Tuesday, September 22, 2026

CITY COUNCIL MEETING

CITY COUNCIL

MAYOR
CLAUDIA M. FROMETA

MAYOR PRO TEM
HORACIO ORTIZ

COUNCIL MEMBERS
DOROTHY PEMBERTON
HECTOR SOSA
MARIO TRUJILLO

Regular Meeting
6:30 p.m. - Open Session

Council Chambers
11111 Brookshire Avenue
Downey, CA 90241

Instructions for remote attendance and participation in the Council meeting can be found on the last page of this Council agenda.

Notice regarding Public Comment: In order to ensure that limited English proficiency speakers receive the same opportunity to directly address the City Council, the City of Downey will continue to follow Government Code Section 54954.3(b)(2) and provide limited English proficiency speakers double the allotted time to make their public comments utilizing a translator during public meetings of the City Council. All other speakers will be given the allotted 3-minute speaking time for public hearing and closed session items, and one 3-minute speaking time for agenda, consent calendar and non-agenda items established by the Downey Municipal Code. To request oral language interpretation at a City Council meeting contact the City Clerk's Office at (562) 904-7280, 48-hours in advance of the meeting.

CALL TO ORDER THE REGULAR CITY COUNCIL MEETING - OPEN SESSION - 6:30 P.M.

ROLL CALL

Council Members Pemberton, Sosa, Trujillo, Mayor Pro Tem Ortiz, Mayor Frometa

INVOCATION

Pastor David Sarinana, Action Faith Ministries

FLAG SALUTE

Girl Scouts Troop No. 2543

PRESENTATIONS

1. Certificates of Appointment to the 2026-2027 incoming Youth Commissioners.

2. Certificate of Appointment to George Redfox, Public Works Committee, District 4.

PUBLIC HEARINGS

NONE.

PUBLIC COMMENT ON AGENDA, CONSENT CALENDAR, AND NON-AGENDA ITEMS

This portion provides an opportunity for the public to address the City Council on agenda, consent calendar and items not listed on the agenda within the jurisdiction of the City Council. It is requested, but not required, that you state your name, address and subject matter upon which you wish to speak. Please limit your comments to no more than three (3) minutes, unless otherwise limited by the Mayor for good cause including number of speakers, as permitted by the City's meeting rules. The total public comment period is limited to 30 minutes. Pursuant to the Brown Act, no discussion or action, other than a brief response, referral to the City Manager/staff or schedule for a subsequent agenda, shall be taken by the City Council/Agency on any issue brought forth under this section.

CONSENT CALENDAR

All matters listed on the Consent Calendar are to be approved with one motion unless a City Council Member requests an item be removed. Removed items will be considered following approval of the Consent Calendar.

1. APPROVAL OF COUNCIL MEETING MINUTES

Special Meeting of June 1, 2026; Regular Meetings of August 11, and September 8, 2026.

2. APPROVAL OF WARRANTS ISSUED

Warrant Nos. 402442 - 402774 (City) and 169 (CMSC); Payroll Wire Nos. 300047439; 30004752 - 30004754; 30004756 - 3004757; EFT Nos. 16503 - 16564 (City) and 50060 - 50064 (CMSC); Manual Wire Nos. 2883 - 2886; and, one Cashier's Check No. 91215, in the total amount of $6,706,462.44.

3. ACCEPTANCE OF WORK FOR THE WOODRUFF AVE. PAVEMENT REHABILITATION PROJECT, PHASE 1, BETWEEN FIRESTONE BLVD. AND WASHBURN RD., CAPITAL IMPROVEMENT PROJECT (CIP) NO. 14-14A

That the City Council:

1. Accept the work for the Woodruff Ave. Pavement Rehabilitation Project, Phase 1, between Firestone Blvd. and Washburn Rd., Capital Improvement Project (CIP) No. 14-14A;

2. Approve R.J. Noble Company's final construction contract amount of $1,798,398; and,

3. Authorize the Director of Public Works/City Engineer to file a Notice of Completion indicating the work is complete and has been accepted by the City.

4. APPROVAL OF PLANS AND SPECIFICATIONS AND AUTHORIZATION TO SOLICIT CONSTRUCTION BIDS FOR THE DOWNTOWN DOWNEY GATEWAY SIGN PROJECT, CAPITAL IMPROVEMENT PROJECT (CIP) NO. 24-99

That the City Council:

Approve plans and specifications and authorize solicitation for construction bids for the proposed Downtown Downey Gateway Sign Project at Firestone Blvd. and Downey Ave., CIP No. 24-99.

5. APPROVAL OF PLANS AND SPECIFICATIONS AND AUTHORIZATION TO SOLICIT CONSTRUCTION BIDS FOR THE FISCAL YEAR 2025-2026 ALLEY PAVEMENT REHABILITATION PROJECT, CAPITAL IMPROVEMENT PROJECT (CIP) NO. 26-04

That the City Council:

Approve plans and specifications and authorize solicitation for construction bids for the Fiscal Year 2025-2026 Alley Pavement Rehabilitation Project, (CIP) No. 26-04.

6. APPROVAL OF PROFESSIONAL SERVICES AGREEMENTS WITH APPLE ONE AND HB STAFFING FOR AS-NEEDED TEMPORARY STAFFING SERVICES

That the City Council:

1. Approve a Professional Services Agreement with Apple One for as-needed temporary staffing services for a three-year term;

2. Approve a Professional Services Agreement with HB Staffing for as-needed temporary staffing services for a three-year term; and,

3. Authorize the City Manager, or his designee, to execute any change orders or subsequent one-year extensions, subject to minor technical changes.

7. APPROVAL OF A CONTRACT ADOPTION AGREEMENT WITH TACENERGY, LLC FOR FUEL PROCUREMENT AND DELIVERY SERVICES

That the City Council:

1. Authorize the City Manager, or his designee, to execute a Contract Adoption Agreement with TACenergy pursuant to Sourcewell Contract 121522-TAC as awarded to TACenergy in the amount of $666,500 for a term through February 10, 2027;

2. Authorize the City Manager, or his designee, to execute amendments to the Contract Adoption Agreement; and,

3. Authorize the City Manager to appropriate additional funds as needed.

8. APPROVAL OF THE CITY OF DOWNEY'S 13TH ANNUAL DIA DE LOS MUERTOS ART FESTIVAL STREET CLOSURE

That the City Council:

Approve the following street closures for the City of Downey's 13th Annual Dia De Los Muertos Art Festival scheduled for Sunday, November 1, 2026:

Brookshire Ave. at 2nd St.; and,
Civic Center Dr. at 3rd St.

ADMINISTRATIVE REPORTS

NONE.

CITY COUNCIL MEMBER ANNOUNCEMENTS; REQUESTS FOR FUTURE AGENDA ITEMS; CONFERENCE/MEETING REPORTS

CITY MANAGER/STAFF MEMBER COMMENTS

ADJOURNMENT

In memory of Eliana Moreno, 38, Aerial PhotoJournalist-Reporter for NBC Los Angeles and Telemundo 52, George Marciniw, helicopter pilot, and the victim on the ground, Edy Guttierrez Mejia, 29, who lost their lives when the helicopter in which the news crew was flying went down on September 15, while reporting on an earlier crash of an SUV driver who slammed into a Los Angeles Metro bus; and, the two victims of the bus crash.

FUTURE COUNCIL REQUESTED ITEMS

1. Traffic Study for crosswalks by Furman Park - (D. Pemberton)
2. Conduct a survey of traffic signs and stop signs along Brookshire Ave. - (H. Ortiz)
3. Research adding crosswalk on Florence Ave. between Arrington Ave. and Vultee St. - (C. Frometa)
4. Evaluate road conditions on Stewart & Gray Rd. from Garfield Ave. - (H. Sosa)
5. Research expanding City school zone designation to include City parks - (H. Ortiz)
6. Review parking options around CMSC due to 2nd building expansion - (H. Ortiz)
7. Evaluate aesthetic improvements in the right of way along Vista del Rio Ave. between Stoakes Ave. and Brookshire Ave. – (M. Trujillo)
8. Research installation of speed feedback sign along Old River School Rd. between Firestone Blvd. and Florence Ave. – (D. Pemberton)
9. Research adding Senior Assistance Projects to Keep Downy Beautiful – (H. Ortiz)
10. Conduct traffic survey on Mitla Ave. at De Palma St. – (H. Sosa)
11. Research removing street sweeping exemptions – (D. Pemberton)
12. Evaluate hours of operation for tobacco shops – (H. Ortiz)
13. Research parking fines and fees for illegal parking – (H. Ortiz)

Supporting documents are available at: City Hall-City Clerk's Department, 11111 Brookshire Avenue, Monday – Thursday, 7:00 a.m. – 6:00 p.m. Video streaming of the meeting is available on the City's website. In compliance with the Americans with Disabilities Act (ADA), if special assistance is needed to participate in this meeting, complete the City's Title II ADA Reasonable Accommodation Form located on the City's website and at City Hall - City Clerk's Department, 11111 Brookshire Avenue, Monday – Thursday, 7:00 a.m. – 6:00 p.m. and submit to the City Clerk's Department or contact **(562) 904-7280** or TTY 7-1-1, **48 business hours prior to the City Council meeting**.

The City of Downey prohibits discrimination on the basis of disability in any of its program and services. For questions, concerns, complaints, or for additional information regarding the ADA, contact the City's ADA/Section 504 Coordinator at ADACoordinator@downeyca.org: Phone: (562) 299-6619; or TTY at 7-1-1.

In compliance with Title VI of the Civil Rights Act, the City of Downey prohibits discrimination of any person in any of its program and services. If written language translation of City agendas or minutes, or for oral language interpretation at a City meeting is needed, contact the City Clerk's Office at (562) 904-7280, or (562) 299-6619, **48 business hours prior to the meeting.**

En cumplimiento con el Título VI de la Ley de Derechos Civiles, la Ciudad de Downey prohíbe la discriminación de cualquier persona en todos sus programas y servicios. En caso de necesitar una traducción escrita de las órdenes del día o las actas de las reuniones de la ciudad, o para solicitar un intérprete oral para una reunión de la ciudad, comuníquese a la oficina de la secretaria de la Ciudad al (562) 904-7280, o al (562) 299-6619, en el horario de atención comercial, **48 horas antes de la reunión.**

I, Maria Alicia Duarte, CMC, City Clerk, City of Downey, do hereby certify, under penalty of perjury under the laws of the State of California that the foregoing notice was posted pursuant to Government Code Section 54950 Et. Seq., at the following locations: Downey City Hall, Downey City Library, and Barbara J. Riley Community and Senior Center.

Maria Alicia Duarte, CMC, City Clerk

METHODS OF PARTICIPATION IN THE CITY COUNCIL MEETINGS FOR MEMBERS OF THE PUBLIC

IN PERSON ATTENDANCE AND PARTICIPATION

Obtain a number card from City staff upon arriving at the City Council Chambers. The Mayor will make an announcement when it is time for public comment. Speakers must remain seated until their number is called. Speakers will have three (3) minutes to speak, unless limited by the Mayor for good cause.

REMOTE ATTENDANCE AND PARTICIPATION

TO VIEW THE LIVE STREAM OF THE COUNCIL MEETING, FOLLOW THE LINK BELOW TO ACCESS THE CITY'S YOUTUBE CHANNEL:
https://www.youtube.com/@cityofdowneycouncilmeetings

NOTE: REMOTE PARTICIPATION DURING PUBLIC COMMENT WILL ONLY BE TAKEN VIA TWO-WAY TELEPHONIC SERVICE.

1. ***Participants must dial:*** (888) 788-0099 or (877) 853-5247
2. ***Enter the Meeting ID when prompted:*** 842 8892 3601

Instructions for Remote Participation
Please make note of the last three digits of your telephone number which will be used to identify your turn to speak. Once the last three digits or your telephone number are called, follow the instructions below:

1. To request to speak, dial *9 on your telephone key pad.
2. Dial *6 to unmute your telephone line when prompted.
   Once unmuted you may proceed with your comments, and the timer will start once you begin your comments.
3. Please limit your comments to no more than three (3) minutes.

Each speaker is allotted three (3) minutes to speak unless otherwise limited by the Mayor for good cause including the number of speakers as permitted by the City's Council Meeting rules. Once your time has expired, your telephone line will be muted.

NOTE: THE CITY'S MEETING RULES CONTAINED IN THE DOWNEY MUNICIPAL CODE WILL APPLY TO IN PERSON AND REMOTE PARTICIPANTS.

Submitting Written Public Comment
To submit written public comment send an email to ccpubliccomment@downeyca.org or submit your written comments in person at the Downey City Clerk's Office, 11111 Brookshire Ave., Downey, CA 90241 no later than 2:00 pm on the day of the City Council meeting. Your comments will be incorporated into the Council meeting's record. Comments received after the cut off time will be incorporated into the records at the following Council meeting.

NOTE: ALL WRITTEN PUBLIC COMMENT SUBMITTED TO THE CITY OF DOWNEY SHALL BECOME PUBLIC RECORD AS DEFINED UNDER THE CALIFORNIA PUBLIC RECORDS ACT.

Date Posted: September 17, 2026

MINUTES OF THE
CITY COUNCIL OF THE CITY OF DOWNEY
SPECIAL MEETING – OPEN SESSION
JUNE 1, 2026

The City Council of the City of Downey held a Regular City Council Meeting – Open Session on June 1, 2026 at 3:07 p.m., in the Council Chambers of the Downey City Hall, 11111 Brookshire Avenue, Downey, California, Mayor Frometa presiding.

PRESENT: Council Members:

Claudia M. Frometa	Mayor
Horacio Ortiz	Mayor Pro Tem
Dorothy Pemberton	Council Member
Hector Sosa	Council Member
Mario Trujillo	Council Member

ALSO PRESEN Roger Bradley, City Manager
Vaniah De Rojas, Assistant City Manager
John M. Funk, City Attorney
Scott Loughner, Police Chief
Anthony Hildebrand, Fire Chief
Matthew Baumgardner, Public Works Director
James McQueen, Human Resources Director
Irma Huitron, Community Development Director
Jason Chacon, Parks and Recreation Director
Austin Ramirez, Economic Development Director
Marlon Ramirez, Interim Assistant Finance Director
M. Alicia Duarte, CMC, City Clerk

PUBLIC COMMENT ON SPECIAL MEETING AGENDA ITEMS

Mayor Frometa asked City Clerk Duarte if any written public comments were received regarding Agenda, Consent Calendar, and Non-Agenda items. City Clerk Duarte confirmed no written public comments were received.

Mayor Frometa asked if there was anyone present who would like to comment regarding Agenda, Consent Calendar and Non-Agenda items.

City Clerk Duarte confirmed there were no speakers.

It was moved by Mayor Frometa, seconded by Mayor Pro Tem Ortiz, and so ordered by the Mayor to close public comment.

BUDGET STUDY SESSION

1. PRESENTATION AND DISCUSSION OF FISCAL YEAR 2026-2027 PROPOSED CITY BUDGET: Finance.

City Manager Roger Bradley introduced the proposed Fiscal Year (FY) 2026-27 Annual Budget and thanked staff, including Interim Assistant Finance Director Marlon Ramirez and the Finance team,

for their work throughout the budget process. City Manager Bradley stated that the City remained financially strong despite continued inflation and economic uncertainty and emphasized that the proposed budget was structurally balanced. City Manager Bradley highlighted key priorities for FY 2026-27, including maintaining fiscal responsibility and financial reporting standards, continuing fundraising for future phases of the Columbia Memorial Space Center (CMSC) expansion, implementing the Discover Downey brand and Economic Development Action Plan, supporting existing and new businesses, advancing the ERP system replacement, preparing operational and staffing plans for the CMSC, expanding security cameras and license plate readers, updating the Arts and Parks Master Plans, preparing for LA28 opportunities, and increasing public engagement and social media outreach. City Manager Bradley reported that staffing would remain at 470 full-time equivalent employees, with several position reallocations and additions intended to improve efficiency, succession planning, plan review capabilities, and operational needs. City Manager Bradley stated that the proposed all-funds budget totaled approximately $327 million, including $122 million in the General Fund, approximately $93 million in capital projects, and more than $112 million in other funds. The General Fund maintained a 35% reserve requirement, or approximately $37.5 million. City Manager Bradley further reported projected FY 2026-27 General Fund revenues of approximately $122.1 million and expenditures of approximately $122 million, resulting in an estimated $73,000 surplus and a projected ending fund balance of $41.9 million.

Interim Assistant Finance Director Marlon Ramirez presented the proposed FY 2026–27 Annual Operating Budget and thanked Department Heads, budget coordinators, Finance Department staff, and the Budget Subcommittee for their work and feedback. He reported estimated revenues for all funds of approximately $277.9 million, a 1.5% increase from the prior year, including approximately $122.1 million in General Fund revenues and $155.8 million in other restricted or dedicated funds. He stated that General Fund revenues are projected at approximately $122.1 million, an increase of $2.85 million, or 2%, over the FY 2025–26 adjusted budget. Property tax is projected at approximately $40.5 million, or 33% of General Fund revenues, while sales and use tax is projected at $29.5 million, or 24%. He noted that property tax growth remains moderate due to fewer home sales, higher interest rates, and slower construction activity, while sales tax is being budgeted conservatively due to mixed industry performance and broader economic uncertainty. Interim Assistant Finance Director Ramirez stated that operating transfers are projected to decrease by 6%, primarily due to declining gas tax revenues associated with increasing electric vehicle sales and infrastructure. He added that staff will continue monitoring revenues and report back to the City Council during the first quarter and at mid-year.

Council Member Pemberton asked about the 11% increase in Other Revenue. Interim Assistant Finance Director Ramirez explained that the increase reflects strike team reimbursements and gate fees collected from the Downey Area Recycling and Transfer Facility, with revenues projected to increase by approximately $170,000.

Interim Assistant Finance Director Ramirez reported that sales activity has shifted toward online sales, while brick-and-mortar activity has experienced pressure. Fourth-quarter sales tax receipts were down 1.1% compared with the prior year. General consumer goods increased 1%, auto and transportation declined 0.1%, and fuel and service stations declined 11.9%. He noted that Downey performed slightly better than the County and State during the same period. Interim Assistant Finance Director Ramirez reported proposed General Fund expenditures of approximately $122.1 million, a 2% increase over the adjusted budget. Salaries and benefits account for approximately $81 million, or 66% of the General Fund budget, followed by operating transfers of $11.6 million, or 10%. Police and Fire together represent 58% of the General Fund budget. He noted that the CMSC and Downey Theatre are outside the General Fund and receive transfers to support their operations, while non-departmental costs total approximately $11.7 million and include transfers, pension-related obligations, and other centralized costs.

Police Chief Scott Loughner provided an overview of the Downey Police Department. Chief Loughner reported that FBI index crimes, including homicides, forcible rapes, robberies, aggravated assaults, burglaries, larceny, and motor vehicle theft, were down 18% last year, marking the second straight year of decreases, and are currently down just under 10%. He stated these are the lowest numbers since pre-pandemic and credited the hard work of Police Officers and staff. Chief Loughner stated that the Department continues homeless outreach every Monday alongside other City departments, including Code Enforcement and the City Manager's Office, and continues to pursue additional funding for outreach efforts. He reported increased traffic enforcement and visibility, a slight increase in citations, and a decrease in traffic collisions, along with continued education efforts around school drop-offs and pickups. Chief Loughner reported that the Department was tentatively awarded approximately $265,000 from the California Office of Traffic Safety, compared to approximately $330,000 last year, and is looking at other avenues to supplement the funding. He noted that salaries and benefits account for a little over 84% of the Police Department's expenditures. Regarding FY 2026–27 goals, Chief Loughner stated that the Department is looking to improve its license plate reader technology and replace antiquated equipment that is no longer under warranty. He stated that the Department is currently down 18 sworn officers and has not yet been able to utilize the 12 additional sworn positions funded through Measure D. Recruitment efforts will continue through a one-day recruiting event planned for July, academy dates in August, October, and January, and an updated recruitment flyer reflecting the new salary range and benefits.

Council Member Trujillo congratulated the Police Department on the 18% reduction in crime and suggested promoting the accomplishment through social media. He expressed interest in establishing community service officers to serve City districts, address non-emergency neighborhood concerns, and support neighborhood watch programs. He requested that the City explore expanding and increasing participation in the Neighborhood Watch Program. Chief Loughner responded that the Department is currently recruiting for a Neighborhood Watch Coordinator, a dual-role position that will also focus on social media and community outreach. He stated that interviews are underway and that the position will help reactivate neighborhood watch groups that have become inactive or stagnant and increase overall participation.

Council Member Trujillo requested that coyote activity, particularly in District 4, be included in future discussions. He expressed concern about space limitations for the Police Department and asked Chief Loughner to consider whether the Vultee building could provide additional space or accommodate a future substation. Chief Loughner agreed that additional space is a concern and stated that he and City Manager Bradley have discussed the future footprint of the Civic Center, including addressing parking, expanding the existing Police Department facility, constructing another building, and potentially utilizing the Vultee building.

Council Member Sosa asked how many sworn officer vacancies the Police Department currently has and how many recruits are in the academy or field training. Chief Loughner responded that the Department is currently down 18 positions, including 12 Measure D positions. He stated that four officers are in training and four recruits are in the academy, with graduations anticipated in July and August. Additional academy recruits are anticipated in August, October, and January. He noted that staffing is also affected by retention, injuries, and leave, and commended staff for decreasing crime while increasing arrests and citations despite current staffing limitations.

Council Member Pemberton asked how many patrol vehicles are equipped with License Plate Readers (LPR) and whether additional vehicles should have that capability. Chief Loughner responded that approximately three patrol vehicles currently have mobile LPRs, but the equipment is aging. He stated that staff are evaluating vendors to expand the LPR system through fixed cameras placed around the City perimeter and in other targeted areas, which would provide broader coverage than vehicle-

mounted units. He noted that the existing Vigilant system would require a significant upfront investment, potentially close to $1 million, while vendors such as Flock offer lease-based programs estimated at approximately $100,000 to $130,000 annually. Staff are exploring potential contributions from local businesses and property owners and anticipates presenting options to the City Council shortly after the start of the new fiscal year.

Council Member Pemberton asked about the hours of the Friday and Saturday foot beat and whether the assigned Officers are additional personnel or taken from regular patrol. Chief Loughner responded that the foot beat operates from approximately 8:00 p.m. to 2:30 a.m. on Fridays and Saturdays using overtime funding. He explained that two Officers are specifically assigned to the busy area, allowing regular Patrol Officers to focus on other parts of the City while continuing to patrol the area as needed.

Council Member Pemberton asked whether riverbed cleanups are primarily conducted near the I-605 or also in other areas. Chief Loughner responded that cleanup efforts occur throughout the City, including the Rio San Gabriel and Rio Hondo riverbeds, railroad tracks, and Rancho Los Amigos grounds. He added that the City coordinates with the County, railroad representatives, and neighboring cities through the Homeless Outreach Services Teams grant to conduct simultaneous cleanups on both sides of riverbeds and prevent individuals from simply relocating between jurisdictions.

Fire Chief Anthony Hildebrand presented an overview of the Downey Fire Department's accomplishments and upcoming goals. He highlighted the addition of a new fire truck expected to serve the City for approximately 20 years, a 60% increase in community engagement, progress toward accreditation through the Center for Public Safety Excellence, and the successful inaugural Warren High School Fire Technology Program, which enrolled nearly 150 students and is expected to add EMT training next year. He reported a proposed budget of just over $35 million for 112 full-time positions, with salaries and benefits comprising nearly 80% of the budget. Goals for the coming year include completing accreditation, developing a community-wide cardiac arrest response plan, implementing a risk-based fire prevention inspection strategy, and increasing community resilience through an emergency preparedness fair and regional partnerships.

Council Member Trujillo suggested exploring a program using Measure D funds to provide Downey residents with fire extinguishers and smoke alarms and to expand fire extinguisher training for youth, potentially in partnership with the Downey Unified School District (DUSD). Fire Chief Hildebrand stated that the Department currently partners with the Red Cross to provide and install smoke detectors and has applied for federal grant funding to expand the program independently, with an anticipated response around September. He added that fire extinguisher training is currently offered at the Emergency Preparedness Fair and that staff could explore expanding the training program.

Council Member Sosa asked about Fire Department staffing levels. Fire Chief Hildebrand reported seven vacancies, with two recruits expected to graduate later that week and an ongoing recruitment underway to fill the remaining positions.

Council Member Sosa asked about Fire Department support personnel staffing. Fire Chief Hildebrand reported that support personnel are fully staffed and stated that, following completion of the budget process, the Department plans to add a new position to the Fire Prevention Bureau.

City Manager Bradley asked Fire Chief Hildebrand to explain a recent change to the Fire Department's application requirements. Fire Chief Hildebrand reported that, for the first time in more than a decade, the Department expanded recruitment beyond paramedics to include candidates certified as

Emergency Medical Technicians (EMTs). The change increased the applicant pool from double digits to more than 200 candidates, with plans to send selected hires to paramedic school for additional training.

Council Member Trujillo asked whether the Downey Fire Department has previously employed female firefighters and whether women currently apply. Fire Chief Hildebrand stated that the Department has employed female firefighters in the past who later left for various reasons and indicated that several women applied during the most recent recruitment.

Parks and Recreation Director Jason Chacon provided an overview of the Parks and Recreation Department's, accomplishments, and upcoming projects. He highlighted the successful launch of the City mascot, Apollo, following community and online naming surveys. Apollo has participated in City, school district, and community events and has begun receiving appearance requests from local organizations.

Director Chacon reported that the Department hosted more than 30 events throughout the year, ranging from major community events to neighborhood, senior, veterans, holiday, and skate park programs. He highlighted the installation of four permanent pickleball courts at Independence Park following a year of monitoring demand on temporary courts. The approximately $30,000 conversion replaced one tennis court with four pickleball courts. Together with four temporary courts, the City now offers eight pickleball courts, which have generated more than 500 reservations since opening in July, in addition to walk-in use. Staff will continue monitoring demand and may request funding for another court conversion in a future budget. He explained that Parks and Recreation oversees administration, facilities and events, fee-supported programs such as camps and aquatics, golf course operations, transit, the Downey Theatre, and the Downey Cemetery. He emphasized the Department's mission to strengthen community engagement, promote wellness, and foster a sense of belonging through its programs and services. Director Chacon highlighted several accomplishments from the past year, including the installation of new security cameras at Barbara J. Riley Community and Senior Center, Apollo Park, and Golden Park. He noted that these cameras have already proven useful in assisting the Police Department, monitoring after-hours activity, and preventing vandalism. He reported progress on the design for a second dog park at Golden Park, approximately 2,800 square feet in size. Community input will be gathered over the summer at neighborhood meetings and during Concerts in the Park events, with construction expected to begin in winter and a grand opening planned for early 2026. Director Chacon described the success of the City's first Downey Historical and Christmas Tour, which drew more than 230 participants. The sold-out event, held in partnership with the Downey Conservancy, featured guided tours and holiday light displays viewed from a double-decker bus. Due to the enthusiastic response, the tour is planned to return next year.

Council Member Pemberton asked whether temporary pickleball courts could be set up on the tennis courts at Furman Park. Director Chacon confirmed that it is possible, noting that staffing would need to be considered because staff would be responsible for setting up and removing the nets each day. He added that temporary courts could be provided for certain occasions.

