

L.A. COUNTY SHERIFF'S LEI	193776CY	SECURITY SVC APRIL 19,2019	197748	06/17/2019	06/17/2019	180.84
SOUTHEAST INGLEWOOD	F/69452A	REFUND SECURITY APRIL 19,2	197764	06/17/2019	06/17/2019	119.16
						300.00

100-000-430.300 Parking Fines & f

STATE CONTROLLER'S OFFI	FTB-00000998	2018 OFFSETS PROGRAM	197766	06/17/2019	06/17/2019	1,037.95
						1,037.95

Total Dept. 000: 16,514.95

Dept: 110 City Council

100-110-510.100 Office Supplies

U.S. BANK///	VONS	COUNCIL MTG SNACKS 5/6/19	197686	05/30/2019	05/30/2019	21.97
U.S. BANK///	FLAME BROILER	COUNCIL MTG SNACKS 5/6/19	197686	05/30/2019	05/30/2019	57.76
U.S. BANK///	BOSANOVA	COUNCIL MTG SNACKS	197686	05/30/2019	05/30/2019	52.92
U.S. BANK///	VONS-A	COUNCIL MTG SNACKS	197686	05/30/2019	05/30/2019	15.97
U.S. BANK///	FLAME BROILER-A	COUNCIL MTG SNACKS 5/20/1	197686	05/30/2019	05/30/2019	49.82
U.S. BANK///	BOSANOVA-A	COUNCIL MTG SNACKS 5/20/1	197686	05/30/2019	05/30/2019	39.69
						238.13

INVOICE APPROVAL LIST BY FUND REPORT

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
100-110-510.200	Reprographics						
	U.S. BANK///	29573	E&H TROPHY & CITY LOGO C/	197686	05/30/2019	05/30/2019	343.10
							343.10
100-110-510.620	Travel/Meetings						
	U.S. BANK///	MAY 2019	CCCA CONFERENCE HOTEL	197686	05/30/2019	05/30/2019	3,080.22
							3,080.22
100-110-540.310	Discretionary Fur						
	U.S. BANK///	04242019	NAHO 3YR MAYOR RPM	197686	05/30/2019	05/30/2019	115.00
	U.S. BANK///	4246 0445 5575 5267-RSD	CREDIT CARD CHARGES 4/26/	197712	06/06/2019	06/06/2019	157.09
							272.09
							Total Dept. City Council: 3,933.54

Dept: 120 City Attorney

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
100-120-530.300	Legal Services						
	ALESHIRE & WYNDER, LLP	51391	LEGAL SCVS 4/01/19-04/30/19	197716	06/17/2019	06/17/2019	16,774.50
	ALESHIRE & WYNDER, LLP	51392	LEGAL SVCS 4/01/2019-4/30/20	197725	06/17/2019	06/17/2019	246.00
	ALESHIRE & WYNDER, LLP	51394	LEGAL SVCS 4/01/19-04/30/19	197721	06/17/2019	06/17/2019	6,144.00
	ALESHIRE & WYNDER, LLP	51395	LEGAL SVCS 4/01/2019-4/30/20	197722	06/17/2019	06/17/2019	164.00
	ALESHIRE & WYNDER, LLP	51396	LEGAL SVCS 4/01/19-04/30/19	197718	06/17/2019	06/17/2019	16,953.47
	ALESHIRE & WYNDER, LLP	51398	LEGAL SVCS 4/01/19-4/30/19	197724	06/17/2019	06/17/2019	348.50
	ALESHIRE & WYNDER, LLP	51399	LEGAL SVCS 4/01/19-04/30/19	197719	06/17/2019	06/17/2019	1,461.76
	ALESHIRE & WYNDER, LLP	51400	LEGAL SVCS 4/01/19-04/30/19	197723	06/17/2019	06/17/2019	246.00
	ALESHIRE & WYNDER, LLP	51393	LEGAL SVCS 4/01/19-4/30/19	197720	06/17/2019	06/17/2019	1,127.50
							43,465.73
							Total Dept. City Attorney: 43,465.73

Dept: 130 City Clerk

100-130-510.100	Office Supplies						
	U.S. BANK///	29573	E&H TROPHY & CITY LOGO C/	197686	05/30/2019	05/30/2019	40.70

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							40.70
100-130-530.500	Legal Ads						
	L.A. NEWSPAPER GROUP	0011278657 5007750- CCD	DB-6-25 LEGAL AD 6/4/19	197749	06/17/2019	06/17/2019	135.00
							135.00
						Total Dept. City Clerk:	175.70

Dept: 140 City Manager

100-140-540.200	Special Expense:						
	U.S. BANK///	4-23-19	FAX MACHINE & INK	197686	05/30/2019	05/30/2019	146.61
	U.S. BANK///	90457452	CITY LOGO CAPS	197686	05/30/2019	05/30/2019	46.19
							192.80
						Total Dept. City Manager:	192.80

Dept: 160 General Operations

100-160-510.100	Office Supplies						
	FARMER BROTHERS CO.///	69088914	COFFEE SVCS-06/04/2019	197740	06/17/2019	06/17/2019	147.14
	MINUTEMAN PRESS OF GAF	17396	BUSINESS CARD-JOB 32768	197753	06/17/2019	06/17/2019	76.10
	MINUTEMAN PRESS OF GAF	17454	WINDOW ENVELOPES-JOB 32	197753	06/17/2019	06/17/2019	382.61
							605.85

100-160-515.100 Telecommunicati

AT & T	030-303-2084-001-05/25/19	LONG DISTANCE SVCS-MAY 2	197691	06/06/2019	06/06/2019	13.95
AT & T - CALNET3	000013046068	PHONE CHARGES 4/13/19-05/1	197729	06/17/2019	06/17/2019	38.04
AT & T - CALNET3	000013046088	PHONE CHARGES 4/13/19-5/12	197730	06/17/2019	06/17/2019	1,577.53
FRONTIER COMMUNICATIO	05/19/19	PWD PHONE CHARGES 5/19-6	197678	05/30/2019	05/30/2019	80.14
FRONTIER COMMUNICATIO	05/28/2019	PHONE CHARGES 5/28/19-6/27	197697	06/06/2019	06/06/2019	179.57
TIME WARNER CABLE	0234046052419	PWD FIBER METRO SVC 5/24-	197684	05/30/2019	05/30/2019	2,131.99
TIME WARNER CABLE	0033083052119	PW-FIBER OPTIC SVC5/20-6/11	197683	05/30/2019	05/30/2019	105.23
TIME WARNER CABLE	0004993051819	CABLE BROADCAST CITY HAL	197682	05/30/2019	05/30/2019	191.77
VERIZON WIRELESS	9831347261	M2M ACCOUNT SHARE DATA L	197769	06/17/2019	06/17/2019	25.02

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							4,343.24
100-160-515.200	Electricity						
	SOUTHERN CALIFORNIA ED	05/01/19-06/01/19	UTIL ELECTRICITY 5/1/19-6/1/1	197705	06/06/2019	06/06/2019	233.75
							233.75
100-160-520.500	Equipment Renta						
	RICOH USA INC	50556529129	COPIER SVCS APR-2019	197703	06/06/2019	06/06/2019	392.70
	RICOH USA INC	5056529545	COPIER SVCS APRIL-2019	197703	06/06/2019	06/06/2019	828.92
	RICOH USA INC	9027233539	COPIER SVCS MAY-2019	197703	06/06/2019	06/06/2019	2,142.66
	RICOH USA INC	9027369597	RICOH COPIER PAYMENT	197759	06/17/2019	06/17/2019	2,142.66
							5,506.94
							Total Dept. General Operations: 10,689.78
Dept: 180 Information Systems							
100-180-530.100	Contract Services:						
	BERICOM IT & DESIGN	627	NTWK/COMPUTER SVCS-MAY	197692	06/06/2019	06/06/2019	11,944.88
	U.S. BANK///	05222019	PWD CREW WIFI ROUTER	197687	05/30/2019	05/30/2019	65.69
							12,010.57
							Total Dept. Information Systems: 12,010.57
Dept: 190 Finance							
100-190-510.100	Office Supplies						
	OFFICE DEPOT	318995780001	OFFICE SUPPLIES-FIN	197754	06/17/2019	06/17/2019	24.14
	OFFICE DEPOT	318248090001	OFFICE SUPPLIES-FIN	197754	06/17/2019	06/17/2019	100.82
	OFFICE DEPOT	318995984001	OFFICE SUPPLIES-FIN	197754	06/17/2019	06/17/2019	38.80
							163.76
100-190-510.620	Travel/Meetings						
	U.S. BANK///	05222019-FIN	2019 GOVT ACCTING/AUDIT UI	197687	05/30/2019	05/30/2019	190.00
							190.00

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100-190-530.100	Contract Services						
	DUNBAR ARMORED INC	4422126	ARMORED SVC JUNE 2019	197736	06/17/2019	06/17/2019	150.83
							150.83
100-190-530.210	Temporary Staffir						
	ACCOUNTEMPS	53138681	TEMP SVCS WK END DT 03/29	197690	06/06/2019	06/06/2019	547.58
	ACCOUNTEMPS	53217414	TEMP SVCS WK END DT 04/05	197690	06/06/2019	06/06/2019	136.90
	ACCOUNTING PRINCIPALS I	10526291	TEMP SVCS-WK END 5/26/19	197715	06/17/2019	06/17/2019	547.20
	ACCOUNTING PRINCIPALS I	10509139	TEMP SVCS WK-END 05/19/19	197715	06/17/2019	06/17/2019	1,094.40
	ACCOUNTING PRINCIPALS I	10541385	TEMP SVCS WK END 6/02/2019	197715	06/17/2019	06/17/2019	820.80
							3,146.88
							Total Dept. Finance: 3,651.47
Dept: 210 Police Services							
100-210-525.200	Liability Insuranc						
	LOS ANGELES COUNTY	193662CY	PUBLIC SAFETY SVCS-APRIL :	197752	06/17/2019	06/17/2019	38,896.21
							38,896.21
100-210-530.700	County Sheriff Se						
	LOS ANGELES COUNTY	193662CY	PUBLIC SAFETY SVCS-APRIL :	197752	06/17/2019	06/17/2019	390,095.34
							390,095.34
100-210-530.702	Youth Day Paradi						
	L.A. COUNTY SHERIFF'S LEI	193740CY	YOUTH DAY PARADE	197748	06/17/2019	06/17/2019	5,400.83
							5,400.83
							Total Dept. Police Services: 434,392.38
Dept: 300 Municipal Services							
100-300-510.100	Office Supplies						
	OFFICE DEPOT	313523163001	OFFICE SUPPLIES-MSD	197754	06/17/2019	06/17/2019	66.18
	OFFICE DEPOT	318498543001	OFFICE SUPPLIES-MSD	197754	06/17/2019	06/17/2019	64.28

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100-320-515.300 Natural Gas							
	SOUTHERN CALIFORNIA GA	05/01/19-06/06/19	NATURAL GAS FUEL 5/1/-6/01/	197765	06/17/2019	06/17/2019	17.12
							17.12
100-320-520.100 Maintenance Sup							
	EMPIRE CLEANING SUPPLIE	1116332	MAINTENANCE CLEANING SU	197738	06/17/2019	06/17/2019	905.44
	PRUDENTIAL OVERALL SUP	42403726	MAY 7, 2019 CHARGES FOR M	197758	06/17/2019	06/17/2019	8.00
	PRUDENTIAL OVERALL SUP	42405837	MAY 14,2019 CHARGES FOR M	197758	06/17/2019	06/17/2019	8.00
	PRUDENTIAL OVERALL SUP	42407955	MAY 21, 2019 CHARGES FOR M	197758	06/17/2019	06/17/2019	8.00
	PRUDENTIAL OVERALL SUP	42410057	MAY28,2019 CHARGES FOR M	197758	06/17/2019	06/17/2019	8.00
	U.S. BANK///	4246 0445 5572 5013A-PWD	CREDIT CARD CHARGES4/23-	197711	06/06/2019	06/06/2019	213.46
	WAXIE SANITARY SUPPLY	78285758	DOG WASTE BAGS	197770	06/17/2019	06/17/2019	56.78
	WAXIE SANITARY SUPPLY	78286291	VACUUM FOR PWD	197770	06/17/2019	06/17/2019	468.20
	WAXIE SANITARY SUPPLY	78286291A	VACUUM FOR PWD	197770	06/17/2019	06/17/2019	164.65
	ZEP SALES AND SERVICE	9004270147	CUSTODIAL SUPPLIES	197771	06/17/2019	06/17/2019	284.40
							2,124.93
100-320-520.120 Building Equipme							
	SOUTH COAST MECHANICA	51492	CALL BACK SVC REPAIR/CITY	197763	06/17/2019	06/17/2019	357.00
							357.00
100-320-520.200 Small Tools							
	GENERAL INDUSTRIAL TOOL	1168644-01	MECHANICAL TOOL SET FOR	197742	06/17/2019	06/17/2019	112.44
							112.44
100-320-520.300 Grounds Mainten							
	U.S. BANK///	4246 0445 5572 5013A-PWD	CREDIT CARD CHARGES4/23-	197711	06/06/2019	06/06/2019	102.28
							102.28
100-320-520.310 Plants & Material							
	SOUTH BAY GARDENS	95122	PLANTS FOR COMMUNITY CE	197761	06/17/2019	06/17/2019	535.41
							535.41

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100-320-520.510	Equipment Maint						
	INFANTE BROS LAWNMOVE	35364	CHAINSAW OIL	197745	06/17/2019	06/17/2019	66.11
							66.11
100-320-520.600	Vehicle Maintena						
	PACIFIC TIRE SERVICE	111944	TIRE REPAIR PRESSURE WA	197755	06/17/2019	06/17/2019	10.00
							10.00
100-320-520.610	Vehicle Fuel						
	U.S. BANK VOYAGER FLEET	8932-2446-5/24/19-PWD	VEH FUEL PWD 4/25/19-5/23/19	197709	06/06/2019	06/06/2019	1,552.07
							1,552.07
100-320-530.100	Contract Services						
	SOUTH BAY LANDSCAPING	18941	TREE REMOVALS & PLANTING	197762	06/17/2019	06/17/2019	13,875.00
	SOUTH BAY LANDSCAPING	18967	TREE REMOVAL VARIOUS LOC	197762	06/17/2019	06/17/2019	12,600.00
	SOUTH BAY LANDSCAPING	18976	TREE REMOVALS AT 14619 OS	197762	06/17/2019	06/17/2019	1,275.00
	SOUTH BAY LANDSCAPING	18968	LANDSCAPING SVCS-MAY 201	197762	06/17/2019	06/17/2019	11,077.25
	SOUTH COAST MECHANICA	51369	4TH QTR BILLING 4/1/19-6/30/1	197763	06/17/2019	06/17/2019	5,257.00
							44,084.25
100-320-540.200	Special Expense:						
	L.A. UNIFORMS & TAILORING	2326	HATS FOR P.W.D.	197750	06/17/2019	06/17/2019	197.10
							197.10
							Total Dept. Grounds Maintenance: 57,085.42
Dept: 330	Street Maintenance						
100-330-515.200	Electricity						
	SOUTHERN CALIFORNIA ED	05/01/19-06/01/19	UTIL ELECTRICITY 5/1/19-6/1/19	197705	06/06/2019	06/06/2019	1,624.01
							1,624.01
100-330-520.320	Landscape Maint						
	SOUTH BAY LANDSCAPING	18968	LANDSCAPING SVCS-MAY 201	197762	06/17/2019	06/17/2019	7,697.75

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							7,697.75
100-330-530.100	Contract Services:						
	UNDERGROUND SERVICE A	520190401	DIG ALERT-DATABASE MAINT	197768	06/17/2019	06/17/2019	110.65
							110.65
100-330-540.200	Special Expense:						
	U.S. BANK///	4246 0445 5572 5013A-PWD	CREDIT CARD CHARGES4/23-	197711	06/06/2019	06/06/2019	20.74
							20.74
Total Dept. Street Maintenance:							9,453.15
 Dept: 410 Planning/Building Adm							
100-410-530.500	Legal Ads						
	L.A. NEWSPAPER GROUP	CDD#11265199 50107749-CDD	DB 5-6 LEGAL AD 05/02/19	197749	06/17/2019	06/17/2019	212.50
	L.A. NEWSPAPER GROUP	CDD#11268786 5007749 - CDD	DB 5-34 LEGAL AD-5/10/19	197749	06/17/2019	06/17/2019	215.00
	L.A. NEWSPAPER GROUP	CDD#11269610 5007749 - CDD	DB 5-40 - LEGAL AD-5/10/19	197749	06/17/2019	06/17/2019	202.50
							630.00
Total Dept. Planning/Building Admin:							630.00
 Dept: 510 Community Services P							
100-510-510.100	Office Supplies						
	OFFICE DEPOT	318288008001	OFFICE SUPPLIES-CSD	197754	06/17/2019	06/17/2019	103.98
	U.S. BANK///	05222019-CDD	ASAP SIGN & BANNER-CDD	197685	05/30/2019	05/30/2019	27.38
							131.36
100-510-510.640	Commission Dev						
	U.S. BANK///	3 0445 5572 5047-5/6/19-CSD	CREDIT CARD CHARGES-05/0	197710	06/06/2019	06/06/2019	235.39
							235.39
100-510-520.510	Equipment Maint:						

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	KILGORE FITNESS SVC, LLC	1562	FFITNESS ROOM MAINTENAN	197747	06/17/2019	06/17/2019	691.51
	KILGORE FITNESS SVC, LLC	1562B	FITNESS ROOM MAINTENANC	197747	06/17/2019	06/17/2019	519.87
	KILGORE FITNESS SVC, LLC	1563	FITNESS ROOM REPAIRS	197747	06/17/2019	06/17/2019	908.22
							2,119.60
100-510-530.100 Contract Services							
	ALL CITY MANAGEMENT SVI	61843	CROSSG GUARD SVC 5/5-5/18	197726	06/17/2019	06/17/2019	6,344.00
	ALVAREZ/MARIA ELENA//	072	INSTRUCTOR FEE-SESS I SPF	197727	06/17/2019	06/17/2019	1,764.00
	ALVAREZ/MARIA ELENA//	073	INSTRUCTOR FEE-SESS II SPI	197727	06/17/2019	06/17/2019	1,827.00
	AMERICAN STRUCTURAL PE	10568	CSD MONTHLY PEST CONTRC	197728	06/17/2019	06/17/2019	125.00
	A-THRONE CO., INC	581023	PORTABLE RESTROOM 5/22-6	197714	06/17/2019	06/17/2019	95.11
	BROOME/CHRISTINA//	MAY B	SENIOR YOGA CLASSES 5/20-	197676	05/30/2019	05/30/2019	130.00
	ELLIS/PAUL//	19	INSTRUCTOR FEE-SPRING 20	197737	06/17/2019	06/17/2019	560.00
	ESMOND/KIMBERLY D.//	052419	INSTRUCTOR FEE-SPRING 20	197739	06/17/2019	06/17/2019	2,500.00
	ESMOND/KIMBERLY D.//	052419B	INSTRUCTOR FEE-SPRING 20	197739	06/17/2019	06/17/2019	322.40
	FISHER/AMALEA//	MAY-19	SR FITNESS INSTRUCTOR MA	197741	06/17/2019	06/17/2019	455.00
	JONES/JA'VONDA//	5-2019	INSTRUCTOR FEES MAY-2019	197699	06/06/2019	06/06/2019	1,776.71
	LEGACY TRAVEL & TOURS//	B0501	SR TRAVEL CLUB TRIP 06/02/2	197700	06/06/2019	06/06/2019	509.00
	LEGACY TRAVEL & TOURS//	B0501B	SR TRAVEL CLUB TRIP 6/2/19	197700	06/06/2019	06/06/2019	1,521.00
	LEGACY TRAVEL & TOURS//	B0501C	SR TRAVEL CLUB TRIP 6/2/19	197700	06/06/2019	06/06/2019	90.00
	NATALE/LAYNE//	5-2019	SENIOR FITNESS 5/15-29/19	197680	05/30/2019	05/30/2019	325.00
	SALDANA/MARC//	MAY-2019	INSTRUCTOR FEES MAY-2019	197704	06/06/2019	06/06/2019	260.00
							18,604.22
100-510-540.100 Community Even							
	EDWARDS/EDWARD//	139	DJ SVC PET FAIR EVENT 6/8/1	197677	05/30/2019	05/30/2019	500.00
	HERNANDEZ/LUCIANO//	14	3 BALLOON ARCHS EVENT 6/8	197698	06/06/2019	06/06/2019	240.00
	ORANGE COUNTY JUMPER\$	54693	ROCK WALL/SLIDE-PET FAIR €	197702	06/06/2019	06/06/2019	1,000.00
	THREE BROTHERS PARTY €	2505	TABLES &CHAIRS SETUP & RE	197681	05/30/2019	05/30/2019	1,501.00
	THREE BROTHERS PARTY €	2771	ADDL TENTS/TABLES/CHAIR 6	197707	06/06/2019	06/06/2019	520.00

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	U.S. BANK///	4246 0445 5572 5047-CSD	CREDIT CARD CHARGES-APR	197710	06/06/2019	06/06/2019	4,485.98
	U.S. BANK///	4246 0445 5575 5267B-RSD	CREDIT CARD CHARGES 5/10/	197710	06/06/2019	06/06/2019	2,500.00
							10,746.98
100-510-540.120	Recreation Activii						
	U.S. BANK///	4246 0445 5575 5267A-RSD	CREDIT CARD CHARGES 4/29-	197712	06/06/2019	06/06/2019	246.74
							246.74
100-510-540.200	Special Expense:						
	BOULEVARD FLORIST	01435825	MEMORIAL DAY WREATH-CSD	197731	06/17/2019	06/17/2019	207.50
							207.50
100-510-540.410	Senior Activities						
	COSTELLO/REGINE//	06/13/2019	ENTERTAINMENT-SR LUNCHE	197694	06/06/2019	06/06/2019	200.00
	U.S. BANK///	4246 0445 5572 5047B-CSD	CREDIT CARD CHARGES-5/3-€	197710	06/06/2019	06/06/2019	46.85
	U.S. BANK///	4246 0445 5575 5267C-RSD	CREDIT CARD CHARGES 5/14/	197710	06/06/2019	06/06/2019	352.28
							599.13
							32,890.92
							626,710.33

Fund: 201 Gas Tax Fund

Dept: 330 Street Maintenance

201-330-515.200	Electricity						
	SOUTHERN CALIFORNIA ED	05/01/19-06/01/19	UTIL ELECTRICITY 5/1/19-6/1/1	197705	06/06/2019	06/06/2019	1,357.15
							1,357.15
201-330-530.100	Contract Services:						
	COUNTY OF LA DEPT OF PU	PW19050605508	TRAFFIC SIGNAL MAINT.APR	197733	06/17/2019	06/17/2019	8,425.62
							8,425.62
							9,782.77

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Total Fund Gas Tax Fund:							9,782.77
Fund: 206 Prop A - Local Transit I							
Dept: 510 Community Services Programs							
206-510-520.600	Vehicle Maintena						
	U.S. BANK///	4246 0445 5572 5047A-CSD	CREDIT CARD CHARGES-APR	197710	06/06/2019	06/06/2019	12.00
							12.00
206-510-520.610	Vehicle Fuel						
	U.S. BANK VOYAGER FLEET	6932-2446-5/24/19-CSD	VEH FUEL CSD 4/25/19-5/9/19	197709	06/06/2019	06/06/2019	431.74
							431.74
Dept. Community Services Programs:							443.74
A - Local Transit Program:							443.74
Fund: 207 Prop C - Local Transit Assist							
Dept: 000							
207-000-200.102	Retention Payabl						
	PALP, INC. DBA		PYMT 1-JOB 5638 INGLEWOOD AV ST IMPVMT P	197756	06/17/2019	06/17/2019	-6,665.19
							-6,665.19
Total Dept. 000:							-6,665.19
Dept: 310 Public Works Admin.							
207-310-700.151	Inglewd Ave Corr						
	PALP, INC. DBA		PYMT 1-JOB 5638 INGLEWOOD AV ST IMPVMT P	197756	06/17/2019	06/17/2019	133,303.76
							133,303.76
Total Dept. Public Works Admin.:							133,303.76
Prop C - Local Transit Assist:							126,638.57

Fund: 211 State COPS Grant

Dept: 210 Police Services

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211-210-525.200	Liability Insurance						
	LOS ANGELES COUNTY	193662CY	PUBLIC SAFETY SVCS-APRIL :	197752	06/17/2019	06/17/2019	945.00
							945.00
211-210-530.700	County Sheriff Se						
	LOS ANGELES COUNTY	193662CY	PUBLIC SAFETY SVCS-APRIL :	197752	06/17/2019	06/17/2019	9,000.00
							9,000.00
Total Dept. Police Services:							9,945.00
al Fund State COPS Grant:							9,945.00

Fund: 234 Justice Assisted Grant

Dept: 210 Police Services

234-210-530.702	Youth Day Parade						
	L.A. COUNTY SHERIFF'S LEI	193740CY	YOUTH DAY PARADE	197748	06/17/2019	06/17/2019	17,727.51
							17,727.51
Total Dept. Police Services:							17,727.51
rd Justice Assisted Grant:							17,727.51

Fund: 304 Succ Agency Projects

Dept: 120 City Attorney

304-120-530.320	Legal - Litigation						
	ALESHIRE & WYNDER, LLP	51397	LEGAL SVCS 04/01/19-04/30/19	197717	06/17/2019	06/17/2019	123.00
							123.00
Total Dept. City Attorney:							123.00
icc Agency Projects Fund:							123.00

Fund: 501 Deposit/Donations

Dept: 000

501-000-200.303 Travel Club

INVOICE APPROVAL LIST BY FUND REPORT

Date: 06/11/2019

Time: 3:38 pm

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City of Lawndale

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
	LEGACY TRAVEL & TOURS//	B0501	SR TRAVEL CLUB TRIP 06/02/2	197700	06/06/2019	06/06/2019	1,120.00
	TRAVEL TECH TOURS///	992358	DEPOSIT-SR TRAVEL CLUB 10	197708	06/06/2019	06/06/2019	100.00
							1,220.00
501-000-200.307	Community Cent						
	GONZALEZ/ANA G//	F/73153	REFUND SECURITY DEPOSIT	197743	06/17/2019	06/17/2019	500.00
	H ELECTRIC	70231	REFUND SECURITY DEPOSIT	197744	06/17/2019	06/17/2019	750.00
	JOHNSON/DASAHNDA//	F/72057	REFUND DEPOSIT 04/20/19	197689	05/30/2019	05/30/2019	500.00
	LAWNDALE FEDERATION OF	F/73079	REFUND SECURITY DEPOS 5/	197751	06/17/2019	06/17/2019	1,000.00
	SULTAN/MAHMOOD H//	F/73101	REFUND SECURITY MAY 25,20	197767	06/17/2019	06/17/2019	750.00
							3,500.00
501-000-200.314	Const Demo Deb						
	PATRONAS/GASPARIS//	F/72594	REFUND DEBRIS PERMIT	197757	06/17/2019	06/17/2019	300.00
							300.00
							Total Dept. 000: 5,020.00
							I Fund Deposit/Donations: 5,020.00

Fund: 502 Employee Benefit Trus

Dept: 000

502-000-200.205	Dental Insurance						
	DELTA DENTAL	BE003396623	DENTAL INS PREM-REG JUNE	197695	06/06/2019	06/06/2019	2,658.26
	DELTA DENTAL INS	BE003395417	HMO DENTAL INS PREM JUNE	197696	06/06/2019	06/06/2019	158.90
							2,817.16
502-000-200.215	Accident Insuran						
	THE STANDARD, UNIT 22	JUNE-2019	LIFE/AD&D/LTD INS PREM JUN	197706	06/06/2019	06/06/2019	81.25
							81.25
502-000-200.216	EAP Premium Pa						
	MANAGED HEALTH NETWO	PRM-039288	EMPLOYEE ASST PROG JUNE	197701	06/06/2019	06/06/2019	96.14

INVOICE APPROVAL LIST BY FUND REPORT

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City of Lawndale

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
							96.14
502-000-200.217	Life Insurance Pr THE STANDARD, UNIT 22	JUNE-2019	LIFE/AD&D/LTD INS PREM JUN	197706	06/06/2019	06/06/2019	682.50
							682.50
502-000-200.218	LTD Premium Pa THE STANDARD, UNIT 22	JUNE-2019	LIFE/AD&D/LTD INS PREM JUN	197706	06/06/2019	06/06/2019	841.80
							841.80
502-000-200.219	Colonial Life Pay: COLONIAL LIFE & ACCIDENT	7421597-0601701	SECTION 125-PRE-TAX MAY-20	197693	06/06/2019	06/06/2019	1,214.39
							1,214.39
502-000-200.220	Colonial Life Pay: COLONIAL LIFE & ACCIDENT	7421597-0601701A	SECTION 125-POST-TAX MAY-	197693	06/06/2019	06/06/2019	1,558.41
							1,558.41
502-000-200.228	Vision Care Paya VISION SERVICE PLAN	JUNE-2019	VISION PREMIUM-JUNE 2019	197713	06/06/2019	06/06/2019	951.82
							951.82
						Total Dept. 000:	8,243.47
						mployee Benefit Trust Fund:	8,243.47

Fund: 503 PRSSC Trust Fund

Dept: 000

503-000-200.310	PRSSC- Firewor CITY OF LAWNSDALE PETTY	2019 FIREWORKS	START UP CASH-PRSSC FIREI	197732	06/17/2019	06/17/2019	1,000.00
							1,000.00
						Total Dept. 000:	1,000.00
						I Fund PRSSC Trust Fund:	1,000.00

INVOICE APPROVAL LIST BY FUND REPORT

Date: 06/11/2019

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City of Lawndale

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
Grand Total:							805,634.39

**MINUTES OF THE
LAWNDALE CITY COUNCIL REGULAR MEETING
June 3, 2019**

A. CALL TO ORDER AND ROLL CALL

Mayor Pullen-Miles called the meeting to order at 6:33 p.m. in the City Hall council chamber, 14717 Burin Avenue, Lawndale, California.

Councilmembers Present: Mayor Robert Pullen-Miles, Mayor Pro Tem James H. Osborne, Councilmember Pat Kearney, Councilmember Daniel Reid, Councilmember Bernadette Suarez

Other Participants: City Clerk Rhonda Hofmann Gorman, City Manager Stephen N. Mandoki, City Attorney Tiffany J. Israel, Los Angeles County Sheriff's Department Captain Duane Allen, Community Services Director Mike Estes, Assistant to the City Manager/Human Resources Director Raylette Felton, Municipal Services Director Michael Reyes, Finance Director Marla Pendleton, Community Development Director Sean Moore, Assistant City Clerk Matthew Ceballos and approximately 10 audience members

B. CEREMONIALS

Councilmember Kearney led the flag salute and Pastor George Magdalany, Hope Chapel, provided the inspiration.

C. PUBLIC SAFETY REPORT

Captain Duane Allen summarized recent law enforcement activities. Captain Duane Allen briefly introduced newly hired Lieutenant Christopher Lio, who said a few words about his new position.

D. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

- Pam London, Resident, spoke about dog waste bags and about the Sheriffs Safety report.
- Gary White, Resident, spoke about large trucks going down residential streets and hitting property. He went on to speak about hit and run incidents, his damaged property and desired more enforcement of large trucks on residential streets.
- Diana Boileau, Resident, spoke about issues with obtaining building permits on a newly inherited home. Mentioned various permitting issues with the property she wanted to see resolved.
- Jessica Romero, Lawndale Librarian, spoke about various summer library programs and digitizing historical Lawndale documents.

E. COMMENTS FROM COUNCIL

The City Council and staff responded generally to the comments, but did not request placement of any issues on a future meeting agenda.

F. CONSENT CALENDAR

1. **Motion to read by title only and waive further reading of all ordinances listed on the agenda**
Recommendation: that City Council approve.
2. **2nd Reading and Adoption – Amendment to the Lawndale Municipal Code Section 17.84.050 relating to Fences, Hedges and Walls within Residential Zones**
Recommendation: that City Council approves the second reading to adopt Ordinance No. 1161-19, amending the City’s height standards for fences, hedges and walls within front yard setbacks for properties on cul-du-sacs without sidewalks in residential zones.
3. **Senior Citizen Advisory Committee Appointment**
Recommendation: that the City Council (a) approve the Mayor’s appointment by directing staff to insert the appointees’ names in Section 1 of Resolution No. CC-1906-029, and (b) that the City Council adopt the resolution as amended.
4. **Update to the Redondo Beach Boulevard Improvement Project to include the Project Readiness Certification**
Recommendation: that the City Council approve the submission of the Project Readiness Certification to LA Metro and authorize staff to solicit proposals for the engineering design services.
5. **First Amendment to the Uniform Services Agreement**
Recommendation: that the City Council approve the First Amendment to the Contract Services Agreement with Prudential Overall Supply, for an annual amount of \$2,348 per year and the funding is available in the Public Works Department’s operational budget.
6. **Accounts Payable Register**
Recommendation: that the City Council adopts Resolution No. CC-1906-027 authorizing the payment of certain claims and demands in the amount of \$1,227,103.36.
7. **Minutes of the Lawndale City Council Special Meeting – May 20, 2019**
Recommendation: that City Council approve.
8. **Minutes of the Lawndale City Council Regular Meeting – May 20, 2019**
Recommendation: that City Council approve.

Public Comment

Pam London, Resident, spoke in opposition to the 2nd Reading and Adoption of the Ordinance amending the Lawndale Municipal Code Section 17.84.050 relating to Fences, Hedges and Walls within Residential Zones, listed as item 2 on the consent calendar.

A motion by Councilmember Suarez to approve the consent calendar was seconded by Councilmember Reid and carried by a vote of 5-0 following City Attorney Israel's reading of the title of Ordinance No. 1161-19.

G. PUBLIC HEARINGS

9. Update the Public Works Department's Fee Schedule to include Fees for Applications relating to Wireless Communication Facilities

Recommendation: that City Council (a) receive staff presentation and conduct the public hearing; and (b) adopt Resolution No. CC-1906-26 which updates the proposed fee schedule for the Public Works Department to include fees for applications relating to Wireless Communication Facilities.

The public hearing was opened and closed immediately at 7:04 p.m., there being no one wishing to testify.

Community Development Director Sean Moore reported on the proposed Resolution No. CC-1906-26 which updates the proposed fee schedule for the Public Works Department to include fees for applications relating to Wireless Communication Facilities.

A motion by Councilmember Reid to adopt Resolution No. CC-1906-26, which updates the proposed fee schedule for the Public Works Department to include fees for applications relating to Wireless Communication Facilities, was seconded by Councilmember Kearney and carried by a vote of 5-0.

H. ADMINISTRATION

10. Contract Services Agreement with Telecom Law Firm P.C.

Recommendation: that City Council approve the agreement with Telecom Law Firm P.C. for a fee not-to-exceed \$24,500, for review and processing of small cell wireless facilities permit applications.

Community Development Director Sean Moore reported on the proposed agreement with Telecom Law Firm P.C. for reviewing and processing of small cell wireless facilities permit applications.

A motion by Councilmember Kearney to approve the agreement with Telecom Law Firm P.C. for a fee not-to-exceed \$24,500, for review and processing of small cell wireless facilities permit applications, was seconded by Councilmember Suarez and carried by a vote of 5-0.

11. First Amendment to the Solid Waste RFP Consulting Services Contract

Recommendation: that City Council approve the First Amendment to the Contract Services Agreement for Solid Waste RFP Consulting Services with HF&H Consultants, LLC, for the additional amount of \$11,000.

City Manager Stephen Mandoki reported on the proposed first amendment to the Contract Services Agreement for Solid Waste RFP Consulting Services with HF&H Consultants, LLC.

A motion by Councilmember Kearney to approve the first amendment to the Contract Services Agreement for Solid Waste RFP Consulting Services with HF&H Consultants, LLC, for the additional amount of \$11,000 was seconded by Mayor Pullen-Miles and carried by a vote of 5-0.

12. Opposition of Assembly Bill 392 - Use of Force

Recommendation: that City Council (a) oppose Assembly Bill 392 by passing, approving and adopting Resolution No. CC-1906-28; and (b) direct the City Clerk to convey a copy of Resolution No. CC-1906-28 to the State Legislature and California Governor Gavin Newsom.

City Attorney Tiffany Israel reported on Resolution No. CC-1906-28, which opposes Assembly Bill 392.

A dialogue between the City Council ensued regarding AB 392 and their opposition to the bill.

Councilmember Suarez recommended this issue be addressed at the next Sherriff's Liability Trust Fund oversight committee meeting, to explore potential impact if it passes.

A motion by Mayor Pro Tem Osborne to adopt Resolution No. CC-1906-28, which opposes Assembly Bill 392, and direct the City Clerk to convey a copy of Resolution No. CC-1906-28 to the State Legislature and California Governor Gavin Newsom, was seconded by Councilmember Kearney and carried by a vote of 5-0.

13. Fourth Amendment to the Contract with the City Manager and Amendment to the Salary & Benefits Resolution for Central Management Employees

Recommendation: that City Council (a) approve the Fourth Amendment to the City Manager Employment Agreement; and (b) adopt Resolution No. CC-1906-031, approving the Second Amendment to the Citywide Salary and Pay Schedule.

City Attorney Tiffany Israel reported on the proposed Fourth Amendment to the City Manager Employment Agreement and the Resolution No. CC-1906-031, which is the Second Amendment to the Citywide Salary and Pay Schedule.

A motion by Mayor Pro Tem Osborne to approve the Fourth Amendment to the City Manager Employment Agreement and adopt Resolution No. CC-1906-031, approving the Second Amendment to the Citywide Salary and Pay Schedule, was seconded by Councilmember Kearney and carried by a vote of 5-0

14. 180-Day Wait Period Exception for CalPERS Retired Annuitant/Interim City Manager Appointment and Interim City Manager Agreement

Recommendation: that City Council (a) adopt Resolution No. 1906-030, approving an exception to the 180-day waiting period for the position of Interim City Manager; and (b) approve the Interim City Manager Employment Agreement between the City and Stephen Mandoki.

City Attorney Tiffany Israel reported on the proposed Resolution No. 1906-030, approving an exception to the 180-day waiting period for the position of Interim City Manager and the Interim City Manager Employment Agreement.

A dialogue between the City Council and staff ensued regarding part time designation and the CalPERs “critical need” designation.

A motion by Councilmember Suarez to adopt Resolution No. 1906-030, approving an exception to the 180-day waiting period for the position of Interim City Manager and approve the Interim City Manager Employment Agreement between the City and Stephen Mandoki, was seconded by Councilmember Reid and carried by a vote of 5-0.

15. 2019-2020 Budget Workshop

Recommendation: that the City Council receive the budget presentation, review the proposed budget, and direct staff as appropriate.

City Manager Stephen Mandoki briefly overviewed the budget for the 2019-2020 fiscal year.

Finance Director Marla Pendleton provided an in-depth PowerPoint presentation on the 2019-2020 Budget.

A lengthy dialogue ensued between the City Council and staff regarding the reserve policy.

Director Pendleton continued the PowerPoint presentation.

A lengthy dialogue ensued between the City Council and staff regarding the crossing guard cost increases, event sponsorship, future sales tax revenue, business licensing software, City Attorney Rate increases, Citywide events, and the purchase of a drone.

City Manager Mandoki added closing remarks about the budget.

A dialogue ensued between the City Council and staff regarding City vehicles.

City Council reached a consensus to bring back the proposed budget as approved, pending any minor changes.

I. ITEMS FROM COUNCILMEMBERS

16. Mayor/Councilmember Report of Attendance at Meetings and/or Events

Councilmember Reid attended the Memorial Day ceremony and “Take Part” Festival at Leuzinger High School.

Councilmember Kearney attended the “Fit for Gold” event, “Take Part” Festival at Leuzinger High School, Lawndale elementary school classified employee event, and the Memorial Day ceremony. Councilmember Kearney went on to recognize the members of the military whom served in every theatre and battlefield during World War II.

Councilmember Suarez attended the Memorial Day ceremony, “Take Part” Festival at Leuzinger High School, and the Centinela Youth Services Board of Directors meeting

Mayor Pro Tem Osborne had nothing to report.

Mayor Pullen-Miles attended the Memorial Day ceremony, City of Hawthorne Memorial Day event, and the “Fit for Gold” event.

J. CLOSED SESSION

At 8:36 p.m. the City Council entered into closed session.

17. Conference with Labor Negotiator

The City Council will conduct a closed session, pursuant to Government Code section 54957.6, with the city manager, the city attorney and the City's negotiators, regarding labor negotiations with Local 1895, Council 36, American Federation of State, County and Municipal Employees, AFL-CIO, representing the City's mid-management and classified employees.

18. Public Employee Performance Evaluation and Compensation

The City Council will hold a closed session with the City's personnel officer, the City Manager, pursuant to Government Code Sections 54957 and 54957.6(a), to conduct an employee performance evaluation of the City Attorney and to discuss the salary, compensation and fringe benefits provided to the City Attorney.

19. Conference with Legal Counsel – Anticipated Litigation

The City Council will conduct a closed session, pursuant to Government Code section 54956.9(d)(4), because the City is considering whether to initiate litigation in three (3) cases.

At 9:27 p.m. the City Council entered back into open session.

City Attorney Tiffany Israel reported the City Council met in Closed Session to discuss the three items listed on the Closed Session agenda. The City Council was updated on the item number 17 and item number 18 and there was no reportable action taken. On item number 19, the City Council unanimously voted to authorize the initiation of litigation against the owners of three properties, the first being at 4533 W. 160th Street, Lawndale, CA 90260, the second at 4136 W. 169th Street, Lawndale, CA 90260, and the third at 4541-4543 W. 161st Street, Lawndale, CA 90260.

K. ADJOURNMENT

There being no further business to conduct, the mayor adjourned the meeting at 9:28 p.m.

Robert Pullen-Miles, Mayor

ATTEST:

Rhonda Hofmann Gorman, City Clerk

Approved: ____/____

DRAFT

SOUTH BAY WORKFORCE INVESTMENT BOARD

11539 Hawthorne Blvd., Suite 500, Hawthorne, CA 90250

Office 310-970-7700; Fax 310-970-7712

Quarterly Summary of the April 18, 2019 South Bay Workforce Investment Board of Directors Meeting Lawndale

This report summarizes the April 18, 2019, South Bay Workforce Investment Board (SBWIB) meeting activities and program accomplishments during the 3rd Quarter of Program Year 2018-2019. As you are aware, the South Bay WIB is comprised of representatives from the eleven participating Cities of Lawndale, Inglewood, El Segundo, Hermosa Beach, Hawthorne, Redondo Beach, Carson, Manhattan Beach, Torrance, Lomita and Gardena for the delivery of employment and training services through its One-Stop Business and Career Centers.

*During the 3rd quarter, the South Bay WIB hosted an Aerospace Manufacturing Hiring Event at the Hawthorne Memorial Center primarily for recently laid off SpaceX employees and other aerospace professionals. 33 employers participated in the Hiring Event including Northrop Grumman, Raytheon, L3 Technologies, Boeing, General Atomics, Impresa Aerospace, Lockheed Martin, Jet Propulsion Laboratory (JPL), Marvin Engineering and many others. Close to 200 individuals attended, resulting in 40 individuals being offered employment and numerous others being enrolled into a training program through the South Bay One-Stop Business and Career Centers.

*The SBWIB's 19th Annual Blueprint for Workplace Success Youth and Young Adults Job Fair was held on Thursday, May 2, 2019 from 9am – 12pm. The Job Fair was open to Young Adults between the ages of 16-24. There were over 80 employers with job openings in attendance. In preparation for the Job Fair, SBWIB staff conducted various Blueprint for Workplace Success workshops at SBWIB One-Stops and Teen Centers. There was more than 800 youth in attendance, 148 were offered employment that day, and 211 were scheduled for second interviews.

*The South Bay One-Stop Business & Career Center held 18 recruitment fairs during the 3rd quarter for the following employers: Blue Crew, Allied Universal, Inglewood Park Cemetery, Oh My Green, Bue Crew and US Census. Over 450 job seekers attended the recruitment fairs resulting in 65 individuals being offered employment.

*2 youth from the City of Lawndale were enrolled in the WIOA year-round Youth Program this quarter which makes the year-end total 7; these individuals received pre-employment Blueprint for Workplace Success training and access to free occupational training based on their career interest. Other services included paid work experience at a worksite in and around the City of Lawndale.

*In the last quarter, South Bay One Stop Business & Career Centers were successfully able to enroll a total of 5 Lawndale residents in both adult and dislocated worker programs, making the year-end total 10.

*In March, SBWIB partnered with Centinela Valley Union High School District (CVUHSD) to present the Districts Second Annual Career Day at the Hawthorne Memorial Center. Nearly 400 high school 11th and 12th graders participated and engaged with representatives from 25 businesses and nonprofit organizations. Three breakout sessions were also conducted during Career Day covering financial literacy, social media in the workplace and networking with employers.

*Last quarter, 11 soon to graduate disabled individuals were enrolled in the Disability Employment Accelerator (DEA) program and will receive 100 hours of paid work experience and assistance transitioning into employment. In partnership with the Uniquely Aabled Project an additional training in CNC Machining will be provided in the Fall at El Camino College for 18 individuals with high-functioning autism.

*South Bay One-Stop Business & Career Centers exited 3 Lawndale residents with employment during the third quarter making the year-end total 10.

*The SBWIB enrolled 2 high school students from the City of Lawndale in the Fit for Gold Tutoring & Fitness Academy. Fit for Gold is an after-school employment program, in which high school seniors tutor and mentor elementary and middle-school aged youth. The Fit for Gold Cadets have the opportunity to earn over \$1,325 and be eligible for program scholarships.

*The South Bay Workforce Investment Board was recently awarded \$150,000 by the State of California under the Workforce Accelerator 7.0 grant to support the development and implementation of the Bioscience Pre-Apprenticeship and Apprenticeship training program (Bio-Flex). This pre-apprenticeship and apprenticeship program is one component of the Los Angeles County Bioscience Initiative championed by Supervisor Mark Ridley-Thomas.

*As part of the Youth at Work Jobs Program, 13 Lawndale students were recruited for an opportunity to receive paid pre-employment training and 120 hours of paid work experience. Youth had a chance to earn up to \$1,590.

*During the January 2019 South Bay WIB Board Meeting the Chevron El Segundo Refinery awarded the SBWIB with a \$10,000 grant to support youth programs. The funding will be utilized to provide youth and young adults with pre-employment training, work experience and internships, career preparation, occupational skills training, pre-apprenticeships, apprenticeships, academic enrichment and job placement assistance.