Director Chacon reported that the Park Ranger Program transitioned to the Parks and Recreation Department to improve recruitment and staffing. Four Park Ranger positions have been filled, with the Police Department assisting with training, equipment, radios, and repurposed vehicles. Rangers currently operate in an observe-and-report capacity and will complete additional training before issuing citations. They are being assigned to parks with frequent complaints, including Rio San Gabriel Park and other locations near riverbeds, to address issues such as off-leash dogs, parking concerns, and general park activity. Park Rangers have also received de-escalation training and assist with conflicts involving park reservations, reducing the need for police response. They may also provide traffic control and other community support during major City incidents or events.

Mayor Frometa asked about the long-term goal of the Park Ranger Program and whether additional positions are planned for the next fiscal year. City Manager Bradley stated that no additional positions are currently proposed but expansion may be considered as the program develops. He explained that the program is intended to provide enforcement support for day-to-day park issues, reduce the burden on the Police Department, and offer educational programming related to local flora and fauna.

Mayor Frometa asked about the hours and locations of Park Ranger assignments. Director Chacon stated that schedules and locations vary based on reported issues and areas of emphasis. On weekends, Park Rangers are typically assigned to Furman Park, Apollo Park, and Wilderness Park due to shelter reservations and related conflicts. During the week, they are often assigned to Rio San Gabriel Park and Golden Park to address off-leash dog complaints. Park Rangers are also deployed to other areas as needed, including Treasure Island, where they can make initial contact and coordinate with City Net or the Police Department when appropriate.

Council Member Trujillo asked how often Park Rangers visit the Skate Park. Director Chacon stated that the Skate Park has dedicated security during the evenings and relatively low attendance during the day, therefore Park Rangers generally visit as part of their daily rounds rather than being regularly stationed there. He added that Rangers are expected to stop at every park each day to maintain a visible presence.

Council Member Trujillo asked who is responsible for cleaning park restrooms. Director Chacon stated that Parks and Recreation staff clean the restrooms during the day, janitorial staff service them at night, and Public Works staff assist when larger cleanup issues arise.

Council Member Sosa asked about staffing levels across the Parks and Recreation Department and whether staffing is sufficient. Director Chacon reported that the Department has 11 full-time employees and approximately 200 part-time employees, with staffing increasing by about 70 to 80 seasonal employees during peak periods. He stated that the Department is operating at approximately 85% staffing and is sufficiently staffed overall despite normal turnover among part-time and seasonal employees.

Director Chacon reported that City parks received more than 2 million visitors during the past year, with Wilderness Park and Furman Park each receiving approximately 50,000 visitors in April alone. He noted strong attendance at the Downey Theatre, Golf Course, Senior Center, and Transit Services. The Department's budget includes approximately $7 million from the General Fund and more than $12 million from other funding sources, including the Golf Course, Theatre, and Transit. Director Chacon highlighted upcoming objectives, including completion of renovations at Rio San Gabriel Park. After approximately three years of delays involving County requirements, soil testing has begun, allowing the project to move forward. Staff preserved a significant portion of Caltrans funding by using it for soil testing and purchasing equipment in advance, although the funding will no longer cover construction due to timing requirements. County clearance is anticipated by the end of the calendar year, with most construction expected to occur the following summer. He announced development of a new 10-year Parks and Recreation Master Plan, replacing the plan adopted in 2016. The process will include extensive community engagement with seniors, youth, sports and arts participants, City staff, community groups, and the City Council to identify needs, improvements, and capital projects for the park system over the next decade.

Mayor Frometa asked when security cameras would be installed at Discovery Sports Complex, Independence Park, and Rio San Gabriel Park. Director Chacon stated that installation would begin July 1 and be completed by the end of the fiscal year. He added that the City's goal is to install cameras at all

parks within five years, prioritizing parks based on visitation, programming, police incidents, and internet connectivity. Dennis the Menace Park is included in the long-term plan for future camera installation.

Council Member Pemberton asked who maintains and manages park security camera footage. City Manager Bradley stated that the footage is stored in a cloud-based system and that staff works with the Police Department to retrieve and share footage when incidents occur. He noted that cameras are currently installed at Furman Park, Apollo Park, Barbara J. Riley Community and Senior Center, Golden Park, and Rancho Los Amigos, and that planned installations will bring camera coverage to more than 75% of City parks.

Council Member Trujillo expressed concern about waiting five years to install security cameras at all City parks and advocated for accelerating installation due to public safety concerns. City Manager Bradley stated that the City's current priority is expanding license plate readers and related camera systems, but staff could evaluate accelerating the park camera program if directed by the City Council. He noted that staff would need to review available funding and could return with options as part of the final budget proposal.

Council Member Trujillo asked whether City staff installs the park security cameras. City Manager Bradley stated that Public Works, Information Technology, and Parks and Recreation staff are involved in managing and supporting the installations, with connectivity and related infrastructure being the primary challenges and costs. He added that staff could develop a cost estimate and return to the City Council.

Mayor Pro Tem Ortiz asked whether the installation of security cameras at City parks has reduced the need for RMI security patrols. Director Chacon stated that activity has shifted, including a reduction in overnight congregating at certain parks, allowing RMI to focus on other issues such as burglaries at the golf course. He added that the cameras have been very helpful in monitoring after-hours activity.

Director Chacon outlined plans for the City of Downey's 70th Anniversary Celebration, which will be incorporated into the I Love Downey Festival. Staff have met with the Downey Historical Society and Downey Conservancy to develop ideas for the event. The festival will feature a 1950s theme, period-inspired entertainment, class reunion meetups, historic family photographs, and displays highlighting the history of local organizations. Former Downey resident and KCAL News anchor Suzanne Marques is expected to participate in a special program segment. The celebration will also include a birthday cake and commemorative 70th Anniversary pins.

Director Chacon stated that one of the Department's goals is to explore construction of a splash pad. Funding is currently available for design plans, and staff will begin the planning process at the start of summer to develop concepts and determine potential construction costs.

Mayor Pro Tem Ortiz asked how many events the Parks and Recreation Department hosts annually. Director Chacon reported that the Department holds more than 30 events throughout the year.

Director of the CMSC Ben Dickow presented accomplishments and goals for the CMSC, noting that the Center has four full-time staff and a mission to foster creative and critical thinking. He highlighted the award of the construction contract for the CMSC expansion, following the November groundbreaking and contractor prequalification process, with major construction expected to begin later in the month. He reported that the fire safety system for Space Shuttle Inspiration is nearing completion, allowing public visitation to begin later in the summer. Director Dickow highlighted the renovation of the Challenger Learning Center, including a new mission control, upgraded spacecraft, and new missions for school field trips. He discussed new programming, including the $150,000 grant-funded Low Rider Lab in partnership

with the California Lowrider Alliance, where youth build custom bicycles and remote-control cars while learning engineering, electronics, machining, painting, and design. Other accomplishments include launching a virtual tile fundraising program and serving as the Los Angeles hub for the Artemis II mission. Goals for the coming year include beginning construction of the new Inspiration Building, continuing fundraising for improvements to the existing Space Center and surrounding campus and developing operational and programming plans for the expanded facility. He stated that construction is expected to take approximately 18 months, with the expanded facility anticipated to open within the next few years. Director Dickow emphasized continued modernization of the CMSC collections and archives to preserve aerospace artifacts and records, supporting its role as a Smithsonian Affiliate and research resource for Southern California aerospace history.

Council Member Trujillo asked whether the CMSC encourages community members to donate aerospace artifacts and documents that may be stored in their homes. Director Dickow stated that the Center actively promotes such donations and is often contacted directly by families. He cited a past donation of approximately 12 boxes from a local family that included a flag flown on the moon, space food, and other significant artifacts.

Council Member Trujillo inquired regarding the performance of the recently hired fundraiser and whether new funding sources were being developed. Director Dickow reported that the fundraiser was performing well, had established a customer relationship management system to track prior donations, had identified prospective funding opportunities, and was continuing to advance fundraising efforts. Director Dickow noted that the fundraiser joined the City in January and that the program remained in its initial development phase.

Council Member Trujillo expressed concern about future parking needs at the CMSC and suggested exploring the potential acquisition of the adjacent property currently occupied by Unique Fitness if it becomes available. He stated that the property could provide additional parking because of its proximity to the CMSC. Director Dickow acknowledged the suggestion and agreed that the property could be considered.

Director of the Downey City Library Ben Dickow highlighted several Downey City Library accomplishments, including the launch of the Downey City Library mobile app, which allows patrons to complete most library functions, including checking out materials. He shared expanded Library programming, continued use of the Studio and Workshop, and the hiring of a full-time assistant to the Children's Librarian. New youth programs include a Pokémon Club and children's yoga. Director Dickow highlighted expanded community partnerships, including collaborations with the LA Galaxy, gaming organizations for SoCal Game Night, and Vision to Learn for children's programming. Director Dickow outlined the Downey City Library's goals for the coming year, including developing a new strategic plan following completion of the previous three-year plan. Additional goals include finalizing the coffee cart through the Request for Proposals process and creating an interactive learning and play area in the children's department. The proposed children's area would provide a more engaging space for young learners and will require design and planning services.

Mayor Frometa inquired in regard to annual attendance to the Downey City Library. Director Dickow reported that the Library received approximately 300,000 visitors over the past year.

Council Member Pemberton suggested revisiting Sunday hours at the Downey City Library, particularly during the summer, and asked about the associated cost. City Manager Bradley stated that staff has previously analyzed Sunday operations and could bring the information back as part of the final budget presentation. He added that the estimated staffing cost was noted to be approximately $25,000.

Director of Economic Development Austin Ramirez provided an overview of the Economic Development Department, which also includes Housing Services and Homelessness Solutions. He highlighted completion of the Economic Development Action Plan, continued free technical assistance workshops for small businesses and entrepreneurs, a successful Small Business Month series, expansion of the Small Business Saturday program, and ongoing redevelopment efforts for the Back 20. He noted continued coordination between the Strategic Team for Engagement and Prevention and homelessness staff to address homelessness throughout the City, including the riverbeds and Union Pacific areas. Director Ramirez stated that the Department has three full-time positions and is supported by the General Fund, as well as local, state, and federal funding, including the U.S. Department of Housing and Urban Development, Community Development Block Grant, HOME Investment Partnerships Program, Permanent Local Housing Allocation, and Measure A funding. Goals for the coming year include continuing implementation of the Economic Development Action Plan, launching Discover Downey at the International Council of Shopping Centers Western Conference, advancing redevelopment of the Back 20, and expanding technical assistance programming through an intensive eight-week business development program for entrepreneurs.

Director Huitron provided an overview of the Community Development Department, which includes Planning, Building and Safety, Code Enforcement, and Administration. She reported that the Department has 24 full-time employees and is responsible for guiding development, ensuring building code compliance, preserving neighborhood quality, managing departmental operations, and improving customer service and efficiency. Director Huitron highlighted progress on the comprehensive General Plan Update, including extensive community engagement, preparation of the Environmental Impact Report, and development of General Plan elements expected to be released for public review. She discussed continued Municipal Code streamlining, including expanded administrative review, removal and clarification of outdated provisions, and updates related to Accessory Dwelling Units, Junior Accessory Dwelling Units, density bonus regulations, Senate Bill 9, and other state requirements. Additional accomplishments included expanding online permitting and electronic plan review services to Fire, Police, and Public Works, restoring the historic McDonald's sign, and establishing the City's first historic preservation program through historic context statements and architectural style guides. Goals for the coming year include further enhancing online permitting across departments, continuing Municipal Code updates involving lighting and discount store regulations and new state laws, completing the General Plan Update to guide the City's growth over the next 20 years, and maintaining proactive Code Enforcement efforts related to property maintenance, vendors, encampments and cleanups, vacant lots, and the property registration program.

Council Member Pemberton asked whether the City's social media platforms provide a direct link to the monthly development updates so the public can easily view development activity and accomplishments. Director Huitron confirmed that a link is available and stated that staff will ensure the Public Information Coordinator has the updated link. She added that the reports are maintained on a single webpage so existing QR codes and links continue directing users to all development reports.

Director of Public Works Matthew Baumgardner provided an overview of the Public Works Department, which includes Administration, Engineering, Maintenance, and Utilities. He highlighted FY 2025-26 accomplishments, including completion of 25 Capital Improvement Program projects, paving approximately 25 miles of streets, completion of the Firestone Blvd. and Lakewood Blvd. intersection improvements, installation of 16 residential streetlights, removal of approximately 550,000 square feet of graffiti, and completion of the water rate study and rate increase. He reported an operating budget of approximately $10.2 million. Goals for FY 2026-27 include beginning construction of the Space Shuttle Inspiration building, completing the Bellflower Blvd. water improvements and pavement rehabilitation project, beginning Imperial Hwy. pavement rehabilitation, completing the Downey Ave. Gateway Sign

Project, completing the first year of the residential streetlight CIP program, and completing the design of the per- and polyfluoroalkyl substances (PFAS) treatment system.

Council Member Sosa asked about staffing levels in the Public Works Department. Director Baumgardner stated that staffing is generally solid, with a few vacancies in the Administration and Engineering Divisions and several positions in the Maintenance Division expected to be filled during the summer.

Council Member Pemberton asked why only 15 alley segments are planned for the upcoming year after 38 were completed during the current year. Director Baumgardner stated that the higher number was possible due to significant funding from the Clean California Grant. He reported that approximately $1 million is projected to be spent on the 15 alley segments planned for the upcoming year.

Council Member Trujillo asked whether lighting had been installed for the project and suggested that future Art in Public Places projects include lighting, so artwork is visible at night. City Manager Bradley stated that staff would investigate the existing lighting and report back.

Director of Human Resources James McQueen provided an overview of the Human Resources Department, which serves approximately 800 full-time and part-time City employees. He discussed Assembly Bill 2561, which requires public agencies to annually report job vacancy rates and provide additional information when vacancies exceed 20% within a bargaining unit. He reported that, for the second consecutive year, no City bargaining unit exceeded the 20% vacancy threshold. Director McQueen highlighted recruitment efforts, including implementation of the NEOGOV Attract module to reach passive candidates, increased job advertising, and more frequent testing for Police Officer positions. He reported 46 vacancies Citywide, representing an overall vacancy rate of 9.89%, approximately 2% lower than the previous year.

Council Member Sosa asked how current the reported vacancy totals were. Director McQueen stated that the data had been pulled within the previous two weeks and was current as of that time.

Council Member Pemberton asked for clarification on the difference between the Downey Public Safety Auxiliary Association (DPSAA) and the Downey Police Officers' Association (DPOA). Director McQueen explained that DPSAA represents non-sworn support personnel in the Police and Fire departments, including dispatchers, records staff, parking enforcement, community service officers, and forensics personnel. He stated that DPOA represents sworn, non-management police personnel through the rank of sergeant.

Director McQueen reported that the Human Resources Department is staffed with five full-time and two part-time employees. He highlighted the completion of four-year bargaining agreements with most City employee associations, including six agreements reached during the year, with the DPOA agreement expected to come before the City Council for approval. He highlighted a new peer-nominated employee recognition program that recognized seven employees for demonstrating City values. Human Resources processed more than 9,000 employment applications, representing a 46% year-over-year increase, and established 116 eligibility and hiring lists. These efforts resulted in the hiring of 42 full-time employees, including nine police officers and two firefighters, as well as 87 part-time employees. Goals for the coming year include implementing Human Resources components of the City's new enterprise resource system, including time and attendance, position control, onboarding, benefits and leave administration, performance reviews, an employee self-service portal, and separation and offboarding processes.

Interim Assistant Finance Director Ramirez provided an overview of the Finance Department, which oversees budgeting, accounting, treasury, payroll, business registration, water billing, customer service, accounts payable, and accounts receivable. He reported that the City developed a structurally balanced budget for the 14th consecutive year and received the Government Finance Officers Association budget award for the 13th consecutive year. The FY 2024-25 Annual Comprehensive Financial Report (ACFR) received an unmodified audit opinion with no material misstatements and earned an award of excellence for the 26th consecutive year. He highlighted ongoing implementation of the Enterprise Resource Planning (ERP) System, which currently accounts for approximately 25% of Finance staff time. Interim Assistant Finance Director Ramirez reported that the Department has 16 full-time employees with no vacancies and an operating budget of approximately $4.1 million. He noted that approximately $23.1 million in additional funds overseen by Finance include pension obligation, debt service, and internal service funds. Goals for the coming year include completing implementation of the ERP system to improve accounting, purchasing, payroll, accounts payable, human capital management, reporting, and access to financial information; pursuing the GFOA Triple Crown Award for excellence in the budget, ACFR, and Popular Annual Financial Report; continuing to maintain structurally balanced budgets; and publishing an enhanced budget book with improved navigation, transparency, and accessibility for residents, the City Council, and staff.

Council Member Pemberton asked about the age of the City's current financial system and the anticipated lifespan of the new ERP system. City Manager Bradley stated that the current system has been in use for approximately 20 years. Assistant City Manager De Rojas clarified that the City currently uses Eden, which is more than 20 years old and will reach end of life in 2027. She stated that the City is transitioning to Tyler Technologies Munis ERP, which is widely used by municipalities and is expected to serve the City for approximately 20 to 30 years.

Council Member Pemberton asked whether the ERP transition would require updates to other City computer systems or operating support. Assistant City Manager De Rojas stated that system integration is part of the implementation process and that major City systems, including Accela, will be integrated with the new ERP system.

City Clerk Duarte provided an overview of the City Clerk's Office, including responsibility for municipal elections, public records requests, City Council agendas and meetings, and maintenance of the Municipal Code. She highlighted accomplishments including full implementation of the agenda management software, updating the City's Records Retention Schedule, processing approximately 1,300 public records requests and 60 subpoenas for records, collaborating with the City Attorney on completion of the City's election systems matter, and transcribing approximately 50 City Council meeting minutes. City Clerk Duarte reported that the City Clerk's Office consists of two full-time positions and is supported by the General Fund. Goals for the coming year include managing the November 3, Municipal Election for Council Districts 2 and 4, working with the City Attorney to implement Senate Bill 707 mandates, and completing the biennial review and update of the City's Conflict of Interest Code.

Council Member Trujillo asked about the status of the hotel user tax and when it would return to the ballot for consideration. City Manager Bradley stated that the item would be brought back to the City Council on June 23.

City Attorney John Funk presented an overview of the City Attorney's Office, outlining its core responsibilities, accomplishments, and goals. He highlighted accomplishments from the past fiscal year, including completion of the City's election systems transition from a four-district plus at-large system to a five-district system, with the new District maps to be used for the first time in the November election for Districts 2 and 4. He noted the resolution of several significant police and land use matters, successful use of a new legal mechanism during the Proposition 218 water rate adjustment process that resulted in

no legal challenges, and oversight of the City Charter review and amendment process. Although the City Charter amendments are currently deferred, he stated that they are prepared for future City Council consideration and would help modernize the City Charter. City Attorney Funk emphasized the City Attorney Office's ongoing role in providing legal advice and assisting City departments and the City Council with matters involving legal considerations. He stated that the Office is primarily supported by the General Fund. Goals for the coming fiscal year include supporting the Municipal Election, advancing City Council goals and objectives, resolving remaining legacy litigation, implementing new Brown Act requirements under Senate Bill 707 (SB 707) in coordination with the City Clerk's Office, and continuing legal education to expand the City Attorney's Office in-house expertise and services.

Council Member Trujillo asked whether the City could reduce outside legal costs by hiring an additional in-house attorney to handle recurring matters, particularly litigation. City Attorney Funk stated that cities of Downey's size typically have one or two in-house attorneys and that adding another attorney could allow the City to handle more matters internally and expand the range of legal services provided. He noted that he has begun evaluating the option and would welcome City Council consideration in a future fiscal year.

City Manager Bradley stated that he and City Attorney Funk have discussed the possibility of adding another in-house attorney on several occasions and that staff is continuing to evaluate the option for potential future consideration by the City Council.

Assistant City Manager De Rojas provided an overview of the City Manager's Office, which oversees implementation of City Council policy and includes Public Information, Legislative Affairs, Special Projects, Americans with Disabilities Act and language access, and Information Technology (IT). She highlighted accomplishments including Downey's selection as an official 2026 FIFA World Cup Fan Zone, authorization from the Los Angeles (LA) County Board of Supervisors to negotiate potential redevelopment of the Rancho Los Amigos South Campus, reaching approximately 300,000 social media followers, and launching the Downey Connect app with approximately 5,000 registered residents. Additional accomplishments included completion of the Welcome to Downey mural, groundbreaking for the Downtown Downey Gateway Sign, adoption of an Artificial Intelligence policy, completion of Phase Two of workstation replacements, migration from Microsoft Office 2019 to Microsoft Office 365, expansion of cybersecurity capabilities, and Citywide cybersecurity training. She reported that the Office has nine full-time positions and is primarily supported by the General Fund, with additional Measure D and Measure S funding supporting IT and public safety operations. Goals for the coming year include implementing the Arts Master Plan, exploring digital billboards, implementing Phase Three of the City's Strategic Plan, pursuing opportunities related to the Los Angeles 2028 Olympics, advancing redevelopment of the Rancho Los Amigos South Campus, and continuing coordination with Metro on the Southeast Gateway Line. The Office will update the City website and other resources to comply with new ADA accessibility requirements by April 2027, begin Phase One of a Citywide Security Master Plan, transition the City's website and email domains to .gov, and explore applying for the All-America City Award.

Mayor Frometa asked about the timeline for transitioning the City's website and email addresses to the .gov domain. Assistant City Manager De Rojas stated that the City has already obtained the necessary domains and plans to begin the transition early to provide ample public notice. She added that the goal is to complete the transition by the end of the following year.

Council Member Trujillo requested enhancements to the Downey Connect app so users searching for services such as obtaining a library card or reserving a park shelter are directed to the appropriate information or online resources. He noted that residents increasingly rely on mobile apps rather than websites and suggested improving the app's ability to connect users with these services.

Council Member Pemberton asked whether the City has considered digital billboards within the City to better promote community events and information. Assistant City Manager De Rojas stated that locations along major arterials such as Firestone Blvd. could be evaluated, while balancing concerns related to light pollution and visual blight. She added that staff would work with the appropriate City departments to identify potential locations and present options to the City Council.

Assistant to the City Manager Juddy Montenegro provided an update on the third quarter progress for FY 2025-26 for the Downey Forward 2030 Strategic Plan. She stated that the Strategic Plan serves as a roadmap reflecting the community's vision and values, establishing actionable priorities for the City Council and Downey's future, and guiding budget allocations for specific actions and projects. She reported that the plan includes five City Council priorities, 16 strategic priorities, and 101 strategic actions, consisting of 44 short-term, 48 medium-term, and nine long-term actions. Progress in one priority area advanced to 70% completion, up from 63% in the previous quarter, while Economic Vibrancy increased to nearly 75% completion, up from 70%. Assistant to the City Manager Montenegro reported that overall completion of the Strategic Plan stands at 67.9%, representing cumulative progress across all five City Council priority areas. She noted that progress will continue to increase as actions advance toward full completion.

Mayor Frometa emphasized that the City's proposed 15th consecutive balanced budget and the Downey Forward 2030 Strategic Plan work together to support responsible governance and long-term planning. She stated that the Strategic Plan helps align resources with community priorities and guides investments in infrastructure, public safety, economic development, technology, and community services. She thanked City Manager Bradley, Department Directors, staff, and the Budget Subcommittee for their work and emphasized the importance of remaining fiscally responsible while planning for Downey's future.

City Manager Bradley thanked staff for their presentations and the City Council for its comments and work throughout the process. He noted that staff would return with several follow-up items for further consideration.

Mayor Pro Tem Ortiz thanked staff and Department Heads for their work on the budget presentations. He suggested that future budget workshops be split into two meetings or allotted additional time so the City Council can ask questions and more fully review the material without feeling rushed.

Council Member Sosa suggested that three hours be allocated for future presentations so there would be more time for questions and review.

Council Member Pemberton requested consideration of additional holiday decorations along Firestone Blvd. and other major streets. The request was seconded by Mayor Frometa. She requested Wi-Fi access in Downtown Downey to support community events and point-of-sale systems. The request was seconded by Council Member Trujillo. She requested additional funding for the City's cat spay and neuter pilot program for Downey residents. She noted that the spay and neuter program could continue at its current level while SEAACA undergoes a management transition. The request was seconded by Council Member Trujillo.

ADJOURNMENT

Mayor Frometa adjourned the Special City Council Meeting – Open Session at 5:41 p.m.

MARIA ALICIA DUARTE, CMC
City Clerk

CLAUDIA M. FROMETA
Mayor

MINUTES OF THE
CITY COUNCIL OF THE CITY OF DOWNEY
REGULAR MEETING
AUGUST 11, 2026

The City Council of the City of Downey held a Regular City Council Meeting – Open Session on August 11, 2026 at 6:34 p.m., in the Council Chambers of the Downey City Hall, 11111 Brookshire Avenue, Downey, California, Mayor Frometa presiding.

PRESENT: Council Members:

Claudia M. Frometa	Mayor
Horacio Ortiz	Mayor Pro Tem
Dorothy Pemberton	Council Member
Hector Sosa	Council Member
Mario Trujillo	Council Member

ALSO PRESENT:
Roger Bradley, City Manager
John M. Funk, City Attorney
Scott Loughner, Police Chief
Anthony Hildebrand, Fire Chief
Matthew Baumgardner, Public Works Director
Maria Rivas, Human Resources Manager
Irma Huitron, Community Development Director
Monica Ortiz, Recreation Manager
Marlon Ramirez, Finance Director
M. Alicia Duarte, CMC, City Clerk

The Invocation was delivered by Pastor Chris Famisaran, Downey Seventh-Day Adventist Church. The Pledge of Allegiance was led by Boy Scout Troop 2.

PRESENTATIONS

1. Mayor's Legacy Award to Dave Lopez, retired KCAL 9 News Reporter and longtime Downey resident.

2. Presentation of City Tile Plaque to retiring employee, Agustin "Gus" Andrade, Facilities Maintenance Woker III, with 41 years of service.

3. Certificate of Recognition to Downey FC G2007/8 2026 for winning the National Cup Championship.

PUBLIC COMMENT ON AGENDA, CONSENT CALENDAR AND NON-AGENDA ITEMS

Mayor Frometa asked City Clerk Duarte if any written public comments were received regarding Agenda, Consent Calendar and Non-Agenda items.

City Clerk Duarte confirmed four written public comments were received.

Ilda Gates, resident, requested that the City cancel its contract with Flock, citing violation of Constitutional Rights.

Anonymous, submitted comments regarding his/her formal complaint concerning a former Public Works Committee Member from District 4.

Harkian Kahlon, submitted comments regarding being targeted by a former employer.

Ronald Finlay, requested the City Council rescind the honor accorded to the late Gordon Burke.

It was moved by Mayor Frometa, seconded by Mayor Pro Tem Ortiz, and carried 5-0, to receive and file written public comment.

Mayor Frometa asked City Clerk Duarte if there was anyone present who would like to comment regarding Agenda, Consent Calendar and Non-Agenda items.

Juan Martinez, resident, commented on crime reduction and the removal of sectarian prayer during Council meetings.

Libertad, resident, commented against Flock cameras and recent ICE activity.

John Lacey, resident, commented on Socialism.

It was moved by Mayor Frometa, seconded by Council Member Pemberton, and so ordered by Mayor Frometa, to close public comment.

CONSENT CALENDAR

Council Member Trujillo abstained from Item Nos. 11 and 12, due to owning property in the area.

It was moved by Mayor Pro Tem Ortiz, seconded by Council Member Pemberton, and carried 5-0, with Council Member Trujillo abstaining from Item Nos. 11 and 12, to approve the Consent Calendar.

1. **APPROVAL OF COUNCIL MEETING MINUTES**: Regular Meeting of May 12, 2026: City Clerk.

2. **WARRANTS ISSUED:** Warrant Nos. 401217 - 401626 (City) and 158 - 159 (CMSC); Payroll Wire Nos. 30004737 - 30004738; 30004740; EFT Nos. 16313 - 16376 (City) and 50050 - 50051 (CMSC); and, Manual Wire Nos. 2851 - 2869, in the total amount of $31,193,572.50: Finance.

3. **APPROVAL OF THE PURCHASE OF A CRANE TRUCK FOR PUBLIC WORKS UTILITIES OPERATIONS:** Public Works.

   APPROVED THE PURCHASE OF A MAINTAINER CRANE TRUCK WITH FORD F600 4X4 CHASSIS, STANDARD 1 TON TRANSMISSION, REGULAR CAB, FACTORY BACKUP CAMERA, SINGLE GASOLINE FUEL TANK, AND MOUNTED LIGHTS FROM NIXON-EGLI EQUIPMENT COMPANY UNDER SOURCEWELL CONTRACT NO. PB LOADER 080521PBL FOR THE TOTAL COMPETITIVELY BID AMOUNT OF $295,751, AND WAIVED ANY AND ALL MINOR IRREGULARITIES IN THE BIDDING DOCUMENTS AS SUBMITTED BY SAID BIDDER

4. **ACCEPTANCE OF STATE FUNDING FROM THE CANNABIS TAX FUND GRANT PROGRAM:** Police.

    1) **ACCEPTED A GRANT AWARD FROM THE STATE OF CALIFORNIA - DEPARTMENT OF CALIFORNIA HIGHWAY PATROL IN THE AMOUNT OF $117,886 TO PURCHASE A DUI/DUID ENFORCEMENT VEHICLE AND CONDUCTED VARIOUS SELECTIVE TRAFFIC ENFORCEMENT OPERATIONS THROUGHOUT THE CITY OF DOWNEY; AND,**

    2) **INCREASED THE FISCAL YEAR 2026-2027 BUDGET BY $117,886 TO ACCOUNT FOR THESE REVENUES AND ACCOMPANYING EXPENDITURES**

5. **APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH MIG CONSULTING FOR THE PREPARATION OF THE PARKS AND OPEN SPACE 10 YEAR MASTER PLAN:** Parks and Recreation.

    1) **APPROVED A PROFESSIONAL SERVICES AGREEMENT WITH MOORE IACOFANO GOLTSMAN, INC. CONSULTING TO DEVELOP A PARKS AND OPEN SPACE MASTER PLAN; AND,**

    2) **AUTHORIZED THE MAYOR, OR HER DESIGNEE, TO EXECUTE THE PROFESSIONAL SERVICES AGREEMENT WITH MIG CONSULTING IN THE AMOUNT OF $220,258, INCLUDING ANY NON-SUBSTANTIVE EXTENSIONS, CHANGE ORDERS, PURCHASE ORDERS, AND AMENDMENTS UP TO THE AUTHORIZED AMOUNT OF $220,258**

6. **AGREEMENT WITH SHARP PERFORMANCE TO PROVIDE WELLNESS AND COACHING SERVICES TO THE POLICE DEPARTMENT:** Police.

    1) **APPROVED A SERVICE AGREEMENT WITH SHARP PERFORMANCE TO PROVIDE WELLNESS AND COACHING TO THE POLICE DEPARTMENT FOR A THREE-YEAR TERM, BEGINNING AUGUST 11, 2026, FOR A TOTAL AMOUNT OF $166,050, PAID IN THREE ANNUAL INCREMENTS OF $55,350;**

    2) **AUTHORIZED THE MAYOR TO EXECUTE THE AGREEMENT WITH SHARP PERFORMANCE; AND,**

    3) **AUTHORIZED THE CITY MANAGER, OR HIS DESIGNEE TO EXECUTE ANY AMENDMENTS TO THE AGREEMENT AS DEEMED NECESSARY**

7. **APPROVAL OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF DOWNEY AND METRO FOR THE SOUTHEAST LOS ANGELES TRANSIT IMPROVEMENT PROJECT (SELA TIP) TO RECEIVE GRANT FUNDS FOR NEW BUS SHELTERS:** Public Works.

    1) **APPROVED A MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE CITY OF DOWNEY AND METRO FOR THE SOUTHEAST LOS ANGELES TRANSIT**

IMPROVEMENT PROJECT (SELA TIP) TO RECEIVE $592,765 IN GRANT FUNDS FOR NEW BUS SHELTERS;

2) **AUTHORIZED THE CITY MANAGER TO EXECUTE THE MOU WITH SELA TIP;**

3) **APPROPRIATED $592,765 IN METRO SELA TIP GRANT FUNDS TO ACCOUNT NO. 26-1-6966-0520; AND,**

4) **AUTHORIZED THE APPROPRIATION OF $81,246 FOR THE REMAINDER OF THE PROJECT COSTS, WITH THE APPROPRIATION FINANCED THROUGH PROPOSITION A FUNDS**

8. **ADOPTION OF A RESOLUTION APPROVING THE ANNUAL MILITARY EQUIPMENT REPORT (2025) AND RENEWING ORDINANCE NO. 22-1484 ("MILITARY EQUIPMENT POLICY ORDINANCE"):** Police.

   ADOPTED RESOLUTION NO. 26-8376, APPROVING ANNUAL MILITARY EQUIPMENT REPORT (2025) AND RENEWING ORDINANCE NO. 22-1484 ("MILITARY EQUIPMENT POLICY ORDINANCE")

9. **ADOPTION OF RESOLUTION ADOPTING AN UPDATED COMPREHENSIVE PAY SCHEDULE:** Human Resources.

   ADOPTED RESOLUTION NO. 26-8377, ADOPTING AN UPDATED COMPREHENSIVE PAY SCHEDULE IN COMPLIANCE WITH CALIFORNIA CODE OF REGULATIONS, TITLE 2, SECTION 570.5

10. **APPROVAL OF APPOINTMENTS OF NOMINEES TO THE 2026-2027 DOWNEY YOUTH COMMISSION:** Parks and Recreation.

    APPROVED THE APPOINTMENT OF EIGHT APPLICANTS TO THE 2026-2027 DOWNEY YOUTH COMMISSION

11. **APPROVAL OF STREET CLOSURE REQUEST FOR THE CITY OF DOWNEY'S I LOVE DOWNEY FESTIVAL:** Parks and Recreation.

    APPROVED A STREET CLOSURE FOR THE I LOVE DOWNEY FESTIVAL, WHICH WILL OCCUR ON DOWNEY AVENUE AND 3RD STREET BETWEEN THE FOLLOWING INTERSECTIONS:

    - **DOWNEY AVENUE FROM 2ND STREET TO 4TH STREET**
    - **3RD STREET @ LA REINA AVENUE**
    - **3RD STREET TO END OF SOUTH PARKING LOT ENTRANCE TO US BANK**

12. APPROVAL OF STREET CLOSURE REQUEST FOR THE CITY OF DOWNEY'S HAVANA NIGHTS EVENT: Parks and Recreation.

APPROVED STREET CLOSURES FOR THE CITY OF DOWNEY'S HAVANA NIGHTS EVENT FROM 10:00 A.M. ON FRIDAY, OCTOBER 2, 2026 TO 12:00 A.M. ON SATURDAY, OCTOBER 3, 2026 ALONG DOWNEY AVENUE AND 3RD STREET BETWEEN THE FOLLOWING INTERSECTIONS:

- **DOWNEY AVENUE FROM 2ND STREET TO 4TH STREET**
- **3RD STREET @ LA REINA AVENUE**
- **3RD STREET TO END OF SOUTH PARKING LOT ENTRANCE OF US BANK**

13. DIRECTION TO CONDUCT BIENNIAL REVIEW OF THE CITY'S CONFLICT OF INTEREST CODE IDENTIFYING WHICH CITY OFFICIALS AND STAFF ARE REQUIRED TO FILE A STATEMENT OF ECONOMIC INTERESTS: City Clerk/ City Attorney.

DIRECTED THE CITY CLERK AND CITY ATTORNEY TO CONDUCT THE BIENNIAL REVIEW OF THE CITY'S CONFLICT OF INTEREST CODE

ADMINISTRATIVE REPORTS

14. ADOPTION OF A RESOLUTION DESIGNATING A VOTING DELEGATE AND ALTERNATE(S) FOR THE LEAGUE OF CALIFORNIA CITIES ANNUAL CONFERENCE & EXPO, SEPTEMBER 23-25, 2026, IN ANAHEIM, CA: Administration.

ADOPTED RESOLUTION NO. 26-8378, DESIGNATING A VOTING DELEGATE AND ALTERNATE(S) FOR THE LEAGUE OF CALIFORNIA CITIES ANNUAL CONFERENCE & EXPO, SEPTEMBER 23-25, 2026, IN ANAHEIM, CA

Assistant to the City Manager Juddy Montenegro provided the staff report for Item No. 14. She recommended that the City Council adopt a resolution designating a voting delegate and one or two alternates for the League of California Cities Annual Conference and Expo, scheduled for September 23–25 in Anaheim, to ensure the City is represented during the League's annual business meetings and consideration of its upcoming platform and initiatives.

Mayor Frometa stated that she had previously served as the City's voting delegate and currently serves on the League's Housing Policy Committee, but due to a scheduling conflict she would only attend the conference on Wednesday and Thursday. She requested that another Council Member be designated as the primary voting delegate for Friday's voting session.

Council Member Pemberton nominated Mayor Pro Tem Ortiz as the primary voting delegate.

Council Member Trujillo nominated Council Member Pemberton and Council Member Sosa as the alternate voting delegates.

It was moved by Council Member Trujillo, seconded by Mayor Frometa, and carried 5-0, to adopt Resolution No. 26-8378, designating Mayor Pro Tem Ortiz as the primary voting delegate and Council

Member Pemberton and Council Member Sosa as the alternate voting delegates for the League of California Cities Annual Conference & Expo, September 23-25, 2026, in Anaheim, CA.

15. DISCUSSION REGARDING ADDITIONAL FUNDING FOR A CAT SPAY AND NEUTER REBATE PROGRAM: Administration.

DISCUSSED AND CONSIDERED THE APPROVAL OF AN ADDITIONAL $2,500 FOR THE CITY'S CAT SPAY AND NEUTER REBATE PROGRAM

Assistant to the City Manager Juddy Montenegro provided the staff report for Item No. 15. She reported that staff was requesting Council consideration of an additional $2,500 from the General Fund to reopen the City's Cat Spay and Neuter Rebate Program for Fiscal Year 2026-27. She stated that Council had previously allocated $10,000 for the program in January 2026, offering residents up to $250 per cat with a two-cat household limit. The program operated from March through June 2026, received 27 applications, approved 23, and expended $2,572, with approximately $1,600 in staff time for administration and outreach. She noted that Council Member Pemberton requested consideration of the additional funding at the July 28, 2026 City Council meeting.

Council Member Pemberton stated her support to continue the City's Cat Spay and Neuter Rebate Program, citing its success and the continued demand for spay and neuter services. She discussed SEAACA's mobile clinics, which have served approximately 400 animals per clinic and received more than 1,000 appointment requests, and noted that other cities provide similar programs funded through their General Funds. She stated that spaying and neutering helps control the cat population and reduce euthanasia. She noted that approximately 24 cats had been serviced through Downey's program and estimated that this could prevent hundreds of additional cats from being born. Council Member Pemberton stated that the proposed $2,500 was insufficient and moved to allocate $10,000 for Fiscal Year 2026-27, with the program to be monitored at mid-year and any unused funds returned to the General Fund.

Council Member Sosa asked why the $200,000 allocated by SEAACA for additional spay and neuter services could not be used immediately. Council Member Pemberton clarified that the funding would support additional nonprofit mobile spay and neuter clinics, but availability depends on the nonprofits' schedules and limited resources. She stated that SEAACA would request additional clinics and use some of the funding to bring providers to its facility.

Mayor Frometa moved to approve $2,500 to continue the Cat Spay and Neuter Rebate Program, stating that she did not want the program to stop midway and understood the amount to be remaining previously allocated funds. Council Member Pemberton clarified that the $2,500 was from the prior fiscal year and that approximately $2,500 had already been used within three months. She stated that an additional $2,500 would likely not sustain the program through December and reiterated her request for a $10,000 Fiscal Year 2026-27 allocation, noting that unused funds would return to the General Fund.

Mayor Pro Tem Ortiz thanked Council Member Pemberton for the information and expressed concern about the City's limited available funds. Mayor Pro Tem Ortiz asked City Manager Bradley for the current projected surplus. City Manager Bradley stated that the year-end surplus had been projected at approximately $70,000 but noted that some of those funds had been spent since adoption of the budget and he did not have the updated amount immediately available.

Council Member Pemberton noted that the Council had previously approved an unbudgeted $10,000 fee waiver for a one-day community event and stated that the Cat Spay and Neuter Rebate Program similarly benefits the community throughout the year by helping reduce cat overpopulation and euthanasia. She suggested allocating $5,000 and revisiting the program during mid-year budget review.

Council Member Sosa stated that he supported allocating $2,500 and reviewing the program again in six months.

Council Member Pemberton asked whether any applicants had been turned away. Assistant to the City Manager Montenegro responded that staff had received approximately three to four applications after July 1.

Mayor Pro Tem Ortiz asked whether the El Grito event affected the General Fund. City Manager Bradley responded that the fee waiver resulted in lost revenue because the City would incur event-related expenses that would not be recovered, creating a budget impact.

It was moved by Mayor Frometa, seconded by Council Member Pemberton, and carried 5-0, to allocate $5,000 from the General Fund to the City's Cat Spay and Neuter Rebate Program.

CITY COUNCIL MEMBER ANNOUNCEMENTS; REQUESTS FOR FUTURE AGENDA ITEMS; CONFERENCE/MEETING REPORTS

Mayor Pro Tem Ortiz reported attending National Night Out and Gang's Out of Downey (G.O.O.D.) Backpack Distribution event at Golden Park where approximately 700 backpacks were distributed. He thanked Parks and Recreation Director Chacon for the successful Concerts in the Park series, and thanked the Police Department for their work keeping the community safe. Mayor Pro Tem Ortiz requested that the Police Department provide a public presentation on crime trends on an annual basis. City Manager Bradley clarified that the request was for a presentation in addition to the Police Department's annual report. The request was seconded by Mayor Frometa with the modification that it be done on a biannual basis.

Council Member Sosa thanked Police Chief Loughner and the men and women of the Downey Police Department for their professionalism, service, sacrifice, and dedication to the community.

Council Member Trujillo congratulated Mayor Pro Tem Ortiz on becoming a homeowner in Downey and stated that his decision to remain in the City where he was raised demonstrated his continued commitment to the community.

Council Member Pemberton thanked Parks and Recreation and Public Works for the Concerts in the Park series, which concluded with the Downey Symphony, and reported attending the Downey Conservancy's Bob's Big Boy "Back to the Future" event, which drew approximately 1,000 attendees. She recognized Purple Heart Day and thanked staff for establishing Downey as a Purple Heart City. She reported attending the State of the Nation Luncheon with Congresswoman Linda Sánchez, the G.O.O.D. Backpack Distribution event at Golden Park, and the Downey Pride event. She recognized Downey resident J.B. Gibbons on his 97th birthday. Council Member Pemberton highlighted the City's receipt of approximately $592,000 in grant funding for new bus shelters, noted planned Metro improvements along Florence Ave., and congratulated the eight newly appointed Youth Commissioners. She requested vehicle speed feedback signs on Old River School Rd. between Firestone Blvd. and Florence Ave. due

to recent accidents and speeding concerns. The request was seconded by Mayor Frometa. Council Member Pemberton asked about roadway improvements on Lakewood Blvd. near the Downey Landing and Promenade. City Manager Bradley responded that Lakewood Blvd. was not currently scheduled for a full improvement project, but areas near the Promenade were being considered as part of related roadway work. She further asked about the missing entrance sign at Bluff Rd. and Foster Bridge Rd. City Manager Bradley stated that they would investigate whether the sign was being repaired or needed replacement.

Mayor Frometa thanked the Downey Police Department for its professionalism and continued dedication to public safety, particularly in responding to volatile domestic violence incidents. She highlighted year-over-year decreases of approximately 20% in total vehicle citations, 13% in total arrests, and overall reductions in FBI Index Crimes, including robbery, aggravated assault, and burglary. She emphasized that isolated incidents do not reflect the City's overall safety and credited the Council's continued support of law enforcement. Mayor Frometa also reported attending National Night Out and thanked the Police, Fire, Public Works, Parks and Recreation, and other participating departments for the successful event. With the school year beginning, she urged residents to drive safely, avoid speeding, and exercise caution around schools.

CITY MANAGER/STAFF MEMBER COMMENTS

City Manager Bradley reported that the Police Department's most recent year-to-date crime statistics, covering January through June and compared with the same period the prior year, showed an overall downward trend in crime, including a 30% decrease in assault and burglary. He credited increased enforcement, noting that citations and arrests had increased, and stated that the Police Department continues to respond quickly to incidents and maintain public safety. City Manager Bradley also confirmed that a future SEAACA report would return to Council regarding the $200,000 allocated for spay and neuter services.

ADJOURNMENT

Mayor Frometa adjourned the City Council Meeting – Open Session at 8:12 p.m. in memory of Firefighter Stan Reza, 35, a 3-year veteran of the Los Angeles Fire Department, who perished in an off-duty vehicle crash on the 605 freeway.

MARIA ALICIA DUARTE, CMC
City Clerk

CLAUDIA M. FROMETA
Mayor

MINUTES OF THE
CITY COUNCIL OF THE CITY OF DOWNEY
REGUALR MEETING
SEPTEMBER 8, 2026

The City Council of the City of Downey held a Regular City Council Meeting – Closed Session on September 8, 2026 at 5:34 p.m., in the Council Chambers of the Downey City Hall, 11111 Brookshire Avenue, Downey, California, Mayor Frometa presiding.

PRESENT: Council Members:

Claudia M. Frometa	Mayor	
Horacio Ortiz	Mayor Pro Tem	
Dorothy Pemberton	Council Member	
Hector Sosa	Council Member	
Mario Trujillo	Council Member	(excused)

ALSO PRESENT: Roger Bradley, City Manager
Vaniah De Rojas, Assistant City Manager
John M. Funk, City Attorney
James McQueen, Human Resources Director
M. Alicia Duarte, CMC, City Clerk

PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS

Mayor Frometa asked City Clerk Duarte if any written public comments were received regarding Closed Session items. City Clerk Duarte confirmed no written public comments were received.

Mayor Frometa asked if there was anyone present who would like to comment on Closed Session items.

Having no one, Mayor Frometa closed public comment.

RECESSED TO CLOSED SESSION

Mayor Frometa announced the City Council is recessing to Closed Session at 5:38 p.m. to discuss matters under the authority of the following sections of the Government Code:

1. Government Code Section 54956.95 - Liability Claim: Alejandro Irizabal v. City of Downey, Worker's Compensation Claim No.: 24-181203; WCAB NO.: ADJ19651861; Agency claimed against: City of Downey.

2. Government Code Section 54956.9(d)(1) – Conference with Legal Counsel – Existing Litigation: City of Whittier et al. v. Superior Court of the State of California, County of Los Angeles et al. - Los Angeles County Superior Court Case No. 23STCP03579; California Court of Appeal Case No. B340630.

3. Government Code Section 54957(b)(1) – Public Employee Performance Evaluation – Title: City Manager.

Council Member Trujillo arrived at the dais at 5:38 p.m.

RECONVENED REGULAR CITY COUNCIL MEETING – CLOSED SESSION

Mayor Frometa reconvened the Regular City Council Meeting – Closed Session at 6:52 p.m. with all Council Members present.

City Attorney Funk reported the Closed Session report as follows: In regards to Item Nos. 1, 2, and 3, no reportable action was taken.

The City Council of the City of Downey held a Regular City Council Meeting – Open Session on September 8, 2026 at 6:55 p.m., in the Council Chambers of the Downey City Hall, 11111 Brookshire Avenue, Downey, California, Mayor Frometa presiding.

PRESENT: Council Members:

Claudia M. Frometa	Mayor
Horacio Ortiz	Mayor Pro Tem
Dorothy Pemberton	Council Member
Hector Sosa	Council Member
Mario Trujillo	Council Member

ALSO PRESENT: Roger Bradley, City Manager
Vaniah De Rojas, Assistant City Manager
John M. Funk, City Attorney
Scott Loughner, Police Chief
Anthony Hildebrand, Fire Chief
Matthew Baumgardner, Public Works Director
James McQueen, Human Resources Director
Irma Huitron, Community Development Director
Jason Chacon, Parks and Recreation Director
Marlon Ramirez, Finance Director
M. Alicia Duarte, CMC, City Clerk

The Invocation was delivered by Greg Welch, Chaplain, Downey Police Department. The Pledge of Allegiance was led by Boy Scout Troop 441.

PRESENTATIONS

1. Mayor's Legacy Award to Roger Miller, Downey Historical Society.

2. Certificate of Recognition to the Downey Historical Society.

3. Proclamation in honor of National Preparedness Month.

PUBLIC COMMENT ON AGENDA, CONSENT CALENDAR AND NON-AGENDA ITEMS

Council Member Trujillo left the City Council Meeting at 7:30 p.m.

Mayor Frometa asked City Clerk Duarte if any written public comments were received regarding Agenda, Consent Calendar and Non-Agenda items. City Clerk Duarte confirmed four written public comments were received.

Kathy Magliaro, Maria Corral, Liam Reagan, and Kameron Bishop submitted written comments opposing the banning of kratom in its natural leaf form and asking that the Council establish regulations for use of the natural leaf form, which is used by patients for certain medical conditions.

It was moved by Council Member Pemberton, seconded by Mayor Pro Tem Ortiz, and carried 5-0, to receive and file written public comment.

Mayor Frometa asked City Clerk Duarte if there was anyone present who would like to comment regarding Agenda, Consent Calendar and Non-Agenda items.

Susan Dodd, resident, commented on the City's trees and their maintenance.

Michael Calvert, resident, shared his story about a resident returning his lost wallet.

John Lacey, commented on the passing of Martha Sodetani and the 25th Anniversary of 9/11.

Juan Martinez, resident, commented on AB1821.

Melody Wolf, remote speaker, commented in opposition to the banning of kratom in its natural leaf form.

Laura Rommney, remote speaker, commented in opposition to the banning of kratom in its natural leaf form.

Jennifer Gillis, remote speaker, commented in opposition to the banning of kratom in its natural leaf form.

Shannon, remote speaker, commented in opposition to the banning of kratom in its natural leaf form.

Michael Pisano, remote speaker, commented in opposition to the banning of kratom in its natural leaf form.

It was moved by Mayor Frometa, seconded by Mayor Pro Tem Ortiz, and so ordered by Mayor Frometa, to close public comment.

CONSENT CALENDAR

It was moved by Council Member Pemberton, seconded by Mayor Pro Tem Ortiz, and carried 4-0, with Council Member Trujillo absent, to approve the Consent Calendar.

1. **APPROVED COUNCIL MEETING MINUTES:** Regular Meetings of June 9, and August 25, 2026: City Clerk.

2. **WARRANTS ISSUED:** Warrant Nos. 402049 - 402441 (City) and 166 - 168 (CMSC); Payroll Wire Nos. 30004741; 30004745; 30004747 - 30004748; 30004750; EFT Nos. 16436 - 16502 (City) and 50058 - 50059 (CMSC); Manual Wire Nos. 2878 - 2882, in the total amount of $5,531,821.33: Finance.

3. **ACCEPTANCE OF WORK FOR THE RESIDENTIAL STREETS PAVEMENT REHABILITATION PROJECT – AREA 6, CAPITAL IMPROVEMENT PROJECT (CIP) NO. 22-23:** Public Works.

    1) **ACCEPTED THE WORK FOR THE RESIDENTIAL STREETS PAVEMENT REHABILITATION - AREA 6 PROJECT, CAPITAL IMPROVEMENT PROJECT (CIP) NO. 22-23;**

    2) **APPROVED ONYX PAVING COMPANY, INC.'S FINAL CONSTRUCTION CONTRACT AMOUNT OF $3,688,931; AND,**

    3) **AUTHORIZED THE DIRECTOR OF PUBLIC WORKS/CITY ENGINEER TO FILE A NOTICE OF COMPLETION FOR THE PROJECT, INDICATING THE WORK IS COMPLETE AND HAS BEEN ACCEPTED BY THE CITY**

4. **APPROVAL OF PLANS AND SPECIFICATIONS AND AUTHORIZATION TO SOLICIT CONSTRUCTION BIDS FOR FLORENCE AVE. ACCESS WALKWAY IMPROVEMENTS, CAPITAL IMPROVEMENT PROJECT (CIP) NO. 25-03, AND FIND THE PROJECT EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO SECTION 15301(C), EXISTING FACILITIES:** Public Works.

    APPROVED PLANS AND SPECIFICATIONS AND AUTHORIZED THE SOLICITATION OF CONSTRUCTION BIDS FOR THE FLORENCE AVE. ACCESS WALKWAY IMPROVEMENTS, CIP NO. 25-03, AND FOUND THE PROJECT EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO SECTION 15301(C), EXISTING FACILITIES

5. **ADOPTION OF RESOLUTION DECLARING AS AN URGENT NECESSITY FOR THE PRESERVATION OF LIFE, HEALTH, OR PROPERTY THE WORK NECESSARY TO REPLACE THE HVAC EQUIPMENT IN THE INFORMATION TECHNOLOGY ROOM, PURSUANT TO DOWNEY CITY CHARTER SECTION 1211:** Public Works.

    1) **ADOPTED RESOLUTION NO. 26-8380, DECLARING AS AN URGENT NECESSITY FOR THE PRESERVATION OF LIFE, HEALTH, OR PROPERTY THE WORK NECESSARY TO REPLACE THE HVAC EQUIPMENT IN THE INFORMATION TECHNOLOGY ROOM, PURSUANT TO DOWNEY CITY CHARTER SECTION 1211;**

2) **AUTHORIZED THE CITY MANAGER TO SIGN THE PURCHASE ORDER FOR EMERGENCY REPAIR WORK DONE BY QUEST HEATING AND AIR IN THE AMOUNT OF $137,800 (ATTACHMENT B); AND,**

3) **AUTHORIZED THE CITY MANAGER TO EXECUTE CONTRACT CHANGE ORDERS TO COMPLETE THE EMERGENCY REPAIRS OF THE HVAC SYSTEM**

6. **APPROVAL OF THE PURCHASE OF A BACKHOE LOADER FOR PUBLIC WORKS UTILITIES OPERATIONS:** Public Works.

   APPROVED THE PURCHASE OF CATERPILLAR MODEL 430 BACKHOE LOADER AND ASSOCIATED EQUIPMENT FROM QUINN COMPANY UNDER SOURCEWELL CONTRACT NO. 011723 - CAT FOR THE TOTAL BID AMOUNT OF $212,114 AND WAIVE ANY AND ALL MINOR IRREGULARITIES IN THE BIDDING DOCUMENTS AS SUBMITTED BY SAID BIDDER

7. **APPROVAL OF AN EXCLUSIVE NEGOTIATION AGREEMENT (ENA) WITH THE LOS ANGELES COUNTY CHIEF EXECUTIVE OFFICE FOR THE DEVELOPMENT OF THE RANCHO LOS AMIGOS SOUTH CAMPUS:** Administration.