In response to our ongoing commitment to the Military/Veteran community, the South Bay Workforce Investment Board received an invitation to participate in the 2019 Army Educator Tour in San Antonio, Texas, April 15th - April 18, 2019. We were pleased to extend the invitation to our network of educators and partnering school districts and their STEM/Medical Academies. A total of 5 educators representing the South Bay Region including two educators from Lawndale High School took part in the tour included a visit to the Army's state of the art medical training facilities, Nursing Science Department, Brooker Army Medical Center and the Uniformed Services University. Educators had an opportunity to meet Army leaders, explore healthcare career pathways and tour Ft. Sam Houston, home of the military medical training center and primary training location for Army, Navy and Air Force enlisted medical trainees. The tour provided educators with a unique opportunity to see first-hand the numerous STEM and Medical Career Pathways available to our nation's youth.

*Our year-end totals through the 3rd quarter reflect 89,951 visits to our South Bay One-Stop Business and Career Centers.

*SBWIB continues to administer the day to day operation of South Bay YouthBuild, formerly known as CCEO Youth Build. SBWIB YouthBuild is designed to assist youth and young adults to obtain a high school diploma while obtaining vocational training in the field of construction. Forty-six (46) SBWIB YouthBuild students have received academic assistance, mentoring, enrichment services, as well as employment training and assistance with finding employment. As part of YouthBuild and AmeriCorps service events, YouthBuild students continue to participate in Clean up events that are dedicated to beautifying the community including assisting in the building of low-income housing through Habitat for Humanity. For more information, please contact South Bay One-Stop Youth Services.

*Rapid Response services were provided to 28 South Bay companies that employ 2,690 individuals who were affected by layoffs/closures during the 3rd Quarter of Program Year 2018-2019. Staff completed orientations to One-Stop services in addition to information regarding unemployment insurance benefits.

*During the 3rd quarter, the South Bay One-Stop Business & Career Center reached out to 25 Lawndale-based employers which resulted in the Center successfully executing an on-the-job training contract. The employers included Centinela Valley Union High School District, City of Lawndale, Nordstrom's and New Opportunities Charter School. The South Bay One-Stop Business & Career Center will continuously conduct monthly outreach to Lawndale businesses to market SBWIB services available to meet their hiring and business needs.

*In partnership with the Department of Children and Family Services (DCFS) the SBWIB hosted a Bridge-to-Work enrollment fair on April 6th with over 50 foster care youth in attendance, including Lawndale residents. The youth will go through pre-employment training and have the opportunity to earn up to \$5,300.

186 Lawndale and Hawthorne youth visited the Hawthorne Teen Center during the third quarter.

*The Hawthorne Teen Center offers Lawndale and Hawthorne Youth Job Club every Thursday from 4pm-6pm to Lawndale youth and young adults between the ages of 16-24. During Job Club participants receive assistance with resume preparation, filling out applications and job leads.

This concludes my oral report. A written summary, along with a report of Program Year 2018-2019's 3rd quarter activities and accomplishments is being provided for your personal review.

Committees Activity Report
(Based upon the April 18, 2019, South Bay Workforce Investment Board Meeting)

***Rapid Response Summary of Activity from July 2018 – March 2019:**

Number of Companies Affected	Number of Employees Affected	Number of companies utilizing services	Number of companies not receiving service
28	2,90	28	0

City	Number of Companies Affected	Number of Employees Affected
Inglewood	2	172
Hawthorne	2	603
Lawndale		
El Segundo	3	150
Gardena	1	72
Carson	1	53
Redondo Beach	1	7
Hermosa Beach		
Manhattan Beach		
Torrance	6	304
Lomita		
Los Angeles	2	1,329

Youth Development Council (YDC) Committee Meeting, February 5, 2019:

The February 5, 2019, Youth Development Council meeting was called to order at 9:08 a.m. The following information was discussed or acted upon:

The Committee took action to approve the November 6, 2018 Meeting Minutes and the Youth Activity and Performance Report.

Lt. Robbie Williams provided the Committee with a presentation on the Special Youth Activities implemented by the Hawthorne Police Department.

During the meeting SBWIB staff members provided updates on activities conducted at the Hawthorne and Inglewood Teen Centers, both Bridge to Work Programs, the Fit for Gold Program, the YouthBuild Program, and the South Bay Promise Program.

Ms. Gloria Garcia shared a slideshow with the Committee that displayed photos taken during the Hawthorne Teen Center 10th Year Anniversary Celebration held on December 19th.

In regards to the Bridge to Work Program, Ms. Gaby Goetz reported that an Enrollment Fair was held in January with over 50 youth in attendance. The Committee was also informed that the South Bay WIB would like to orchestrate a foster care youth referral process with all South Bay school districts in an effort to ensure that South Bay foster care youth are being served.

staff announced that the Annual Blueprint for Workplace Success Youth and Young Adults Job Fair will be held on May 2, 2019 at the Carson Community Center.

In regards to the South Bay Promise Program, Ms. Gloria Garcia reported that El Camino College received 380 applications last quarter. Ms. Garcia was enthused to report that the second year of tuition will also be covered for South Bay Promise students enrolled at El Camino College starting in the Spring of 2020.

Presidents, Superintendents and Representatives from CSU, Dominguez Hills, El Camino College, West Los Angeles College, the Southern California Regional Occupation Center, Marymount California University, Los Angeles Job Corps Center, El Segundo, Hawthorne, Centinela Valley, Lennox, Wiseburn, and Los Angeles school districts provided the Committee with brief updates on things happening in their districts.

The meeting was adjourned at 10:26 a.m.

One Stop Policy Committee Meeting, February 20, 2019:

The February 20, 2019, One Stop Policy Committee meeting was called to order at 9:02 a.m. The following items were discussed or acted upon.

The November 21, 2018 meeting minutes and the 2nd Quarter Summary for Classroom Training Providers Activity reports were approved.

The 3rd Quarter Self-Service Activity Report through January 31, 2019 was presented by Mr. Jan Vogel and approved by the Committee as well.

The One Stop Policy Committee reviewed and discussed training provider United Schools of America's appeal against the South Bay Workforce Investment Board's decision to delist the School and its program from the I-TRAIN Directory. The Committee Members were informed that the SBWIB was contacted by the State of California's Employment Development Department (EDD) after receiving a complaint from the Department of Industrial Relations surrounded allegations of the School violating the labor code for payments and charges. The SBWIB was contacted by EDD because the provider and its program was approved by the SBWIB for inclusion on the State's Eligible Training Provider List (ETPL). Per ETPL Policy and Procedures, a provider/program can be delisted if a participant has not enrolled in the training program during the previous two program years. The training provider was delisted from the SBWIB's I-TRAIN Directory only after being reassured that the investigation conducted by the Department of Industrial Relations (DIR) was complete and the allegations were confirmed. During the Committee meeting, the training provider was given the opportunity to present their case and staff member Catherine Blaylock responded and provided the Committee with detailed information on the decision that was made. After discussion, the Committee approved upholding staff recommendations to remove United School of America from the I-TRAIN Directory based on the State's recommendations and formalizing that the SBWIB has neither a positive or negative position in regards to the training provider, with a unanimous vote of eight members.

Mr. Jan Vogel provided a brief disability services update by informing the Committee about the Disability Employment Accelerator (DEA) grant the SBWIB was awarded by the California Economic Development Department (EDD) to provide career development programs for individuals with disabilities. Mr. Vogel also informed the Committee about a collaboration the SBWIB is facilitating with the DOR and the California Department of Corrections and Rehabilitation to provided funding opportunities for individuals on Parole with disabilities.

Ms. Justina Munoz provided the SBWIB One-Stop Operator Report on behalf of Mr. Don Nakamoto.

The meeting was adjourned at 10:00 a.m.

Performance & Evaluation Committee Meeting, February 26, 2019:

The February 26, 2019, Performance & Evaluation Committee meeting was called to order at 9:03 a.m. The following items were discussed or acted upon:

The November 20, 2018, meeting minutes were reviewed and approved by the Committee.

The WIOA FY 2018/19 2nd quarter expenditure report through December 31, 2018 was approved unanimously, as well as the PY 2018/19 Self-Service and Activity report through January 31, 2019.

Staff member Justina Munoz presented the 2nd Quarter One-Stop Service Providers Report. Ms. Munoz informed the Committee that she will be watching the Carson Career Center enrollments under the Workforce Innovation and Opportunity Act (WIOA) Youth program because the report reflected that they only enrolled 8 new participants although the quarterly goal was 19. Ms. Munoz stated that there are no staff recommendations at this time. The 2nd Quarter Service Provider and Operating Cities Report was approved unanimously by the Committee.

Ms. Catherine Blaylock presented the 2nd Quarter Vendor Performance Report. Staff recommendations were to place 15 training providers on probation and to place 10 training course on hold. SBWIB staff will send an inquiry letter to the training providers who have demonstrated a placement rate less than 50% in order to allow them an opportunity to work out any discrepancies. Providers that are placed on hold will not receive any more referrals until their placement numbers have improved. After a discussion the 2nd Quarter Vendor Performance Report was approved unanimously by the Committee.

The meeting was adjourned at 9:41 a.m.

Business & Economic Development Committee Meeting, April 3, 2019:

The April 3, 2019, Business, Technology and Economic Development Committee meeting was called to order at 9:05 a.m.

The Committee approved the October 3, 2018, Meeting Minutes.

Staff member Laura Bischoff presented the PY 18-19 3rd quarter Rapid Response Activity Report. 12 companies received Rapid Response services through March 31, 2019, with a total of 2,613 employees affected by layoffs/closures. After review and discussion, the report was approved unanimously by the Committee.

Pursuant to the legislative mandates outlined in the Workforce Innovation and Opportunity Act (WIOA) Workforce Development Board of Directors must be appointed from among individuals nominated by local business organizations or business trade associations. Since the City of Lomita does not have an active Chamber of Commerce or another local business organization that can submit a business private sector nomination to the City for consideration, the nomination was discussed during this meeting. The B&E

Committee unanimously voted to re-nominate incumbent member Gregg McClain, Manager and Co-Owner of the Silly Goose Playground to the South Bay Workforce Investment Board.

During the meeting the Committee was provided with updates on the Aero-Flex Pre-Apprenticeship and Apprenticeship Programs, the Employment Training Panel (ETP) Multiple Employer Contract (MEC), updates made to the Local and Regional Plans, the Blockchain study, the Broadband initiative, as well as information regarding past and upcoming events.

South Bay Workforce Investment Board (SBWIB) staff also provided the Committee with a brief update on four projects the SBWIB will be working on in partnership with 6 other Workforce Development Boards in the region under the Los Angeles Basin Regional Planning Unit (LARPU). Those projects include the P3 initiative, the Aero-Flex Pre-Apprenticeship Initiative, the I-TRAIN Regional Training Directory Enhancements, and the RN Specialty Training Initiative.

The Committee watched a brief video regarding the Los Angeles County Bioscience Initiative. This initiative includes the launch of a first-of-its-kind Biosciences Pre-Apprenticeship and Apprenticeship training program (Bio-Flex) which the SBWIB will develop in partnership with CSU, Dominguez Hills, Biocom, LAEDC, and representatives from local bioscience companies.

The latest Construction and Utilities Preparation Program (CUPP) report was reviewed by the Committee and reflected that over 830 individuals were hired to work on a construction site or enrolled in an apprenticeship program since the program began in January of 2017.

The meeting was adjourned at 10:06 a.m.

Executive Committee Meetings:

The following are highlights of the February 14, 2019, March 14, 2019, March 22, 2019 and April 11, 2019, Executive Committee Meetings:

The Executive Committee approved all committee reports and meeting minutes this quarter.

The biennial updates made to the Regional and Local plans were approved by the Executive Committee during the April 11th meeting.

During the March 14th meeting the Committee approved the 70 Percent Lower Living Standard Income Level (LLSIL) and Poverty Guidelines Directive along with the South Bay Workforce Investment Board (SBWIB) Grievance and Complaint Resolution Procedures.

Last quarter, training provider United Schools of America requested to appeal the One-Stop Policy Committee's decision to remove the training provider from the I-TRAIN Directory based on the State's recommendations. After conducting two separate hearings and reviewing relevant information and documentation the Executive Committee approved relisting United Schools of America on the local list with a hold on referrals until a final appeal determination is made by the Division of Workers' Compensation and the State of California Employment Development Department with a vote of three ayes and two nays.

On February 22, 2019, the South Bay WIB released a Request for Proposal (RFP) on behalf of the SBWIB, Inc. to solicit competitive and qualified proposals to provide Payroll Services resulting in the SBWIB receiving three proposals from ADP, LLC, Innovative Payroll Services (ISP) and Paylocity Inc. During the March 22nd Special meeting, the Committee authorized for SBWIB staff to move forward with negotiating with Paylocity for payroll services and accepted adding the other two providers to the Slate of Providers List.

Last quarter, the Executive Committee approved for Mr. Patrick "Pat" Farenga, Chief Financial Officer for CBP CES Examination Facilities to serve as an alternate on the SBWIB for Ms. Tami Lorenzen-Fanselow, President of FCL Logistics, LTD.

The Executive Committee approved amending the South Bay Workforce Investment Board bylaws in order ensure that SBWIB remains in compliance with the requirements of 20 CFR 679.310(g) and is consistent with the State of California policy for local workforce development boards.

During the April 11, 2109 meeting, the Executive Committee approved the South Bay Workforce Investment Board April 18, 2019, Meeting Agenda.

This concludes the Executive Committee Report.

SOUTH BAY WORKFORCE INVESTMENT BOARD

PY 2018-2019

NUMBER OF INDIVIDUALS SERVED - INFORMATIONAL/SELF SERVICE ONLY

	PREVIOUS CUMULATIVE REPORT	PREVIOUS MONTH	MONTH OF MARCH	CUMULATIVE PY 18/19
INGLEWOOD, HAWTHORNE, LAWDALE, EL SEGUNDO ONE-STOP BUSINESS AND CAREER CENTER	48388	5289	5046	53434
GARDENA ONE-STOP BUSINESS AND CAREER CENTER	12163	1536	1610	13773
TORRANCE ONE-STOP BUSINESS AND CAREER CENTER	16953	2428	2299	19252
CARSON BUSINESS AND CAREER CENTER	3016	436	476	3492
TOTAL	80520	9689	9431	89951

ADULT PROGRAM (G201)

	Gardena					Inglewood					Torrance					Carson				SBWIB TOTAL	Qtr.		Year-End	
	Plan	% Plan	Plan	% Plan		Plan	% Plan	Plan	% Plan		Plan	% Plan	Plan	% Plan		Plan	% Plan	Plan	% Plan		Plan	% Plan		Plan
I. TOTAL CLIENTS	39	40	98%	46	85%	285	190	150%	222	128%	56	49	114%	60	93%	65	100%	79	82%	445	344	129%	407	109%
A. CARRIED IN	21	21		21		94	94		94		16	16		16		23	23	23		154	154		154	
B. NEW	18	19	96%	25	72%	191	96	199%	128	149%	40	33	121%	44	91%	42	100%	56	75%	291	190	153%	253	115%
II. TOTAL EXITS	8					97					22					17				144				
A. UNSUBSIDIZED EMPLOYMENT	5					77					19					15				116				
B. ALSO ATTAINED CREDENTIAL	0					46					6					1				53				
C. % OF PLACEMENT		63%				79%					86%									81%				
D. AVERAGE PLACEMENT WAGE	\$17.17					\$26.38					\$29.74					\$15.97				\$22.32				

Grant (201)

Serving economically disadvantaged adults 18 years and over in the nine cities that comprise the South Bay Workforce Investment Area.

YOUTH PROGRAM (G301)

	Gardena					Inglewood					Torrance					Carson				SBWIB TOTAL	Qtr.		Year-End		
	Plan	% Plan	Plan	% Plan		Plan	% Plan	Plan	% Plan		Plan	% Plan	Plan	% Plan		Plan	% Plan	Plan	% Plan		Plan	% Plan		Plan	% Plan
I. TOTAL CLIENTS	25	22	116%	25	100%	154	135	114%	156	99%	48	43	112%	49	98%	70	69	102%	77	91%	297	269	111%	307	97%
A. CARRIED IN	11	11		11		73	73		73		25	25		25		44	44	44		153	153		153		
B. NEW ENROLLEES	14	11	133%	14	100%	81	62	130%	83	98%	23	18	128%	24	96%	26	25	105%	33	79%	144	116	125%	154	94%
II. TOTAL EXITS	10					79					19					7				115					
A. UNSUBSIDIZED EMPLOYMENT	4					44					13					7				68					
B. ENT. TRAINING/POST-SECONDARY	6					28					5					0				39					
C. ATTAINED RECOGNIZED DEGREE	3					20					2					0				25					
D. AVERAGE PLACEMENT WAGE	\$12.24					\$14.15					\$15.43					\$12.46				\$13.57					
YOUTH POSITIVE EXIT RATE		100%				91%					95%					100%				93%					

Grant (301)

Serving low income, in school and out of school youth between the ages of 14 and no more than 21 years of age in the nine cities that comprise the South Bay Workforce Investment Area.

DISLOCATED WORKER (G501)

	Gardena					Inglewood					Torrance					Carson				SBWIB TOTAL	Qtr.		Year-End		
	Plan	% Plan	Plan	% Plan		Plan	% Plan	Plan	% Plan		Plan	% Plan	Plan	% Plan		Plan	% Plan	Plan	% Plan		Plan	% Plan		Plan	% Plan
I. TOTAL CLIENTS	36	35	103%	40	90%	169	146	116%	167	101%	273	169	162%	191	143%	56	45	124%	53	106%	534	396	135%	451	118%
A. CARRIED IN	20	20		20		84	84		84		103	103		103		22	22	22		229	229		229		
B. NEW	16	15	107%	20	80%	85	62	137%	83	102%	170	66	258%	88	193%	34	23	146%	31	110%	305	167	183%	222	137%
II. TOTAL EXITS	3					41					107					37				188					
III. TOTAL UNSUBSIDIZED EMPLOYMENT	1					31					88					29				149					
A. RETRAINING	0					17					43					14				74					
ALSO ATTAINED CREDENTIAL	0					17					43					14				74					
B. CALLED BACK WITH EMPLOYER	0					0					0					0				0					
IV. % PLACEMENT (INCL. CALL BACKS)		33%				76%					82%					78%				79%					
V. % PLACEMENT (EXCL. CALL BACKS)		33%				76%					82%					78%				79%					
AVERAGE PLACEMENT WAGE	\$30.77					\$29.54					\$39.18					\$23.23				\$30.68					

Grant (501)

Serving laid off workers; with priority given to those individuals that have been laid-off from employers located in the nine cities that comprise the South Bay Workforce Investment Area.

ADULT PROGRAM (G201)

	Gardena	Year Plan	Inglewood	Year Plan	Hawthorne	Year Plan	Lawndale	Year Plan	El Segundo	Year Plan	Redondo	Year Plan	Hermosa	Year Plan	Manhattan	Year Plan	Torrance	Year Plan	Lomita	Year Plan	Carson	Year Plan	TOTAL SBWIB	Year Plan
I. TOTAL CLIENTS	39	46	242	155	32	47	9	19	2	1	10	12	1	1	3	2	35	37	7	8	65	79	445	407
A. CARRIED IN	21	21	71	71	16	16	7	7	0	0	3	3	0	0	1	1	11	11	1	1	23	23	154	154
B. NEW	18	25	171	84	16	31	2	12	2	1	7	9	1	1	2	1	24	26	6	7	42	56	291	253
II. TOTAL EXITS	8	8	73	73	17	17	6	6	1	1	3	3	0	0	1	1	15	15	3	3	17	17	144	144
A. UNSUBSIDIZED EMPLOYMENT	5	5	59	59	12	12	5	5	1	1	3	3	0	0	1	1	13	13	2	2	15	15	116	116
ALSO ATTAINED CREDENTIAL	0	0	39	39	7	7	0	0	0	0	1	1	0	0	0	0	5	5	0	0	1	1	53	53
B. OTHER TERMINATION	3	3	14	14	5	5	1	1	0	0	0	0	0	0	0	0	2	2	1	1	2	2	28	28

YOUTH PROGRAM (G301)

	Gardena	Year Plan	Inglewood	Year Plan	Hawthorne	Year Plan	Lawndale	Year Plan	El Segundo	Year Plan	Redondo	Year Plan	Hermosa	Year Plan	Manhattan	Year Plan	Torrance	Year Plan	Lomita	Year Plan	Carson	Year Plan	TOTAL SBWIB	Year Plan
I. TOTAL CLIENTS	25	25	74	76	55	55	21	21	4	4	8	8	2	2	1	2	33	33	4	4	70	77	297	307
A. CARRIED IN	11	11	23	23	33	33	14	14	3	3	4	4	1	1	1	1	18	18	1	1	44	44	153	153
B. NEW	14	14	51	53	22	22	7	7	1	1	4	4	1	1	0	1	15	15	3	3	26	33	144	154
II. TOTAL EXITS	10	10	44	44	24	24	8	8	3	3	7	7	0	0	1	1	9	9	2	2	7	7	115	115
A. UNSUBSIDIZED EMPLOYMENT	4	4	26	26	13	13	3	3	2	2	5	5	0	0	0	0	6	6	2	2	7	7	68	68
ALSO ATTAINED CREDENTIAL	3	3	11	11	8	8	0	0	1	1	0	0	0	0	0	0	2	2	0	0	0	0	25	25
B. ENT. TRAINING/POST-SECONDARY	6	6	14	14	10	10	4	4	0	0	2	2	0	0	1	1	2	2	0	0	0	0	39	39
C. ATTAINED RECOGNIZED DEGREE	0	0	3	3	1	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	5
D. RETURNED TO SCHOOL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E. OTHER EXITS	0	0	1	1	0	0	0	0	1	1	0	0	0	0	0	0	1	1	0	0	0	0	3	3

DISLOCATED WORKER (G501)

	Gardena	Year Plan	Inglewood	Year Plan	Hawthorne	Year Plan	Lawndale	Year Plan	El Segundo	Year Plan	Redondo	Year Plan	Hermosa	Year Plan	Manhattan	Year Plan	Torrance	Year Plan	Lomita	Year Plan	Carson	Year Plan	TOTAL SBWIB	Year Plan
I. TOTAL CLIENTS	36	40	101	90	47	53	13	14	8	10	57	57	13	14	15	20	168	80	20	20	56	53	534	451
A. CARRY IN	20	20	50	50	24	24	5	5	5	5	33	33	7	7	10	10	41	41	12	12	22	22	229	229
B. NEW	16	20	51	40	23	29	8	9	3	5	24	24	6	7	5	10	127	39	8	8	34	31	305	222
II. TOTAL EXITS	3	3	25	25	14	14	1	1	1	1	27	27	6	6	5	5	62	62	7	7	37	37	188	188
III. TOTAL UNSUBSIDIZED EMPLOYMENT	1	1	17	17	12	12	1	1	1	1	23	23	6	6	5	5	49	49	5	5	29	29	149	149
A. RETRAINING	0	0	12	12	5	5	0	0	0	0	9	9	2	2	2	2	27	27	3	3	14	14	74	74
ALSO ATTAINED CREDENTIAL	0	0	12	12	5	5	0	0	0	0	9	9	2	2	2	2	27	27	3	3	14	14	74	74
B. READJUSTMENT SERVICES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C. CALLED BACK WITH EMPLOYER	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
IV. ALL OTHER TERMINATIONS	2	2	8	8	2	2	0	0	0	0	4	4	0	0	0	0	13	13	2	2	8	8	39	39

I. TOTAL CLIENTS	34	144	85	93	34					40	20	19
A. CARRIED IN	0	0	0	0	0					0	0	0
B. NEW	34	144	85	93	34					40	20	19
II. TOTAL EXITS	0	0	0	0	0					0	0	0
UNSUBSIDIZED EMPLOYMENT	0	0	0	0	0							
OTHER TERMINATIONS	0	0	0	0	0							
I. TOTAL CLIENTS	44	15	0	24	9	0	0	25	18	45	54	85
A. CARRIED IN	0	0	0	0	0	0	0	0	0	0	0	0
B. NEW	44	15	0	24	9	0	0	25	18	45	54	85
II. TOTAL EXITS	0	0	0	0	0	0	0	0	0	0	0	0
UNSUBSIDIZED EMPLOYMENT	0	0	0	0	0	0	0	0	0	0	0	0
OTHER TERMINATIONS	0	0	0	0	0	0	0	0	0	0	0	0
I. TOTAL CLIENTS	0	38	74	42	43							
A. CARRIED IN	0	0	0	0	0							
B. NEW	0	38	74	42	43							
II. TOTAL EXITS	0	0	0	0	0							
UNSUBSIDIZED EMPLOYMENT	0	0	0	0	0							
OTHER TERMINATIONS	0	0	0	0	0							
I. TOTAL CLIENTS	25	66	0	0	0	0	0					
A. CARRIED IN	0	0	0	0	0	0	0					
B. NEW	25	66	0	0	0	0	0					
II. TOTAL EXITS	0	0	0	0	0	0	0					
UNSUBSIDIZED EMPLOYMENT	0	0	0	0	0	0	0					
OTHER TERMINATIONS	0	0	0	0	0	0	0					
I. TOTAL CLIENTS	390	40	20	19	516	91		1076				
A. CARRIED IN	0	0	0	0	0	0		0				
B. NEW	390	40	20	19	516	91		1076				
II. TOTAL EXITS	0	0	0	0	0	0		0				
UNSUBSIDIZED EMPLOYMENT	0	0	0	0	0	0		0				
OTHER TERMINATIONS	0	0	0	0	0	0		0				
% OF PLACEMENT												
AVERAGE PLACEMENT WAGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00				
										PLANNED ENROLLMENT	PERCENT OF PLAN	
										1,496	72%	

Targets Temporary Assistance to Needy Families, TANF participants; and places them into Paid Work Experience activity. Participants are placed at worksites that are either Public or Non-Profit in an effort to obtain unsubsidized employment and long term self-sufficiency.