   1) **APPROVED AN EXCLUSIVE NEGOTIATION AGREEMENT (ENA) WITH THE LOS ANGELES COUNTY CHIEF EXECUTIVE OFFICE (CEO) TO COMMENCE FORMAL NEGOTIATIONS REGARDING THE DEVELOPMENT OF THE RANCHO LOS AMIGOS SOUTH CAMPUS; AND,**

   2) **APPROPRIATED $50,000 FROM THE GENERAL FUND RESERVES TO BE USED TOWARD THE REIMBURSEMENT OF COUNTY EXPENSES DURING THE DURATION OF THE ENA**

8. **APPROVAL OF SECOND AMENDMENT TO AGREEMENT WITH MV TRANSPORTATION, INC. FOR DOWNEY LINK DOWNEY DIAL-A-RIDE TRANSIT SERVICES:** Parks and Recreation.

   AUTHORIZED THE MAYOR, OR HER DESIGNEE, TO EXECUTE AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICES AGREEMENT WITH MV TRANSPORTATION FOR A ONE-YEAR EXTENSION FOR THE PERIOD FROM OCTOBER 1, 2026 THROUGH SEPTEMBER 30, 2027, FOR A TOTAL AMOUNT NOT TO EXCEED $2,921,397

9. **RESOLUTION AUTHORIZING DESTRUCTION OF CERTAIN OBSOLETE FINANCE DEPARTMENT RECORDS:** Finance.

   ADOPTED RESOLUTION NO. 26-8381, APPROVING THE DESTRUCTION OF CERTAIN OBSOLETE RECORDS OF THE FINANCE DEPARTMENT

10. **DESIGNATION OF AUTHORIZED AGENTS FOR THE PRE-DISASTER MITIGATION GRANT FORM TO ENSURE THE CITY CAN OBTAIN FINANCIAL ASSISTANCE FOR EMERGENCIES/DISASTERS:** Fire.

1) **APPROVED THE DESIGNATION OF AUTHORIZED AGENTS - PRE-DISASTER MITIGATION GRANT FORM TO ENSURE THE CITY CAN OBTAIN FINANCIAL ASSISTANCE FOR EMERGENCIES/DISASTERS;**

2) **AUTHORIZED THE CITY CLERK TO CERTIFY THE DESIGNATION OF AUTHORIZED AGENTS- PRE-DISASTER MITIGATION GRANT FORM; AND,**

3) **AUTHORIZED THE CITY MANAGER TO EXECUTE ANY AND ALL AMENDMENTS TO THE FORM AS DEEMED NECESSARY**

ADMINISTRATIVE REPORTS

11. DISCUSSION REGARDING OPTIONS FOR REGULATING THE SALE OF NITROUS OXIDE AND KRATOM: Community Development.

1) **RECEIVED AND FILED THIS REPORT AND PROVIDE STAFF WITH DIRECTION ON WHETHER TO PURSUE ANY OF THE BELOW OPTIONS:**

   A. **OPTION 1: DIRECT STAFF TO PREPARE AN ORDINANCE REGULATING THE SALE AND DISTRIBUTION OF NITROUS OXIDE WITHIN THE CITY; OR**

   B. **OPTION 2: DIRECT STAFF TO PREPARE AN ORDINANCE REGULATING THE SALE AND DISTRIBUTION OF KRATOM PRODUCTS WITHIN THE CITY, AND PROVIDE DIRECTION TO PURSUE EITHER:**

      I. **COMPREHENSIVE REGULATION OF ALL KRATOM PRODUCTS, INCLUDING TRADITIONAL BOTANICAL KRATOM AND SYNTHETIC OR HIGHLY CONCENTRATED 7-HYDROXYMITRAGYNINE (7-OH) PRODUCTS; OR**

      II. **TARGETED REGULATION OF SYNTHETIC 7-OH AND/OR PRODUCTS EXCEEDING AN ESTABLISHED 7-OH CONCENTRATION THRESHOLD, WITHOUT PROHIBITING TRADITIONAL BOTANICAL KRATOM SOLELY BECAUSE IT CONTAINS NATURALLY OCCURRING KRATOM ALKALOIDS; OR**

   C. **OPTION 3: DIRECTED STAFF TO PREPARE ORDINANCES REGULATING BOTH NITROUS OXIDE AND KRATOM PRODUCTS WITHIN THE CITY AND, WITH RESPECT TO KRATOM, PROVIDED DIRECTION TO PURSUE EITHER THE COMPREHENSIVE OR TARGETED REGULATORY APPROACH DESCRIBED ABOVE.**

Director Huitron provided the staff report for Item no. 11. She presented staff's evaluation of potential regulations for the retail sale and distribution of nitrous oxide and kratom. She stated both products are available through multiple retail channels and present different regulatory considerations. She reviewed the legitimate uses and health and safety concerns associated with nitrous oxide and noted the Downey Police Department reported 26 arrests for possession of nitrous oxide during the previous

18 months. She distinguished traditional botanical kratom from synthetic, manufactured, or highly concentrated 7-hydroxymitragynine (7-OH) products, which present greater concerns related to potency, labeling, dependency, seizures, liver toxicity, and substance use disorder. Director Huitron reviewed existing and pending local, state, and federal regulations and presented three options for Council consideration: regulate nitrous oxide while preserving legitimate uses; regulate kratom through either a comprehensive or targeted approach; or regulating both substances. She stated a comprehensive kratom regulation would be easier to enforce, while a targeted approach would require the City to establish concentration thresholds and additional enforcement standards. If directed to proceed, staff would begin preparing the ordinance or ordinances with completion anticipated in approximately four months at an estimated cost of $15,000 from the General Fund reserve.

Mayor Frometa expressed support for targeted regulations addressing the recreational misuse of nitrous oxide and kratom, particularly to protect individuals under age 21. She supported regulation of recreational nitrous oxide use while preserving legitimate uses and recommended banning synthetic kratom products while allowing traditional products below a 2% 7-OH concentration threshold. She stated the focus should be on preventing abuse rather than imposing a blanket prohibition and supported establishing an age restriction for the purchase of these products.

Mayor Pro Tem Ortiz stated the issue had been brought to his attention by residents, including one who found a box of discarded nitrous oxide canisters near a freeway, prompting his request for further review. He asked where the products are sold other than tobacco and smoke shops. Director Huitron responded that staff had not conducted an inventory of Downey retailers because the review was intended as a high-level analysis. She stated that additional research would be conducted during ordinance preparation and noted that the products may also be sold at convenience stores, liquor stores, and other retail establishments.

Mayor Pro Tem Ortiz asked whether the selected regulatory approach would apply to all retailers selling the products. Director Huitron confirmed that, if directed by Council, staff would recommend regulating retail sales broadly, including convenience stores and other establishments, rather than limiting regulations to tobacco and smoke shops.

Mayor Frometa noted that Orange County, Buena Park, Covina, Laguna Niguel, and Murrieta have established a 2% concentration threshold for kratom products. She supported a similar targeted approach in Downey, stating that establishing a concentration threshold would help limit the recreational sale and misuse of these substances while allowing the City to address the issue locally as state and federal regulations continue to develop.

Council Member Pemberton thanked staff for the detailed report and stated that recreational nitrous oxide use should be prohibited while preserving exemptions for legitimate medical and other authorized uses. Regarding kratom, she supported allowing natural products used for pain relief while regulating manufactured, synthetic, or highly concentrated 7-OH products due to concerns about their potency and intoxicating effects. She expressed support for Option 3 to regulate both nitrous oxide and kratom, with a targeted approach for synthetic kratom.

Police Chief Loughner stated the Police Department has had limited involvement with kratom but identified nitrous oxide as a growing problem. He noted concerns with discarded canisters and containers and stated that recreational abuse, particularly among youth, continues to be an issue.

Council Member Pemberton asked whether the nitrous oxide canisters were being obtained from local smoke shops or other retailers. Police Chief Loughner stated it was difficult to determine the source and noted that enforcement becomes challenging when businesses claim the products are intended for legitimate automotive or medical purposes. He added that some of the larger canisters observed do not appear consistent with those legitimate uses.

Council Member Sosa asked whether any of the 26 possession arrests over the past 18 months were linked to local smoke shops or other retail outlets. Chief Loughner stated that the arrests were not specifically tied to those businesses, noting that many involved larger or commercial-grade canisters of unknown origin. He added that smaller discarded canisters are also commonly found and could potentially be obtained from gas stations, liquor stores, or similar retailers.

Council Member Sosa asked whether existing county and state regulations were sufficient or whether additional local regulations were needed. Director Huitron stated that a local ordinance would provide stronger enforcement authority for products such as kratom and nitrous oxide, particularly for monitoring retailers. She added that any ordinance would be drafted to remain consistent with current and future state law.

Council Member Sosa asked whether the illicit use of kratom and nitrous oxide posed a significant concern in the community. Director Huitron stated that data was available for nitrous oxide but not for kratom because it had not been specifically tracked. City Manager Bradley noted that the available data reflected approximately 1.2 arrests per month and said the significance of that figure was subjective.

Chief Loughner stated that kratom use had only recently emerged locally, while nitrous oxide use had increased significantly over the years, particularly among youth and at house parties. He emphasized that the 26 arrests represented only incidents observed in public and did not capture use occurring on private property and expressed concern that some tobacco shops and other vendors were targeting youth with substances used as alternatives to alcohol or other drugs.

Mayor Frometa made a motion to proceed with Option 3, a targeted regulatory approach, prohibiting nitrous oxide products intended for recreational use while preserving legitimate medical, dental, veterinary, and other authorized uses. The motion also included targeted regulation of kratom by prohibiting synthetic 7-OH products and products exceeding a 2% concentration threshold.

Mayor Pro Tem Ortiz asked whether the proposed ordinance would address the difficulty in determining whether nitrous oxide was being purchased for legitimate use, such as automotive purposes. Mayor Frometa clarified that the proposed ordinance would preserve exemptions for legitimate medical, dental, pharmacy, food preparation, automotive, manufacturing, industrial, wholesale, and other authorized uses, while also prohibiting purchases by anyone under 21.

Mayor Pro Tem Ortiz asked how the proposed regulations would prevent a purchaser from claiming nitrous oxide was intended for legitimate use. Chief Loughner stated that the goal was to limit the availability of nitrous oxide in tobacco and similar retail stores to reduce youth access.

City Manager Bradley added that the ordinance could distinguish recreational products through factors such as flavoring, packaging, and marketing, allowing the City to restrict products clearly intended for consumption while preserving legitimate uses.

Mayor Pro Tem Ortiz made a substitute motion to impose a complete ban on nitrous oxide, stating that allowing exemptions for specified legitimate uses would not sufficiently change current enforcement or access.

Mayor Frometa asked how medical, dental, and veterinary licensed professionals would obtain nitrous oxide if it was completely banned. Mayor Pro Tem Ortiz responded that licensed professionals could purchase nitrous oxide from specialized medical suppliers rather than tobacco or similar retail stores.

Director Huitron stated that the ordinance could be drafted with narrowly defined exemptions tied to legitimate uses, such as sales through medical supply businesses. She added that staff would research and refine the exemptions, including potential wholesale and industrial uses, and work with the City Attorney's Office and Police Department to ensure the language preserves legitimate sales while restricting improper access.

City Attorney Funk agreed that narrowly defined exemptions are preferable to a blanket ban on nitrous oxide. He noted that numerous Orange County cities have adopted prohibitions with specific carve-outs for legitimate uses rather than complete bans, describing that approach as a best practice for regulating the product.

Mayor Frometa emphasized the need for a thoughtful regulatory approach rather than a blanket ban, noting the City's hospitals, medical offices, and industrial businesses that may have legitimate uses for nitrous oxide. She supported having staff return with recommended exemptions to preserve those lawful uses.

It was moved by Mayor Frometa, seconded by Mayor Pro Tem Ortiz, and carried 4-0, with Council Member Trujillo absent, to proceed with Option 3, prohibiting nitrous oxide products intended for recreational use while preserving legitimate medical, dental, veterinary, and other authorized uses and targeted regulation of kratom by prohibiting synthetic 7-OH products and products exceeding a 2% concentration threshold.

CITY COUNCIL MEMBER ANNOUNCEMENTS; REQUESTS FOR FUTURE AGENDA ITEMS; CONFERENCE/MEETING REPORTS

Mayor Pro Tem Ortiz reported attending Lewis Elementary PTA's All-Star Family Social and announced an upcoming Neighborhood Watch meeting at the Downey Elks Lodge, encouraging residents interested in starting a Neighborhood Watch group to attend. He requested staff evaluate the hours of operation for tobacco shops, citing concerns about a tobacco shop operating as early as 5:00 a.m. The request was seconded by Mayor Frometa. He requested that the City's camera deployment plan be brought back for discussion at the first Council meeting in October. City Manager Bradley stated staff could bring the camera deployment item back in October. Assistant City Manager De Rojas clarified that the broader Security Master Plan is being developed by an outside consultant and will take several months to complete, while the camera deployment plan could be discussed separately. The request was seconded by Mayor Frometa. Mayor Pro Tem Ortiz requested a report on the City's parking fines and

fees to determine whether they provide adequate deterrence for illegal parking. The request was seconded by Mayor Frometa.

Council Member Sosa reported attending a Neighborhood Watch meeting in southwest Downey and thanked City Manager Bradley, Chief Loughner, Assistant City Manager De Rojas, and staff for attending, addressing residents' concerns, and ensuring residents felt heard.

Council Member Pemberton recognized the 25th Anniversary of the September 11th terrorist attacks and encouraged residents to attend the City's 9/11 Memorial Ceremony. She reported participating in an El Niño preparedness briefing with Sheriff Luna and emphasized early preparation, including storm drain maintenance, obtaining sandbags, and signing up for Downey Alerts. She provided an update from SEAACA, reporting 434 animal adoptions in July, including 141 public adoptions, she encouraged residents to adopt and spay or neuter pets, and reminded residents of the City's $150 cat spay and neuter reimbursement program. She announced the Ricky Galvez Memorial Golf Tournament, Downey Symphony Garden Party Fundraiser, upcoming Keep Downey Beautiful cleanups, a free compost giveaway and shredding event, the City's beautification awards program, and the upcoming Police Department Citizens Academy. Council Member Pemberton concluded by thanking City Manager Bradley and Public Works staff for quickly restoring water service following the power surge and credited the City's investment in generators at key water wells for helping maintain service.

Mayor Frometa encouraged residents to remain engaged in the community and participate in Neighborhood Watch groups, emphasizing that residents feel heard when Council and staff attend Neighborhood meetings. She highlighted the Mayor's Business Spotlights initiative supporting local and family-owned businesses and encouraged residents to support Stox's restaurant, which is experiencing financial difficulties. She requested an update on the City's street infrastructure improvement video highlighting progress since 2021. Assistant City Manager De Rojas reported that the video was in production and expected to be released within approximately a week and a half.

CITY MANAGER/STAFF MEMBER COMMENTS

City Manager Bradley announced that there were no comments from staff.

ADJOURNMENT

Mayor Frometa adjourned the City Council Meeting – Open Session at 8:59 p.m. in memory of Martha Sodetani, civic leader, long time Downey resident and advocate for children, who served more than 17 years on the Downey Unified Board of Education and volunteered extensively with local organizations, including PTA, PTA Helps, Gangs Out of Downey, Assistance League of Downey and the Downey Coordinating Council.

MARIA ALICIA DUARTE, CMC
City Clerk

CLAUDIA M. FROMETA
Mayor

Bank : bow BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
2883	8/28/2026	116599 U.S. BANK, PURCHASING CARD P	0088/AUGUST26	8/26/2026	WIRE TRANSFER	134,397.46	134,397.46
	Voucher:						
					Sub total for BANK OF THE WEST:		134,397.46

Bank : ebow BANK OF THE WEST

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
16503	9/4/2026	110278	BARDEN-PARSLEY, TIFFANY	34954	8/26/2026	EFT - INSTRUCTOR FEE	396.20	
	Voucher:			34790	8/26/2026	EFT - INSTRUCTOR FEE	312.20	
				34948	8/26/2026	EFT - INSTRUCTOR FEE	359.80	1,068.20
16504	9/4/2026	111833	BOISE, DONNA	35024	8/26/2026	EFT - INSTRUCTOR FEE	411.60	
	Voucher:			35029	8/26/2026	EFT - INSTRUCTOR FEE	417.20	
				34962	8/26/2026	EFT - INSTRUCTOR FEE	963.20	1,792.00
16505	9/4/2026	131928	BTI COMMUNICATIONS GROUP, I	85098	8/12/2026	EFT - MONTHLY MONITORING SE	3,659.97	
	Voucher:			85150	8/26/2026	EFT - SECURITY CAMERA SYSTE	274.99	3,934.96
16506	9/4/2026	141432	CENTER FOR COLLABORATIVE, I	8/20/26	8/20/2026	EFT - DEVELOPMENTAL & IMPLE	10,789.00	10,789.00
	Voucher:							
16507	9/4/2026	114442	COBAN TECHNOLOGIES, INC.	60690	10/22/2025	EFT - LSET BACK OFFICE SET U	5,890.00	5,890.00
	Voucher:							
16508	9/4/2026	126067	CORELOGIC SOLUTIONS, LLC.	30891137	7/31/2026	EFT - RQ2 NATIONWIDE COMMIT	250.00	250.00
	Voucher:							
16509	9/4/2026	101151	DATA TICKET INC	192101	4/17/2026	EFT - MARCH 2026 PAYMENT PR	2,527.36	2,527.36
	Voucher:							
16510	9/4/2026	101356	DOWNEY CITY EMPL ASSOC (MA	Ben1782612	9/4/2026	EFT - IBEW-MAINT DUES: PAYME	1,377.40	1,377.40
	Voucher:							
16511	9/4/2026	101355	DOWNEY CITY EMPLOYEES ASS	Ben1782610	9/4/2026	EFT - IBEW-MISC DUES: PAYMEN	1,744.83	1,744.83
	Voucher:							
16512	9/4/2026	106150	DOWNEY FIRE MANAGEMENT AS	Ben1782614	9/4/2026	EFT - FIRE MGMT DUES: PAYMEI	750.00	750.00
	Voucher:							
16513	9/4/2026	101365	DOWNEY FIREMEN'S ASSN-IAFF	Ben1782590	9/4/2026	EFT - FIRE DUES: PAYMENT	5,711.97	5,711.97
	Voucher:							
16514	9/4/2026	101372	DOWNEY POLICE MANAGEMENT	Ben1782606	9/4/2026	EFT - POLICE MGMT DUES: PAYM	1,000.00	1,000.00
	Voucher:							
16515	9/4/2026	101373	DOWNEY POLICE OFFICERS ASS	Ben1782594	9/4/2026	EFT - DPOA DUES (POLICE ASS	8,100.00	8,100.00
	Voucher:							
16516	9/4/2026	101374	DOWNEY POLICE-FIRE MEMORIA	Ben1782588	9/4/2026	EFT - FIRE/POLICE TRUST: PAYM	824.00	824.00
	Voucher:							
16517	9/4/2026	101375	DOWNEY PUB SAFETY EMP ASSI	Ben1782618	9/4/2026	EFT - SAFETY DUES: PAYMENT	1,040.00	1,040.00
	Voucher:							

Bank : ebow BANK OF THE WEST (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
16519	9/4/2026	139950	GCP WW HOLDCO LLC, DBA SHC	INV31120003268	6/19/2026	EFT - WORK BOOTS - A. FLORES	297.14	
	Voucher:			INV30220004243	6/21/2026	EFT - WORK BOOTS - L. ARIAS	339.85	
				INV31120003653	6/26/2026	EFT - WORK BOOTS & SOCKS - I	348.07	
				INV31120003645	6/26/2026	EFT - WORK BOOTS - A. ANDRAI	105.82	
				INV31120003654	6/26/2026	EFT - WORK BOOTS - G. AMADO	348.10	
				INV31120003881	6/30/2026	EFT - WORK BOOTS - O. LEDESM	124.60	
				INV31120004217	7/9/2026	EFT - WORK BOOTS - K. AYALA	319.35	
				INV31120004203	7/9/2026	EFT - WORK BOOTS, INSOLES, &	383.23	
				INV31120006210	8/18/2026	EFT - WORK BOOTS - L. RAMIRE	318.25	
				INV30220005880	7/15/2026	EFT - WORK BOOTS - A. RAMBLA	450.00	
				INV31520004701	8/24/2026	EFT - WORK BOOTS - M. ALVARA	151.12	
				INV31120006266	8/20/2026	EFT - WORK BOOTS & APPAREL	486.31	
				INV31120004595	7/17/2026	EFT - WORK BOOTS - L. LUNA	427.34	
				INV5010001945	7/9/2026	EFT - WORK BOOTS - L. SANCHE	511.91	
				INV30220005454	7/10/2026	EFT - WORK BOOTS & INSOLES	474.30	
				CM30220000398		CREDIT MEMO	-432.08	
				INV5010001947	7/9/2026	EFT - WORK BOOTS & APPAREL	278.03	
				INV30220005455	7/10/2026	EFT - WORK BOOTS - G. CARDEI	483.74	
				INV5010001944	7/9/2026	EFT- STEEL TOE WORK BOOTS I	140.00	
				INV30220007233	8/3/2026	EFT - STEEL TOE WORK BOOTS	117.42	
				INV31120004565	8/15/2026	EFT- STEEL TOE WORK BOOTS I	138.09	
				INV30220003331	6/5/2026	EFT- STEEL TOE WORK BOOTS I	115.00	
				INV5010001946	7/9/2026	EFT - STEEL TOE WORK BOOTS	93.93	
				INV30220008116	8/16/2026	EFT- STEEL TOE WORK BOOTS I	140.00	
				INV31120003864	6/30/2026	EFT - STEEL TOE WORK BOOTS	115.00	
				INV31120006270	8/20/2026	EFT - WORK BOOTS - N. RAMIRE	192.80	6,467.32
16520	9/4/2026	124953	ICMA, 108479 & 108481	Ben1782630	9/4/2026	EFT - LOAN PAYMENTS: PAYMEN	1,796.62	1,796.62
	Voucher:							
16521	9/4/2026	124952	ICMA, PLAN 300820	Ben1782636	9/4/2026	EFT - DEF COMP (SEAACA DEF (	3,718.54	3,718.54
	Voucher:							

Bank : ebow BANK OF THE WEST (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
16526	9/4/2026	102078	INGRAM LIBRARY SERVICES LLC	98627413	8/17/2026	EFT - BOOKS	28.38	
	Voucher:			98627411	8/17/2026	EFT - BOOKS	18.11	
				98627410	8/17/2026	EFT - BOOKS	47.04	
				98627409	8/17/2026	EFT - BOOKS	11.48	
				98627415	8/17/2026	EFT - BOOKS	19.87	
				98627416	8/17/2026	EFT - BOOKS	65.75	
				98627417	8/17/2026	EFT - BOOKS	13.76	
				98627418	8/17/2026	EFT - BOOKS	38.47	
				98627419	8/17/2026	EFT - BOOKS	29.31	
				98676462	8/19/2026	EFT - BOOKS	25.13	
				98687029	8/19/2026	EFT - BOOKS	21.12	
				98687030	8/19/2026	EFT - BOOKS	20.63	
				98687031	8/19/2026	EFT - BOOKS	50.75	
				98687032	8/19/2026	EFT - BOOKS	14.22	
				98687033	8/19/2026	EFT - BOOKS	20.19	
				98687035	8/19/2026	EFT - BOOKS	224.50	
				98687036	8/19/2026	EFT - BOOKS	10.95	
				98687037	8/19/2026	EFT - BOOKS	10.95	
				98627412	8/17/2026	EFT - SUPPLIES	39.43	
				98627414	8/17/2026	EFT - SUPPLIES	4.93	
				98627404	8/17/2026	EFT - SUPPLIES	9.86	
				98627420	8/17/2026	EFT - SUPPLIES	44.35	
				98587716	8/14/2026	EFT - BOOKS	161.62	
				98587717	8/14/2026	EFT - BOOKS	24.91	
				98587719	8/14/2026	EFT - BOOKS	40.27	
				98587720	8/14/2026	EFT - BOOKS	117.00	
				98435879	8/7/2026	EFT - BOOKS	19.51	
				98476174	8/10/2026	EFT - BOOKS	19.04	
				98476176	8/10/2026	EFT - BOOKS	11.09	
				98476177	8/10/2026	EFT - BOOKS	10.55	
				98476178	8/10/2026	EFT - BOOKS	21.81	
				98814723	8/25/2026	EFT - SUPPLIES	34.50	
				98856830	8/26/2026	EFT - SUPPLIES	4.93	
				98856838	8/26/2026	EFT - SUPPLIES	162.63	
				98856840	8/26/2026	EFT - SUPPLIES	4.93	

Bank : ebow BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
			98619904	8/17/2026	EFT - BOOKS	20.74	
			98619905	8/17/2026	EFT - BOOKS	22.03	
			98619906	8/17/2026	EFT - BOOKS	36.62	
			98619907	8/17/2026	EFT - BOOKS	14.70	
			98627402	8/17/2026	EFT - BOOKS	22.28	
			98627403	8/17/2026	EFT - BOOKS	24.21	
			98627405	8/17/2026	EFT - BOOKS	19.28	
			98627406	8/17/2026	EFT - BOOKS	19.09	
			98627407	8/17/2026	EFT - BOOKS	18.12	
			98627408	8/17/2026	EFT - BOOKS	15.44	
			98587725	8/14/2026	EFT - BOOKS	32.54	
			98587726	8/14/2026	EFT - BOOKS	40.86	
			98587727	8/14/2026	EFT - BOOKS	36.70	
			98587728	8/14/2026	EFT - BOOKS	15.61	
			98587730	8/14/2026	EFT - BOOKS	126.30	
			98587721	8/14/2026	EFT - BOOKS	367.74	
			98587722	8/14/2026	EFT - BOOKS	21.07	
			98587723	8/14/2026	EFT - BOOKS	12.99	
			98587724	8/14/2026	EFT - BOOKS	53.64	
			98676463	8/19/2026	EFT - SUPPLIES	4.93	
			98687034	8/19/2026	EFT - SUPPLIES	34.50	
			98687038	8/19/2026	EFT - SUPPLIES	69.00	
			98717058	8/20/2026	EFT - SUPPLIES	54.21	
			98745179	8/21/2026	EFT - SUPPLIES	34.50	
			98526994	8/12/2026	EFT - SUPPLIES	4.93	
			98587718	8/14/2026	EFT - SUPPLIES	44.35	
			98587729	8/14/2026	EFT - SUPPLIES	221.77	
			98619908	8/17/2026	EFT - SUPPLIES	24.64	
			98504705	8/11/2026	EFT - BOOKS	50.21	
			98504706	8/11/2026	EFT - BOOKS	17.81	
			98504707	8/11/2026	EFT - BOOKS	21.45	
			98504708	8/11/2026	EFT - BOOKS	20.83	
			98504709	8/11/2026	EFT - BOOKS	39.15	
			98526993	8/12/2026	EFT - BOOKS	29.39	2,993.60

Bank : ebow BANK OF THE WEST (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
16527	9/4/2026	102410	KAISER FOUNDATION HEALTH PL	Ben1782626	9/4/2026	EFT - CITY KAISER MAINT & AO:	12,993.26	12,993.26
	Voucher:							
16528	9/4/2026	119022	METLIFE SMALL BUSINESS CTR	Ben1782620	9/4/2026	EFT - METLIFE DENTAL: PAYMEN	3,279.87	3,279.87
	Voucher:							
16529	9/4/2026	110083	MV TRANSPORTATION, INC	139432	8/15/2026	EFT - DOWNEY LINK BUS SERVI	7,320.91	
	Voucher:			139285	8/15/2026	EFT - DOWNEY DIAL-A-RIDE SEF	70,662.80	
				139420	8/15/2026	EFT - DOWNEY LINK BUS SERVI	115,561.18	193,544.89
16530	9/4/2026	110083	MV TRANSPORTATION, INC	139434	8/15/2026	EFT - DOWNEY LINK BUS SERVI	7,756.86	
	Voucher:			139435	8/15/2026	EFT - DOWNEY DIAL-A-RIDE SEF	4,046.16	11,803.02
16531	9/4/2026	140596	NATIONWIDE	Ben1782622	9/4/2026	EFT - PET INSURANCE NATIONW	1,970.34	1,970.34
	Voucher:							
16532	9/4/2026	135182	PARRAN II, DEMETRIO	DP083126	8/31/2026	EFT - BASKETBALL SCOREKEEP	640.00	640.00
	Voucher:							
16533	9/4/2026	125249	PARS - ADMIN, JP MORGAN CHA	60939	8/17/2026	EFT - JUNE 2026 ADMIN FEES	1,451.42	1,451.42
	Voucher:							
16534	9/4/2026	126044	PARS - COUNCIL RETIREMENT, U	Ben1782624	9/4/2026	EFT - COUNCIL PARS RETIREME	413.45	413.45
	Voucher:							
16535	9/4/2026	116715	PARS - DOWNEY, U.S. BANK NA. I	Ben1782608	9/4/2026	EFT - DOWNEY P/T PARS RETIRE	12,463.90	12,463.90
	Voucher:							
16536	9/4/2026	126043	PARS - SEAACA, U.S. BANK N.A. I	Ben1782634	9/4/2026	EFT - SEAACA P/T PARS RETIRE	1,189.72	1,189.72
	Voucher:							
16537	9/4/2026	124835	RAMIREZ, BRYAN	8/20/26	8/20/2026	DJ FOR REC DANCE - 8/28/26	500.00	500.00
	Voucher:							

Bank : ebow BANK OF THE WEST (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
16538	9/4/2026	133031	RBL PLUMBING	1466	8/20/2026	EFT - WILDERNESS PARK	725.50	
	Voucher:			1467	8/26/2026	EFT - RIO HONDO CTRY CLUB	717.00	
				1473	8/19/2026	EFT - BJR CENTER	164.25	
				1451	7/22/2026	EFT - RIO HONDO CTRY CLUB	717.00	
				1452	7/23/2026	EFT - WILDERNESS PARK	725.50	
				1454	7/29/2026	EFT - RIO HONDO CTRY CLUB	717.00	
				1455	7/30/2026	EFT - WILDERNESS PARK	755.50	
				1459	8/6/2026	EFT -WILDERNESS PARK	725.50	
				1460	7/30/2026	EFT - WILDERNESS PARK	290.50	
				1461	7/31/2026	EFT - DOWNEY LIBRARY	157.75	
				1462	8/12/2026	EFT - RIO HONDO CTRY CLUB	717.00	
				1463	8/13/2026	EFT - INDEPENDENCE PARK	725.50	
				1464	8/13/2026	EFT - WILDERNESS PARK	725.50	
				1458	8/5/2026	EFT - RIO HONDO CTRY CLUB	717.00	8,580.50
16539	9/4/2026	116350	S&S LABARGE GOLF INC	34990	8/26/2026	EFT - INSTRUCTOR FEE	1,411.20	
	Voucher:			34991	8/26/2026	EFT - INSTRUCTOR FEE	350.00	
				34992	8/26/2026	EFT - INSTRUCTOR FEE	620.90	2,382.10
16540	9/4/2026	123451	SOUTHERN COUNTIES FUELS	IN-0000419227	8/19/2026	EFT - CITYWIDE FUEL SERVICE	2,039.55	2,039.55
	Voucher:							
16541	9/4/2026	137532	STAR-DUST TOURS INC., DBA TH	8-9-26-A2	8/15/2026	EFT - PD KITCHEN / BREAKROOI	1,200.00	
	Voucher:			8-11-26-A2	8/15/2026	EFT - PD KITCHEN / BREAKROOI	1,290.00	
				8-5-26-A	8/15/2026	EFT - CHARTER BUS SERVICES	1,200.00	
				7-29-26-A	8/15/2026	EFT - CHARTER BUS SERVICES	1,200.00	
				8-6-26-A2	8/15/2026	EFT - CHARTER BUS SERVICES	3,210.00	8,100.00
16542	9/4/2026	138229	TENNIS MAKER INC.	35128	8/26/2026	EFT - INSTRUCTOR FEE	562.80	562.80
	Voucher:							
16543	9/4/2026	128404	THE SAUCE CREATIVE SERV CO	8320	8/10/2026	EFT - 'DIA DE LOS MUERTOS' AP	882.09	882.09
	Voucher:							
16544	9/4/2026	137833	VERDANT LANDSCAPING, INC.	27363	8/12/2026	EFT- BURNS AVE CLEANUP & WE	768.00	
	Voucher:			27365	8/12/2026	EFT- PRISCILLA ST ALLEYWAY W	768.00	
				27364	8/12/2026	EFT - WEED ABATEMENT STUDE	1,280.00	
				27357	8/12/2026	EFT - 7200 FLORENCE AVE WEE	1,536.00	
				27615	8/19/2026	EFT - MONTHLY MAINTENANCE ·	256.00	4,608.00
16545	9/4/2026	130484	VISION SERVICE PLAN	Ben1782592	9/4/2026	EFT - VSP VISION PRE TAX: PAYI	5,555.20	5,555.20
	Voucher:							

Bank : ebow BANK OF THE WEST (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
16546	9/4/2026	100101	VOYA - DEFERRED COMP, NO.66	Ben1782602	9/4/2026	EFT - ROTH VOYA DEF COMP PC	76,829.82	76,829.82
	Voucher:							
16547	9/4/2026	104735	WATER REPLENISHMENT DISTRI	CC1450-05	9/1/2026	EFT - CARRY OVER CORRECTIC	221,460.00	221,460.00
	Voucher:							
16548	9/4/2026	136118	WISHING WELL ENTERTAINMEN	14781	8/27/2026	EFT - DEPOSIT FOR 9/15 MADRI	190.00	
	Voucher:			4783	8/27/2026	EFT - DEPOSIT FOR 12/15/26 GR	250.00	440.00
16549	9/4/2026	139066	YOUNG REMBRANDTS, NORTH C	34956	8/26/2026	EFT - INSTRUCTOR FEE	238.00	238.00
	Voucher:							

Sub total for BANK OF THE WEST: 633,703.73

Bank : espace BANK OF THE WEST

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
50060	9/4/2026	136001	GONZALEZ, NADIA	28	8/24/2026	EFT - AUGUST 2026 PR/COMMUI	6,580.00	6,580.00
	Voucher:							
						Sub total for BANK OF THE WEST:		6,580.00

Bank : bow BANK OF THE WEST

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
91215	6/6/2026	126018	AUNTIE M CREATIVE CONSULTAI	26-1363	9/1/2026	HANDWRITTEN CHECK #1120 - 6	4,496.00	4,496.00
	Voucher:							
402442	9/4/2026	113692	A&G SALES	48148	8/19/2026	MULTICODE DUAL REMOTE	491.72	491.72
	Voucher:							
402443	9/4/2026	100089	ADVANCE RADIATOR	42990	8/10/2026	PERFORMANCE CHECK A/C SYS	476.09	
	Voucher:			43000	8/11/2026	PERFORMANCE CHECK A/C SYS	761.07	1,237.16
402444	9/4/2026	115171	AEG SOLUTIONS, INC.	84927	7/23/2026	INKJET PLOTTER BOND	149.35	149.35
	Voucher:							
402445	9/4/2026	106753	AFLAC	Ben1782598	9/4/2026	AFLAC ACCIDENT INS PRE TAX:	4,977.28	4,977.28
	Voucher:							
402446	9/4/2026	140909	AGILE OCCUPATIONAL, MEDICIN	EM089737	8/11/2026	AUGUST 2026 PRE-EMPLOYMEN	25.00	
	Voucher:			EM088189	8/5/2026	EE DRUG SCREEN - SEAACA	195.00	
				EM080263	8/4/2026	MARCH 2026 PRE-EMPLOYMENT	1,485.00	1,705.00
402447	9/4/2026	132141	ALL CITIES ENGINEERING, INC.	CIP 18-10 #1	8/31/2026	CIP NO.18-10 BELLFLOWER BLV	968,202.95	968,202.95
	Voucher:							
402448	9/4/2026	119262	ALPHA QUALITY CONCRETE, INC	340	8/20/2026	ROOT DAMAGE - 10815 CROSSD	4,100.00	4,100.00
	Voucher:							
402449	9/4/2026	123395	AMERICAN FIDELITY ASSURANC	Ben1782604	9/4/2026	ACCIDENT INSURANCE POST TA	2,152.32	2,152.32
	Voucher:							
402450	9/4/2026	111993	APPLE ONE EMPLOYMENT SERV	1-7357253	8/18/2026	TEMP ADMINISTRATIVE ASST 1 -	732.60	
	Voucher:			1-7360855	8/26/2026	TEMP - ADMIN ASST I - PLANNIN	932.40	1,665.00
402451	9/4/2026	125759	AQUASANI WATER	HHH020009843	8/25/2026	WATER SERVICE - FIRE DEPT	49.95	
	Voucher:			HHH020009842	8/25/2026	WATER SERVICE - FIRE DEPT	49.95	
				HHH020009841	8/25/2026	WATER SERVICE - PLANNING	69.93	
				HHH020009848	8/25/2026	WATER SERVICE - CMSC	19.98	189.81
402452	9/4/2026	133964	ARAMSCO, INC.	S78773744.002	8/14/2026	SUPPLIES	2,734.63	
	Voucher:			S7873754.002	8/17/2026	SUPPLIES	884.67	3,619.30
402453	9/4/2026	129961	ART DANCE ACADEMY	8/2/26	8/19/2026	SETTLEMENT - ORIGENES PERF	5,158.72	5,158.72
	Voucher:							
402454	9/4/2026	140626	ATIS ELEVATOR INSPECTIONS, L	IN493350	5/31/2026	CITY HALL ELEVATOR UPGRADE	7,637.00	7,637.00
	Voucher:							
402455	9/4/2026	139821	AUTO ACCESSORIES, EMERGEN	26137	8/24/2026	PARTS & LABOR	2,317.30	2,317.30
	Voucher:							
402456	9/4/2026	119491	AVENUE PRESS PRINTING CO.	12886	8/27/2026	DIGITAL PVC BOARD FOR CARP	331.39	331.39
	Voucher:							

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Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
402457	9/4/2026	129822	BEALS-RADAC, SHANNON	8/25/26	8/31/2026	CONTRACTED VET SERVICES	1,000.00	
	Voucher:			8/27/26	8/31/2026	CONTRACTED VET SERVICES	1,000.00	2,000.00
402458	9/4/2026	140688	BELVIN, JOSHUA JAMES	JJB083126	8/31/2026	REFEREE SUMMER LEAGUE LE/	1,200.00	1,200.00
	Voucher:							
402459	9/4/2026	128912	BIBLIOTHECA, LLC	INV-US87460	8/12/2026	ANNUAL SERVICE MAINTENANC	19,696.41	19,696.41
	Voucher:							
402460	9/4/2026	100317	BLUE TRITON BRANDS, INC.	46H4221320007	8/19/2026	WATER SERVICE - SEAACA	108.65	108.65
	Voucher:							
402461	9/4/2026	138296	BRIGHTVIEW LANDSCAPE, SERV	9897328	9/1/2026	MONTHLY LANDSCAPE MANAGE	109,364.97	109,364.97
	Voucher:							
402462	9/4/2026	141217	BURGOS, MARISOL	MB083126	8/31/2026	FALL PHOTOS, FLIERS	1,500.00	1,500.00
	Voucher:							
402463	9/4/2026	100696	CALIFORNIA TRUCK EQUIPMENT	15526	8/21/2026	REAR DROP DWON PAINTED CC	1,160.25	1,160.25
	Voucher:							
402464	9/4/2026	100701	CALMAT/INDUSTRIAL ASPHALT	7286125	8/24/2026	CR AGG BASE, ASPHALT	478.99	478.99
	Voucher:							
402465	9/4/2026	109664	CAREERS IN GOVERNMENT INC	11-18582	9/1/2026	26/27 MEMBERSHIP RENEWAL	3,750.00	3,750.00
	Voucher:							
402466	9/4/2026	141430	CARRIZO, LISA	DW070005403	8/26/2026	REFUND - VIOLATION DISMISSE	38.00	38.00
	Voucher:							
402467	9/4/2026	131462	CEBALLOS, DVM, ROBIN	8/29/26	8/31/2026	CONTRACTED VET SERVICES	1,000.00	1,000.00
	Voucher:							
402468	9/4/2026	107781	CENTRAL PET DISTRIBUTION, PI	81146353	8/28/2026	PET SUPPLIES	561.15	561.15
	Voucher:							
402469	9/4/2026	126128	CINTAS CORPORATION NO.3	4280020067	8/24/2026	SCRAPER,MAT, UNIFORM	322.77	
	Voucher:			4275546727	7/13/2026	SCRAPER, TOWELS, MAT, UNIFC	57.47	
				4279224623	8/17/2026	SCRAPER, TOWELS, MAT, UNIFC	57.47	
				4280042571	8/24/2026	TOWELS	35.10	
				4280379908	8/26/2026	SCRAPER, MAT, AIR SVC	68.27	
				4280828081	8/31/2026	TOWELS, FENDER COVER, UNIF	469.21	
				4279224861	8/17/2026	TOWELS, FENDER COVER, UNIF	655.67	
				4280020396	8/17/2026	TOWELS, FENDER COVER, UNIF	490.92	2,156.88
402470	9/4/2026	122692	CLUB PROPHET SYSTEMS	INV4332963	8/1/2026	AUGUST 2026 POS SUBSCRIPTI(	393.00	
	Voucher:			INV4178393	6/1/2026	JUNE 2026 POS SUBSCRIPTION	393.00	786.00

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Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
402471	9/4/2026	133787	CM WASH EQUIPMENT	33826	8/4/2026	PARTS	79.12	79.12
	Voucher:							
402472	9/4/2026	121935	COMMLINE INC.	549210-IN	8/4/2026	REPAIR, VOLUME CHANGES S/N	196.06	
	Voucher:			551480-IN	8/28/2026	TWO-WAY COMMUNICATIONS H/	1,251.60	
				551479-IN	8/28/2026	JPCC SERVICE CONTRACT AGR	2,928.45	4,376.11
402473	9/4/2026	139119	CORONA, FRANCISCO	09/25/26	8/27/2026	TRAVEL - DRIVER TRAINING (EV	91.66	91.66
	Voucher:							
402474	9/4/2026	113787	COVETRUS NORTH AMERICA	FS35685	8/21/2026	VET MEDICAL SUPPLIES	1,843.97	
	Voucher:			FS81944	8/26/2026	VET MEDICAL SUPPLIES	3,343.93	
				FS78045	8/26/2026	MEDICAL SUPPLIES	328.19	
				FR72964	8/14/2026	VET MEDICAL SUPPLIES	657.66	
				FS34746	8/21/2026	MEDICAL SUPPLIES	74.28	
				FS32805	8/21/2026	MEDICAL SUPPLIES	148.56	
				FS35689	8/21/2026	MEDICAL SUPPLIES	1,250.65	7,647.24
402475	9/4/2026	124541	CWE	F26660	8/31/2026	CIP NO.23-23 APOLLO PARK STC	18,332.45	18,332.45
	Voucher:							
402476	9/4/2026	131494	DANIELS TIRE SERVICE, INC.	200581152	9/1/2026	GOODYEAR TIRES	2,552.00	2,552.00
	Voucher:							
402477	9/4/2026	113290	DAPEER, ROSENBLIT & LITVAK, L	113	7/31/2026	CASE NO. 24NVCP00400 VS LLR	1,819.43	
	Voucher:			114	7/31/2026	CITY OF DOWNEY CODE ENFOR	1,121.19	2,940.62
402478	9/4/2026	101159	DAVE BANG ASSOCIATES INC	CA61083	6/26/2026	PARTS AND SUPPLIES	868.20	868.20
	Voucher:							
402479	9/4/2026	134964	DBA: ALLIED UNIVERSAL	18817459	7/31/2026	JAIL OPERATIONS: FY 26/27	29,484.43	29,484.43
	Voucher:							
402480	9/4/2026	101230	DELL MARKETING L P	10875454075	7/2/2026	DELL PRO MAX TOWER, ALIENW	10,145.07	10,145.07
	Voucher:							
402481	9/4/2026	138616	ENRIQUEZ, LEVI	9/25/26	8/27/2026	TRAVEL - DRIVER TRAINING (EV	91.66	91.66
	Voucher:							
402482	9/4/2026	101588	EWING IRRIGATION PRODUCTS I	31683690	8/25/2026	SUPPLIES	377.26	
	Voucher:			31683525	8/25/2026	SUPPLIES	1,380.51	1,757.77
402483	9/4/2026	140156	FAITHFUL DOOR SOLUTIONS, & E	1870	8/25/2026	FIRE STATION 1 - GATE TROUBL	786.00	786.00
	Voucher:							
402484	9/4/2026	101624	FEDEX	9-440-17854	8/28/2026	DELIVER SERVICE	44.93	44.93
	Voucher:							

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Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
402485	9/4/2026	140809	FERGUSON ENTERPRISES, LLC,	6913889	8/11/2026	SUPPLIES	128.06	128.06
	Voucher:							
402486	9/4/2026	140809	FERGUSON ENTERPRISES, LLC,	6935946	8/18/2026	SUPPLIES	81.74	81.74
	Voucher:							
402487	9/4/2026	105561	FIRE PROTECTION SPECIALISTS	572530	8/27/2026	NEW FIRE SPRINKLER FOR HVA	1,210.00	1,210.00
	Voucher:							
402488	9/4/2026	124540	FIRESTATS, LLC	2026-594	8/6/2026	MONTHLY SERVICE FEES FD DA	1,250.00	
	Voucher:			2026-566	8/15/2026	MONTHLY SERVICE FEES FD DA	1,250.00	2,500.00
402489	9/4/2026	106567	FIVESTAR RUBBER STAMP CO	81337	8/13/2026	PRE-INK STAMP - ENGINEERING	98.58	
	Voucher:			81233	8/17/2026	SELF INK STAMP - PD	57.16	155.74
402490	9/4/2026	139477	FLASH FOCUS BOOTH LLC	100039	8/26/2026	PHOTO BOOTH - BRONZE PACK/	350.00	350.00
	Voucher:							
402491	9/4/2026	101693	FRANCHISE TAX BOARD	Ben1782628	9/4/2026	FRANCHISE TAX BOARD: PAYME	243.07	243.07
	Voucher:							
402492	9/4/2026	128119	FRONTIER COMMUNICATIONS	209-188-3603/JUL	7/28/2026	209-188-3603-040391-5 - 7/28 - 8/	6,725.68	6,725.68
	Voucher:							
402493	9/4/2026	128119	FRONTIER COMMUNICATIONS	562-904-7265/AU(	8/13/2026	562-904-7265-121391-5 - 8/13 - 9/	2,042.02	2,042.02
	Voucher:							
402494	9/4/2026	128119	FRONTIER COMMUNICATIONS	562-197-0775/AU(	8/13/2026	562-197-0775-021219-5 - 08/13 - 0	398.32	398.32
	Voucher:							
402495	9/4/2026	128119	FRONTIER COMMUNICATIONS	562-197-0773/AU(	8/13/2026	562-197-0773-020819-5 - 08/13 - 0	385.69	385.69
	Voucher:							
402496	9/4/2026	128119	FRONTIER COMMUNICATIONS	562-197-0774/AU(	8/13/2026	562-197-0774-021219-5 - 08/13 - 0	385.69	385.69
	Voucher:							
402497	9/4/2026	128119	FRONTIER COMMUNICATIONS	562-803-4982/AU(	8/4/2026	562-803-4982-102902-5 - 8/04 - 9/(	377.25	377.25
	Voucher:							
402498	9/4/2026	128119	FRONTIER COMMUNICATIONS	562-197-0776/AU(	8/13/2026	562-197-0776-020819-5 - 08/13 - 0	360.42	360.42
	Voucher:							
402499	9/4/2026	128119	FRONTIER COMMUNICATIONS	562-904-7165/AU(	8/13/2026	562-904-7165-102215-5 - 08/13 - 0	327.99	327.99
	Voucher:							
402500	9/4/2026	128119	FRONTIER COMMUNICATIONS	562-904-7196/AU(	8/4/2026	562-904-7196-031496-5 - 8/04 - 9/(	217.04	217.04
	Voucher:							
402501	9/4/2026	128119	FRONTIER COMMUNICATIONS	209-151-3861/AU(	8/13/2026	209-151-3861-092084-5 - 08/13 - 9	173.96	173.96
	Voucher:							

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Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
402502	9/4/2026	128119	FRONTIER COMMUNICATIONS	562-923-8904/AUC	8/2/2026	562-923-8904-061217-5 - 08/02 - 9	157.76	157.76
	Voucher:							
402503	9/4/2026	128119	FRONTIER COMMUNICATIONS	562-869-2300/AUC	7/28/2026	562-869-2300-060590-5 - 7/28 - 8/	113.58	113.58
	Voucher:							
402504	9/4/2026	128119	FRONTIER COMMUNICATIONS	562-806-0815/AUC	8/13/2026	562-806-0815-092910-5 - 08/13 - 0	75.40	75.40
	Voucher:							
402505	9/4/2026	128119	FRONTIER COMMUNICATIONS	562-869-7365/AUC	8/13/2026	562-869-7365-100693-5 - 8/13 - 9/	71.33	71.33
	Voucher:							
402506	9/4/2026	128119	FRONTIER COMMUNICATIONS	209-043-2936/AUC	8/19/2026	209-043-2936-041813-5 - 8/19 - 9/	33.85	33.85
	Voucher:							
402507	9/4/2026	141427	GANIVET, MARIA I.	1-00254981	8/24/2026	REFUND C&D DEPOSIT BLD26-0	5,031.92	5,031.92
	Voucher:							
402508	9/4/2026	136006	GARCIA, ZULEMA	1-00252838	8/25/2026	REFUND C&D DEPOSIT BLD26-0	2,500.00	2,500.00
	Voucher:							
402509	9/4/2026	135068	GATHERINGS N' STUFF	8/26/26	8/26/2026	SENIOR MINGLE EVENT 8/26/26	2,151.44	2,151.44
	Voucher:							
402510	9/4/2026	140088	GLADIATOR RACCOON, MOBILE '	192	8/24/2026	FLEET WASH / UTILITY TRUCK	464.00	464.00
	Voucher:							
402511	9/4/2026	101863	GOLDEN WEST PIPE & SUPPLY	633705	8/10/2026	FLUSH VALVE	908.97	908.97
	Voucher:							
402512	9/4/2026	101876	GOVERNMENT FINANCE OFFCR	45231002 - 2026/2	8/28/2026	ANNUAL MEMBERSHIP #452310(	3,500.00	3,500.00
	Voucher:							
402513	9/4/2026	101882	GRAINGERS	9058413494	8/26/2026	PAPER DISPENSER - HISTORICA	91.93	
	Voucher:			9041106825	8/12/2026	SUPPLIES	44.61	136.54
402514	9/4/2026	101985	HIGH TECH IRRIGATION INC	730585-47	8/20/2026	5YR +PLAN MONTHLY - RHGC	338.23	338.23
	Voucher:							
402515	9/4/2026	127578	HILL, MEGAN	AUGUST/26	8/27/2026	TAXI TO AIRPORT FROM HOTEL	40.01	40.01
	Voucher:							
402516	9/4/2026	113767	HILL'S PET NUTRITION SALES IN	258171839	8/14/2026	PET SUPPLIES	491.00	
	Voucher:			258171840	8/14/2026	PET SUPPLIES	325.80	816.80
402517	9/4/2026	127577	HINDERLITER, DE LLAMAS & ASS	SIN067377	8/26/2026	JULY - SEPT 2026 AUDIT SERVIC	4,679.52	4,679.52
	Voucher:							

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Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
402518	9/4/2026	101999	HOME DEPOT	8210891	7/27/2026	SUPPLIES	200.91	
	Voucher:			8905740	7/27/2026	SUPPLIES	151.32	
				9713652	8/5/2026	SUPPLIES	36.15	
				6909788	8/8/2026	SUPPLIES	233.18	
				3900377	8/11/2026	SUPPLIES	483.99	
				4033301	8/10/2026	SUPPLIES	40.85	1,146.40
402519	9/4/2026	126110	HUNTINGTON BEACH FORD	5088214	8/13/2026	PARTS	433.05	
	Voucher:			5088287	8/17/2026	PARTS	99.50	
				5088193	8/11/2026	PARTS	2,050.50	
				5088415	8/25/2026	PARTS	217.20	2,800.25
402520	9/4/2026	125733	IMPERIAL PROFESSIONAL SERVI	362	8/25/2026	LIVE SCAN FINGERPRINTING - 8	180.00	
	Voucher:			361	8/5/2026	LIVE SCAN FINGERPRINTING - 7	108.00	288.00
402521	9/4/2026	112945	INSIGHT PUBLIC SECTOR INC.	1101419211	8/25/2026	CISCO MERAKI MR SERIES ENTI	1,565.06	1,565.06
	Voucher:							
402522	9/4/2026	128896	JJ'S AUTO SERVICE, INC.	75236	8/21/2026	LABOR - NEW TRUCK TIRES - '08	1,421.36	
	Voucher:			75246	8/22/2026	REPAIR LEAKING WATER PUMP	2,593.92	
				75297	8/25/2026	SMOG INSP, OIL, FILTER, SAFET	231.73	
				75293	8/25/2026	2 NEW FRONT TIRES - '15 FORD	688.49	
				75051	8/10/2026	LABOR - MOUNT & BALANCE, NE	401.39	
				75110	8/13/2026	OIL, FILTER CHANGE,SAFETY IN	142.50	
				75213	8/20/2026	REPLACE AIR, CABIN FILTER - 2	155.20	
				75309	8/26/2026	SAFETY INSP, OIL, ENGINE, FILT	153.55	
				75159	8/17/2026	WHEEL ALIGNMENT - 19 FORD	139.00	
				75179	8/18/2026	SMOG INSPECTION, REPLACE T	365.33	
				75190	8/19/2026	SMOG INSPECTION - 18 FORD	79.75	6,372.22
402523	9/4/2026	102318	JOHN L. HUNTER AND ASSOC., IN	DOW1UOR12607	9/1/2026	PROFESSIONAL SERVICES FOR	832.00	832.00
	Voucher:							
402524	9/4/2026	102478	KIMBALL MIDWEST	104796739	8/31/2026	PARTS	316.76	316.76
	Voucher:							
402525	9/4/2026	139880	KNIGHT BUILDING SYSTEMS, INC	5724	7/24/2026	PRE-ENGINEERED BUILDING FC	1,841,831.02	1,841,831.02
	Voucher:							
402526	9/4/2026	141224	LAUTZENHISER'S STATIONERY, L	13543	8/13/2026	RECORD PAPER	490.60	490.60
	Voucher:							