I. TOTAL CLIENTS	8	70	5	2	3					9	5	3
A. CARRIED IN	0	0	0	0	0					0	0	0
B. NEW	8	70	5	2	3					9	5	3
II. TOTAL EXITS	3	1	3	0	0					5	0	3
UNSUBSIDIZED EMPLOYMENT	1	1	3	0	0					3	0	1
OTHER TERMINATIONS	2	0	0	0	0					2	0	2
I. TOTAL CLIENTS	7	6	0	3	0	15	0	3	0	0	6	1
A. CARRIED IN	0	0	0	0	0	0	0	0	0	0	0	0
B. NEW	7	6	0	3	0	15	0	3	0	0	6	1
II. TOTAL EXITS	2	7	0	0	0	0	0	1	0	0	2	0
UNSUBSIDIZED EMPLOYMENT	2	2	0	0	0	0	0	1	0	0	2	0
OTHER TERMINATIONS	0	5	0	0	0	0	0	0	0	0	0	0
I. TOTAL CLIENTS	0	4	12	9	4	12						
A. CARRIED IN	0	0	0	0	0	0						
B. NEW	0	4	12	9	4	12						
II. TOTAL EXITS	0	1	0	0	0	0						
UNSUBSIDIZED EMPLOYMENT	0	1	0	0	0	0						
OTHER TERMINATIONS	0	0	0	0	0	0						
I. TOTAL CLIENTS	0	3	0	0	0	0						
A. CARRIED IN	0	0	0	0	0	0						
B. NEW	0	3	0	0	0	0						
II. TOTAL EXITS	0	2	0	0	0	0						
UNSUBSIDIZED EMPLOYMENT	0	1	0	0	0	0						
OTHER TERMINATIONS	0	1	0	0	0	0						
I. TOTAL CLIENTS	88	9	5	3	82	3				190		
A. CARRIED IN	0	0	0	0	0	0				0		
B. NEW	88	9	5	3	82	3				190		
II. TOTAL EXITS	7	5	0	3	11	2				28		
UNSUBSIDIZED EMPLOYMENT	5	3	0	1	8	1				18		
OTHER TERMINATIONS	2	2	0	2	5	1				12		
% OF PLACEMENT	71%	60%		33%	73%	50%				64%		
AVERAGE PLACEMENT WAGE	\$15.69	\$12.42	\$0.00	\$16.00	\$13.18	\$16.00				\$14.66		
											PLANNED ENROLLMENT	PERCENT OF PLAN
											499	38%

Targets Temporary Assistance to Needy Families, TANF participants; and places them into Paid Work Experience activity. Participants are placed at worksites that are either Public or Non-Profit in an effort to obtain unsubsidized employment and long term self-sufficiency.

I. TOTAL CLIENTS	0	20	17	11						6		
A. CARRIED IN	0	0	0	0						0		
B. NEW	0	20	17	11						6		
II. TOTAL EXITS	0	0	0	0						0		
UNSUBSIDIZED EMPLOYMENT	0	0	0	0						0		
OTHER TERMINATIONS	0	0	0	0						0		
I. TOTAL CLIENTS	4	0	7	0	0	4	19					
A. CARRIED IN	0	0	0	0	0	0	0					
B. NEW	4	0	7	0	0	4	19					
II. TOTAL EXITS	0	0	0	0	0	0	0					
UNSUBSIDIZED EMPLOYMENT	0	0	0	0	0	0	0					
OTHER TERMINATIONS	0	0	0	0	0	0	0					
I. TOTAL CLIENTS												
A. CARRIED IN												
B. NEW												
II. TOTAL EXITS												
UNSUBSIDIZED EMPLOYMENT												
OTHER TERMINATIONS												
I. TOTAL CLIENTS	0											
A. CARRIED IN	0											
B. NEW	0											
II. TOTAL EXITS	0											
UNSUBSIDIZED EMPLOYMENT	0											
OTHER TERMINATIONS	0											
I. TOTAL CLIENTS	48	6			34	0		88	50	176%		
A. CARRIED IN	0	0			0	0		0				
B. NEW	48	6			34	0		88				
II. TOTAL EXITS	0	0			0	0		0				
UNSUBSIDIZED EMPLOYMENT	0	0			0	0		0				
OTHER TERMINATIONS	0	0			0	0		0				
% OF PLACEMENT												
AVERAGE PLACEMENT WAGE	\$0.00	\$0.00			\$0.00	\$0.00		\$0.00				

Targets Temporary Assistance to Needy Families, TANF participants; and places them into Paid Work Experience activity. Participants are placed at worksites that are either Public or Non-Profit in an effort to obtain unsubsidized employment and long term self-sufficiency.

GRANT PERIOD: 07/01/2018 TO 06/30/19

REPORT PERIOD: 07/01/18 TO 3/31/2019

HOMELESS INITIATIVE

I. TOTAL CLIENTS	METRO NORTH WORKSOURCE CTR	84	UNION STATION HOMELESS SRVS	31	LAI/SOUTHEAST LA CRENSHAW	43	JVS ANTELOPE VALLEY	9	JVS PALMDALE	3	PAGE TOTALS	170	0	170	PLANNED ENROLLMENT	200	PERCENT OF PLAN	85%
A. CARRIED IN	0	0	0	0	0	0	0	0	0	0								
B. NEW	84	31	43	9	3													
II. TOTAL EXITS	2	1	7	0	0													
UNSUBSIDIZED EMPLOYMENT	1	1	1	0	0													
OTHER TERMINATIONS	1		6	0	0													
% OF PLACEMENT	50%	100%	14%															
AVERAGE PLACEMENT WAGE	\$ 15.00	\$ 13.25	\$ 18.00															
						\$ 11.00												

The program is part of a countywide homeless initiative to target eligible CalWORKs families to participate in the Transitional Subsidized Employment (TSE) programs to improve their ability to become self-sufficient and retain housing. Program services will include paid work experience, specialized work experience, on-the-job training and classroom training.

GRANT PERIOD: 07/01/2018 TO 06/30/19

REPORT PERIOD: 07/01/18 TO 3/31/2019

SHORT TERM VOCATIONAL TRAINING SPECIAL (TECHNICAL)

I. TOTAL CLIENTS	GARDENA	0	INGLEWOOD	16	CARSON	15	CENTRAL SAN GABRIEL VALLEY GOODWILL	8	FOOTHILL	10	HUB CITIES CONSORTIUM	24	0	0	0	0	0	0	PAGE TOTALS	73	PLANNED ENROLLMENT	50	PERCENT OF PLAN	146%
A. CARRIED IN	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
B. NEW	0	16	15	8	10	24	0	0	0	0	0	0	0	0	0	0	0	73						
II. TOTAL EXITS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
UNSUBSIDIZED EMPLOYMENT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
OTHER TERMINATIONS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
% OF PLACEMENT																								
AVERAGE PLACEMENT WAGE																					\$ -			

Targets Temporary Assistance to Needy Families, TANF participants; and places them into short-term vocational training programs in an effort to obtain employment and long term self-sufficiency. Planned Enrollments are based on individual need and available funds.

	PAGE 3																					
I. TOTAL CLIENTS	L.A. CITY COLLEGE	53	EAST L.A. COLLEGE	38	EL CAMINO /COMPTON	17	L.A. MISSION COLLEGE	17	L.A. PIERCE COLLEGE	23	L.A. SOUTHWEST COLLEGE	10	LONG BEACH CITY COLLEGE	19	WEST L.A. COLLEGE	14		0		0		0
A. CARRIED IN		0		0		0		0		0		0		0		0		0		0		0
B. NEW		53		38		17		17		23		10		19		14		0		0		0
II. TOTAL EXITS		0		0		0		0		0		0		0		0		0		0		0
UNSUBSIDIZED EMPLOYMENT		0		0		0		0		0		0		0		0		0		0		0
OTHER TERMINATIONS		0		0		0		0		0		0		0		0		0		0		0

I. TOTAL CLIENTS	0	0	0
A. CARRIED IN	0	0	0
B. NEW	0	0	0
II. TOTAL EXITS	0	0	0
OTHER TERMINATIONS	0	0	0

I. TOTAL CLIENTS	191
A. CARRIED IN	0
B. NEW	191
II. TOTAL EXITS	0
UNSUBSIDIZED EMPLOYMENT	0
OTHER TERMINATIONS	0
% OF PLACEMENT	0%
AVERAGE PLACEMENT WAGE	\$0.00

PLANNED ENROLLMENT	PERCENT OF PLAN
75	255%

Targets Calworks participants/Individuals whose families are on Public Assistance; enrolled in Community Colleges; and places them into a Paid Work Experience activity. Participants are placed at worksites that are either Public or Non-Profit in an effort to obtain unsubsidized employment and long term self-sufficiency.

GRANT PERIOD: 07/01/2018 TO 06/30/19

REPORT PERIOD: 07/01/18 TO 3/31/2019

DCFS ILP PROGRAM (006H TIER I)

	GARDENA	INGLEWOOD	INGLEWOOD POMONA	CARSON	TORRANCE	FOOTHILL	PACIFIC GATEWAY	VERDUGO	SELACO	MCS HOLLYWOOD	MCS COVINA	JVS (MARINA DEL REY)	JVS (ANTELOPE VALLEY)	SELA AREA SOCIAL SERVICES	PAGE TOTALS	PLANNED ENROLLMENT	PERCENT OF PLAN		
I. TOTAL CLIENTS	3	2	4	3	1	1	2	0	0	1	1	0	0	1	21	24	88%		
A. CARRIED IN	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
B. NEW	3	2	4	3	1	1	2	0	0	1	1	0	0	1	21				
II. TOTAL EXITS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
UNSUBSIDIZED EMPLOYMENT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
OTHER TERMINATIONS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
% OF PLACEMENT															0%				
AVERAGE PLACEMENT WAGE															\$ -				
I. TOTAL CLIENTS	2	0	0																
A. CARRIED IN	0	0	0																
B. NEW	2	0	0																
II. TOTAL EXITS	0	0	0																
UNSUBSIDIZED EMPLOYMENT	0	0	0																
TRANSFER TO OTHER AGENCY	0	0	0																
OTHER TERMINATIONS	0	0	0																
% OF PLACEMENT																			
AVERAGE PLACEMENT WAGE																			

Serving Youth in the Foster Care Independent Living Program, between 16-17 years of age, throughout Los Angeles County.

GRANT PERIOD: 07/01/2018 TO 06/30/2019

REPORT PERIOD: 07/01/18 TO 3/31/2019

DCFS ILP PROGRAM (007H TIER II)

	GARDENA	INGLEWOOD	INGLEWOOD POMONA	CARSON	TORRANCE	FOOTHILL	PACIFIC GATEWAY	VERDUGO	SELACO	MCS HOLLYWOOD	MCS COVINA	JVS (MARINA DEL REY)	JVS (ANTELOPE VALLEY)	SELA AREA SOCIAL SERVICES	PAGE TOTALS	PLANNED ENROLLMENT	PERCENT OF PLAN		
I. TOTAL CLIENTS	10	12	8	10	2	4	1	0	10	4	6	1	0	3	81	168	48%		
A. CARRIED IN	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
B. NEW	10	12	8	10	2	4	1	0	10	4	6	1	0	3	81				
II. TOTAL EXITS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
UNSUBSIDIZED EMPLOYMENT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
OTHER TERMINATIONS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
% OF PLACEMENT															0%				
AVERAGE PLACEMENT WAGE															\$ -				
I. TOTAL CLIENTS	5	0	5																
A. CARRIED IN	0	0	0																
B. NEW	5	0	5																
II. TOTAL EXITS	0	0	0																
UNSUBSIDIZED EMPLOYMENT	0	0	0																
TRANSFER TO OTHER AGENCY	0	0	0																
OTHER TERMINATIONS	0	0	0																
% OF PLACEMENT																			
AVERAGE PLACEMENT WAGE																			

Serving Youth in the Foster Care Independent Living Program, between 18-21 years of age, throughout Los Angeles County.

LA COUNTY PROBATION EMPLOYMENT SERVICES - GRANT 962

REPORT PERIOD: 07/01/18 TO 3/31/2019

GRANT TERM: 07/01/18 TO 6/30/2019

ENROLLMENTS/ASSESSMENTS
 BLUEPRINT/EMPLOYMENT
 RETENTION MONTHS

CLUSTER 2/AREA1 INGLEWOOD/LOS ANGELES	Enrolled	Qrt Plan	% Plan	Year Plan	% of Plan
	16	36	44%	48	33%
2	23	9%	31	6%	
7	40	18%	55	13%	

Serving Probation Youth, 16-18 years of age, in Area 1 (Inglewood/Culver City/Florence) and Area 2 (Gardena/Carson/Compton/Lynwood).

YOUTHBUILD

REPORT PERIOD: 08/01/17 TO 3/31/2019

GRANT TERM: 09/01/2017 TO 12/31/2020

ENROLLMENTS
 EDUCATION & EMPLOYMENT
 -Education (Obtained High School Diploma)
 -Entered Employment
 ATTAINMENT OF DEGREE/CERTIFICATE
 LITERACY & NUMERACY ATTAINMENT
 RETENTION
 RECIDIVISM

YOUTHBUILD	Enrolled	Planned Services	% of Plan
	51	62	82%
12	43	28%	
6			
4			
20	47	43%	
15	36	42%	

Effective 9/1/18, the South Bay WIB, Inc., is both the administration/fiscal agent and program operator to the YouthBuild Programs and Partnerships. The program partnerships include the Century Center for Economic Opportunity, Inc. (CCEO) which has now merged under the SBWIB, Inc. and Habitat for Humanity of Greater Los Angeles as the housing partner. The SBWIB YouthBuild program will provide educational, occupational skills training in construction and leadership skills to disadvantaged youth ages 16-24 years residing in targeted

CONSTRUCTION WORKFORCE PILOT (CALTRANS)

REPORT PERIOD: 09/01/2018 - 3/31/2019

GRANT TERM: 9/1/2018 TO 8/31/2019

Enrollment into Construction Pre-Apprentice Program Training
Completion of Construction Pre-Apprentice Program Training
Placements |

CALTRANS	Enrolled	Year Plan	% of Plan
	52	50	104%
52	40	130%	
32	37	86%	

Pilot project with Caltrans to connect classroom training in construction, supportive services and job development activities; co-enrollment with WIOA programs to maximize services and outcomes.

YEAR-ROUND YOUTH EMPLOYMENT PROGRAM

GRANT TERM: 7/1/2018 TO 6/30/2019

REPORT PERIOD: 7/01/18 TO 3/31/2019

	TOTAL	Enrolled	Plan	% of
				Grant Plan
TOTAL ENROLLMENTS		228	325	70%
CALWORKS		91	135	
NCC (Low Income)		99	95	
FOSTER YOUTH		17	16	
PROBATION YOUTH		7	15	
SYSTEM INVOLVED YOUTH (New)		14	64	

The Youth Employment Program (also referred to as the Summer Jobs Programs) provides eligible youth ages 14-21 with paid work experience and education support year-round and during school breaks.

FAMILIES FIRST

GRANT TERM: 7/1/2018 TO 6/30/2019

REPORT PERIOD: 7/01/2018 TO 3/31/2019

	PY18-19	Enrolled	Year Plan	% of
				Plan
ORIENTATIONS/WORKSHOPS (GROUP)		10	10	100%
INDIVIDUAL MEETINGS		20	20	100%
JOB REFERRALS / INTERVIEWS		16	15	107%
JOB READINESS / RESUME COMPLETION		9	20	45%

The South Bay WIB, Inc., will provide job development staff support and services to Family First Charter School students at the Century Regional Detention Facility. Job Development services will include job readiness workshops, one-on-one interviewing and counseling, job match and referrals to employment and worksites, progress monitoring and follow-up.

DISABILITY EMPLOYMENT ACCELERATOR (DEA)

GRANT TERM: 4/01/2018 TO 12/31/2019

REPORT PERIOD: 04/01/2018 TO 3/31/2019

	Enrolled	Year	% of
		Plan	Plan
REFERRALS (100%)	23	23	100%
PENDING INTAKE/ASSESSMENT (100%)	3	3	100%
ENROLLMENTS (100%)	10	60	17%
ENROLLED INTO EDUCATION OR TRAINING	10	42	24%
ATTAINMENT OF CREDENTIAL/CERTIFICATE	0	30	0%
ENTERED EMPLOYMENT RATE	0	30	0%
AVERAGE WAGE AT EMPLOYMENT	0	\$ 12.00	0

In partnership with El Camino College (ECC) and Los Angeles Harbor College (LAHC), the project will target individuals with disabilities including, but not limited to, the following: mobility impaired, developmentally delayed learner, learning disabled, and other disabilities including Autism, Attention Deficit Hyperactivity Disorder, Tourette's Syndrome, and others. From the target population a total of 60 Persons with Disabilities (PWD) will be enrolled and receive a pre and registered apprenticeship, PWEX, OJT or training as a CNC (Computer Numerical Control) Machine Operator.

CALIFORNIA VIOLENCE INTERVENTION & PREVENTION (CaVIP)

GRANT TERM: 5/01/2018 TO 4/30/2020

REPORT PERIOD: 05/01/2018 TO 3/31/2019

	Enrolled	Year	% of
		Plan	Plan
REFERRALS (100%)	71	71	100%
RISK ASSESSMENT (100%)	18	18	100%
PENDING INTAKE/PARENT APPT. (100%)	4	4	100%
ENROLLMENTS (100%)	18	100	18%
INTEVENTION WORKSHOPS/WORK READINESS PREPARATION	18	50	36%
PAID WORK EXPERIENCE, INTERNSHIP OR OJT	2	50	4%
FOLLOW-UP SERVICES FOR 12 MONTHS	0	80	0%

This project will provide services to Inglewood youth that are disproportionately affected by violence and will receive evidence-based services for diversion, restorative justice, and employment opportunities through the Inglewood Community and Regional Engagement Violence Intervention and Prevention (I-CARE VIP) collaboration. The project will serve 100 youth ages 14-18 and provide preventive and diversion activities, case management along with paid pre-employment training, paid work experience and job search assistance.

CALIFORNIA CAREER PATHWAYS GRANTS

GRANT TERM: 09/01/2018 TO 6/30/2019

REPORT PERIOD: 09/01/2018 TO 3/31/2019

	Activities	Qrt.	%	Year	% of
		Plan	Plan	Plan	Plan
Centinela Valley Union High School District (CVUHSD)	85	35	243%	85	100%
	8	2	400%	24	33%
	5	4	125%	39	13%
	3	0		20	15%
* Internships are planned to start April 2019					

OPPORTUNITIES OFFERED
COMPANY TOURS
GUEST SPEAKERS
INTERNSHIP

SBWIB will provide work-based learning support to Centinela Valley Union High School District's nine academies and two career pathways. SBWIB will outreach to employers, engage in work based learning activities, which include guest speaking, providing opportunities for job shadowing, company tours, hosting interns, or serving as an advisory board member. Other activities will include participation in activities such as Career Day and Maker Faire.

HOMELESS LA RISE

GRANT TERM: 07/01/2018 TO 6/30/2019

REPORT PERIOD: 07/01/2018 TO 3/31/2019

	Activities	Qrt.	%	Year	% of
		Plan	Plan	Plan	Plan
Homeless LA Rise	13	14	93%	27	48%
	0	10	0%	20	0%
	0	3	0%	12	0%

ENROLLMENTS
EMPLOYMENT RATE - 2ND QRT AFTER EXIT
EMPLOYMENT RATE - 4TH QRT AFTER EXIT

Effective 10/01/18, SBWIB will serve 18 and over Homeless Individuals through a Transitional Subsidized Employment Program leading towards Unsubsidized employment in the competitive marketplace that is along an articulated career pathway.

25% WIOA DISLOCATED WORKER ADDITIONAL ASSISTANCE GRANT

GRANT TERM: 10/01/18 TO 4/30/20

REPORT PERIOD: 10/01/2018 TO 3/31/2019

	SBWIB TOTALS	Grant Plan	
I. TOTAL CLIENTS			181
A. ENROLLED		26	14%
B. NEW		0	
C. TRAINING		7	
D. OJT		0	
E. Pre-Apprenticeship/Apprenticeship		0	
II. TOTAL EXITS		1	
III. TOTAL UNSUBSIDIZED EMPLOYMENT		0	
A. RETRAINING		0	
ALSO ATTAINED CREDENTIAL		0	
B. CALLED BACK WITH EMPLOYER		0	
IV. % PLACEMENT (INCL. CALL BACKS)			
V. % PLACEMENT (EXCL. CALL BACKS)		0%	
AVERAGE PLACEMENT WAGE		\$ -	

The South Bay Rapid Reemployment project has been approved to assist 181 dislocated workers and veterans who have been laid off or separated from military to receive employment and job training services. Dislocated workers have been identified from selected employers faced with substantial layoffs or closure.