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402527	9/4/2026	102641	LIEBERT CASSIDY WHITMORE	331194	7/31/2026	LEGAL SERVICES - DO040-00091	4,399.50	
	Voucher:			331196	7/31/2026	LEGAL SERVICES - DO040-00001	650.00	
				331195	7/31/2026	LEGAL SERVICES - DO040-00100	3,317.00	
				33197	7/31/2026	LEGAL SERVICES - DO040-00079	968.00	9,334.50
402528	9/4/2026	102645	LIFE-ASSIST INC	2182745	8/25/2026	MEDICAL SUPPLIES FOR FY 26/2	6,597.27	6,597.27
	Voucher:							
402529	9/4/2026	102516	LN CURTIS & SONS	INV1098531	8/10/2026	A. NAVARRO	808.43	
	Voucher:			INV1098741	8/10/2026	L. WALLACE	111.00	
				INV1099281	8/12/2026	C. BAYLEY	1,542.62	
				INV1099310	8/12/2026	C. BAYLEY	800.38	
				INV1099864	8/13/2026	K. TORRES & O. LOPEZ	72.48	
				INV1099867	8/13/2026	T. O'GORMAN	198.20	
				INV1099809	8/13/2026	J. ARIAS	168.72	
				INV1101298	8/18/2026	D. SANCHEZ	86.40	
				INV1101369	8/18/2026	K. IZAGUIRRE	420.02	
				INV1101768	8/19/2026	O. LOPEZ	101.56	
				INV1102082	8/20/2026	L. ENRIQUEZ	144.51	
				INV1102085	8/20/2026	M. VILLEGAS	163.70	
				INV1101980	8/20/2026	D. SANCHEZ	542.31	5,160.33
402530	9/4/2026	129795	LUCERO, LINDA GARCIA	8/28/2026	8/28/2026	BOOT/SHOE ALLOWANCE - SEA	121.56	121.56
	Voucher:							
402531	9/4/2026	132263	LUNA, MARIO	AUGUST/26	8/25/2026	REIMBURSE SNAP ON INDUSTR	407.75	407.75
	Voucher:							
402532	9/4/2026	128116	MARX BROS FIRE EXTINGUISHEI	E44499	8/17/2026	ANNUAL MAIN. DRY CHEMICAL,	737.93	
	Voucher:			E44500	8/17/2026	ON-SITE SERVICE CALL, ANNUA	535.00	
				E44505	8/17/2026	ON-SITE SERVICE CALL, ANNUA	481.00	
				E44501	8/17/2026	ON-SITE SERVICE CALL, ANNUA	282.00	
				E44502	8/17/2026	ON-SITE SERVICE CALL, ANNUA	684.00	
				E44506	8/17/2026	ON-SITE SERVICE CALL, ANNUA	599.50	3,319.43
402533	9/4/2026	117771	MATT CHLOR INC.	32177	7/31/2026	PARTS & LABOR	4,895.50	4,895.50
	Voucher:							
402534	9/4/2026	125724	METLIFE - GROUP, KM05734765 (	SEPTEMBER/26	8/17/2026	INSURANCE PREMIUM	678.69	678.69
	Voucher:							
402535	9/4/2026	138802	MIDWEST VETERINARY SUPPLY,	29621754-100	8/21/2026	SUPPLIES	774.94	
	Voucher:			29621754-050	8/21/2026	VET SUPPLIES	10.65	785.59

Bank : bow BANK OF THE WEST (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
402536	9/4/2026	114829	MINUTEMAN PRESS	29188	8/26/2026	SEAACA FORMS - MANIFORLD B	1,556.99	1,556.99
	Voucher:							
402537	9/4/2026	124761	MISSION COMMUNICATIONS, LLC	2027037	8/20/2026	CONTRACT 131581 - 8/2/26 12 M	227.40	227.40
	Voucher:							
402538	9/4/2026	116215	MISSION LINEN SUPPLY	5265011190	8/5/2026	LINEN MAINTENANCE	253.19	
	Voucher:			526552081	8/12/2026	LINEN MAINTENANCE	253.19	
				526591428	8/19/2026	LINEN MAINTENANCE	253.19	
				526632413	8/26/2026	LINEN MAINTENANCE	301.21	
				526600273	8/20/2026	LINEN MAINTENANCE	152.99	
				526642138	8/27/2026	LINEN MAINTENANCE	152.99	1,366.76
402539	9/4/2026	138128	MOBILE RELAY ASSOCIATES, LLC	80027220	8/25/2026	9/1 - 9/30/26 - DIGITAL AIRTIME	730.80	730.80
	Voucher:							
402540	9/4/2026	119702	MONTELONGO, CYNTHIA	2015533.002	8/20/2026	SECURITY DEPOSIT REFUND PE	55.00	55.00
	Voucher:							
402541	9/4/2026	137283	MORAN, MIGUEL	260814-A	8/26/2026	PA SOUND SYSTEM FOR TALEN	1,500.00	1,500.00
	Voucher:							
402542	9/4/2026	106357	MOTOROLA SOLUTIONS, INC.	8230582277	8/5/2026	SERVICE RENEWAL AGREEMEN	19,475.40	19,475.40
	Voucher:							
402543	9/4/2026	125127	MR. BILL'S, AUTO BODY & PAINT,	10816	8/20/2026	PARTS & LABOR - '11 FORD F250	4,785.60	
	Voucher:			10817	8/26/2026	LABOR - EQ#858	1,800.38	6,585.98
402544	9/4/2026	125050	MUNICIPAL MAINTENANCE EQUII	48722RPLCK	4/22/2026	LABOR	2,944.82	
	Voucher:			48276RPLCK	5/1/2026	PARTS	1,201.65	
				48048RPLCK	3/31/2026	LABOR	1,105.51	5,251.98
402545	9/4/2026	103221	NAPA AUTO PARTS	728377	8/19/2026	SUPPLIES, PARTS	667.07	667.07
	Voucher:							
402546	9/4/2026	123145	NATIONAL FAIL SAFE	NFS20264348	8/25/2026	ELEVATOR TESTING - CMSC	525.00	525.00
	Voucher:							
402547	9/4/2026	126120	NILSEN, ERIC	34910 - 1 of 2	8/31/2026	INSTRUCTOR FEE	1,095.50	1,095.50
	Voucher:							
402548	9/4/2026	103324	NORWALK-LA MIRADA PLUMBINC	352750EMILI	8/26/2026	RESTROOM PLUMBING REPAIR	419.26	419.26
	Voucher:							
402549	9/4/2026	141429	NOYOLA, VICTOR	DW070005509	8/26/2026	REFUND - VIOLATION DISMISSE	38.00	38.00
	Voucher:							
402550	9/4/2026	103344	OCLC, INC.	1000513644	7/20/2026	CATALOGING & METADATA SUBS	29,699.69	29,699.69
	Voucher:							

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Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
402551	9/4/2026	103346	OFFICE DEPOT INC	477650672001	8/4/2026	OFFICE SUPPLIES	154.38	
	Voucher:			477174140001	8/6/2026	OFFICE SUPPLIES	320.66	
				478388704001	8/11/2026	OFFICE SUPPLIES	118.75	593.79
402552	9/4/2026	135091	ORIGENES DANCE COMPANY	8/08/26	8/13/2026	SETTLEMENT - ORIGENES PERF	20,305.09	20,305.09
	Voucher:							
402553	9/4/2026	135191	PACIFIC COMPLIANCE SERVICES	8738	8/24/2026	SECONDARY CONTAINMENT RE	795.00	
	Voucher:			8687	7/22/2026	MONTHLY INSPECTION 7/22/202(	495.00	1,290.00
402554	9/4/2026	133984	PARTS AUTHORITY LLC	65-044253	8/19/2026	PARTS	115.52	
	Voucher:			65-046155	8/20/2026	PARTS	64.23	
				65-000522	8/4/2026	PARTS	186.44	
				65-043691	8/19/2026	PARTS	18.67	384.86
402555	9/4/2026	136488	PERALTA, JOSEPHINE	7/1 - 8/6/26	8/6/2026	SUPPLIES, MILEAGE - CMSC	18.70	18.70
	Voucher:							
402556	9/4/2026	103578	PIP PRINTING	131930	8/5/2026	BOOK COPIES FOR - 183 SETS	4,044.30	4,044.30
	Voucher:							
402557	9/4/2026	140751	PMSE	87	7/10/2026	PARTS	403.33	403.33
	Voucher:							
402558	9/4/2026	115454	POMONA SUPERIOR COURT	2026-0827	8/27/2026	REQUEST FOR TRANSCRIPT - C.	206.15	206.15
	Voucher:							
402559	9/4/2026	110669	PORTER BOILER SERVICE INC	68800	8/7/2026	REPLACEMENT OF HOT WATER	14,341.37	14,341.37
	Voucher:							
402560	9/4/2026	141431	POWER PRO PLUMBING HEATIN(	BLD-26-01464	8/25/2026	REFUND PERMIT NO WORK DON	99.93	99.93
	Voucher:							
402561	9/4/2026	120206	PREFERRED IMPRESSIONS INC.	28401	7/28/2026	24" X 36" PARK SIGN	552.50	552.50
	Voucher:							
402562	9/4/2026	130620	PROFORMA APOLLO GROUP	BR54001964A	8/6/2026	BUSINESS CARDS - PD	59.66	
	Voucher:			BR54001960A	8/6/2026	BUSINESS CARDS - PD	29.33	
				BR54001961A	8/6/2026	BUSINESS CARDS - PD	63.97	
				BR54001970A	8/16/2026	BUSINESS CARDS - HR	25.02	
				BR54001972A	8/16/2026	BUSINESS CARDS	25.02	
				BR54001973A	8/16/2026	BUSINESS CARDS	29.33	232.33
402563	9/4/2026	140783	QUEST HEATING AND AIR	1175	8/28/2026	AIR HANDLER LIQUID LINE SENS	847.00	
	Voucher:			1158	8/13/2026	REPLACE EVAPORATOR COIL IN	3,985.00	
				1172	8/28/2026	DIAGNOSTIC & TEMP COOLING I	685.00	
				1173	8/28/2026	CLEANING, ADJUSTMENT, & OPE	695.00	6,212.00

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Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
402564	9/4/2026	131869	RACHLIN PARTNERS	110668	8/13/2026	CIP NO.21-18 - SPACE SHUTTLE	29,680.00	29,680.00
	Voucher:							
402565	9/4/2026	103748	RED WING SHOES	9ST1-2203720377	8/10/2026	J. GRANADOS	456.85	
	Voucher:			9ST1-5348155	8/10/2026	R. TAYLOR	268.48	
				9ST1-5355055	8/10/2026	J. NAVARRO	331.43	
				9ST1-5428808	8/10/2026	H. HOUSTON	77.33	
				9ST1-5354922	8/10/2026	N. RODRIGUEZ	349.70	
				9ST1-5354819	8/10/2026	S. PENA	359.67	
				9ST1-5419504	8/10/2026	D. STRANGE	450.00	
				9ST1-5348014	8/10/2026	D. STRANGE	181.52	
				9ST1-5347890	8/10/2026	D. STRANGE	268.48	
				9ST1-5419490		CREDIT MEMO	-181.52	
				9ST1-5419478		CREDIT MEMO	-268.48	2,293.46
402566	9/4/2026	138501	RENEWELL FLEET SERVICE LLC	12427	8/12/2026	PART & FREIGHT	1,544.14	
	Voucher:			12439	8/13/2026	PARTS & FREIGHT	4,558.24	
				12440	8/13/2026	PART & FREIGHT	300.00	6,402.38
402567	9/4/2026	110414	RESOURCE BUILDING MATERIAL	4257697	8/8/2026	SCOOP PINK RAINBOW 3/4"	375.61	375.61
	Voucher:							
402568	9/4/2026	122187	RMI INTERNATIONAL	49299	7/31/2026	SECURITY GUARD SERVICES FC	25,170.82	
	Voucher:			49300	7/31/2026	SECURITY SERVICES - VARIOUS	11,985.83	
				49302	7/31/2026	SECURITY SERVICES - VARIOUS	9,488.27	
				49301	7/31/2026	SECURITY SERVICES - VARIOUS	23,449.03	70,093.95
402569	9/4/2026	106779	ROADLINE PRODUCTS INC USA	23249	8/7/2026	STREET NAME SIGNS	297.94	
	Voucher:			23248	8/13/2026	'NO STOPPING ANY TIME' 18 X 2	1,775.38	
				23283	8/6/2026	36" STOP SIGN	1,165.36	
				23226	8/6/2026	'NO PARKING' STREET SWEEPIN	1,223.93	
				23329	8/6/2026	LEFT & RIGHT HAND LINKAGE	198.49	
				23327	8/6/2026	POST REFLECTORS - 6' X 2' RED	511.20	5,172.30
402570	9/4/2026	121638	ROSS, BRITTIN	8/28/26	8/31/2026	CONTRACTED VET SERVICES	1,000.00	1,000.00
	Voucher:							
402571	9/4/2026	140674	RUELAS ALFA INC. DBA, FERNAN	569	7/15/2026	PD KITCHEN / BREAKROOM COU	4,570.00	
	Voucher:			571	7/15/2026	PD KITCHEN / BREAKROOM COU	3,600.00	8,170.00
402572	9/4/2026	119058	S & L SECURITY, INC.	19.4635	8/24/2026	UN ARMED SECURITY - CMSC	256.00	256.00
	Voucher:							

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Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
402573	9/4/2026	140324	SB CARPET CLEANING	1160	8/16/2026	DOWNEY PD - 8/10/26 JAIL AREA	1,200.00	1,200.00
	Voucher:							
402574	9/4/2026	104074	SCS ENGINEERS	585976	7/31/2026	CIP NO.17-01 - ENVIRONMENTAL	450.00	450.00
	Voucher:							
402575	9/4/2026	123517	SEIU 721	Ben1782632	9/4/2026	SEAACA DUES: PAYMENT	946.83	946.83
	Voucher:							
402576	9/4/2026	131927	SIGTRONICS CORPORATION	158752	8/12/2026	PARTS	476.75	476.75
	Voucher:							
402577	9/4/2026	139014	SOCAL ROOFING SOLUTIONS	2-00779153	8/24/2026	REFUND C&D DEPOSIT BLD26-0	500.00	500.00
	Voucher:							
402578	9/4/2026	135638	SOUTHERN CALIF SECURITY CE	115385	8/19/2026	LCN HEAVY DUTY DOOR CLOSE	1,625.06	
	Voucher:			115341	8/18/2026	LABOR TO REPAIR CUR EXIT DE	235.00	1,860.06
402579	9/4/2026	104208	SOUTHERN CALIFORNIA EDISON	700477570349/AU	8/22/2026	700477570349 - INSTALLMENT PI	43,258.50	43,258.50
	Voucher:							
402580	9/4/2026	104208	SOUTHERN CALIFORNIA EDISON	700863781105/AU	8/14/2026	700863781105 - 7/09 - 8/06/26	26,817.29	26,817.29
	Voucher:							
402581	9/4/2026	104208	SOUTHERN CALIFORNIA EDISON	700291198488/AU	8/18/2026	700291198488 - 07/16 - 8/13/26	91.09	
	Voucher:			700454811422/AU	8/18/2026	700454811422 - 7/07 - 08/13/26	28.75	
				700157774079/AU	8/19/2026	700157774079 - 07/17 - 08/16/26	1,800.64	
				700583494147/AU	8/20/2026	700583494147 - 07/20 - 08/17/26	125.61	
				700504985377/AU	8/10/2026	700504985377 - 7/08 - 8/05/26	9,644.44	
				600001512301/AU	8/20/2026	600001512301 - 6/30 - 07/29/26	9,543.41	
				700976840867/AU	8/17/2026	700976840867 - 07/15 - 08/12/26	351.40	
				700173065626/AU	8/21/2026	700173065626 - 7/23 - 08/20/26	1,046.49	
				700839955679/AU	8/14/2026	700839955679 - 07/08 - 08/05/26	7,020.51	
				700471140158/AU	8/14/2026	700471140158 - 7/08 - 8/05/26	14,220.24	
				700652159639/AU	8/24/2026	700652159639 - 07/21 - 08/18/26	20.09	
				700652301604/AU	8/18/2026	700652301604 - 07/16 - 08/13/26	143.66	44,036.33
402582	9/4/2026	104210	SOUTHERN CALIFORNIA GAS CC	094 173 9371 8/AU	8/28/2026	094 173 9371 8 - 7/24 - 08/26/26	319.60	
	Voucher:			098 306 6300 2/AU	8/28/2026	098 306 6300 2 - 7/24 - 08/26/26	48.05	367.65
402583	9/4/2026	136046	SPORTS FACILITIES GROUP, INC	A19603	8/5/2026	BASKETBALL BACKSTOP & POR	3,975.00	3,975.00
	Voucher:							

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Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
402585	9/4/2026	134449	ST. FRANCIS ELECTRIC, LLC	240510479	7/31/2026	PREVENTATIVE MAINTENANCE -	97.34	
	Voucher:			240510484	7/31/2026	PREVENTATIVE MAINTENANCE -	4,857.34	
				240510480	7/31/2026	PREVENTATIVE MAINTENANCE -	486.70	
				240510481	7/31/2026	PREVENTATIVE MAINTENANCE -	97.34	
				240510482	7/31/2026	PREVENTATIVE MAINTENANCE -	52,544.45	
				240510483	7/31/2026	PREVENTATIVE MAINTENANCE -	1,004.00	
				240510486	7/31/2026	PREVENTATIVE MAINTENANCE -	388.00	
				240510489	7/31/2026	PREVENTATIVE MAINTENANCE -	8,793.00	
				240510490	7/31/2026	PREVENTATIVE MAINTENANCE -	2,897.00	
				240510478	7/31/2026	PREVENTATIVE MAINTENANCE -	486.70	
				240510444	7/31/2026	PREVENTATIVE MAINTENANCE -	7,258.71	
				240510462	5/31/2026	PREVENTATIVE MAINTENANCE -	15,550.80	
				240510477	7/31/2026	CHANGE ORDER #18, 7/23/2026-	9,135.28	
				240510485	7/31/2026	PREVENTATIVE MAINTENANCE -	176.00	
				240510487	7/31/2026	PREVENTATIVE MAINTENANCE -	562.00	
				240510488	7/31/2026	PREVENTATIVE MAINTENANCE -	7,068.14	111,402.80
402586	9/4/2026	112322	STANDARD INS CO - UNIT 22, PO	Ben1782586	9/4/2026	LIFE INS & AD&D: PAYMENT	8,326.68	
	Voucher:			Ben1782600	9/4/2026	LTD INSURANCE CITY: PAYMENT	9,553.98	17,880.66
402587	9/4/2026	130597	STANDARD INS CO-, POLICY 643(	Ben1782596	9/4/2026	STANDARD ADL LIFE INS POST T	4,337.54	4,337.54
	Voucher:							
402588	9/4/2026	110637	STATE WATER RESOURCES CON	SC-156603	7/17/2026	4/1 - 6/30/26	1,785.18	1,785.18
	Voucher:							
402589	9/4/2026	107355	STERICYCLE, INC	8015135298	8/10/2026	MEDICAL WASTE SERVICES	85.14	85.14
	Voucher:							
402590	9/4/2026	104329	SUNSET PRINTER	49506	8/12/2026	2NCR FORM - PD	304.98	304.98
	Voucher:							
402591	9/4/2026	130186	SUPPLY SOLUTIONS	175527	7/30/2026	SUPPLIES	514.84	
	Voucher:			175527-01	8/3/2026	SUPPLIES	59.40	
				178024	8/20/2026	SUPPLIES	622.98	1,197.22
402592	9/4/2026	135376	TCM, J. GALT, INC.	1772	8/17/2026	REPLACE 1 OF 2 SUMP PUMPS I	4,750.62	
	Voucher:			1771	8/17/2026	CONSULTATION FEE ON SUMP F	2,500.00	
				1773	8/17/2026	REPLACE 2 OF 2 SUMP PUMPS I	4,750.62	12,001.24
402593	9/4/2026	124421	TETRA TECH, INC.	52629463	8/12/2026	CIP NO.24-23 - FOSTER RD. AND	572.50	572.50
	Voucher:							

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Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
402594	9/4/2026	130483	THE ADVANTAGE GROUP	Ben1782584	9/4/2026	TAG FLEX125 MEDICAL PRE TAX	17,431.62	17,431.62
	Voucher:							
402595	9/4/2026	121979	THE COUNSELING TEAM INT'L	INV111282	8/21/2026	CRISIS INTERVENTION 08/08/26	853.13	
	Voucher:			INV111179	8/10/2026	PSYCH TESTING	393.75	
				INV109356	4/6/2026	WELLNESS VISIT - 03/01 - 03/31/2	168.00	
				INV108949	3/6/2026	WELLNESS VISIT - 02/01 - 02/28/2	328.00	1,742.88
402596	9/4/2026	134950	THE LLOYD PEST CONTROL, INC	9357026	8/18/2026	4 MOSQUITO CANISTERS - MAIN	152.00	
	Voucher:			9355406	8/17/2026	MOSQUITO SERVICE PROGRAM	190.00	
				9357027	8/18/2026	COMMERCIAL SERVICE PROGR/	35.00	377.00
402597	9/4/2026	103017	TIME WARNER CABLE	188361801081426	8/14/2026	188361801 - 08/20 - 09/19/26	1,227.00	1,227.00
	Voucher:							
402598	9/4/2026	141316	TKE ENGINEERING, INC.	2026-1027	8/13/2026	CIP NO.18-10 BELLFLOWER BLVI	30,626.96	30,626.96
	Voucher:							
402599	9/4/2026	108324	U.S. ARMOR CORPORATION	53467	8/12/2026	J. BARAJAS	942.39	942.39
	Voucher:							
402600	9/4/2026	120080	UNIFORM DEPOT INC., DBA: MR.	9682	8/8/2026	J. WADZINSKI	1,079.20	
	Voucher:			9690	8/4/2026	DOWNEY PD	687.81	
				9689	7/28/2026	M. PARINO	599.79	
				9688	7/8/2026	L. WEBB	917.76	
				9687	7/16/2026	SGT HONRATH	668.64	
				9686	7/16/2026	R. TORRES	230.78	
				9692	8/7/2026	P. EDWARDS	894.66	
				9703	7/25/2026	A. HERNANDEZ	29.78	
				9685	8/17/2026	A. HILDEBRAND	187.79	
				8992	9/9/2025	J. CAVAZOS	353.49	
				9702	6/23/2026	R. LYONS	3,395.11	9,044.81
402601	9/4/2026	104603	UNITED WAY OF GREATER L A	Ben1782616	9/4/2026	UNITED WAY: PAYMENT	2.50	2.50
	Voucher:							
402602	9/4/2026	139059	VALINO, CRYSTAL	8/26/26	8/31/2026	CONTRACTED VET SERVICES	1,000.00	1,000.00
	Voucher:							
402603	9/4/2026	112383	VARIABLE SPEED SOLUTIONS, IN	INV6362	7/13/2026	LABOR, FUEL & TRUCK CHARGE	540.00	540.00
	Voucher:							
402604	9/4/2026	141428	VELAZQUEZ, IRVIN	P1036403	8/26/2026	REFUND - VIOLATION DISMISSEI	35.00	35.00
	Voucher:							

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Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
402605	9/4/2026	112607	VERIZON WIRELESS	6150782160	8/10/2026	742033810-00001 - 07/11 - 08/10/2	673.42	
	Voucher:			6150702186	8/10/2026	242074529-00001 - 07/11 - 08/10/2	160.13	
				6150772156	8/10/2026	642600972-00001 - 07/11 - 08/10/2	38.37	871.92
402606	9/4/2026	130444	WEBCO LB LLC	LB9373	8/10/2026	PRESSURE WASH 8/7/26 - GOLD	1,200.00	
	Voucher:			LB9374	8/10/2026	PRESSURE WASH 8/8/26 - GOLD	1,200.00	
				LB9381	8/17/2026	PRESSURE WASH 8/11/26 - DOW	1,200.00	
				LB9382	8/17/2026	PRESSURE WASH 8/14/26 - DOW	1,200.00	
				LB9400	8/24/2026	PRESSURE WASH 8/18/26 - DOW	1,200.00	6,000.00
402607	9/4/2026	104798	WHITTIER FERTILIZER CO	441876	8/5/2026	FINE COVER MULCH	961.35	961.35
	Voucher:							
402608	9/4/2026	120714	WHITTIER POLICE DEPARTMENT	27 MAV 003	8/10/2026	ANNUAL AREA E VEHICLE MAINT	500.00	500.00
	Voucher:							
402609	9/4/2026	104808	WILLDAN ASSOCIATES	714869	3/27/2026	CHANGE ORDER #2, 9/2/2026~	27,981.50	27,981.50
	Voucher:							
402610	9/4/2026	124678	YOUNGBLOOD & ASSOCIATES	2825A	8/13/2026	POLYGRAPH EXAMINATION SER	400.00	
	Voucher:			2828A - AUG26	8/18/2026	POLYGRAPH EXAMINATION SER	1,125.00	
				2829A - AUG26	8/19/2026	POLYGRAPH EXAMINATION SER	750.00	
				2834A	8/25/2026	POLYGRAPH EXAMINATION SER	350.00	2,625.00
402611	9/4/2026	141195	ZRG PARTNERS LLC DRE, ASPEN	A 062826B	6/28/2026	INSTALLMENT 2 OF 3 - COMMEN	18,888.89	
	Voucher:			A 082526C	8/25/2026	FEE INCREASE RECONCILIATIOI	10,666.18	29,555.07
402612	9/4/2026	131427	ZW USA INC., DBA DOGGIE WALK	827927	8/6/2026	DOGGIE WALK BAGS	2,116.35	2,116.35
	Voucher:							
402613	9/4/2026	133116	ZW USA INC., MUTT MITT	828661	8/12/2026	MUTT MITT	1,404.84	1,404.84
	Voucher:							
30004749	8/21/2026	107444	CALIFORNIA PUBLIC EMPLOYEES	Ben1781507	8/21/2026	PERS EPMC: PAYMENT	513,089.97	513,089.97
	Voucher:							
30004753	9/4/2026	102097	INTERNAL REVENUE SERVICE	Ben1782642	9/4/2026	FEDERAL TAX: PAYMENT	362,723.88	362,723.88
	Voucher:							
30004754	9/4/2026	101533	EMPLOYMENT DEVELOPMENT D	Ben1782644	9/4/2026	STATE TX: PAYMENT	119,023.76	119,023.76
	Voucher:							
30004756	9/4/2026	133773	SLS EXPERTPAY	Ben1782648	9/4/2026	CHILD SUPPORT: PAYMENT	1,929.90	1,929.90
	Voucher:							

Sub total for BANK OF THE WEST: 4,801,986.06

220 checks in this report.