TRADE & ECONOMIC TRANSITION NDWG (TET)

GRANT TERM: 10/01/18 TO 9/30/20

REPORT PERIOD: 10/01/2018 TO 3/31/2019

	SBWIB TOTALS	Grant Plan	
I. TOTAL CLIENTS			130
A. ENROLLED		30	23%
B. NEW		0	
C. TRAINING		7	
D. OJT		0	
E. Pre-Apprenticeship/Apprenticeship		0	
II. TOTAL EXITS		0	
III. TOTAL UNSUBSIDIZED EMPLOYMENT		0	
A. RETRAINING		0	
ALSO ATTAINED CREDENTIAL		0	
B. CALLED BACK WITH EMPLOYER		0	
IV. % PLACEMENT (INCL. CALL BACKS)			
V. % PLACEMENT (EXCL. CALL BACKS)		0%	
AVERAGE PLACEMENT WAGE		\$ -	

The South Bay TET project has been approved to assist 130 dislocated workers that have been laid off due to economic conditions to receive employment and job training services.

Teen Center Attendance Report -3rd Quarter

January 1, 2019- January 31, 2019

Inglewood Teen Center	New	Returning	Total
Inglewood	13	112	125
Hawthorne	0	0	0
Lawndale	0	0	0
Gardena	0	0	0
TOTAL	13	112	125

March 1, 2019- March 31, 2019

Inglewood Teen Center	New	Returning	Total
Inglewood	2	101	103
Hawthorne	0	0	0
Lawndale	0	0	0
Gardena	0	0	0
TOTAL	2	101	103

Hawthorne Teen Center	New	Returning	Total
Inglewood	0	1	1
Hawthorne	0	53	53
Lawndale	0	0	0
Gardena	0	0	0
Torrance	0	0	0
TOTAL	0	54	54

Hawthorne Teen Center	New	Returning	Total
Inglewood	0	0	0
Hawthorne	18	60	78
Lawndale	1	0	1
Gardena	2	1	3
Torrance	0	0	0
TOTAL	21	61	82

February 1, 2019 February 28, 2019

Inglewood Teen Center	New	Returning	Total
Inglewood	9	111	120
Hawthorne	0	0	0
Lawndale	0	0	0
Gardena	0	0	0
TOTAL	9	111	120

QUARTER TOTAL	Quarter 1	Quarter 2	Quarter 3	Total
Inglewood Teen Center	243	342	348	933
Hawthorne Teen Center	172	206	186	564

Hawthorne Teen Center	New	Returning	Total
Inglewood	0	3	3
Hawthorne	2	43	45
Lawndale	0	0	0
Gardena	1	1	2
Torrance	0	0	0
TOTAL	3	47	50

Business Services



The One-Stop Business and Career Centers use the most cost-effective strategies to build a world-class workforce to be matched with quality businesses and jobs that are attracted to the local labor market. One Stop Centers help employers find workers and job seekers find employment and provide those services at **NO COST**.

Recruitment Services

- New hire and job placement resources
- Publicizing Positions
- Broadcasting Available Jobs to Candidates
- Targeted Recruitments
- Job Fairs

Business Support & Services

- Rapid Response and Lay-Off Aversion services
- Information on Business Incentives
- Customized Training
- No cost workshops
- Incumbent Worker Training

Subsidized Labor Programs

- **Transitional Subsidized Employment Program** - Hire an entry level worker through the SBWIB and the SBWIB will cover a large portion of the employee's wages for 8 months for private and non-profit organizations!
- **On-the-Job Training (WIOA program)** - Hire a permanent employee (\$11-\$20/hr range) through the SBWIB and the SBWIB will reimburse up to 75% of the wages for up to 6 months for on the job training.
- **Hire an Intern** - Student workers are available for summer jobs and year round part time work.

Hiring Support

- Screening/Assessment
- Job Matching
- Work Readiness Support
- Skills Testing
- Reference Checks
- Referrals
- Apprenticeships
- Custom Services



A WORKFORCE
DEVELOPMENT BOARD

SBWIB.org

Inglewood One Stop
110 S. La Brea Ave.
Inglewood, CA 90301
(310) 680-3700

Torrance One Stop
1220 Engracia Ave.
Torrance, CA 90501
(310) 680-3830

Gardena One Stop
16801 S. Western Ave.
Gardena, CA 90247
(310) 538-7070

Carson One Stop
801 E. Carson St.
Carson, CA 90745
(310) 680-3870



America's JobCenter
of California

SouthBayBusiness.org

SouthBay1Stop.org

This WIOA Title 1 financially assisted program or activity is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities by calling in advance to CRS 1-800-735-2922 or 310-680-3700.

Announcing

Bio-Flex

An employer-centric workforce pipeline development program modeled after the successful SBWIB Aero-Flex initiative

Bio-Flex is a new innovative project to develop pre-apprenticeship and registered apprenticeship career pathways for the Bioscience industry.

Bioscience Employers - your input and guidance is needed for program development. Please connect with us to participate.

Ask us about other programs available to support your business growth.

- Employment Training Panel Funding (ETP)
- Wage Subsidy programs
- City & County Business incentives
- Tax credits for equipment purchases



Please contact:

Deborah Shepard

South Bay Workforce Investment Board

Email: dshepard@sbwib.org; Phone: (310) 970-7700

Visit: www.sbwib.org/bioflex



America's **JobCenter**
of California™



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ECONOMIC DEVELOPMENT CORPORATION
Advancing Opportunity and Prosperity for All



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Bioscience



Bio-Flex Program Description

Bio-Flex is a New Innovative Project to Develop Pre-Apprenticeship and Registered Apprenticeship Career Pathways for the Bioscience Industry in Los Angeles County

The vision for Bio-Flex is to deliver an effective and proven employer-directed career development tool, which can be used to attract new talent to the Bioscience industry. The program will provide an important resource to employers and increase job seekers' access to well-paid careers in this exciting industry within Los Angeles County.

Apprenticeship is a proven way to connect employers to a diverse future workforce. This

collaboration with employers and other stakeholders aims to create a flexible yet structured career pathway for high school and college level students, veterans, underserved populations, new hires, and incumbent workers who might otherwise have challenges accessing this industry. Bio-Flex will support a regional network of partners that will ensure employment opportunities in Bioscience are widely available to all.



A WORKFORCE
DEVELOPMENT BOARD

Contact Information

Deborah Shepard

South Bay Workforce Investment Board

Email: dshepard@sbwib.org; Phone: (310) 970-7700

Visit: www.sbwib.org/bioflex



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BIOCOM



WDACS
WORKFORCE DEVELOPMENT
AGING & COMMUNITY SERVICES

CSUDH
CALIFORNIA STATE UNIVERSITY, DOMINGUEZ HILLS

West
LA COLLEGE

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Employer-Directed and Industry Recognized

The Bio-Flex model will be based on a very successful employer designed Pre-Apprenticeship created for the aerospace industry. **The Pre-Apprenticeship training will include employer-identified components that can be customized or "flexed" to meet individual employer needs:**

- ✓ Work readiness skills training for success in the work environment,
- ✓ Industry-specific occupational skills as determined by individual employers,
- ✓ Work-based learning experiences such as project work, job shadowing, internships, and other activities,
- ✓ Stackable, industry recognized credentials for each training module completed.

A capstone certificate will include the logos of all employers participating in the Bio-Flex Universal Apprenticeship Committee, to demonstrate the certification is industry-recognized, stackable, and portable within the Bioscience sector.



Workforce-Ready Registered Apprenticeship

The Bio-Flex Registered Apprenticeship will also be developed as a flexible, employer-driven career pathway program using a framework that meets the workforce development needs common to the industry partners.

The Registered Apprenticeship will be:

- ✓ A hybrid model of competency based and time based learning using both hands-on and online training,
- ✓ 1 to 2-year apprenticeship,
- ✓ 2,000 to 4,000 of On-the-Job-Training hours,
- ✓ 144 hours per year of related technical instruction,
- ✓ Credit for prior learning and competency attainment, and
- ✓ Will be employer specific and include a diverse and dynamic workforce.

Funding

Los Angeles County Supervisor Mark Ridley Thomas has funded Bio-Flex program development, while funding for participant training is being provided by Los Angeles County Workforce Development, Aging and Community Services. Program development and implementation will be coordinated through the South Bay Workforce Investment Board.

Industry Partners

Stakeholders and partners include (partial list):

- LAEDC,
- BIOCOM,
- Cal State University Dominguez Hills, and
- West Los Angeles College.

Initial interested employers include:

- Bachem,
- Polypeptide,
- Protomer Technologies,
- Thermo Fisher Scientific,
- Freudenberg Medical and
- Many others!



PRESS RELEASE

May 02, 2019

South Bay Workforce Investment Board
11539 Hawthorne Blvd., Suite 500
Hawthorne, CA 90250
Contact: 310-970-7700

South Bay Workforce Investment Board Hosts the 19th Annual Blueprint for Success Job Fair in Partnership with the City of Carson for the South Bay Region

HAWTHORNE – The 19th Annual Blueprint for Workplace Success Youth & Young Adults Job Fair drew hundreds of students from high schools, colleges, charter schools and adult schools throughout the South Bay. The job fair was hosted by the City of Carson, presented by the South Bay Workforce Investment Board (SBWIB) and took place at the Congresswoman Juanita Millender McDonald Community Center in Carson on May 02, 2019.

Students gathered for Carson Mayor Albert Robles’ welcoming speech as he shared stories of distinguished authors who’ve never given up, he stated “you too, whether it’s your first time or third time, don’t give up” and he added “don’t get discouraged, remember to be respectful and confident.” The mayor wished everyone good luck in their job search.

The job fair brought in many dignitaries including Carson Councilmember Jim Dear and Centinela Valley Union High School District Superintendent Gregory O’Brien. Amongst the attendees were 84 employers from private and public sectors who interviewed students; 148 students were hired on-the-spot and 211 were invited back for second interviews. It is expected many more will be hired and called in for interviews in the coming days.

“This remarkable event attracts students, and job seekers every year looking to get started on their career and to gain valuable work experience, that is why we continue it,” stated Jan Vogel, SBWIB Executive Director.

The SBWIB operates four One-Stop Business and Career Centers that provide no cost job search and educational services for youth, adults and business services in 11 South Bay communities. It also operates two Teen Centers in Inglewood and Hawthorne. For more information visit www.sbwib.org or telephone 310-970-7700.

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www.sbwib.org

19th Annual Blueprint for Success Job Fair



The 19th Annual Blueprint for Workplace Success Youth & Young Adults Job Fair drew more than 800 students from the South Bay to the Congresswoman Juanita Millender McDonald Community Center in Carson on May 02, 2019. 148 students were hired on-the-spot and 211 were invited back for second interviews.

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PRESS RELEASE

February 6, 2019

South Bay Workforce Investment Board
11539 Hawthorne Blvd., Suite 500
Hawthorne, CA 90250
Contact: 310-970-7700

**South Bay Workforce Investment Board Rapid Response
And Job Fair Aids Recently Laid Off Aerospace Workers**

HAWTHORNE – Within days of a layoff notice issued to more than 560 aerospace employees last month, the South Bay Workforce Investment Board (SBWIB) mobilized its Rapid Response team and immediately began providing assistance to help them find new employment and provide job search training skills at the SBWIB’s One-Stop Business and Career Center - Inglewood.

As part of the response, the SBWIB presented an Aerospace Manufacturing Hiring Event at the Hawthorne Memorial Center January 31st that attracted more than 200 recently displaced aerospace workers from a local aerospace company and other firms, who met with hiring personnel from 35 regional aerospace firms and agencies. Among the firms were Northrop Grumman, Marvin Engineering, Raytheon, Boeing, L3, JPL, Lisi Aerospace, Impresa Aerospace, Lockheed Martin and General Atomics to name a few. Many of the employers reported that they have invited candidates back for second interviews and some of them have been offered employment.

“We are extremely proud of our corporate partners here in the southland who continually step up to help us get displaced workers back into the workforce,” explained Jan Vogel, Executive Director of the SBWIB. “Our Rapid Response program has not only helped hundreds of laid off workers transition into good paying jobs, but also works with affected companies to develop business plans that can help them stay competitive,” he further noted.

Stephen Driessen of Norwalk who was one of the dislocated workers, received a job offer from Marvin Engineering in Inglewood, and reports he is undergoing his background check and is scheduled for his physical exam. “I want to thank the One-Stop team for making it possible for us to have the opportunities to meet with employers face to face rather than just applying online,” he said.

The SBWIB operates four One-Stop Business and Career Centers that provide no cost job search services for job seekers and business services for large and small companies in 11 South Bay communities. It also operates two Teen Centers in Inglewood and Hawthorne. If you or someone you know has been laid off please visit us immediately at www.sbwib.org or telephone 310-970-7700.

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SBWIB Aerospace Manufacturing Hiring Event Photo Release



Recently displaced aerospace workers met face to face with southland area aerospace firms during the January 31st Aerospace Manufacturing Hiring Event hosted by the South Bay Workforce Investment Board (SBWIB) at the Hawthorne Memorial Center. The hiring event was part of the SBWIB's Rapid Response Program that was initiated just days after layoff announcements were issued in late January.



NEWS

South Bay Workforce Investment Board

FOR IMMEDIATE RELEASE

January 23, 2019

South Bay Workforce Investment Board
11539 Hawthorne Blvd., Suite 500
Hawthorne, CA 90250
Contact: Jan Vogel 310-970-7700

Chevron El Segundo Refinery Awards the South Bay Workforce Investment Board \$10,000 Grant for Youth Programs

HAWTHORNE – Chevron El Segundo Refinery awarded the South Bay Workforce Investment Board (SBWIB) with a \$10,000 grant to support the SBWIB youth programs. Lily Craig, Chevron Policy, Government and Public Affairs representative presented a check during SBWIB’s board meeting, January 17, 2018.

Chevron believes in the Power of Human Energy and puts special emphasis on support to K-12 education. Its community involvement program includes a significant amount of financial investments in a variety of non-profit organizations. The funding will benefit the South Bay area youth and young adults’ community through various youth programs.

SBWIB Executive Director Jan Vogel expressed, “We’re thankful for the contribution, this support helps ensure our community has access to resources that will advance youth and young adults’ education and employment opportunities.”

The South Bay One-Stop Business & Career Centers and Teen Centers provide many services for youth and young adults, both in school and out of school, ages 14 – 24 years old. Services include pre-employment training, work experience and internships, career preparation, occupational skills training, pre-apprenticeship, apprenticeship, academic enrichment and job placement assistance.

The SBWIB operates two Teen Centers, the Hawthorne Teen Center and the Inglewood Teen Center as well as four One-Stop Business and Career Centers that serve the communities of Inglewood, Hawthorne, El Segundo, Manhattan Beach, Gardena, Redondo Beach, Torrance, Carson, Hermosa Beach, Lawndale and Redondo Beach. Services are provided at no cost. For further information, please call (310) 970-7700 or visit sbwib.org.

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Photo Caption



Chevron El Segundo Refinery presents the South Bay Workforce Investment Board with \$10,000 grant for youth programs during SBWIB board meeting, January 17, 2019. Pictured left to right; Wayne Spencer, SBWIB Chairperson and Lily Craig, Chevron External Affairs Manager.

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**MINUTES OF THE MEETING OF
THE SUCCESSOR AGENCY TO
THE LAWDALE REDEVELOPMENT AGENCY
December 17, 2018**

A. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 6:34 p.m. in the Lawndale City Hall council chamber, 14717 Burin Avenue, Lawndale, California. The members met concurrently with the City Council.

Members Present: Chair Robert Pullen-Miles, Vice Chair Daniel Reid, Member James H. Osborne, Member Pat Kearney, Member Bernadette Suarez

Other Participants: Secretary Rhonda Hofmann Gorman, Executive Director Stephen N. Mandoki, General Counsel Tiffany J. Israel, Assistant Executive Director Sean Moore, Finance Officer Kenneth Louie

B. CEREMONIALS

Councilmember Suarez led the flag salute and Pastor Doug Gates, House of Celebration, provided the inspiration.

C. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

See City Council Minutes

D. COMMENTS FROM MEMBERS

See City Council Minutes

E. CONSENT CALENDAR

The consent calendar, agenda items 8 and 9, will be considered and acted upon under one motion unless a councilmember or board member removes individual items for further council/board consideration or explanation.

8. Recognized Payment Obligation Schedule (ROPS) 19-20 and the Administrative Budget for Fiscal Year 2019-2020

(Recommendation: that the Successor Agency approve and direct staff to submit to the Los Angeles County Consolidated Oversight Board and California Department of Finance the ROPS 19-20 and Administrative Budget FY 2019-20, and authorize staff to make any changes needed.)

9. Minutes of the Lawndale Successor Agency Meeting – September, 17 2018

(Recommendation: that Successor Agency approve.)

A motion by Member Osborne to approve the consent calendar was seconded by Member Kearney and carried by a vote of 5-0.

F. EXECUTIVE DIRECTOR'S REPORT

No report provided.

G. ITEMS FROM MEMBERS

No items provided.

H. ADJOURNMENT

There being no further business to conduct, the chair adjourned the meeting at 7:54 p.m.

Robert Pullen-Miles, Chair

ATTEST:

Rhonda Hofmann Gorman, Secretary

Approved: 6/17/2019

**MINUTES OF THE
LAWNDALE HOUSING AUTHORITY REGULAR MEETING
June 4, 2018**

- A. CALL TO ORDER AND ROLL CALL** – The meeting was called to order at 6:31 p.m. in the Lawndale City Hall council chamber, 14717 Burin Avenue, Lawndale, California. The commissioners met concurrently with the City Council and the governing boards of the successor agency to the Lawndale Redevelopment Agency and the Lawndale Cable Usage Corporation.
- Commissioners Present: Chairperson Robert Pullen-Miles, Vice Chairperson Daniel Reid, Commissioner James H. Osborne, Commissioner Pat Kearney and Commissioner Bernadette Suarez
- Other Participants: Secretary Rhonda Hofmann Gorman, Executive Director Stephen N. Mandoki, General Counsel Tiffany Israel, Finance Officer Kenneth Louie, Director of Housing Sean Moore
- B. CEREMONIALS** – Commissioner Suarez led the flag salute.
- C. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA** – none
- D. COMMENTS FROM COMMISSIONERS** – none
- E. CONSENT CALENDAR**
Minutes of the Housing Authority Regular Meeting – June 5, 2017
- A motion by Commissioner Suarez to approve the consent calendar was seconded by Commissioner Osborne and carried by a vote of 5-0.**
- F. ADMINISTRATION**. Item was presented by Finance Officer Kenneth Louie
- A motion by Commissioner Kearney to adopt Resolution No. LHA-1806-01 was seconded by Commissioner Suarez and carried by a vote of 5-0**
- G. ITEMS FROM COMMISSIONERS** – none
- H. ADJOURNMENT** – There being no further business to conduct, the meeting was adjourned at 8:05 p.m.

Robert Pullen-Miles, Chairperson

ATTEST:

Rhonda Hofmann Gorman, Secretary

Approved: 6/17/2019

**MINUTES OF THE
ANNUAL MEETING OF THE BOARD OF DIRECTORS OF THE
LAWNDALE CABLE USAGE CORPORATION
June 4, 2018**

- A. CALL TO ORDER** - The meeting was called to order at 6:31 p.m. in the Lawndale City Hall council chamber, 14717 Burin Avenue, Lawndale, California. The board met concurrently with the City Council and the governing boards of the successor agency to the Lawndale Redevelopment Agency and the Lawndale Housing Authority.

ROLL CALL

Directors Present: President Robert Pullen-Miles, Vice President Daniel Reid, Director James H. Osborne, Director Pat Kearney, Director Bernadette Suarez

Other Participants: Secretary Rhonda Hofmann Gorman, Executive Officer Stephen N. Mandoki, General Legal Counsel Tiffany J. Israel, Treasurer Kenneth Louie

- B. CEREMONIALS** – Director Suarez led the flag salute.

- C. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA** – none

- D. COMMENTS FROM DIRECTORS** – none

- E. CONSENT CALENDAR**

Minutes of the Cable Usage Corporation Board of Directors Meeting – April 2, 2018.
(Recommendation: that the directors approve.)

A motion by Director Suarez to approve the consent calendar was seconded by Director Osborne and carried by a vote of 5-0.

- F. ADMINISTRATION**

Annual Municipal Budget for Fiscal Year 2018-19. Item was presented by Treasurer Kenneth Louie

A motion by Vice President Reid to adopt Resolution No. LCUC-1806-01 was seconded by Director Kearney and carried by a vote of 5-0.

- G. EXECUTIVE OFFICER’S REPORT** – none

- H. ITEMS FROM DIRECTORS** – none

- I. ADJOURNMENT** – There being no further business to conduct, the meeting was adjourned at 8:05 p.m.

Robert Pullen-Miles, President

ATTEST:

Rhonda Hofmann Gorman, Secretary

Approved: 6/17/2019

DRAFT

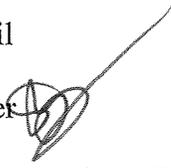


CITY OF LAWDALE

14717 BURIN AVENUE, LAWDALE, CALIFORNIA 90260
PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: June 17, 2019

TO: Honorable Mayor and City Council

FROM: Stephen N. Mandoki, City Manager 

PREPARED BY: Kahono Oei, P.E, Public Works Director/City Engineer *KO*
 Marla L. Pendleton, CPA, Finance Director *Marla L. Pendleton, CPA*
 Kevin Moghadasi, E.I.T, Assistant Engineer *KM*

SUBJECT: Approve the plans and specifications for FY 18/19 Annual Street Improvements Project and authorize staff to advertise the project for bid

BACKGROUND

In May 2018, City Council awarded a professional services agreement for the preparation of plans, specifications, and estimates (PS&E) to Civil-Source Inc. for the FY18/19 Annual Street Improvements Project.

In addition, the City Council at its regular meeting on April 25, 2018 approved and adopted Resolution No.CC-1804-015, the list of streets as listed below, to be funded using RMRA/SB 1 funds to perform the street improvements project. Road Maintenance and Rehabilitation Account (RMRA) funds are from the State of California and were created by Senate Bill 1, the Road Repair and Accountability Act of 2017, which was passed by the Legislature and signed into law by the Governor in April of 2017 to address the significant multi-modal transportation funding shortfalls statewide.

STAFF REVIEW

The PS&E for the following revised list of streets is complete and the project is ready for advertising to solicit bids.

Street Name	From	To	Ave. PCI
Grevillea Avenue	Manhattan Beach Blvd.	Marine Avenue	33
Road Maintenance & Rehab Alleys FY 17/18			
Alley East of Hawthorne Blvd.	162 nd Street	166 th Street	29
Alley East of Hawthorne Blvd.	167 th Street	168 th Street	25
Road Maintenance & Rehab Various Streets FY18/19			
160 th Street	Hawthorne Blvd.	Freeman Avenue	22
167 th Street	Hawthorne Blvd.	Freeman Avenue	24
149 th Street	Hawthorne Blvd.	Larch Avenue	33

The scope of work includes cold milling and placement of an asphalt pavement overlay; slurry sealing and/or cape sealing; reconstruction of some of the curb ramps to meet the requirements of the Americans with Disabilities Act (ADA); striping; reconstruction of some driveways, sidewalks, curbs and gutters; and other appurtenant work. The estimated project cost is \$1,597,548.00

The following is the breakdown of estimated costs:

Grevillea Ave. (From Manhattan Beach Blvd. to Marine Ave.) and Road Maintenance & Rehab-Alleys
FY17/18

Construction Engineer's Estimate:	\$ 587,090.00
Twenty Percent (20%) contingency:	\$ 117,418.00
Construction Management:	<u>\$ 106,267.00</u>
Total project budget needed:	\$ 810,775.00

Road Maintenance & Rehab Various Street
FY18/19 (SB1)

Construction Engineer's Estimate:	\$ 580,000.00
Twenty Percent (20%) contingency:	\$ 116,000.00
Construction Management:	<u>\$ 90,773.00</u>
Total project budget needed:	\$ 786,773.00

The anticipated project schedule is as follows:

- Authorization to Bid June 17, 2019
- Bid Opening August 7, 2019
- Award of Construction Contract August 19, 2019
- End of Construction End of November 2019

LEGAL REVIEW

The City's standard construction contract, which is included in the project specifications template, has been reviewed and approved as to form by the City Attorney.

FUNDING

The project is included in the City's Fiscal Year 2018-19 Capital Improvement Program per the attached table and will be funded by Measure R, Prop C, STPL-Metro Exchange, SB1-Gas Tax, CDBG funds, TDA, and General Fund which total \$1,597,548.00.

RECOMMENDATION

Staff recommends that the City Council:

- Adopt the plans and specifications (PS&E), and approve the project scope of work, and authorize Staff to advertise the project for bids.
- Authorize staff to allocate an amount of \$69,634 from General Fund (100-310-700.269- Hawthorne Blvd. Recondition 163rd St. to 168th St) to the Road Maintenance and Rehab Alleys FY 17/18 project.
- Authorize staff to allocate an amount of \$71,650 from General Fund (100-310-700.271-RM& R-Alleys) to the Road Maintenance and Rehab Alleys FY 17/18 project.
- Authorize staff to allocate an amount of \$60,000 from General Fund (100-310-700.267- Jane Adams Parking Lot Improvement) to the Road maintenance and Rehab Various Streets FY 18/19 project.
- Approve a twenty percent (20%) contingency of \$117,418 for Grevillea Avenue Improvement project and Road Maintenance & Rehab-Alleys FY17/18 to avoid project delays and facilitate timely project completion.
- Approve a twenty percent (20%) contingency of \$116,000 for Road Maintenance & Rehab- Various Streets FY18/19 to avoid project delays and facilitate timely project completion.

Attachment: Funds Schedule

Fund Schedule

Project	Budget account Number	Total Budget	Measure R 244-310	SB1 Gas Tax 274-310	CDBG (FY18/19) 214-438	TDA 203-310	Gen Fund 100-310
Grevillea Avenue	700.146 700.272 700.125	\$480,293	\$210,363		\$211,371	\$58,559	
Road Maintenance and Rehab Alleys FY17/18	700.125 700.271	\$330,482		\$189,198			\$141,284
Road Maintenance and Rehab Various Streets FY18/19	700.270	\$786,773	\$172,773	\$554,000			\$60,000



CITY OF LAWDALE

FINANCE DEPARTMENT
REQUEST FOR BUDGET APPROPRIATION OR TRANSFER

From Department : Public Works Engineering

Date : 6/17/2019

REQUEST IS HEREBY MADE FOR AN APPROPRIATION OR BUDGETARY TRANSFER OF :

FROM ACCOUNT (S) :

Table with 7 columns: Fund, Cost Ctr, Account, Sub Acct, Current Balance, Transfer Amount, Account Name. Rows include Jane Adams Parking Lot Improv and Hawth Blvd Recon 163rd to 168th.

129,634.00

TO ACCOUNT (S) :

Table with 7 columns: Fund, Cost Ctr, Account, Sub Acct, Current Balance, Transfer Amount, Account Name. Rows include RM&R - Various and RM&R - Alleys.

129,634.00

Are these transfers from the Carryover budget ? YES NO

Please explain why this budget transfer needs to be made. Attach additional sheets if necessary :

To move money into Road Maintenance & Rehabilitation accounts within the General Fund to be used for street improvement projects approved by Council 4/25/18 Resolution CC-1804-015. Approval for budget transfer per 6/17/19 Council meeting.

Prepared By/ Division Manager - Kahono Ooi

Department Head - [Signature]

Approval by Finance Director: _____ Date : _____

Approval by City Manager's office : (If Necessary) _____ Date : _____

Transfer posted in journal voucher : _____ Date : _____



CITY OF LAWDALE

14717 BURIN AVENUE, LAWDALE, CALIFORNIA 90260
PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: June 17, 2019
TO: Honorable Mayor and City Council
FROM: Stephen N. Mandoki, City Manager *SM*
PREPARED BY: Mike Estes, Director of Community Services *ME*
SUBJECT: Lawndale Beat Fixed-route Transportation Agreement

BACKGROUND

MV Transportation, Inc. has been the City's public transportation contractor for two weeks short of five years. In 2014, MV Transportation was awarded its first contract with the City. The current contract between the City and MV Transportation, Inc. expires on June 30th, 2019.

STAFF REVIEW

In April 2019, the Community Services Department sent out a Request for Proposal (RFP) to nine transportation companies in southern California who specialize in fixed-route transportation. The nine companies invited to submit an RFP were those that the City is familiar with as well as a number of others that have provided service for other local municipalities.

The City Clerk's Department received four sealed proposals on or before the April 29th, 2019 deadline to submit. The following companies submitted RFP's: 1) MV Transportation, Inc.; 2) Parking Company of America; 3) SMS Transportation; and 4) Transportation Concepts. In addition, all four companies proposed Compressed Natural Gas (CNG) powered vehicles.

In terms of service costs, each of the four proposers were ranked as follows:

Proposer	Hourly Service Cost	Annual Service Cost	Contract Service Cost	Rank
MV Transportation, Inc.	\$64.49	\$491,175.00	\$1,473,513.00	1
Transportation Concepts	\$69.42	\$520,650.00	\$1,561,950.00	2
SMS Transportation Services	\$91.00	\$682,500.00	\$2,047,500.00	3
Parking Company of America	\$106.91	\$801,825.00	\$2,405,475.00	4

Vehicle Details:

MV Transportation, Inc. will use the existing StarCraft All Star XL vehicles for the Lawndale Beat Fixed-route Transportation Service for the first two years of the contract. The existing vehicles have rebuilt transmissions and rebuilt engines and have been well-maintained. However, on July 1st, 2021,

MV Transportation, Inc. will purchase new vehicles for the City's transportation service. The existing vehicles, and future vehicles for that matter, will be powered by Compressed Natural Gas (CNG).

Scope of Services:

MV Transportation's services will include the following; however, certainly not limited to, project management and supervision, operator training in customer service and safety, employee oversight, fare collection, vehicle maintenance, cleaning and storage of vehicles, dispatch services, National Transit Database (NTD) reporting and monthly report generation.

Ridership Revenues:

All fare revenues will be collected by MV Transportation, which in the past year have averaged approximately \$1,490.00 per month, or approximately \$17,880.00 per year, which is used to offset the cost of the service to the City.

LEGAL REVIEW

The City Attorney, Tiffany Israel, has reviewed the attached agreement and approved it to form.

FISCAL IMPACT

Funds will be provided for in the FY 2019-20 Community Services Department, Proposition A budget line item for year one of the agreement.

RECOMMENDATION

Staff recommends that City Council approve a three year contract agreement between the City of Lawndale and MV Transportation, Inc. for Lawndale Beat Fixed-route Transportation Services in the amount of \$491,175.00 annually for a total contract amount of \$1,473,513.00 for three years.

Attachments:

Lawndale Beat Fixed-route Transportation Services Agreement

CITY OF LAWNSDALE

CONTRACT SERVICES AGREEMENT FOR

LAWNSDALE BEAT FIXED-ROUTE TRANSPORTATION SERVICES

This Contract Services Agreement (“Agreement”) is made and entered into this 17th day of June 2019, by and between the City of Lawnsdale, a municipal corporation (“City”), and MV Transportation, Inc., a California corporation (“Contractor”). The term Contractor includes professionals performing in a consulting capacity. The parties hereto agree as follows:

1.0 SERVICES OF CONTRACTOR

1.1 Scope of Services. In compliance with all terms and conditions of this Agreement, Contractor shall provide the work and services specified in the “Scope of Services” attached hereto as *Exhibit “A”* and incorporated herein by this reference. Contractor warrants that all work or services set forth in the Scope of Services will be performed in a competent, professional and satisfactory manner.

1.2 Contractor’s Proposal. The Scope of Services shall include the Contractor’s proposal or bid which shall be incorporated herein by this reference as though fully set forth herein. In the event of any inconsistency between the terms of such proposal and this Agreement, the terms of this Agreement shall govern.

1.3 Compliance with Law. All work and services rendered hereunder shall be provided in accordance with all ordinances, resolutions, statutes, rules, and regulations of the City and any Federal, State or local governmental agency having jurisdiction.

1.4 Licenses, Permits, Fees and Assessments. Contractor shall obtain at its sole cost and expense, such licenses, permits and approvals as may be required by law for the performance of the services required by this Agreement. Contractor shall have the sole obligation to pay for any fees, assessments, taxes, including applicable penalties and interest, which may be imposed by law and arise from or are necessary for the Contractor’s performance of the services required by this Agreement; and shall indemnify, defend and hold harmless City against any claim for such fees, assessments, taxes, penalties or interest levied, assessed or imposed against City hereunder.

1.5 Familiarity with Work. By executing this Agreement, Contractor warrants that Contractor (a) has thoroughly investigated and considered the scope of services to be performed, (b) has carefully considered how the work and services should be performed, and (c) fully understands the facilities, difficulties and restrictions attending performance of the services under this Agreement.

1.6 Additional Services. City shall have the right at any time during the performance of the services, without invalidating this Agreement, to order extra work beyond that specified in the Scope of Services or make changes by altering, adding to or deducting from said work. No such extra work may be undertaken unless a written order is first given by the Contract Officer to the Contractor, incorporating therein any adjustment in (i) the Contract Sum, and/or (ii) the time to perform this Agreement, which said adjustments are subject to the written approval of the Contractor. Any increase in compensation of must be approved by the City Council. It is expressly understood by Contractor

that the provisions of this Section shall not apply to services specifically set forth in the Scope of Services or reasonably contemplated therein. Contractor hereby acknowledges that it accepts the risk that the services to be provided pursuant to the Scope of Services may be more costly or time consuming than Contractor anticipates and that Contractor shall not be entitled to additional compensation therefor.

1.7 Special Requirements. Additional terms and conditions of this Agreement, if any, which are made a part hereof are set forth in the "Special Requirements" attached hereto as *Exhibit "B"* and incorporated herein by this reference. In the event of a conflict between the provisions of *Exhibit "B"* and any other provisions of this Agreement, the provisions of *Exhibit "B"* shall govern.

1.8 Environmental Laws. Contractor shall comply with all applicable environmental laws, ordinances, codes and regulations of Federal, State, and local governments. Contractor shall also comply with all applicable mandatory standards and policies relating to energy efficiency.

2.0 COMPENSATION

2.1 Contract Sum. For the services rendered pursuant to this Agreement, Contractor shall be compensated in accordance with the "Schedule of Compensation" attached hereto as *Exhibit "C"* and incorporated herein by this reference, but not exceeding the maximum contract amount of one million four hundred seventy-three thousand five hundred twenty-five (\$1,473,525.00) ("Contract Sum"), except as provided in Section 1.6. The method of compensation may include: (i) a lump sum payment upon completion, (ii) payment in accordance with the percentage of completion of the services, (iii) payment for time and materials based upon the Contractor's rates as specified in the Schedule of Compensation, but not exceeding the Contract Sum or (iv) such other methods as may be specified in the Schedule of Compensation. Compensation may include reimbursement for actual and necessary expenditures approved by the Contract Officer in advance if specified in the Schedule of Compensation. The Contract Sum shall include the attendance of Contractor at all project meetings reasonably deemed necessary by the City.

Contractor agrees that if Contractor becomes aware of any facts, circumstances, techniques, or events that may or will materially increase or decrease the cost of the work or services or, if Contractor is providing design services, the cost of the project being designed, Contractor shall promptly notify the Contract Officer of said fact, circumstance, technique or event and the estimated increased or decreased cost related thereto and, if Contractor is providing design services, the estimated increased or decreased cost estimate for the project being designed.

2.2 Method of Payment. Unless some other method of payment is specified in the Scope of Services, in any month in which Contractor wishes to receive payment, no later than the first (1st) working day of such month, Contractor shall submit to the City, in a form approved by the City's Director of Finance, an invoice for services rendered prior to the date of the invoice. Except as provided in Section 7.2, City shall pay Contractor for all expenses stated thereon which are approved by City pursuant to this Agreement generally within thirty (30) days, and no later than forty-five (45) days, from the submission of an invoice in an approved form.

2.3 Availability of Funds. It is mutually understood between the parties that this Agreement is valid and enforceable only if sufficient funds are made available by the City Council of

the City for the purposes of this Agreement. The availability of funding is affected by matters outside the City's control, including other governmental entities. Accordingly, the City has the option to void the whole Agreement or to amend the Agreement to reflect unanticipated reduction in funding for any reason.

3.0 PERFORMANCE SCHEDULE

3.1 Time of Essence. Time is of the essence in the performance of this Agreement.

3.2 Schedule of Performance. Contractor shall commence the services pursuant to this Agreement upon receipt of a written notice to proceed and shall perform all services within the time period(s) established in the "Schedule of Performance" attached hereto as *Exhibit "D"*, if any, and incorporated herein by this reference. When requested by the Contractor, extensions to the time period(s) specified in the Schedule of Performance may be approved in writing by the Contract Officer but not exceeding one hundred eighty (180) days cumulatively.

3.3 Force Majeure. The time period(s) specified in the Schedule of Performance for performance of the services rendered pursuant to this Agreement shall be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of the Contractor, including, but not restricted to, acts of God or of the public enemy, unusually severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, litigation, and/or acts of any governmental agency, including the City, if the Contractor shall, within ten (10) days of the commencement of such delay, notify the Contract Officer in writing of the causes of the delay. The Contract Officer shall ascertain the facts and the extent of delay and extend the time for performing the services for the period of the enforced delay when and if, in the judgment of the Contract Officer, such delay is justified. The Contract Officer's determination shall be final and conclusive upon the parties to this Agreement. In no event shall Contractor be entitled to recover damages against the City for any delay in the performance of this Agreement, however caused; Contractor's sole remedy being extension of the Agreement pursuant to this Section.

3.4 Term. Unless earlier terminated in accordance with Section 7.4 below, this Agreement shall begin on July 1, 2019 and shall continue in full force and effect until completion of the services no later than June 30, 2022.

4.0 COORDINATION OF WORK

4.1 Representative of Contractor. Judie Smith, Regional Vice President, is hereby designated as being the representative of Contractor authorized to act on its behalf with respect to the work or services specified herein and to make all decisions in connection therewith.

It is expressly understood that the experience, knowledge, capability and reputation of the representative was a substantial inducement for City to enter into this Agreement. Therefore, the representative shall be responsible during the term of this Agreement for directing all activities of Contractor and devoting sufficient time to personally supervise the services hereunder. For purposes of this Agreement, the representative may not be replaced nor may his responsibilities be substantially reduced by Contractor without the express written approval of City.

4.2 Contract Officer. The City's City Manager is hereby designated as the representative of the City authorized to act in its behalf with respect to the work and services and to make all decisions in connection therewith ("Contract Officer"). It shall be the Contractor's responsibility to assure that the Contract Officer is kept informed of the progress of the performance of the services and the Contractor shall refer any decisions which must be made by City to the Contract Officer. The City may designate another Contract Officer by providing written notice to Contractor.

4.3 Prohibition Against Subcontracting or Assignment. The experience, knowledge, capability and reputation of Contractor, its principals and employees were a substantial inducement for the City to enter into this Agreement. Therefore, Contractor shall not contract with any other entity to perform in whole or in part the services required hereunder without the express written approval of the City. In addition, neither this Agreement nor any interest herein may be transferred or assigned without the prior written approval of City. Transfers restricted hereunder shall include the transfer to any person or group of persons acting in concert of more than twenty five percent (25%) of the present ownership and/or control of Contractor taking all transfers into account on a cumulative basis. A prohibited transfer or assignment shall be void. No approved transfer shall release the Contractor or any surety of Contractor of any liability hereunder without the express consent of City.

4.4 Independent Contractor. Neither the City nor any of its employees shall have any control over the manner or means by which Contractor, its agents or employees, perform the services required herein, except as otherwise set forth herein. Contractor shall perform all services required herein as an independent contractor of City and shall remain under only such obligations as are consistent with that role. Contractor shall not at any time or in any manner represent that it or any of its agents or employees are agents or employees of City. City shall not in any way or for any purpose become or be deemed to be a partner of Contractor in its business or otherwise or a joint venturer or a member of any joint enterprise with Contractor.

5.0 INSURANCE AND INDEMNIFICATION

5.1 Insurance. Consultant shall procure and maintain, at its sole cost and expense, in a form and content satisfactory to City, during the entire term of this Agreement including any extension thereof, the following policies of insurance:

(a) Commercial General Liability Insurance. A policy of commercial general liability insurance using Insurance Services Office "Commercial General Liability" policy form CG 00 01, with an edition date prior to 2004, or the exact equivalent. Coverage for an additional insured shall not be limited to its vicarious liability. Defense costs must be paid in addition to limits. Limits shall be no less than \$5,000,000.00 per occurrence for all covered losses and no less than \$5,000,000.00 general aggregate.

(b) Workers' Compensation Insurance. A policy of workers' compensation insurance on a state-approved policy form providing statutory benefits as required by law with employer's liability limits no less than \$1,000,000.00 per accident for all covered losses.

(c) Automotive Insurance. A policy of comprehensive automobile liability insurance written on a per occurrence basis in an amount not less than \$5,000,000.00 per accident,

combined single limit. Said policy shall include coverage for owned, non-owned, leased and hired cars.

(d) Professional Liability or Error and Omissions Insurance. A policy of professional liability insurance in an amount not less than N/A per claim with respect to loss arising from the actions of Consultant performing professional services hereunder on behalf of the City.

All of the above policies of insurance shall be primary insurance. The general liability policy shall name the City, its officers, employees and agents ("City Parties") as additional insureds and shall waive all rights of subrogation and contribution it may have against the City and the City's Parties and their respective insurers. Moreover, the insurance policy must specify that where the primary insured does not satisfy the self-insured retention, any additional insured may satisfy the self-insured retention. All of said policies of insurance shall also provide that said insurance may be not cancelled without providing ten (10) days prior written notice by registered mail to the City. In the event any of said policies of insurance are cancelled or amended, Consultant shall, prior to the cancellation or amendment date, submit new evidence of insurance in conformance with this Section 5.1 to the Contract Officer. No work or services under this Agreement shall commence until Consultant has provided City with Certificates of Insurance or appropriate insurance binders evidencing the above insurance coverages and said Certificates of Insurance or binders are approved by City.

Consultant agrees that the provisions of this Section 5.1 shall not be construed as limiting in any way the extent to which Consultant may be held responsible for the payment of damages to any persons or property resulting from Consultant's activities or the activities of any person or persons for which Consultant is otherwise responsible. If the Consultant's insurance policies have higher limits and coverage than those required by this contract, the City will have access to those higher limits and coverage maintained by the Consultant.

The insurance required by this Agreement shall be satisfactory only if issued by companies qualified to do business in California, rated "A" or better in the most recent edition of Best Rating Guide or The Key Rating Guide, and only if they are of a financial category Class VII or better, unless such requirements are waived by the Risk Manager of the City due to unique circumstances.

In the event that the Consultant is authorized to subcontract any portion of the work or services provided pursuant to this Agreement, the contract between the Consultant and such subcontractor shall require the subcontractor to maintain the same policies of insurance that the Consultant is required to maintain pursuant to this Section 5.1.

5.2 Indemnification.

(a) Indemnity for Design Professional Liability. When the law establishes a professional standard of care for Consultant's services, to the fullest extent permitted by law, and except for the statutory limits set forth under California Civil Code Section 2782,8 applicable to services provided by a "design professional", Consultant shall indemnify, defend and hold harmless City and the City's Parties from and against any and all losses, liabilities, damages, costs and expenses, including attorneys' fees and costs to the extent same are caused in whole or in part by any negligent or wrongful act, error or omission of Consultant, its officers, agents, employees of subcontractors (or any

entity or individual for which Consultant shall bear legal liability) in the performance of professional services under this Agreement.

(b) Indemnity for Other Than Design Professional Liability. Other than in the performance of design professional services and to the full extent permitted by law, Consultant shall indemnify, defend and hold harmless City and City's Parties from and against any liability (including liability for claims, suits, actions, losses, expenses or costs of any kind, whether actual, alleged or threatened, including attorneys' fees and costs, court costs, defense costs and expert witness fees), where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, the performance of this Agreement by Consultant or by any individual or entity for which Consultant is legally liable, including but not limited to officers, agents, employees or subcontractors of Consultant.

6.0 RECORDS AND REPORTS

6.1 Reports. Contractor shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the services required by this Agreement as the Contract Officer shall require.

6.2 Records. Contractor shall keep, and require subcontractors to keep, such books and records as shall be necessary to perform the services required by this Agreement and enable the Contract Officer to evaluate the performance of such services. The Contract Officer shall have full and free access to such books and records at all times during normal business hours of City, including the right to inspect, copy, audit and make records and transcripts from such records. Such records shall be maintained for a period of three (3) years following completion of the services hereunder, and the City shall have access to such records in the event any audit is required.

6.3 Ownership of Documents. All drawings, specifications, reports, records, documents and other materials prepared by Contractor, its employees, subcontractors and agents in the performance of this Agreement shall be the property of City and shall be delivered to City upon request of the Contract Officer or upon the termination of this Agreement and Contractor shall have no claim for further employment or additional compensation as a result of the exercise by City of its full rights of ownership of such documents and materials. Contractor may retain copies of such documents for its own use and Contractor shall have an unrestricted right to use the concepts embodied therein. Any use of such completed documents by City for other projects and/or use of uncompleted documents without specific written authorization by the Contractor will be at the City's sole risk and without liability to Contractor and the City shall indemnify the Contractor for all damages resulting therefrom. All subcontractors shall provide for assignment to City of any documents or materials prepared by them, and in the event Contractor fails to secure such assignment, Contractor shall indemnify City for all damages resulting therefrom.

7.0 ENFORCEMENT OF AGREEMENT

7.1 California Law. This Agreement shall be construed and interpreted both as to validity and to performance of the parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Los Angeles, State of California, or any other

appropriate court in such county, and Contractor agrees to submit to the personal jurisdiction of such court in the event of such action.

7.2 Retention of Funds. Contractor hereby authorizes City to deduct from any amount payable to Contractor (whether or not arising out of this Agreement) (i) any amounts the payment of which may be in dispute hereunder or which are necessary to compensate City for any losses, costs, liabilities, or damages suffered by City, and (ii) all amounts for which City may be liable to third parties, by reason of Contractor's acts or omissions in performing or failing to perform Contractor's obligation under this Agreement. In the event that any claim is made by a third party, the amount or validity of which is disputed by Contractor, City may withhold from any payment due, without liability for interest because of such withholding, an amount sufficient to cover such claim. The failure of City to exercise such right to deduct or to withhold shall not, however, affect the obligations of the Contractor to insure, indemnify, and protect City as elsewhere provided herein.