Grand Total All Checks: 5,576,667.25

Bank : space BANK OF THE WEST

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
169	9/11/2026	140896	PEREZ, WALTER	2026-1067	9/1/2026	SEPTEMBER 26 FEE INSTRUCTI	1,100.00	1,100.00
	Voucher:							
2884	9/11/2026	116599	U.S. BANK, PURCHASING CARD P	1667/AUGUST26	8/26/2026	WIRE TRANSFER - CMSC CAL C/	7,987.89	7,987.89
	Voucher:							
						Sub total for BANK OF THE WEST:		9,087.89

Bank : bow BANK OF THE WEST

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
2885	9/10/2026	121862	CARL WARREN & CO.	SEPTEMBER/26 -	9/9/2026	WIRE TRANSFER - CARL WARRE	25,500.00	25,500.00
	Voucher:							
2886	9/10/2026	121862	CARL WARREN & CO.	SEPTEMBER/26	9/8/2026	WIRE TRANSFER - CARL WARRE	72,742.08	72,742.08
	Voucher:							

Sub total for BANK OF THE WEST: 98,242.08

Bank : ebow BANK OF THE WEST

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
16550	9/11/2026	135511	BARTON INTEGRATION LLC	18148	9/1/2026	EFT - MONTHLY SERVICE FEES -	140.00	140.00
	Voucher:							
16551	9/11/2026	100677	CALIFORNIA JOINT POWERS	POLLU-00157	8/31/2026	EFT - FY 26/27 7/1/26 - 6/30/27 - P	1,557.00	1,557.00
	Voucher:							
16552	9/11/2026	111817	CAUSLY, CARL	36178	9/8/2026	EFT - INSTRUCTOR FEE	139.30	139.30
	Voucher:							
16553	9/11/2026	106132	DELTA DENTAL	BE007200144C	8/27/2026	EFT - 8/21 - 8/27 - INSURANCE - (	9,867.10	9,867.10
	Voucher:							
16554	9/11/2026	139950	GCP WW HOLDCO LLC, DBA SHC	INV31120003642	6/26/2026	EFT - WORK BOOT INSOLES - A.	99.34	
	Voucher:			INV31120006014	8/14/2026	EFT - WORK BOOTS - G. ANDRA	253.61	352.95
16555	9/11/2026	120626	GK & ASSOCIATES	26-053	7/31/2026	EFT - PERMIT INSPECTION SERV	16,296.00	
	Voucher:			26-045	6/30/2026	EFT - CIP NO.22-23 RESIDENTIAI	7,987.00	24,283.00
16556	9/11/2026	133679	KANOPY, INC.	521013 - PPU	8/31/2026	EFT - VIDEO STREAMING SERVI(	491.00	491.00
	Voucher:							
16557	9/11/2026	120706	LANCE, SOLL & LUNGHARD, LLP	76314	7/31/2026	EFT-ADDITIONAL AUDIT SERVICI	8,760.00	8,760.00
	Voucher:							
16558	9/11/2026	116350	S&S LABARGE GOLF INC	AUGUST/26	9/1/2026	EFT - GREEN FEES, CART RENT/	62,003.21	62,003.21
	Voucher:							
16559	9/11/2026	136965	SIMPLER SYSTEMS, INC.	3487	9/1/2026	EFT - CITYWIDE FINANCIAL DAT/	1,750.00	1,750.00
	Voucher:							
16560	9/11/2026	137532	STAR-DUST TOURS INC., DBA TH	8-7-26-C	8/26/2026	EFT - CHARTER BUS SERVICES	1,200.00	1,200.00
	Voucher:							

Bank : ebow BANK OF THE WEST (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
16562	9/11/2026	125372	TOQUE, INC.	35666 - 1 OF 2	9/8/2026	EFT - INSTRUCTOR FEE	1,484.00	
	Voucher:			35667 - 1 OF 2	9/8/2026	EFT - INSTRUCTOR FEE	674.80	
				35670 - 1 OF 2	9/8/2026	EFT - INSTRUCTOR FEE	1,345.40	
				35671 - 1 OF 2	9/8/2026	EFT - INSTRUCTOR FEE	1,144.50	
				35668 - 1 OF 2	9/8/2026	EFT - INSTRUCTOR FEE	746.90	
				35669 - 1 OF 2	9/8/2026	EFT - INSTRUCTOR FEE	1,075.20	
				35680 - 1 OF 2	9/8/2026	EFT - INSTRUCTOR FEE	1,235.50	
				35681 - 1 OF 2	9/8/2026	EFT - INSTRUCTOR FEE	1,314.95	
				35690- 1 OF 2	9/8/2026	EFT - INSTRUCTOR FEE	1,785.70	
				35691 - 1 OF 2	9/8/2026	EFT - INSTRUCTOR FEE	1,791.30	
				35688 - 1 OF 2	9/8/2026	EFT - INSTRUCTOR FEE	1,104.60	
				35689 - 1 OF 2	9/8/2026	EFT - INSTRUCTOR FEE	1,312.15	
				35654 - 1 OF 2	9/8/2026	EFT - INSTRUCTOR FEE	1,305.15	
				35652 - 1 OF 2	9/8/2026	EFT - INSTRUCTOR FEE	1,582.35	
				35653 - 1 OF 2	9/8/2026	EFT - INSTRUCTOR FEE	757.75	
				35648 - 1 OF 2	9/8/2026	EFT - INSTRUCTOR FEE	1,310.75	
				35649 - 1 OF 2	9/8/2026	EFT - INSTRUCTOR FEE	1,248.10	
				35650 - 1 OF 2	9/8/2026	EFT - INSTRUCTOR FEE	1,099.00	
				35566 - 1 OF 2	9/8/2026	EFT - INSTRUCTOR FEE	3,121.12	
				35558 - 1 OF 2	9/8/2026	EFT - INSTRUCTOR FEE	2,691.15	
				35557 - 1 OF 2	9/8/2026	EFT - INSTRUCTOR FEE	2,891.70	31,022.07
16563	9/11/2026	123934	TYLER TECHNOLOGIES, INC.	45-576269	8/19/2026	EFT - EERP ANNUAL SAAS FEEE	1,800.00	
	Voucher:			45-577654	8/31/2026	EFT - EERP ANNUAL SAAS FEEE	2,700.00	
				45-577423	8/31/2026	EFT - EERP ANNUAL SAAS FEEE	5,469.78	
				45-578207	9/1/2026	EFT - EERP ANNUAL SAAS FEEE	8,800.00	
				45-578208	9/1/2026	EFT - EERP ANNUAL SAAS FEEE	8,800.00	27,569.78
16564	9/11/2026	120747	VENUETECH MANAGEMENT GRC	1074	8/3/2026	EFT - DOWNEY THEATRE - LABC	42,310.27	
	Voucher:			1064	7/10/2026	EFT - DOWNEY THEATRE - LABC	26,279.00	
				1035	6/1/2026	EFT - DOWNEY THEATRE - MANA	24,078.60	
				1050	7/1/2026	EFT - DOWNEY THEATRE - MANA	24,078.60	
				1069	8/3/2026	EFT - DOWNEY THEATRE - MANA	24,078.60	
				1081	9/2/2026	EFT - DOWNEY THEATRE - MANA	24,078.60	
				1077	8/3/2026	EFT - DOWNEY THEATRE - LABC	281.25	
				1097	9/2/2026	EFT - DOWNEY THEATRE - LABC	229.62	
				1086	9/2/2026	EFT - DOWNEY THEATRE - LABC	37,502.14	202,916.68

Sub total for BANK OF THE WEST:	372,052.09

Bank : espace BANK OF THE WEST

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
50061	9/11/2026	140760	HERNANDEZ, MICKEYLINDA	2026-1066	9/1/2026	EFT - SEPTEMBER 26 FEE INSTF	900.00	900.00
	Voucher:							
50062	9/11/2026	140743	RAMOS, OFER	2026-1065	9/1/2026	EFT - SEPTEMBER 26 FEE INSTF	1,400.00	1,400.00
	Voucher:							
50063	9/11/2026	140382	ROMERO, CHRISTINA	2026-1063 - 2	9/1/2026	EFT - SEPTEMBER 26 REIMBURS	1,537.36	
	Voucher:			2026-1062 - 2	9/1/2026	EFT - SEPTEMBER 26 REIMB. ME	2,365.38	
				2026-1069	9/1/2026	EFT - SPOOKY SCIENCE NIGHT,	544.35	
				2026-1068	9/1/2026	EFT - MATRIALS & RESOURCES	1,200.00	5,647.09
50064	9/11/2026	140758	VEGA, ALBERT	2026-1064	9/1/2026	EFT - SEPTEMBER 26 FEE INSTF	1,700.00	1,700.00
	Voucher:							

Sub total for BANK OF THE WEST: 9,647.09

Bank : bow BANK OF THE WEST

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
402614	9/11/2026	107528	4IMPRINT	15437899	8/24/2026	PROMOTIONAL ITEMS FOR TRAI	8,641.27	8,641.27
	Voucher:							
402615	9/11/2026	107160	AARDVARK	INV2601101	9/2/2026	TACTICAL VEST - UGARTE, V	2,461.52	2,461.52
	Voucher:							
402616	9/11/2026	100089	ADVANCE RADIATOR	43064	8/26/2026	AC REPAIR, RELACE BLOWER M	223.85	223.85
	Voucher:							
402617	9/11/2026	107157	AIR SOURCE INDUSTRIES	993293	8/31/2026	CYLINDER RENTAL - SEAACA	193.85	
	Voucher:			993328	8/31/2026	CYLINDER RENTAL - FIRE STATI	338.45	532.30
402618	9/11/2026	139809	ALFARO, KEVIN	10/5 - 10/7/26	9/3/2026	MEALS,TRAVEL - SFST	208.54	208.54
	Voucher:							
402619	9/11/2026	116013	ALLSTAR FIRE EQUIPMENT, INC.	275005	8/31/2026	LOAD BEARING HARNESS WITH	2,367.63	2,367.63
	Voucher:							
402620	9/11/2026	137195	ALTA LANGUAGE SERVICES INC.	IS864484	8/31/2026	LISTERNING & SPEAKING TEST	216.00	216.00
	Voucher:							
402621	9/11/2026	122074	AMPUDIA, NATHAN	10/13 - 10/15/26	7/21/2026	MEALS - FTO UPDATE	69.00	69.00
	Voucher:							
402622	9/11/2026	111993	APPLE ONE EMPLOYMENT SERV	1-7365459	8/2/2026	TEMP - ADMIN ASST I - PLANNIN	899.10	899.10
	Voucher:							
402623	9/11/2026	133964	ARAMSCO, INC.	S7886406.002	8/20/2026	SUPPLIES	362.01	
	Voucher:			S7886430.001	8/20/2026	SUPPLIES	1,063.80	
				S7899520.001	8/27/2026	SUPPLIES	996.30	
				S7886406.003	8/27/2026	SUPPLIES	320.71	
				S7860600.003	8/27/2026	SUPPLIES	245.67	
				S7899507.001	8/27/2026	SUPPLIES	2,220.38	
				S7886406.001	8/20/2026	SUPPLIES	1,453.01	6,661.88
402624	9/11/2026	100306	AREA E FIRE CHIEFS ASSN	CFD2026-3	9/1/2026	FY26/27 ANNUAL DUES - A. HILD	500.00	500.00
	Voucher:							
402625	9/11/2026	122099	ARTHUR J. GALLAGHER RISK MG	6192496	6/22/2026	2026 FIFA FAN ZONE INSURANCI	12,145.45	12,145.45
	Voucher:							
402626	9/11/2026	136032	ATHENS SERVICES	22505935	9/1/2026	DW0000696 - SEPTEMBER TRAS	2,940.93	2,940.93
	Voucher:							
402627	9/11/2026	116999	ATKINSON, ANDELSON, LOYA, RU	802422	7/31/2026	GENERAL LABOR ADVICE- 00001	6,402.50	6,402.50
	Voucher:							
402628	9/11/2026	119491	AVENUE PRESS PRINTING CO.	12891	9/4/2026	I LOVE DOWNEY BOOTH SIGNS	248.63	248.63
	Voucher:							

Bank : bow BANK OF THE WEST (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
402629	9/11/2026	121792	BARBARA'S ANSWERING SERVIC	260800593101	9/1/2026	ANSWERING SERVICE - SEAACA	1,288.40	1,288.40
	Voucher:							
402630	9/11/2026	141437	BARRAZA, MARICELA	27-01801	9/1/2026	REFUSED ADOPTION	50.00	50.00
	Voucher:							
402631	9/11/2026	139083	BAUER ENTERTAINMENT MARKE	24-1070B-USA-26	8/17/2026	DIA DE LOS MUERTOS ARE FES	2,995.00	2,995.00
	Voucher:							
402632	9/11/2026	129822	BEALS-RADAC, SHANNON	9/1/26	9/8/2026	CONTRACTED VET SERVICES	1,000.00	
	Voucher:			9/3/26	9/8/2026	CONTRACTED VET SERVICES	1,000.00	2,000.00
402633	9/11/2026	138296	BRIGHTVIEW LANDSCAPE, SERV	9906646	9/8/2026	MONTHLY LANDSCAPE MANAGE	78,511.53	78,511.53
	Voucher:							
402634	9/11/2026	141444	CAR SPECS AUTO GROUP	Ref001782745	9/3/2026	UB Refund Cst #151269	38.22	38.22
	Voucher:							
402635	9/11/2026	119842	CASWELL, MARK	10/8 -10/10/26	9/1/2026	MEALS, TRAVEL - SLI SESSION \	394.80	394.80
	Voucher:							
402636	9/11/2026	131462	CEBALLOS, DVM, ROBIN	9/5/26	9/8/2026	CONTRACTED VET SERVICES	1,000.00	1,000.00
	Voucher:							
402637	9/11/2026	139298	CHAE, JOHN	10/6 - 10/7/26	9/8/2026	MEALS - SRT TRAINING	46.00	46.00
	Voucher:							
402638	9/11/2026	126128	CINTAS CORPORATION NO.3	4278557094	8/10/2026	SCRAPER,TOWELS, MAT, UNIFO	57.47	
	Voucher:			4280020162	8/24/2026	SCRAPER,TOWELS, MAT, UNIFO	57.47	
				4280700039	8/28/2026	TOWELS	35.10	
				4280827964	8/31/2026	TOWELS	57.47	
				4280847211	8/31/2026	TOWELS	35.10	
				4281447403	9/4/2026	TOWELS	35.10	
				4281145127	9/2/2026	SCRAPER,MAT,AIR SVC	68.27	
				4280827755	8/31/2026	SCRAPER,MAT, UNIFORM	264.05	610.03
402639	9/11/2026	128276	CINTAS FIRST AID & SAFETY	4281447592	9/4/2026	TOWELS	35.93	
	Voucher:			4281447341	9/4/2026	TOWELS	95.13	
				4280700098	8/28/2026	TOWELS	35.93	
				4280700027	8/28/2026	TOWELS	95.13	262.12
402640	9/11/2026	122692	CLUB PROPHET SYSTEMS	INV4403780	9/1/2026	SEPTEMBER 2026 POS SUBSCR	393.00	393.00
	Voucher:							
402641	9/11/2026	102605	COLE, LEISURE LEE	10/1 - 10/2/26	8/31/2026	MEALS,TRAVEL - SCAFO CONFE	286.46	286.46
	Voucher:							

Bank : bow BANK OF THE WEST (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
402642	9/11/2026	141438	COMMISSION OF PEACE OFFICE	DOWNEYPDTRR	8/28/2026	TRAINING REIMB FY 7/1/24 - 6/30	16,977.00	16,977.00
	Voucher:							
402643	9/11/2026	124923	CONSERVATION CORPS OF, LON	9130	8/31/2026	LITTER ABATEMENT SERVICES -	2,500.00	2,500.00
	Voucher:							
402644	9/11/2026	140076	COOK, RICHARD D.	261190	9/1/2026	9/11 REMEMBRANCE CEREMON	200.00	200.00
	Voucher:							
402645	9/11/2026	111464	DBA: TPX COMMUNICATIONS	191494452-0	7/31/2026	ACCT# 13747 - 08/01 - 08/31/26	2,544.77	
	Voucher:			191805877-0	8/31/2026	ACCT# 13747 - 09/01 - 09/30/26	2,585.50	5,130.27
402646	9/11/2026	141436	DELACERDA, ALEX	27-02466	9/1/2026	REFUSED ADOPTION	50.00	50.00
	Voucher:							
402647	9/11/2026	101230	DELL MARKETING L P	10889715720	8/27/2026	DELL PRO P 27 MONITOR	170.75	170.75
	Voucher:							
402648	9/11/2026	101258	DEPARTMENT OF JUSTICE, ACC	164124	8/31/2026	FINGERPRINT APP - SEAACA	306.00	306.00
	Voucher:							
402649	9/11/2026	141435	DIANE, RAQUELLE	27-02466	9/1/2026	REFUSED ADOPTION	60.00	60.00
	Voucher:							
402650	9/11/2026	118575	DIAZ, RALPH	10/13/26	9/1/2026	MEALS, TRAVEL - TITLE 15 FOR S	53.25	53.25
	Voucher:							
402651	9/11/2026	101318	DONNOE AND ASSOCIATES INC	11436	9/2/2026	TEST LEASE - ENTRY PEACE OF	3,830.00	3,830.00
	Voucher:							
402652	9/11/2026	101354	DOWNEY CHAPEL FLORIST	43215	9/11/2026	WREATH WITH RIBBON - CIVIC C	221.00	221.00
	Voucher:							
402653	9/11/2026	109820	DOWNEY PATRIOT, THE	113110	8/20/2026	NOTICE OF PUBLIC HEARING - C	416.00	
	Voucher:			113109	8/20/2026	NOTICE OF PUBLIC HEARING - C	480.00	896.00
402654	9/11/2026	106533	DUKE SERVICE CO	41941	9/3/2026	LABOR - ORDER CS250960 - PD	218.00	218.00
	Voucher:							
402655	9/11/2026	126175	EASTSIDE WINDOW CLEANING	41936	8/26/2026	CLEAN PERIMETER WINDOWS C	425.00	
	Voucher:			41934	8/26/2026	CLEAN MAIN LOBBY ROOM, WIN	595.00	1,020.00
402656	9/11/2026	140075	EL FIESTON PARTY RENTAL LLC	9/11/26	9/1/2026	RENTAL CHAIRS, TABLE - 9/11	753.00	753.00
	Voucher:							
402657	9/11/2026	141442	ESPINDOLA, JOSEPH V.	1-00259899	9/3/2026	REFUND C&D DEPOSIT BLD26-0	500.00	500.00
	Voucher:							
402658	9/11/2026	141434	ESPINOZA, MIGUEL	27-02347	9/1/2026	REFUSED ADOPTION	50.00	50.00
	Voucher:							

Bank : bow BANK OF THE WEST (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
402659	9/11/2026	140156	FAITHFUL DOOR SOLUTIONS, & E	1882	9/4/2026	REPAIR DOOR #4 - FIRE STATION	834.00	
	Voucher:			1877	8/27/2026	DOOR REPAIR - FIRE STATION 4	2,058.62	2,892.62
402660	9/11/2026	140809	FERGUSON ENTERPRISES, LLC,	82908	8/27/2026	SUPPLIES	285.09	285.09
	Voucher:							
402661	9/11/2026	121673	FERGUSON WATERWORKS NO.1	6958634	8/26/2026	SUPPLIES	47.71	
	Voucher:			6961520	8/27/2026	SUPPLIES	654.97	702.68
402662	9/11/2026	124664	FM THOMAS AIR CONDITIONING	49871	7/12/2026	HVAC MAINTENANCE 7/1/2026-6/	3,326.00	
	Voucher:			49818	8/27/2026	HVAC REPAIR - SEAACA	1,850.00	
				49356	4/2/2026	HVAC 7830 CLASSROM - BJR CC	180.00	
				49813	8/27/2026	CHILLER REPAIR - THEATRE	3,705.00	
				49816	8/27/2026	WARRANDRIVE MOTOR REPAIR	630.00	
				49672	7/22/2026	LABOR, TOWER PART 2 - CMSC	1,920.00	
				49671	7/22/2026	PARTS & LABOR, TOWER REPAII	3,417.20	
				49822	8/27/2026	HVAC BRIDAL ROOM - RHGC	1,537.08	
				49831	8/28/2026	BALLROOM A/C - RHGC	1,335.00	
				49447	4/30/2026	REPLACE BOILER RELIEF VALVE	1,359.06	
				49547	6/16/2026	HVAC REPAIR - GOLDEN PARK	1,770.56	21,029.90
402663	9/11/2026	113036	FORENSIC NURSE SPECIALISTS	6755	8/31/2026	SEXUAL ASSULT EXAM - HUTCH	1,700.00	
	Voucher:			6738	9/1/2026	SEXUAL ASSULT EXAM - AVALOS	1,700.00	3,400.00
402664	9/11/2026	128119	FRONTIER COMMUNICATIONS	209-150-9696/AUC	8/25/2026	209-150-9696-103097-5 - 8/25 - 9/2	1,971.19	1,971.19
	Voucher:							
402665	9/11/2026	128119	FRONTIER COMMUNICATIONS	213-150-0094/AUC	8/18/2026	213-150-0094-020326-5 - 08/18 - 0	1,931.01	1,931.01
	Voucher:							
402666	9/11/2026	128119	FRONTIER COMMUNICATIONS	209-150-2683/AUC	8/13/2026	209-150-2683-050175-5 - 8/13 - 9/	347.91	347.91
	Voucher:							
402667	9/11/2026	128119	FRONTIER COMMUNICATIONS	209-151-3860/AUC	8/19/2026	209-151-3860-122278-5 - 8/19 - 9/	288.38	288.38
	Voucher:							
402668	9/11/2026	128119	FRONTIER COMMUNICATIONS	562-904-4052/AUC	8/19/2026	562-904-4052-081009-5 - 8/19 - 9/	250.90	250.90
	Voucher:							
402669	9/11/2026	128119	FRONTIER COMMUNICATIONS	562-923-3780/AUC	8/25/2026	562-923-3780-092606-5 - 8/25 - 9/2	220.52	220.52
	Voucher:							
402670	9/11/2026	128119	FRONTIER COMMUNICATIONS	209-069-8936/AUC	8/28/2026	209-069-8936-102307-5 - 8/28 - 9/2	196.17	196.17
	Voucher:							
402671	9/11/2026	128119	FRONTIER COMMUNICATIONS	209-150-2683/MAY	8/13/2026	209-150-2683-050175-5 - 5/13 - 6/	173.96	173.96
	Voucher:							

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Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
402672	9/11/2026	128119	FRONTIER COMMUNICATIONS	209-021-5695/AUC	8/16/2026	209-021-5695-101907-5 - 8/16 - 9/	172.07	172.07
	Voucher:							
402673	9/11/2026	128119	FRONTIER COMMUNICATIONS	213-034-3734/AUC	8/28/2026	213-034-3734-101807-5 - 8/28 - 9/	172.07	172.07
	Voucher:							
402674	9/11/2026	128119	FRONTIER COMMUNICATIONS	562-622-0826/AUC	8/16/2026	562-622-0826-020598-5 - 8/16 - 9/	167.08	167.08
	Voucher:							
402675	9/11/2026	128119	FRONTIER COMMUNICATIONS	209-056-3415/AUC	8/25/2026	209-056-3415-082109-5 - 8/25 - 9/	137.81	137.81
	Voucher:							
402676	9/11/2026	128119	FRONTIER COMMUNICATIONS	209-151-6041/AUC	8/16/2026	209-151-6041-061796-5 - 8/16 - 9/	118.87	118.87
	Voucher:							
402677	9/11/2026	128119	FRONTIER COMMUNICATIONS	213-048-4050/AUC	8/25/2026	213-048-4050-100807-5 - 8/25 - 9/	84.53	84.53
	Voucher:							
402678	9/11/2026	128119	FRONTIER COMMUNICATIONS	209-151-3871/AUC	8/16/2026	209-151-3871-050892-5 - 8/16 - 9/	84.53	84.53
	Voucher:							
402679	9/11/2026	137899	GHALY, SAFA	Ref001782744	9/3/2026	UB Refund Cst #109339	72.08	72.08
	Voucher:							
402680	9/11/2026	139877	GOGOVAPPS	26-130	2/2/2026	GOREQUEST CRM SUBSCRIPTIC	30,600.00	30,600.00
	Voucher:							
402681	9/11/2026	141433	GONZALEZ, PAULA	27-01884	9/1/2026	REFUSED ADOPTION	50.00	50.00
	Voucher:							
402682	9/11/2026	140561	GPP ANALYTICS INC.	1242	8/31/2026	AUGUST 2026 - SEAACA PERFOI	3,802.50	3,802.50
	Voucher:							
402683	9/11/2026	101882	GRAINGERS	9057120249	8/25/2026	SUPPLIES	1,208.32	1,208.32
	Voucher:							
402684	9/11/2026	115585	GUERRA, MARIO	8/4/26	8/4/2026	CEMETERY DISTRICT MEETING	50.00	
	Voucher:			9/1/26	9/1/2026	CEMETERY DISTRICT MEETING	50.00	100.00
402685	9/11/2026	141449	GUTIERREZ, MARGARITA	2015553.002	8/25/2026	REFUND SECURITY DEPOSIT PE	57.00	57.00
	Voucher:							
402686	9/11/2026	141445	HASKELL, NICHOLAS	Ref001782746	9/3/2026	UB Refund Cst #152091	65.00	65.00
	Voucher:							
402687	9/11/2026	131705	HEALTH TECHNOLOGY PROF. PR	INV58511	8/31/2026	VET SUPPLIES	707.47	
	Voucher:			INV58512	8/31/2026	VET SUPPLIES	429.08	1,136.55
402688	9/11/2026	140572	HERNANDEZ, ISAIAS	1-00260702	8/27/2026	REFUND C&D DEPOSIT BLD26-0	500.00	500.00
	Voucher:							

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402689	9/11/2026	119247	HEYMAN, BRIAN	8/4/26	8/4/2026	CEMETERY DISTRICT MEETING	50.00	
	Voucher:			9/1/26	9/1/2026	CEMETERY DISTRICT MEETING	50.00	100.00
402690	9/11/2026	127258	HILLYARD, INC.	90266765	9/2/2026	DUST SHEET - PARTS & REC	501.03	501.03
	Voucher:							
402691	9/11/2026	140840	HUDU TECHNOLOGIES, INC.	IQG7YVGJ-0003	9/2/2026	LICENSE FOR ANNUAL BILLING \	160.86	160.86
	Voucher:							
402692	9/11/2026	132358	IGAWA, COREY	10/5 - 10/9/26	9/1/2026	MEALS,TRAVEL - FIREARMS INS	395.44	395.44
	Voucher:							
402693	9/11/2026	128077	INTERVET INC.	243820080	9/2/2026	VET MEDICAL SUPPLIES	1,591.20	1,591.20
	Voucher:							
402694	9/11/2026	134309	JAS PACIFIC	PC8314	8/10/2026	PROFESSIONAL SERVICES AGR	16,031.25	
	Voucher:			PC8380	9/8/2026	PROFESSIONAL SERVICES AGR	15,693.75	31,725.00
402695	9/11/2026	128896	JJ'S AUTO SERVICE, INC.	75399	9/1/2026	OIL, FILTER, BRAKE PADS - '11 F	1,265.63	1,265.63
	Voucher:							
402696	9/11/2026	102318	JOHN L. HUNTER AND ASSOC., IN	DOW1MS412607	9/1/2026	NPDES MS4 PERMIT COMPLIAN	8,466.00	8,466.00
	Voucher:							
402697	9/11/2026	118007	KELTERITE CORPORATION	619719	6/26/2026	FOB COLD MIX	1,802.34	1,802.34
	Voucher:							
402698	9/11/2026	138421	KINGDOM CAUSES, INC, DBA CIT	2026-0700141	8/29/2026	HOMELESS OUTREACH SERVIC	49,021.39	49,021.39
	Voucher:							
402699	9/11/2026	141443	KM ROOFING INC.	1-00260749	9/2/2026	REFUND C&D DEPOSIT BLD26-0	500.00	500.00
	Voucher:							
402700	9/11/2026	116974	LANGUAGE LINE SERVICES	12018110	8/31/2026	TRANSLATION SERVICES	22.56	22.56
	Voucher:							
402701	9/11/2026	102645	LIFE-ASSIST INC	76314	9/4/2026	MEDICAL SUPPLIES FOR FY 26/2	5,127.20	5,127.20
	Voucher:							
402702	9/11/2026	129199	LOPEZ, OSCAR	10/16 - 10/20/26	9/3/2026	MEALS,TRAVEL - LESS LEATHAL	300.97	300.97
	Voucher:							
402703	9/11/2026	141446	LOPEZ, RUBY	Ref001782747	9/3/2026	UB Refund Cst #156750	33.37	33.37
	Voucher:							
402704	9/11/2026	140444	LUNA, ABRAHAM	9/14 - 9/16/26	9/3/2026	PER DIEM - ICSC WESTERN CON	258.00	258.00
	Voucher:							
402705	9/11/2026	135588	MANHATTAN STITCHING CO INC.	117805	8/28/2026	SILKSCREEN ARTWORK, PRINTS	707.00	707.00
	Voucher:							