7.3 Waiver. No delay or omission in the exercise of any right or remedy by a non-defaulting party on any default shall impair such right or remedy or be construed as a waiver. A party's consent to or approval of any act by the other party requiring the party's consent or approval shall not be deemed to waive or render unnecessary the other party's consent to or approval of any subsequent act. Any waiver by either party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

7.4 Termination Prior to Expiration of Term. Either party may terminate this Agreement at any time, with or without cause, upon thirty (30) days' written notice to the other party. Upon receipt of any notice of termination, Contractor shall immediately cease all work or services hereunder except such as may be specifically approved by the Contract Officer. Contractor shall be entitled to compensation for the reasonable value of the work product actually produced prior to the effective date of the notice of termination and for any services authorized by the Contract Officer thereafter in accordance with the Schedule of Compensation and City shall be entitled to reimbursement for any compensation paid in excess of the services rendered.

7.5 Completion of Work After Termination for Default of Contractor. If termination is due to the failure of the Contractor to fulfill its obligations under this Agreement, City may, after compliance with the provisions of Section 7.2, take over the work and prosecute the same to completion by contract or otherwise, and the Contractor shall be liable to the extent that the total cost for completion of the services required hereunder exceeds the compensation herein stipulated (provided that the City shall use reasonable efforts to mitigate such damages), and City may withhold any payments to the Contractor for the purpose of set-off or partial payment of the amounts owed the City as previously stated.

7.6 Attorneys' Fees. If either party to this Agreement is required to initiate or defend or made a party to any action or proceeding in any way connected with this Agreement, the prevailing party in such action or proceeding, in addition to any other relief which may be granted, shall be entitled to reasonable attorneys' fees, whether or not the matter proceeds to judgment, and to all other reasonable costs for investigating such action, taking depositions and discovery, including all other necessary costs the court allows which are incurred in such litigation.

8.0 CITY OFFICERS AND EMPLOYEES: NON-DISCRIMINATION

8.1 Non-liability of City Officers and Employees. No officer or employee of the City shall be personally liable to the Contractor, or any successor in interest, in the event of any default or breach by the City or for any amount which may become due to the Contractor or to its successor, or for breach of any obligation of the terms of this Agreement.

8.2 Conflict of Interest; City. No officer or employee of the City shall have any financial interest in this Agreement nor shall any such officer or employee participate in any decision relating to the Agreement which affects his financial interest or the financial interest of any corporation, partnership or association in which he is interested, in violation of any State statute or regulation.

8.3 Conflict of Interest; Contractor. Contractor warrants that it has not paid or given and will not pay or give any third party any money or other consideration for obtaining this Agreement. Contractor shall comply with all conflict of interest laws and regulations including, without limitation, City's Conflict of Interest Code which is on file in the City Clerk's office. Accordingly, should the City Manager determine that Contractor will be performing a specialized or general service for the City and there is substantial likelihood that the Contractor's work product will be presented, either written or orally, for the purpose of influencing a governmental decision, the Contractor and its officers, agents or employees, as applicable, shall be subject to the City's Conflict of Interest Code.

8.4 Covenant Against Discrimination. Contractor covenants that, by and for itself, its executors, assigns, and all persons claiming under or through them, that there shall be no discrimination against or segregation of, any person or group of persons on account of race, color, creed, religion, sex, marital status, national origin, or ancestry in the performance of this Agreement. Contractor shall take affirmative action to insure that applicants are employed and that employees are treated during employment without regard to their race, color, creed, religion, sex, marital status, national origin or ancestry.

9.0 MISCELLANEOUS PROVISIONS

9.1 Notice. Any notice or other communication either party desires or is required to give to the other party or any other person shall be in writing and either served personally or sent by prepaid, first-class mail, in the case of the City, to the City Manager and to the attention of the Contract Officer, City of Lawndale, 14717 Burin Avenue, Lawndale, California 90260, and in the case of the Contractor, to the person at the address designated on the execution page of this Agreement. Either party may change its address by notifying the other party of the change of address in writing. Notice shall be deemed communicated at the time personally delivered or in seventy-two (72) hours from the time of mailing if mailed as provided in this Section.

9.2 Interpretation. The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply.

9.3 Integration; Amendment. It is understood that there are no oral agreements between the parties hereto affecting this Agreement and this Agreement supersedes and cancels any and all previous negotiations, agreements and understandings, if any, between the parties, and none shall be

used to interpret this Agreement. This Agreement may be amended at any time by an instrument in writing signed by both parties.

9.4 Severability. Should a portion of this Agreement be declared invalid or unenforceable by a judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining portions of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the parties unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this Agreement meaningless.

9.5 Corporate Authority. The persons executing this Agreement on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of said party, (iii) by so executing this Agreement, such party is formally bound to the provisions of this Agreement, and (iv) the entering into this Agreement does not violate any provision of any other Agreement to which said party is bound.

IN WITNESS WHEREOF, the parties have executed and entered into this Agreement as of the date first written above.

[SIGNATURES ON NEXT PAGE]

CITY:
CITY OF LAWNSDALE,
a municipal corporation

By: _____
Robert Pullen-Miles, Mayor

ATTEST:

Rhonda Hofmann Gorman, City Clerk

APPROVED AS TO FORM:
Aleshire & Wynder, LLP

Tiffany J. Israel, City Attorney

CONTRACTOR:
MV Transportation, Inc. a California corporation

By: _____
Name: Erin Niewinski
Title: Chief Financial Officer

By: _____
Name: Emily Somerville
Title: Secretary

Address:
2711 N. Haskell Ave, Suite 1500 LB2
Dallas, TX 75204

EXHIBIT "A"

SCOPE OF SERVICES

The Contractor shall manage the services to be provided pursuant to this Agreement in accordance with the provisions and parameters established herein.

A. Administration

The Contractor shall provide the necessary management and personnel whose expertise will ensure the safe and efficient operation of the transportation services to be provided hereunder.

1. Supervision:

Supervision of the day-to-day transportation service operations will be vested in the Contractor. The assigned individual (herein referred to as "Program Manager") shall be available by phone, or in person, to the City during the normal service hours of the transportation service.

In addition, at least two (2) individuals, manager level or higher, shall be available to the City in the event of an emergency during non-operating hours. At least one of these individuals shall respond in person when an emergency or accident involving extensive property damage or injuries occurs within the City.

2. Advertising and Promotion:

Contractor shall, in cooperation with the City, promote and support marketing and advertising efforts by posting marketing elements on all contractor-owned Lawndale Beat vehicles such as special event flyers, posters, and announcements of interest to the Lawndale Community when requested by the City.

3. Training and Safety:

The Contractor shall provide a training program, conducted by certified trainers and shall ensure that all personnel involved in the transportation services to be provided to the City are in compliance with all federal, state and local laws, rules and regulations. Laws, rules and regulations shall include, but are not limited to, the American with Disabilities Act of 1990, Federal Drug and Alcohol testing requirements, California Title 13 and Title 24, State of California Transportation Development Act, and any other laws that may be in effect or become effective during the term of the Agreement that may apply to this public transportation service.

The Contractor shall additionally provide documentation that each operator involved in the transportation service has received and passed training for providing cardio-pulmonary resuscitation (CPR) and basic first aid training prior to the operator being assigned to duty.

4. Personnel Qualifications and Responsibilities:

a. **Management:**

The management positions for Contractor's employees servicing the City are as follows:

- Regional Vice President, Judie Smith
- Senior Vice President, Joe Escobedo, Jr.
- General Manager, Stephen Allan
- Project Manager, Lina Parten

In the event that management personnel are changed by the Contractor, the City shall be notified a minimum of two (2) weeks prior to the removal of or the transfer of the manager(s). In the event that any of these identified manager(s) elect to leave the Contractor, the Contractor shall notify the City as to the projected date of separation and the name and contact information for the replacement personnel.

The Program Manager shall perform field operation (i.e., ride along) on every route not less than once every two weeks

b. **Vehicle Operators:**

The Contractor shall furnish vehicle operators who, at all times, meet or exceed the following:

- i) Are legally licensed to operate a public transportation vehicle in the State of California, have cleared a DMV record check, are free of any chargeable accidents within the last two (2) years, and have cleared a criminal history check with no criminal convictions within the last ten (10) years that would render an operator unfit to provide the services required of a vehicle operator under this Agreement.
- ii) Are courteous and sensitive to the needs of passengers riding the City's transportation service; are alert, careful and competent in their driving habits.
- iii) Ensure that the digital clock that is built into each vehicle's radio/CD player is synchronized each morning of operation with the Contractor's atomic clock and set by dispatch personnel.
- iv) Are neat and clean in their appearance and are, at all times, in properly fitting uniforms. In addition, each operator must wear a name tag or badge provided by the Contractor identifying each operator by name.
- v) Are knowledgeable about fares, communications equipment used in Contractor's vehicles, customer service requirements, and the street network within the service area. Operators must also be knowledgeable regarding the fares and routes of other transit services which link with the City's transit service.

vi) Operators shall clearly announce all major time and stopping points as referenced in the current issue of the Lawndale Beat Service Brochure.

vii) Operators shall supervise and monitor each vehicle(s) during vehicle service hours as defined in Exhibit "A", Section B(5), below.

viii) Operators shall ensure that all passenger fares are properly deposited into the fare box. Operators shall only handle fares per the Contractor's policy regarding fares.

ix) Operators shall maintain trip reports for passenger boardings for each stop, each route, and each loop. This information is necessary to determine which adjustments, if any, are to be made to the service and for the development of the National Database, hereinafter referred to as "NTD" data, as required by the Los Angeles County Metropolitan Transportation Authority. It is therefore imperative that operators fulfill this requirement in an accurate and responsible manner.

c. Dispatchers/Reservations Personnel:

The Contractor shall furnish Dispatchers/Reservations personnel, as needed, who meet or exceed the following:

i) Are courteous and sensitive to the needs of passengers using the City's transportation service; and

ii) Are alert, careful, and competent in the execution of their duties.

5. Personnel Policy:

All personnel hired and paid by the Contractor to provide services in any way in connection with this Agreement shall at all times be, and remain, the employees of the Contractor and the Contractor shall be solely responsible for on-time payment of all employee wages and benefits.

The Contractor, without any costs or expense to the City, shall faithfully comply with the requirements of all applicable State and Federal laws with respect to employer's liability, worker's compensation, unemployment insurance and other forms of Social Security; and also with respect to the withholding of income tax at its source from the wages of said employees.

The Contractor shall indemnify and hold City and its officers, agents and employees harmless from any damages, claims, costs and expenses of whatever nature arising from alleged violation of personnel or human resource laws and any failure to take the required withholdings, or from any claims of subrogation in connection therewith.

The Contractor shall, prior to the execution of this Agreement by City, provide the City with a list of the Contractor's personnel, including their titles, of those who will be administering the project for the City. Any time the personnel serving the City are changed the City shall be provided with an updated list.

6. Accident Reporting:

The City Manager or his designee shall be notified by cell phone immediately, regardless of hour or day, following any accident or unusual incident that occurs involving any vehicle or operator assigned to the Lawndale Beat Fixed Route Transportation service whether or not physical injuries or property damage has occurred. Furthermore, a written report shall also be provided to the City Manager within 48 hours of the accident, or on the first business day thereafter if the incident occurs on a weekend or holiday, providing a description of the accident or incident, the action(s) taken by the Contractor, the progress of the investigation and any conclusions made.

7. Monthly Invoices and Ridership Reports:

a. Monthly Invoice:

Contractor shall submit to City, on a monthly basis and no later than the 10th day of the following month, or the first business day thereafter, an invoice which includes the following information:

i) Revenue Hours Summary:

a. Unit rate multiplied by number of monthly units and total amount invoiced.

ii) Fuel Index Summary:

a. Unit rate multiplied by number of units and total amount invoiced per Exhibit "C" Schedule of Compensation and added to total number of revenue hours.

iii) Credit for Fares Collected Summary:

a. Total amount of fares collected subtracted from the sum of revenue hour totals and fuel index totals.

b. Monthly Ridership Reports:

The reports shall indicate the information below for both the residential and express route and a system total for each day for the previous month in the three following categories: 1) Monday through Friday operations; 2) Saturday operations; and 3) Sunday operations.

- Daily Pull Out Statistics: Time and Odometer Reading;
- Daily Start Statistics: Time and Odometer Reading;
- Daily End Statistics: Time and Odometer Reading;
- Daily Pull In Statistics: Time and Odometer Reading;
- Daily Service Statistics: Total Hours and Miles;
- Daily Revenue Statistics: Hours and Miles;
- Daily Fare Statistics: Number of Cash, Free, Wheelchair and Other Disability Passengers;
- Daily Transfer Statistics: Number of transfers out and transfers in;
- Daily Fare Box Statistics: Amount of fare box revenues collected both daily and monthly totals; and

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- Other reports as deemed necessary by the City upon written notice by the City.

8. National Transit Database (NTD) Reporting:

The Contractor shall compile all data, complete all reports and attend all meetings and/or audits necessary to satisfy the requirements of the National Transit Database (NTD) reporting program with respect to data collected in any year during the term of this Agreement.

9. Accounting:

The Contractor shall keep all costs incurred in the performance of this Agreement in an accounting separate from those used for other business activities conducted by the Contractor. For auditing purposes, the Contractor shall annually make the account available for inspection or audit at City’s election.

10. Fares:

The Contractor shall collect all fares in a secure, removable container which is installed on board of each Contractor-owned vehicle. Contractor shall deposit the fares into a bank account on a daily basis and all deposited fares shall be credited to the City on the monthly invoice. The Contractor shall include a reconciliation of all fares as to number of: full fares, partial fares and uncollected fares. All fares collected shall be reported on the monthly invoices submitted to the City.

11. Contractor Liaison:

Contractor’s Representative, or his/her designee, shall coordinate closely with the City on all transportation service matters, operation status and any changes affecting the City or its agencies. Contractor’s Representative, or his/her designee, shall attend a minimum of one quarterly meeting with the City at the sole discretion and as scheduled by the City.

B. Operations:

Contractor shall provide personnel necessary to operate the service during the following system operational hours:

1. Route Schedules:

a. Express Route:

- Monday thru Friday: 7:20 a.m. to 5:55 p.m.
- Saturdays: 8:40 a.m. to 5:55 p.m.
- Sundays and Holidays: 9:20 a.m. to 3:55 p.m.

b. Residential Route:

- Monday thru Friday: 7:00 a.m. to 6:39 p.m.
- Saturdays: 8:40 a.m. to 5:49 p.m.

- Sundays and Holidays: 10:20 a.m. to 5:49 p.m.

2. Routes:

All routes, operating times, origins and destinations which shall comprise the transportation services pursuant to the Agreement shall be determined by the City. The Contractor shall provide all vehicles and personnel necessary to provide transportation on the routes and at the times specified by the City.

3. On-Time Performance Requirements:

Operators shall arrive at each stopping location no earlier than the scheduled time; however, no later than two (2) minutes past the scheduled departure time for each stopping location. In addition, operators shall layover at any stopping location not in the public right of way, or at a location that directly affects traffic, until no earlier than the scheduled departure time to ensure that the on time performance requirements are achieved consistently during all times in which the system is operational.

4. Holidays:

Transportation service shall not be offered on, nor shall the City be monetarily responsible, for any costs incurred by the Contractor, in observance of the following holidays:

- New Year's Day
- Thanksgiving Day
- Christmas Day

Transportation services shall be offered on the following holidays, however the Sunday time schedule will be observed:

- Martin Luther King, Jr.
- President's Day
- Memorial Day
- Fourth of July
- Labor Day
- Veteran's Day

5. Vehicle Service Hours and Changes:

The Contractor shall annually provide no more than seven thousand five hundred (7,500) vehicle revenue service hours during any fiscal year (July 1 through June 30). The Contractor shall be responsible for developing vehicle operator shifts from the established schedule provided by the City.

The City shall be solely responsible for determining major changes to the transportation service. If major changes are made, the Contractor will be given a minimum of two (2) weeks' notice to

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respond to such changes, including providing additional operators or making major adjustments to work shifts. Major changes shall be submitted to the Contractor in writing. For minor changes, such as adjustments to a schedule time, or route change due to construction, the City may provide the Contractor twenty four (24) hours' notice. Minor changes may also be given verbally and confirmed in writing.

6. Vehicle Service Hour Definition:

Each vehicle service hour to be paid to Contractor by the City will be calculated from the time the vehicle(s) arrives at its revenue service starting route point and will end when the vehicle arrives at its last revenue service stop. At no time, except with advanced written City approval, shall the total monthly vehicle service hours exceed the hours designated by the City.

7. Mechanical Breakdowns:

All mechanical breakdowns shall be resolved in a safe and expeditious manner. Contractor shall attempt to repair the issue on site, or at a nearby safe location, if possible, or with a mobile service owned by the Contractor. At no time shall a vehicle be left unattended or inoperable on a street or at any unsecured location. If a mechanic is unable to repair the vehicle on site to the point where it can be driven back to the Contractor's maintenance facility, the Contractor shall immediately obtain a tow truck at the Contractor's sole expense. In addition, Contractor's employee shall wait with the vehicle until the tow truck arrives.

In the event that a Lawndale Beat contractor-owned vehicle is unable to promptly return to revenue service, the Contractor shall provide a replacement vehicle as soon as possible.

The City shall not reimburse the Contractor for transportation service for any vehicle which is out of service. Contractor shall be required to deduct revenue service time from the respective monthly invoice for time in which service is halted.

8. Vehicles:

The Contractor shall provide the following vehicles:

Three (3) Starcraft All Star 32 foot transit vehicles with Ford F550 chassis, rebuilt engine and transmission currently in use on the existing contract will be used for the first two years of the contract. New Starcraft All Star 32 foot vehicles with Ford E450 chassis will be purchased in year three of the contract. All vehicles will include capacity for twenty four (24) ambulatory plus two (2) Wheelchair positions equipped with securing devices (e.g., clamps and tie downs) which meet the standards established by the California Department of Transportation. Each vehicle shall be equipped with an operational wheelchair lift comprised of a hydraulic or an electric ramp.

Vehicles must also meet the most current criteria established in the Americans with Disabilities Act (ADA). The vehicles shall be solely dedicated to the City's Transportation system and shall not be used for any other purpose or on any other contract for any reason. Each of the three (3) vehicles shall be fueled by Compressed Natural Gas (CNG) and must be distinctly numbered and

clearly marked as a Lawndale Beat Transportation system vehicle and must include the City seal. Each vehicle must be equipped with fully operational two-way radios to communicate with the Contractor's dispatch and a fully functioning air conditioning system that properly functions during Vehicle Service Revenue Hours as defined in Exhibit "A", Section B(5).

Contractor must, at its sole cost and expense, register and license each vehicle to be operated pursuant to this Agreement and all drivers as may be necessary or required to operate said buses on public roads and streets. Contractor and its employees must also comply with all current and applicable federal, state and local safety regulations. Additionally, Contractor must comply with General Order No. 98A of the Public Utilities Commission, State of California, relating to the operation and maintenance of buses and bus equipment.

Contractor must, at its sole cost and expense, provide the following technology components to aid in monitoring Lawndale Transit operations:

- a. A DriveCam on-board driver safety system;
- b. Trapeze Enterprise Asset Management system;
- c. On-board video cameras;
- d. Passenger Call Tracking system; and
- e. Kenwood mobile two-way radios and base station:

9. Fares and Revenue:

The City will establish the fares for all City-sponsored transportation services. The Contractor must charge all passengers the fare designated by the City and the Contractor is solely responsible for the safeguarding of all fare receipts and shall credit all fares collected to the City or its designated agent concurrent with Contractor's submission of the monthly invoice.

10. Driver Uniforms:

The Contractor shall be responsible for the purchase and cleaning of all operator uniforms. The Contractor shall ensure and require that all operators wear the proper uniform while in revenue service. Each operator shall be furnished with enough changes of the uniform so as to appear neat and clean at the beginning of each shift.

11. Vehicle Cleaning and Inspection:

a. Contractor shall be responsible for vehicle cleaning and daily inspections. Vehicle cleaning for each vehicle as designated in Section B (7) below must be completed on a daily basis. The daily cleaning shall consist of the following:

- Cleaning the inside and outside of all windows and wiping down all handrails and mirrors;
- Cleaning each seat, dashboard, wheel well and other areas where dust and debris may accumulate; and
- Sweeping and mopping all internal floor areas and applicable stairs.

b. Additionally, no more than every seven (7) days, or sooner as operating conditions dictate, the entire exterior of each vehicle shall be washed.

c. Contractor is responsible for daily visual vehicle inspections and must provide a copy of the vehicle inspection checklist to the City upon execution of this Agreement. All inspections must be completed prior to daily revenue service as required by California Title 13.

12. Maintenance and Storage:

a. Preventative and Scheduled Maintenance:

All vehicle inspections must be completed in accordance with the requirements of California Title 13 requirements. Maintenance and repairs must be completed in a timely and safe manner. The Contractor, or any City-approved entity subcontracting to the Contractor, must comply with these specifications. The Contractor must perform all routine preventative maintenance and scheduled maintenance outside of the normal operational day so that service is not interrupted.

b. Vehicle Inspection by City and California Highway Patrol:

The City may, from time to time, inspect the vehicles either at the Contractor's maintenance/storage facility or while the vehicle is in revenue service. If, in the City's opinion, the vehicle does not meet the standards regarding cleanliness, safety, or operability, the City may "red tag" the vehicle, such that Consultant must immediately remove that vehicle from revenue service until the problem is rectified. If the City places a vehicle on "red tag" status, the Contractor must immediately provide a replacement vehicle, without additional cost to the City, so that the service is not disrupted. Any loss of service shall be deducted from the monthly payment to the Contractor in accordance with the penalties and incentive section of this Agreement.

Per the California Vehicle Code, the California Highway Patrol may inspect the Contractor's facility approximately every thirteen (13) months. In the event of an "Unsatisfactory" grade, or if any vehicle designated for the City's transportation service is removed from service due to poor maintenance, the Contractor, at its expense, is solely responsible for providing replacement vehicles to comply with this Agreement. If service is disrupted, any loss of service time shall be deducted from the monthly payment to the Contractor. Additionally, in the event an unsatisfactory grade is obtained for any vehicle designated for the City's transportation service, the Contractor shall pay the City \$250.00 per unsatisfactory grade per vehicle. In the event that a vehicle(s) is removed from service by the California Highway Patrol for any period of time, the Contractor shall pay the City \$500.00 per vehicle per incident per day in which the vehicle(s) is out of service.

c. Materials:

The Contractor must use replacement parts and maintenance techniques as specified by the vehicle's manufacturer when performing maintenance and repairs to the vehicle.

d. Maintenance Personnel:

Repair work must be performed by certified maintenance personnel who have demonstrated experience and received training in the work to be performed. Maintenance personnel must have the necessary equipment and tools to perform any authorized or necessary work.

e. Storage:

Contractor must store and secure the vehicles overnight in a gated and locked Contractor-owned and furnished facility in a location convenient to the City. The facility shall be, at a minimum, secured with a fence that can be locked, appropriately lighted and paved and must include maintenance and repair facilities with all necessary equipment, supplies and services required to operate the City's fixed route transportation system.

f. Maintenance Facility:

The maintenance facility shall appear neat and clean at all times and shall be free from spillage and tripping hazards.

13. Federal Drug and Alcohol Testing:

The Contractor must comply with the Federal Transit Authority Administration's (Chapter 49 CFR parts 653 and 654) Rules and Regulations for prevention of alcohol and prohibited drug misuse in transit operations. The Contractor must provide the City and all Contractor employees with a copy of its policies and procedures for compliance with applicable Federal drugs laws. In addition, Contractor must comply with the Federal Transit Administration's drug and alcohol regulations as stated in 49 CFR, Part 655 and 49 CFR, Part 40.

C. RFP/Proposal:

The Scope of Services shall include the City's Request for Proposals and Contractor's proposal which are incorporated herein as part of this Exhibit "A". In the event of any inconsistency between the terms of the proposal and this Agreement the terms of this Agreement shall govern.

EXHIBIT "B"

SPECIAL
REQUIREMENTS

Section 6.3 is amended to read as follows (new text is indicated in ***bold italics*** and deleted text is indicated as ~~strikethrough~~):

"Ownership of Documents. All drawings, specifications, reports, records, documents and other materials prepared by Contractor, its employees, subcontractors and agents in the performance of this Agreement shall be the property of City and shall be delivered to City upon request of the Contract Officer or upon the termination of this Agreement and Contractor shall have no claim for further employment or additional compensation as a result of the exercise by City of its full rights of ownership of such documents and materials. Contractor may retain copies of such documents for its own use and Contractor shall have an unrestricted right to use the concepts embodied therein. Any use of such completed documents by City for other projects and/or use of uncompleted documents without specific written authorization by the Contractor will be at the City's sole risk and without liability to Contractor and the City shall indemnify the Contractor for all damages resulting therefrom. All subcontractors shall provide for assignment to City of any documents or materials prepared by them, and in the event Contractor fails to secure such assignment, Contractor shall indemnify City for all damages resulting therefrom. ***Specifically excluded from this provision is all material developed by Contractor unrelated to its performance of this Agreement.***"

Section 7.5 amended to read as follows (new text is indicated in ***bold italics*** and deleted text is indicated as ~~strikethrough~~):

"Completion of Work After Termination for Default of Contractor. If termination is due to the failure of the Contractor to fulfill its obligations under this Agreement, City may, after compliance with the provisions of Section 7.2, take over the work and prosecute the same to completion by contract or otherwise, and the Contractor shall be liable to the extent that the total cost for completion of the services required hereunder exceeds the compensation herein stipulated (provided that the City shall use reasonable efforts to mitigate such damages), and City may withhold any payments to the Contractor for the purpose of set-off or partial payment of the amounts owed the City as previously stated. ***This provision may not be invoked until ten business days after City has provided Contractor with a written notice of specific alleged default and Contractor has failed cure the alleged default.***"

EXHIBIT "C"

SCHEDULE OF COMPENSATION

Pursuant to the schedule prepared by the City, Contractor agrees to provide all transportation services and personnel necessary to perform the services specified herein, including administrative and supervisory services, at the service rate of Sixty-Five Dollars and Forty Nine Cents (\$65.49) per vehicle service hour billed in one (1) minute increments. Contractor's services shall not exceed the maximum contract amount of Four Hundred Ninety-One Thousand One Hundred Seventy-Five Dollars (\$491,175.00) in any one year during the term of this Agreement.

Fuel Provisions:

The baseline price shall include state sales tax and shall exclude fuel taxes from which the City is exempt. For the purposes of this Agreement, the baseline price for Compressed Natural Gas (CNG) fuel per gallon shall initially be established by a letter from Contractor's Compressed Natural Gas supplier, California Clean Fuels, setting forth the price of Compressed Natural Gas on July 1st, 2019. The letter shall be delivered to the City's Community Services Director, no later than July 10th, 2019.

Establishing Fuel Baseline:

Each July 1st during the term of this Agreement, Contractor shall provide a documented fuel report from California Clean Fuels to the City's Community Services Director which establishes the "baseline price" to be paid by Contractor for compressed natural gas based on the gallons consumed and the price for the fuel used in the City's route vehicles for the fiscal year starting that July 1st.

Fuel Escalator/De-Escalator:

If the actual CNG price paid for vehicles used for the City under the term of this Agreement increases more than 10% from the baseline price, a fuel cost adjustment equal to the value of the increase in fuel prices over the baseline price times the gallons consumed will be reflected in the monthly invoice once an amendment for this increase has been approved by the Parties. If the actual price decreases more than 10% below the base price, a fuel cost adjustment will be credited to the City equal to the value of the decrease from the baseline price times the gallons consumed will be reflected in the monthly invoice.

The City reserves the right to dispute the fuel amounts or the increases reported by Contractor.

EXHIBIT "D"

SCHEDULE OF PERFORMANCE

The term of the Agreement is thirty-six (36) months with as many as two (2) one-year options to extend which may be exercised by the City in the City's sole discretion. To exercise an extension option, the City may, at least 120 days prior to Agreement expiration, deliver written notice to the Contractor from the City Manager that the City will exercise its option to extend the Agreement for one (1) additional year. The Parties will then commence negotiations over the rates to be charged during the extension term, and an amendment to this Agreement will be processed to memorialize and approve the rates. The City may exercise its option of a second one-year extension by following the same extension process. If such notice is provided by the City, the Agreement will only be revised with respect to the compensation payable to the Contractor.



**MINUTES
CITY OF LAWDALE
PARKS, RECREATION AND SOCIAL SERVICES COMMISSION
REGULAR MEETING – MAY 13th, 2019**

A. CALL TO ORDER AND ROLL CALL

Chairperson Harbison called the meeting to order at 7:01 p.m. in the City Hall Council Chamber, located at 14717 Burin Avenue, Lawndale, California.

Members Present: Chairperson Erica Harbison
 Vice Chairperson Daniel Woods
 Commissioner Shirley Rudolph
 Commissioner Christina Carroll
 Commissioner Madonna Sitka

Members Absent: None

Others Present: Mike Estes, Director of Community Services

B. FLAG SALUTE

Commissioner Rudolph led the Commissioners and those in attendance in the flag salute.

C. APPROVAL OF APRIL 22nd, 2019 MINUTES

Commissioner Rudolph made a motion, seconded by Commissioner Sitka, to approve the minutes of April 22nd, 2019, as written.

Motion carries 5-0

D. PRESENTATIONS

None.

E. ITEMS FROM CITIZENS

None.

F. ITEMS FROM COMMUNITY SERVICES STAFF

1. PRSSC Fireworks Stand Update:

Director Estes reported the following to the PRSSC regarding the status of the fireworks stand planning process: 1) the contract issues that previously existed have been resolved; 2) the contract has been signed by TNT representatives and the City Attorney; and 3) the agreement will go to the City Council for approval on May 20th.

2. Youth Day Parade Review:

Director Estes reported the following to the PRSSC: 1) the event seemed to go very well and it seems to be getting better and better each year; 2) although a bit overcast early in the day, the weather was favorable to those marching in the parade along the long 2.2 mile route; 3) there were very few groups that dropped out of the parade and only a few no shows; 4) the spring extravaganza put on by the Lawndale Elementary School District was a tremendous addition to the event and all hopes are that we can continue the partnership for more than a few years; 5) once the parade ended, the extravaganza activity area was busy with many people visiting the various displays and attractions for the remainder of the afternoon; 6) the actual parade went very well too as there were few gaps, it ran very efficiently and finished at approximately 11:50 a.m.; 7) this is first time the parade has finished in under two hours; and 8) it is unfortunate that we lose so many parade participants from the school district because they have to return to Mark Twain Elementary School to get checked out.

Director Estes encouraged the PRSSC to comment about the event:

One commissioner mentioned that it was a great event and the spring extravaganza was fun and had lots of informational booths and other nice attractions. Between the stage activity and the spring extravaganza, there were lots of things going on.

One commissioner mentioned that he enjoyed the parade from the comfort of his home due to the fact that he was not needed as a driver.

3. 60th Anniversary Celebration Planning Update:

Director Estes informed the PRSSC the following regarding the planning for the anniversary celebration: 1) the City has made a deposit for the 3,000 square feet skating rink that will be placed on Lawndale Way for a period of three days; 2) the City has been in discussions with the South Bay 25 Club to move the Angel Tree event to the first Friday in December, specifically December 6th as opposed to the traditional Monday night following the Thanksgiving; 3) if this were to happen it is likely that the Santa Sleigh program will run differently than in the past; 4) the skating rink would be free to the community and be open on Friday, December 6th, Saturday, December 7th and Sunday, December 8th along with other activities that have yet to be planned out; and 5) if this plan does not work out, another option may be to have the program on the weekend of December 13th, 14th and 15th.

Director Estes also mentioned that he believed the funding that will be approved by the City Council would be sufficient; however, mentioned that if more funding is needed, he may come to the PRSSC with a request for additional funding.

There were other brief discussions about the material that the skating rink is made of.

4. Youth Advisory Committee Movie Night Series:

Director Estes apologized to the PRSSC for not having a resolution ready for approval at the meeting; however, mentioned to the PRSSC that a purchasing resolution would be available for consideration at the June 10th regularly scheduled meeting.

5. 7th Annual Blues Festival Marketing and Advertising Update:

Director Estes provided an attachment of the initial piece and reported to the PRSSC that this will be included in the summer online version of the Lawndalian City Newsletter on page two.

In addition, the piece was sent to all of the bands electronically and gives them an opportunity to provide alternate photos if they do not like what is being used and some have taken the opportunity to provide a better photo which improved the advertising piece. The next advertising piece will be the post card which will be provided to the PRSSC for review for production to be completed in June.

G. PARK IMPROVEMENTS AND FACILITIES UPDATE

No report.

H. ITEMS FROM COMMISSIONERS

6. Fireworks Sales Stand:

Director Estes encouraged the PRSSC to discuss vital matters regarding the PRSSC Fireworks Stand: 1) there were brief discussions about the operational details for the stand and supplies needed; and 2) volunteer support.

I. SPECIAL EVENTS UPDATE

7. Health, Safety and Pet Fair, June 8th. 2019, Jane Addams Park, 10:00 a.m.:

Director Estes mentioned the following to the PRSSC about the upcoming event: 1) the event will be from 10:00 a.m. to 2:00 p.m.; 2) services will include dog licensing and low-cost vaccinations; 3) activities for children will include an obstacle course and other elements not yet confirmed; and 4) stage entertainment will include fitness demonstrations, animal presentations and other elements that have not yet been confirmed.

Director Estes shared the event flyer and the preliminary event layout with the PRSSC and provided a brief overview of the various activities and use of space. In addition, Director Estes inquired whether the PRSSC wanted to distribute fireworks sales stand flyers at the event as was done at past events when there was a fireworks stand.

J. MISCELLANEOUS

8. Individual Comments from Commissioner:

One commissioner inquired about Measure A. Director Estes gave the PRSSC a brief overview of some projects that may be completed in the near future such as the park signage project and potentially others such as those for the community center.

One commissioner inquired about the fireworks stand volunteer work schedule.

One commissioner reminded the PRSSC members that the Monday, May 27th meeting was previously cancelled.

Director Estes reminded the PRSSC that the Memorial Day Ceremony is scheduled for Monday, May 27th at 9:00 a.m. and reviewed the schedule of activities and participants and mentioned to the PRSSC that there was no longer an RSVP system for this event. Those that have been invited are encouraged to come; no RSVP is necessary as in year's past.

K. AGENDA ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

- 9. PRSSC Fireworks Sales Stand**
- 10. 7th Annual Lawndale Blues Festival Planning Update**
- 11. PRSSC Purchasing Resolution for Youth Advisory Committee Movie Night Series**
- 12. PRSSC Fireworks Stand Volunteer Schedule**

L. ADJOURNMENT

Chairperson Harbison adjourned the meeting at 7:42 p.m. to a regularly scheduled meeting to be held on Monday, June 10th, 2019, at the Lawndale City Hall Council Chamber located at 14717 Burin Avenue.

Erica Harbison, Chairperson

Attest:

Mike Estes, Director of Community Services

CITY:
CITY OF LAWNSDALE,
a municipal corporation

By: _____
Robert Pullen-Miles, Mayor

ATTEST:

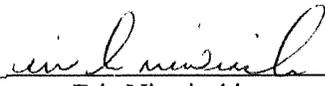
Rhonda Hofmann Gorman, City Clerk

APPROVED AS TO FORM:
Aleshire & Wynder, LLP

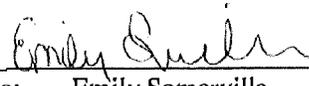


Tiffany J. Israel, City Attorney

CONTRACTOR:
MV Transportation, Inc. a California corporation

By: 

Name: Erin Niewinski
Title: Interim CFO

By: 

Name: Emily Somerville
Title: Secretary

Address:
2711 N. Haskell Ave, Suite 1500 LB2
Dallas, TX 75204



CITY OF LAWDALE

14717 BURIN AVENUE, LAWDALE, CALIFORNIA 90260
PHONE (310) 973-3200, FAX (310) 644-4556
www.lawndalecity.org

DATE: June 17, 2019

TO: Honorable Mayor and City Council

FROM: Stephen N. Mandoki, City Manager 

PREPARED BY: Marla L. Pendleton, CPA, Director of Finance/City Treasurer 

SUBJECT: Annual Budget for Fiscal Year 2019-20

BACKGROUND

In order to establish legal authority to expend funds, the Lawndale City Council adopts an annual budget by June 30th after conducting a public workshop reviewing the proposed budget, which includes projected revenue, available fund balance reserves and proposed expenditures for the fiscal year beginning July 1. The budget includes the City of Lawndale, Lawndale Housing Authority, Redevelopment Successor Agency and Lawndale Cable Usage Corporation.

STAFF REVIEW

The fiscal year 2019-20 Budget Workshop was conducted at the City Council's Regular Meeting on June 3, 2019. The workshop focused on the General Fund, structural changes to the fund (revenue and departments being transferred into their own separate fund for accountability), changes in projected revenue (emphasis on new revenue from Measure L Local Sales Transaction Tax), changes in expenditure requests (emphasis on Public Safety increases) and General Fund Reserves (clarification on Reserve definition and current level being 61%).

Based on discussion and information received after the meeting, the following changes were incorporated in the proposed budget being presented tonight for adoption:

- The Capital Outlay of \$2,100 for a drone was removed from the Cable Television Budget (100-170-550.400).
- The Operations Expenditure of \$2,000 for the Christmas with a Cop Special Event was removed from the Municipal Services Budget (100-300-540.400).
- CDBG revenue and expenditures were reduced by \$6,622 dollars after receiving the final funding allocation from the Los Angeles County Development Authority (214-439-700.146 and 214-000-460.300).
- Projected revenue for the 2009 Tax Revenue Bonds of \$205,186 was omitted from the Citywide Fund Balance Schedule presented at the workshop (Fund 307).

With the inclusion of the above adjustments, the budget presented for Council's consideration of adoption for fiscal year 2019-20 has excess available funding of \$79,506 based on the following:

Estimated Revenue (all funds)	\$ 28,292,809
Expenditure Authority (all funds)	<u>28,213,306</u>
Excess Revenue Over Expenditures	<u>\$ 79,506</u>

The General Fund is presented with excess available funding of \$694,750 comprised of:

Estimated General Fund Revenue	\$ 15,261,700
General Fund Expenditures	<u>14,566,950</u>
Excess General Fund Revenue Over Expenditures	<u>\$ 694,750</u>

COMMISSION REVIEW

Not applicable.

LEGAL REVIEW

The Resolution has been approved as to form by the City Attorney.

FISCAL IMPACT

Adoption of the attached budget resolution will establish spending guidelines and appropriation limits for fiscal year 2019-20.

RECOMMENDATION

STAFF RECOMMENDS THAT the City Council adopt Resolution Number CC-1906-033, A Resolution of the City Council of the City of Lawndale, California, Adopting the Annual Budget for 2019-20.

Attachments: Resolution Number CC-1906-33
Citywide Fund Balance, June 30, 2020
General Fund Expenditure Summary

RESOLUTION NO. CC-1906-033

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF LAWNSDALE, CALIFORNIA
ADOPTING THE ANNUAL BUDGET FOR 2019-2020**

WHEREAS, the City Manager has submitted to the City Council a comprehensive Preliminary Proposed Budget for Fiscal Year 2019-20, that included the City of Lawndale, Lawndale Housing Authority, Redevelopment Agency and Lawndale Cable Usage Corporation; and

WHEREAS, the City Manager and City Council established budgetary goals and objectives during the budget study session on June 3, 2019, and, based on input from the City Council at this work session, the City Manager has submitted to the City Council a comprehensive updated Recommended Budget for Fiscal Year 2019-20; and

WHEREAS, the City Council has considered the Recommended Budget and concurs with the proposed revenue and expenditure plan as outlined by the City Manager.

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

SECTION 1. That the City Manager's proposed annual budget for Fiscal Year 2019-20 is hereby adopted and approved as listed in "Exhibit A"

SECTION 2. That expenditures of public funds in the amount of \$28,213,306 are authorized in accordance with the programs and services outlined in said budget.

PASSED, APPROVED AND ADOPTED this 17th day of June, 2019.

Robert Pullen-Miles, Mayor

ATTEST:

State of California)
County of Los Angeles) SS
City of Lawndale)

I, Rhonda Hofmann Gorman, City Clerk of the City of Lawndale, California, do hereby certify that the City Council of the City of Lawndale duly approved and adopted the foregoing Resolution No. CC-1906-033 at a regular meeting of said Council held on the 17th day of June, 2019, by the following roll call vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Robert Pullen-Miles, Mayor					
James Osborne, Mayor Pro Tem					
Pat Kearney Bernadette Suarez					
Daniel Reid					
Bernadette Suarez					

Rhonda Hofmann Gorman, City Clerk

APPROVED AS TO FORM:

Tiffany J. Israel, City Attorney

CITY-WIDE FUND BALANCE
June 30, 2020

Fund	Title	Starting Balance 07/01/19	Projected Revenues FY 2019-20	Projected Expenditures FY 2019-20	Increase (Use) of Fund Balance	Projected Fund Balance FY 2019-20
100	General Fund	16,814,535	15,261,700	14,566,950	694,750	17,509,283
201	Gas Tax Fund	(84,293)	878,239	877,382	857	(83,436)
202	Air Quality Management Dist.	134,164	41,500	75,000	(33,500)	100,664
203	TDA Bikeways Fund		24,279	24,275	4	4
206	Prop A - Local Transit Program	1,275,913	744,501	761,057	(16,556)	1,259,358
207	Prop C - Local Transit Program	1,611,301	604,458	1,779,332	(1,174,874)	436,427
208	STPL Grant	13			-	13
210	Narcotics Forfeiture Fund	54,489	1,086		1,086	55,575
211	State Cops Grant	65,213	141,400	121,000	20,400	85,613
213	CA Law Enforcement Equipment	15,468			-	15,468
214	Community Development Block Grant	253,019.00	397,990	397,990		253,019
215	Restricted Urban Development	6,342,811	11,110	217,054	(205,944)	6,136,867
216	Used Oil Recycling Fund	27,784	9,840	9,300	540	28,324
217	Lawndale Cable Usage Corp.	11,398	40,840	40,000	840	12,238
218	Hawthorne Blvd. Maintenance Fund		-	-	-	-
227	Dept of Conservation Grant	9,000	8,600		8,600	17,600
234	Justice Assistance Grant	-	12,000	12,000	-	-
236	Park Development Fund	33,645	1,160		1,160	34,805
239	SAFETEA-LU	(21,538)		-	-	(21,538)
240	Prop C 25 Grant	(268,265)		-	-	(268,265)
243	Metro STP-L	(94,794)		-	-	(94,794)
244	Measure R	662,231	436,869	347,441	89,428	751,658
265	Metro STP-L Exchange	(69,260)			-	(69,260)
271	STP-L Metro Exchange	549,051	11,166	20,277	(9,111)	539,940
272	Measure M	785,597	494,231	83,987	410,244	1,195,841
274	SB1 Gas Tax Street Rehab	706,510	568,251	554,061	14,190	720,700
275	Measure R Grant	(13,778)	-	-	-	(13,778)
276	AB931	306,000	188,120	87,662	100,458	406,458
277	Community Services FD Recreation		1,190,625	1,190,625		
278	Community Services - Sr Activities		164,961	164,961		
279	Community Development		588,700	504,377	84,323	84,323
280	BL-SB1186	28,000	10,000		10,000	38,000
300	Lawndale Housing Authority	1,793,541	289,141	209,990	79,151	1,872,692
304	Successor Agency - LRA	(60,602)	259,599	256,839	2,760	(57,842)
305	Successor Agency - Debt Services	1,923,261	2,739,859	2,739,859	-	1,923,261
*306	Successor Agency - Disbursement FD	150,789	2,967,398	2,966,698	700	151,489
307	2009 TABS	(761,974)	205,186	205,186	0	(761,974)
		32,179,225	28,292,809	28,213,306	79,506	32,258,736

* Holding account per Department of Finance

GENERAL FUND EXPENDITURES

Department	DEPT #	PROPOSED BUDGET 2019-20
City Council	110	169,759
City Attorney	120	451,000
City Clerk	130	291,885
City Manager	140	582,842
Admin Services	150	187,113
Cable TV	170	195,742
General Ops.	160	1,691,718
Finance	190	547,257
Info Systems	180	285,050
Public Safety	210	6,018,252
Municipal Services	300	1,189,715
PW-Admin	310	68,118
PW-Grounds	320	1,080,607
PW-Streets	330	332,063
PW-Eng	340	26,507
Community Development	410	192,487
Community Services	510	1,256,836
Total Operating Expenditures		<u>14,566,950</u>
Total Revenue		<u>15,261,700</u>
Net Operating Surplus/Deficit		<u>694,750</u>



CITY OF LAWDALE
14717 BURIN AVENUE, LAWDALE, CALIFORNIA 90260
PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: June 17, 2019
TO: Honorable Mayor and City Council
FROM: Matthew R. Ceballos, Assistant City Clerk *MC*
SUBJECT: Mayor/Councilmember Report of Attendance at Meetings and/or Events

No supporting documentation was forwarded to the City Clerk Department for this item.



CITY OF LAWDALE
14717 BURIN AVENUE, LAWDALE, CALIFORNIA 90260
PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: June 17, 2019

TO: Honorable Mayor and City Council

FROM: Matthew R. Ceballos, Assistant City Clerk *mc*

SUBJECT: Conference with Labor Negotiator - Local 1895, Council 36, American Federation of State, County and Municipal Employees, AFL-CIO, representing the City's mid-management and classified employees

No public documents were forwarded to the City Clerk Department for this item.



CITY OF LAWDALE
14717 BURIN AVENUE, LAWDALE, CALIFORNIA 90260
PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: June 17, 2019
TO: Honorable Mayor and City Council
FROM: Matthew Ceballos, Assistant City Clerk *MC*
SUBJECT: Conference with Legal Counsel – Anticipated Litigation (One Case)

No public documents were forwarded to the City Clerk Department for this item.



CITY OF LAWDALE
14717 BURIN AVENUE, LAWDALE, CALIFORNIA 90260
PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: June 17, 2019
TO: Honorable Mayor and City Council
FROM: Matthew R. Ceballos, Assistant City Clerk *ml*
SUBJECT: Public Employee Performance Evaluation and Compensation - City Attorney

No public documents were forwarded to the City Clerk Department for this item.



CITY OF LAWNDALE
14717 BURIN AVENUE, LAWNDALE, CALIFORNIA 90260
PHONE (310) 973-3200 ♦ www.lawndalecity.org

DATE: June 17, 2019

TO: Honorable Chair and Commissioners

FROM: Matthew R. Ceballos, Assistant City Clerk *mt*

SUBJECT: **Lawndale Housing Authority:** Conference with Real Property Negotiator - 4019 W. 169th Street, APN 4074-016-015.

No public documents were forwarded to the City Clerk Department for this item.