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402706	9/11/2026	128983	MARROQUIN, LEONOR	10-1 - 10/2/26	8/31/2026	MEALS,TRAVEL - SCAFO CONFE	286.46	286.46
	Voucher:							
402707	9/11/2026	128983	MARROQUIN, LEONOR	AUGUST/26	8/31/2026	REIMBURSE 2026 SCAFO CONFI	275.00	275.00
	Voucher:							
402708	9/11/2026	141315	MEDRANO, BRENDA	10/6 - 10/7/26	7/1/2026	MEALS - BASIC LATENTN PRINT	46.00	46.00
	Voucher:							
402709	9/11/2026	136940	METROPOLITAN TRANSPORTATI	4926-AR14510	7/1/2026	9/1/26 - 8/31/27 STREETSAVER A	4,500.00	4,500.00
	Voucher:							
402710	9/11/2026	120247	MILOSEVICH, MARKO	10/1 - 10/2/26	9/1/2026	MEALS, TRAVEL - OIS FOR FIELI	127.78	127.78
	Voucher:							
402711	9/11/2026	103143	MODEL CLEANERS	D 199139	8/25/2026	TABLECLOTH DARKBLUE, SCRA	37.00	37.00
	Voucher:							
402712	9/11/2026	116691	MONTENEGRO, JUDDY	9/14 - 9/16/26	9/3/2026	PER DIEM - ICSC WESTERN CON	429.71	429.71
	Voucher:							
402713	9/11/2026	103221	NAPA AUTO PARTS	728905	8/25/2026	SUPPLIES	113.46	
	Voucher:			729002	8/25/2026	SUPPLIES	9.61	
				728748	8/24/2026	SUPPLIES	146.64	
				728382	8/19/2026	SUPPLIES	89.23	
				728848	8/24/2026	SUPPLIES	30.81	
				728310	8/19/2026	SUPPLIES	27.69	417.44
402714	9/11/2026	141043	NEW UNITI HOLDCO LP, UNITI/WI	77627395	8/27/2026	ACCT # 200187730 - TELEPHONE	2,849.81	2,849.81
	Voucher:							
402715	9/11/2026	141441	NR MEIR DESIGN INC.	1-00257703	9/3/2026	REFUND C&D DEPOSIT BLD26-0	2,000.00	2,000.00
	Voucher:							
402716	9/11/2026	139467	O'GORMAN, TRAVIS	10/5 - 10/9/26	9/1/2026	MEALS,TRAVEL - FIREARMS INTI	395.44	395.44
	Voucher:							
402717	9/11/2026	141450	OJEDA, GLORIA	2015562.002	8/27/2026	REFUND CLASS #35840 CANCEL	100.00	100.00
	Voucher:							
402718	9/11/2026	131649	OROZCO'S AUTO SERVICE INC.	81325	8/28/2026	AC COMPRESSOR REPAIR - '11 F	2,405.58	2,405.58
	Voucher:							
402719	9/11/2026	139808	OSORIO, FRANK	10/5 - 10/7/26	9/3/2026	MEALS,TRAVEL - SFST	208.54	208.54
	Voucher:							
402720	9/11/2026	134556	PACIFIC OFFICE AUTOMATION	AR00722697	8/24/2026	CANON/CB5100 OVERAGE CHAF	405.06	405.06
	Voucher:							

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Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
402721	9/11/2026	136039	PAGNOTTA, ALLISON	10/19 - 10/21/26	9/1/2026	MEALS, TRAVEL - FTO UPDATE	113.23	113.23
	Voucher:							
402722	9/11/2026	141440	PARIAN, JOSE A.	2-00780431	9/2/2026	REFUND C&D DEPOSIT BLD26-0	500.00	500.00
	Voucher:							
402723	9/11/2026	103453	PARKHOUSE TIRE INC	1011099707	8/25/2026	NEW TIRES	685.33	
	Voucher:			1011099844	8/25/2026	NEW TIRES	2,378.88	
				1011100059		CREDIT MEMO	-100.00	
				1011095891 - 2	7/28/2026	BALANCE - ROAD/EMERGENCY	171.26	3,135.47
402724	9/11/2026	109319	PARTIDA, SILVESTER	MAR/25RPLCK	3/10/2025	WORK BOOTS INSERTS	118.51	118.51
	Voucher:							
402725	9/11/2026	133984	PARTS AUTHORITY LLC	65-065238	8/26/2026	PARTS	48.66	48.66
	Voucher:							
402726	9/11/2026	138016	PEREZ, AXEL	9/14 - 9/16/26	9/3/2026	PER DIEM - ICSC WESTERN CON	429.71	429.71
	Voucher:							
402727	9/11/2026	134391	PIERCE, ERIC F.	8/4/26	8/4/2026	CEMETERY DISTRICT MEETING	50.00	
	Voucher:			9/1/26	9/1/2026	CEMETERY DISTRICT MEETING	50.00	100.00
402728	9/11/2026	130569	PINAL, CHRISTOPHER	10/5 - 10/9/26	9/1/2026	MEALS,TRAVEL - FIREARMS INTI	395.44	395.44
	Voucher:							
402729	9/11/2026	111416	PLUMBERS DEPOT INC.	PD-62157	8/31/2026	MANHOLE HOOK	1,655.29	1,655.29
	Voucher:							
402730	9/11/2026	137164	PNC EQUIPMENT FINANCE, LLC	2608947	9/1/2026	EZ GO GOLF CART LEASE PAYM	12,346.72	12,346.72
	Voucher:							
402731	9/11/2026	103657	PYRO-COMM SYSTEMS INC	77673	9/2/2026	QUARTERLY FIRE ALARM MONIT	225.00	
	Voucher:			77627	9/2/2026	QUARTERLY FIRE ALARM MONIT	210.00	
				77626	9/2/2026	QUARTERLY FIRE ALARM MONIT	375.00	
				77625	9/2/2026	QUARTERLY FIRE ALARM MONIT	225.00	
				77300	9/1/2026	REPLACE SMOKE DETECTOR IN	577.36	
				77180	8/28/2026	LABOR TO INSPECT FAULTY ISS	585.00	2,197.36
402732	9/11/2026	126312	RAINES, DVM, AMY	7	8/29/2026	VET SERVICES - SEAACA	450.00	450.00
	Voucher:							
402733	9/11/2026	110414	RESOURCE BUILDING MATERIAL	4267665	8/27/2026	EROSION CONTROL BAGS, PALL	491.94	491.94
	Voucher:							
402734	9/11/2026	121203	REYES, SANTIAGO J.	2-00779654	8/26/2026	REFUND C&D DEPOSIT BLD26-0	500.00	500.00
	Voucher:							

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402735	9/11/2026	103816	RIO HONDO COMMUNITY COLLE	X26-137-ZDWN	8/24/2026	ENROLLMENT & MATERIALS FEE	200.00	200.00
	Voucher:							
402736	9/11/2026	103816	RIO HONDO COMMUNITY COLLE	10/19 - 10/21/26	9/1/2026	TUITION - FTO UPDATE - ALLISC	50.00	50.00
	Voucher:							
402737	9/11/2026	135662	RODRIGUEZ, ERIK	9/14 - 9/16/26	9/3/2026	PER DIEM - ICSC WESTERN CON	429.71	429.71
	Voucher:							
402738	9/11/2026	103959	S&J SUPPLY COMPANY, INC	S100277466.001	8/20/2026	SUPPLIES	1,065.60	
	Voucher:			S100277462.002	8/20/2026	SUPPLIES	349.66	
				S100277751.001	8/26/2026	SUPPLIES	625.12	2,040.38
402739	9/11/2026	132990	SALAZAR, MARIBEL	10/18 - 10/19/26	9/1/2026	MEALS,TRAVEL - BASIC TACTICA	334.64	334.64
	Voucher:							
402740	9/11/2026	104036	SANTA ANA COLLEGE	78693	9/1/2026	PRE ACADEMY 270 - 12/29/25 - 1/	460.00	460.00
	Voucher:							
402741	9/11/2026	137061	SARAH PARRA PRODUCTIONS	8/28/26	8/23/2026	SETTLEMENT - CON EL ALMA EV	9,967.37	9,967.37
	Voucher:							
402742	9/11/2026	139433	SHAW INTEGRATED, & TURF SOL	999203201	9/1/2026	CITY HALL FLOORING REMOVAL	11,991.24	11,991.24
	Voucher:							
402743	9/11/2026	107239	SHERWIN-WILLIAMS	40816171330826	8/4/2026	SUPPLIES	92.78	
	Voucher:			40899171330826	8/4/2026	PAINT	34.34	
				44735171330826	8/20/2026	SUPPLIES	123.65	
				46417171330826	8/27/2026	PAINT	185.63	
				46821171330826	8/31/2026	SUPPLIES	17.95	
				46813171330826		CREDIT MEMO	-17.95	436.40
402744	9/11/2026	139014	SOCAL ROOFING SOLUTIONS	2-00779013	9/1/2026	REFUND C&D DEPOSIT BLD26-0	500.00	500.00
	Voucher:							

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402745	9/11/2026	104208	SOUTHERN CALIFORNIA EDISON	700947752890/AU	8/26/2026	700947752890 - 7/24 - 08/23/2026	7,686.43	
	Voucher:			700297383755/JU	8/4/2026	700297383755 - 7/01 - 07/30/26	16.14	
				700489638563/AU	8/26/2026	700489638563 - 7/24 - 08/23/26	7,227.30	
				700241966241/AU	8/26/2026	700241966241 - 7/24 - 8/23/26	1,369.31	
				700478725659/AU	8/27/2026	700478725659 - 7/27 - 08/24/26	59.45	
				700621619288/AU	8/28/2026	700621619288 - 7/28 - 08/25/26	10,288.15	
				700466444045/AU	8/28/2026	700466444045 - 6/25 - 07/26/26	54.22	
				700266575242/AU	8/25/2026	700266575242 - 07/23 - 08/20/26	28.23	
				700106759153/AU	8/28/2026	700106759153 - 7/30 - 08/27/26	308.87	
				700365003970/AU	8/28/2026	700365003970 - 7/8 - 8/05/26	2,036.99	
				700652203287/AU	8/24/2026	700652203287 - 07/21 - 08/18/26	14.25	
				700348564995/AU	8/25/2026	700348564995 - 07/23 - 08/20/26	34.76	
				700604332171/AU	8/26/2026	700604332171 - 07/24 - 08/23/26	4,475.31	33,599.41
402746	9/11/2026	104208	SOUTHERN CALIFORNIA EDISON	700477570349/AU	8/27/2026	700477570349 - 7/27 - 8/24/26	9,380.64	9,380.64
	Voucher:							
402747	9/11/2026	104210	SOUTHERN CALIFORNIA GAS CC	050 006 7900 0/AU	8/28/2026	050 006 7900 0 - 7/24 - 08/26/26	437.84	
	Voucher:			077 306 4283 7/AU	8/28/2026	077 306 4283 7 - 7/24 - 08/26/26	268.45	
				144 506 6227 6/AU	8/28/2026	144 506 6227 6 -7/24 - 08/26/26	170.56	
				178 106 4317 5/AU	8/28/2026	178 106 4317 5 - 7/24 - 8/26/26	39.33	
				081 506 8000 0/AU	8/28/2026	081 506 8000 0 - 07/24 - 08/26/26	35.34	
				157 306 5472 8/AU	8/31/2026	157 306 5472 8 - 7/27 - 08/27/26	228.88	1,180.40
402748	9/11/2026	138347	SOUTHERN CALIFORNIA PUBLIC	FY 26/27	9/1/2026	8/1/26 - 7/31/27 MEMBERSHIP DU	400.00	400.00
	Voucher:							
402749	9/11/2026	104283	STERLING SECURITY SYSTEMS	47449	8/19/2026	INSTALLATION WORK FOR RIO S	1,330.00	1,330.00
	Voucher:							
402750	9/11/2026	135376	TCM, J. GALT, INC.	1786	8/31/2026	WATER SYSTEMS MAINTENANC	2,500.00	2,500.00
	Voucher:							
402751	9/11/2026	123240	THE EMBLEM AUTHORITY	51651	4/30/2026	SERGEANT, CORPORAL PATCHE	725.00	725.00
	Voucher:							
402752	9/11/2026	103017	TIME WARNER CABLE	188353901082126	8/21/2026	188353901 - 08/22 - 09/21/26	125.62	125.62
	Voucher:							
402753	9/11/2026	124672	T-MOBILE USA INC.	993029675-36	8/20/2026	993029675 - 7/21 - 8/20/26	112.55	
	Voucher:			991776765-37	8/20/2026	991776765 - 7/21 - 8/20/26	40.35	152.90
402754	9/11/2026	137441	TOBAR, YISEL	10/6 - 10/7/26	7/1/2026	MEALS - BASIC LATENT PRINT P	46.00	46.00
	Voucher:							

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402755	9/11/2026	139371	TORRES, ANTHONY	10/19 - 10/23/26	9/1/2026	MEALS, TRAVEL - BASIC TRAFFI(	267.00	267.00
	Voucher:							
402756	9/11/2026	139509	TORRES, ENRIQUE	10/6 - 10/7/26	9/8/2026	MEALS - SRT TRAINING	46.00	46.00
	Voucher:							
402757	9/11/2026	108324	U.S. ARMOR CORPORATION	53553	7/23/2026	BALLISTIC PANELS	6,653.34	6,653.34
	Voucher:							
402758	9/11/2026	131426	UKG KRONOS SYSTEMS INC.	I10080070034	8/10/2026	UKG READY TIME/ACCRUALS/S(	5,137.26	5,137.26
	Voucher:							
402759	9/11/2026	104574	UNDERGROUND SERVICE ALER1	820260255	9/1/2026	DWN01 NEW TICKET CHARGES	386.80	
	Voucher:			26-270571	9/1/2026	STATE FEE FOR REGULATORY C	117.28	504.08
402760	9/11/2026	120080	UNIFORM DEPOT INC., DBA: MR.	9712	8/11/2026	J. RASPANTI	1,079.20	1,079.20
	Voucher:							
402761	9/11/2026	126723	UNITED PACIFIC SERVICES, INC.	26-0815-1	8/15/2026	TREE TRIMMING SERVICES 7/1/2	18,534.02	18,534.02
	Voucher:							
402762	9/11/2026	139059	VALINO, CRYSTAL	9/2/26	9/8/2026	CONTRACTED VET SERVICES	1,000.00	1,000.00
	Voucher:							
402763	9/11/2026	139286	VANE, MADISON ALEXANDRA	7 - 7	9/1/2026	MEDITATION / CHAIR YOGA	80.00	80.00
	Voucher:							
402764	9/11/2026	127894	VCA LAKEWOOD ANIMAL HOSPIT	9/3/26	9/3/2026	APR 26 / EMERGENCY VET SER	31,327.14	31,327.14
	Voucher:							
402765	9/11/2026	141439	VERGARA, VICTOR	1-00260283	8/26/2026	REFUND C&D DEPOSIT BLD26-0	500.00	500.00
	Voucher:							
402766	9/11/2026	127485	VERIZON BUSINESS SERVICES	73779382	8/20/2026	SV649537 - 07/01 - 07/31/26 EVDC	1,535.60	1,535.60
	Voucher:							
402767	9/11/2026	132112	VERIZON CONNECT NWF, INC.	610000085535	9/1/2026	100000175537 - 08/01 - 08/31/26	207.35	
	Voucher:			364000080608	9/1/2026	100000188676 - 08/01 - 08/31/26	223.30	430.65
402768	9/11/2026	111484	VILLASENOR-GALVAN, MELISSA	7/8 - 9/8/26	9/8/2026	PETTY CASH	359.79	359.79
	Voucher:							
402769	9/11/2026	123888	WEDGEWOOD PHARMACY	22232507-IN	8/28/2026	VET MEDICAL SUPPLIES	96.58	96.58
	Voucher:							
402770	9/11/2026	116097	WEST COAST POWER WASH	86746	8/31/2026	STEAM CLEANING SEAACA	305.00	305.00
	Voucher:							
402771	9/11/2026	124678	YOUNGBLOOD & ASSOCIATES	2833A - AUG26	8/24/2026	POLYGRAPH EXAMINATION SER	375.00	
	Voucher:			2836A-AUG26	8/31/2026	POLYGRAPH EXAMINATION SER	375.00	750.00

Bank : bow BANK OF THE WEST (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
402772	9/11/2026	138681	Z & K CONSULTANTS, INC.	2320R	9/3/2026	INSPECTION SERVICES FOR TH	27,487.30	27,487.30
	Voucher:							
402773	9/11/2026	132108	ZUNIGA, ALEJANDRO	9/14 - 9/16/26	9/3/2026	MEALS - K9 PATROL RECERTIFIC	69.00	69.00
	Voucher:							
402774	9/11/2026	132108	ZUNIGA, ALEJANDRO	9/7 - 9/8/26	9/3/2026	MEALS - K9 NARCOTICS RECER	46.00	46.00
	Voucher:							
30004752	9/4/2026	131237	VOYA/BPAS ANNUITY HRA019	Ben1782640	9/4/2026	CONTRIBUTIONS TO RHSP: PAY	24,713.62	24,713.62
	Voucher:							
30004757	9/4/2026	131398	VOYA/BPAS RHSP HRA019	Ben1782650	9/4/2026	VOYA HEALTH SAVINGS PLAN: P	67,502.44	67,502.44
	Voucher:							

Sub total for BANK OF THE WEST: 640,766.04

185 checks in this report.

Grand Total All Checks: 1,129,795.19

Item No. 3.

TO:	**HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**
FROM:	**OFFICE OF THE CITY MANAGER**
BY:	**MATTHEW BAUMGARDNER, DIRECTOR OF PUBLIC WORKS/CITY ENGINEER**
DATE:	**SEPTEMBER 22, 2026**
SUBJECT:	**ACCEPTANCE OF WORK FOR THE WOODRUFF AVE. PAVEMENT REHABILITATION PROJECT, PHASE 1, BETWEEN FIRESTONE BLVD. AND WASHBURN RD., CAPITAL IMPROVEMENT PROJECT (CIP) NO. 14-14A**

EXECUTIVE SUMMARY

The City Council will consider accepting the work for the construction of the Woodruff Ave. Pavement Rehabilitation Project, Phase 1, between Firestone Blvd. and Washburn Rd. (Project), Capital Improvement Project (CIP) No. 14-14A. Further, the Council will consider approving R.J. Noble Company's final construction contract amount of $1,798,398, approving transfer of funds, and authorizing the Director of Public Works/City Engineer to file a Notice of Completion with the Los Angeles County Recorder's office. The Woodruff Ave. Pavement Rehabilitation Project, Phase 1, between Firestone Blvd. and Washburn Rd. has been completed in accordance with the approved plans and specifications, and staff recommends that the City Council accept the project as complete.

RECOMMENDATION

That the City Council:

1. Accept the work for the Woodruff Ave. Pavement Rehabilitation Project, Phase 1, between Firestone Blvd. and Washburn Rd., Capital Improvement Project (CIP) No. 14-14A;

2. Approve R.J. Noble Company's final construction contract amount of $1,798,398; and,

3. Authorize the Director of Public Works/City Engineer to file a Notice of Completion indicating the work is complete and has been accepted by the City.

BACKGROUND

On April 23, 2024, the City Council approved plans (Attachment A) and specifications for the Woodruff Ave. Pavement Rehabilitation Project, Phase 1, between Firestone Blvd. and Washburn Rd., CIP No. 14-14A, and granted authority to advertise for construction bids. On August 27, 2024, the City Council awarded a construction contract in the amount of $1,568,424 to R.J. Noble Company. On November 4, 2024, work commenced and was completed on June 30, 2026.

ANALYSIS

This project rehabilitated the pavement on Woodruff Ave. between Firestone Blvd. and Washburn Rd. The project also included the repair of existing concrete sidewalks, curb and gutter, driveway approaches, ADA compliant curb access ramps, and replacement of striping and pavement markings.

Staff approved four change orders in the amount of $366,349. The first three change orders covered various miscellaneous items such as additional concrete work, additional railroad flagging, supervision, and traffic control, and cost increases due to an extended project duration, for about $130,000. The final change order included 230,000 square feet of a one-inch asphalt concrete leveling course that was added to the project to provide a smoother riding surface, for about $237,000. The final construction contract amount was $1,798,398.

The Woodruff Ave. Pavement Rehabilitation Project, Phase 1, between Firestone Blvd. and Washburn Rd. has been completed in accordance with the approved plans and specifications and staff recommends that the City Council accept the project as complete.

CITY COUNCIL PRIORITIES

Efficiency and Adaptability

Quality of Life, Safety & Infrastructure

FISCAL IMPACT

The final cost of the construction contract, including the original contract amount, net increase in contract quantities and four change orders is $1,798,398. The total project cost is $2,146,320 broken down as follows:

Item	**Amount**
Construction Contract	$ 1,568,424
Net Decrease in Contract Quantities	($ 136,375)
Change Orders	$ 366,349
Final Construction Cost	$ 1,798,398
Design and Preliminary Engineering	$ 154,640
Construction Inspection and Materials Testing	$ 65,297
Construction Engineering and Contract Administration	$ 105,595
U.P.R.R. Permit and Administrative Fees	$ 22,390
Total Final Project Cost:	**$ 2,146,320**

Sufficient funding is available for this project as shown in the table below:

Account No.	**Funding Source**	**Amount**
26-1-6765	Proposition C Metro Grant	$ 95,963

32-1-6711	SB1 Transportation Fund	$	1,377,555
54-1-6711	Proposition C Local Return	$	535,750
56-1-6711	Measure R Local Return	$	99,101
56-1-6790	Measure R Local Return	$	6,939
57-1-6765	Measure M Local Return	$	31,012
Total Project Funding:		**$**	**2,146,320**

Attachments

Attachment A: CIP14-14A - Plans

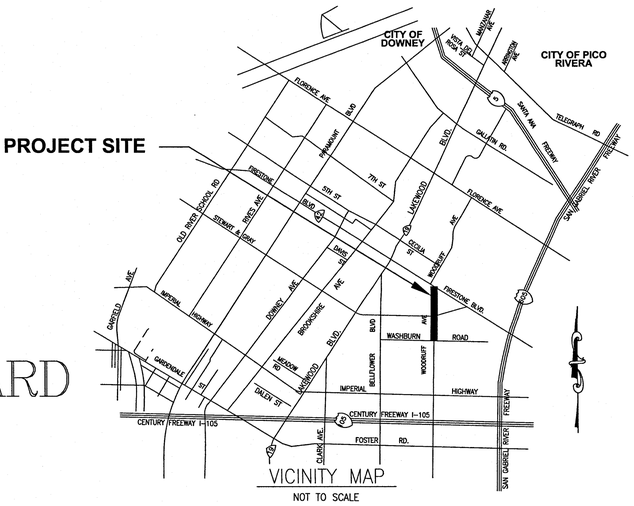
Attachment B: CIP 14-14A - Notice of Completion

CITY OF DOWNEY

PUBLIC WORKS DEPARTMENT

CONSTRUCTION PLANS FOR

CIP NO. 14-14A
WOODRUFF AVENUE
PAVEMENT REHABILITATION PROJECT
FROM WASHBURN ROAD TO FIRESTONE BOULEVARD



VICINITY MAP
NOT TO SCALE

GENERAL NOTES

1. ALL WORK SHALL CONFORM TO THE STANDARD PLANS AND SPECIFICATIONS OF THE CITY OF DOWNEY, LATEST EDITION, STANDARD PLANS AND SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION (S.P.P.W.C. & S.S.P.W.C.), LATEST EDITIONS, AND THE STATE OF CALIFORNIA DEPARTMENT OF TRANSPORTATION, LATEST EDITION.
2. ALL UNDERGROUND UTILITIES SHALL BE INSTALLED PRIOR TO SURFACING OF THE STREETS.
3. ALL JOINS TO EXISTING ASPHALT PAVEMENT, WITH ASPHALT CONCRETE OVERLAY OR NEW STRUCTURAL SECTIONS, SHALL BE TO THE SATISFACTION OF THE CITY ENGINEER.
4. SAFETY VESTS AND HARD HATS SHALL BE WORN AT ALL TIMES WHEN WORKING ON THIS PROJECT.
5. THE CONTRACTOR SHALL NOTIFY THE CITY OF DOWNEY INSPECTOR AT LEAST 48 HOURS PRIOR TO ANY CONSTRUCTION PHONE: 562-904-7110.
6. THE CONTRACTOR SHALL USE PROPER TRAFFIC CONTROL AS REQUIRED PER THE CALIFORNIA MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (CAMUTCD), OR PER CALTRANS TRAFFIC MANUAL AND W.A.T.C.H. HANDBOOK, WHICHEVER IS MORE STRINGENT, AND AS REQUIRED BY THE TRAFFIC ENGINEER.
7. WHERE STANDARD PLANS ARE CALLED FOR, S.P.P.W.C. STANDARD DRAWING AND CITY OF DOWNEY STANDARD DRAWING OF THE LATEST EDITION SHALL BE USED.
8. CONTRACTOR AGREES THAT HE SHALL ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE CONDITIONS DURING THE COURSE OF THE CONSTRUCTION OF THIS PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY; THAT THIS REQUIREMENT SHALL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS; AND THAT THE CONTRACTOR SHALL DEFEND, INDEMNIFY AND HOLD THE CITY AND ITS EMPLOYEES HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF THE WORK ON THIS PROJECT, EXCEPTING FOR LIABILITY ARISING FROM SOLE NEGLIGENCE OF THE CITY OR ITS EMPLOYEES.
9. CONTRACTOR SHALL VERIFY ALL CONDITIONS AND DIMENSIONS AND SHALL REPORT ALL DISCREPANCIES TO THE CITY ENGINEER PRIOR TO THE COMMENCEMENT OF WORK.
10. AT NO TIME IS ANY BUSINESS OR RESIDENCE TO BE WITHOUT ACCESS UNLESS OTHERWISE APPROVED IN WRITING BY THE CITY.
11. STREETS IN THE CONSTRUCTION AREA SHALL BE KEPT CLEAN AT ALL TIMES. ALL SWEEPING PERFORMED BY THE CITY CREWS WILL BE CHARGED TO THE CONTRACTOR AT OVERTIME RATES.
12. ALL EXISTING IMPROVEMENTS SHALL BE PROTECTED IN PLACE UNLESS OTHERWISE NOTED.
13. POTHOLE/HAND DIG AT UTILITY CROSSINGS/OBSTRUCTIONS, AND AREAS WHERE LOCATION OF UTILITIES AND UNDERGROUND FACILITIES ARE IN QUESTION PRIOR TO STARTING WORK, WHETHER SHOWN OR NOT SHOWN ON THE PLANS.
14. COORDINATE WITH OWNER OF ANY UTILITY OR OBSTRUCTION PRIOR TO RELOCATING/ADJUSTING ANY SUCH ITEMS.
15. WORK LIMITED BETWEEN 8:00 A.M. AND 5:00 P.M., UNLESS OTHERWISE APPROVED BY THE CITY.
16. NO STORAGE OF MATERIALS/EQUIPMENT IN PUBLIC RIGHT-OF-WAY. PROVIDE OFFSITE STAGING/STORAGE AREA IF NECESSARY.
17. ALL TREES WITHIN CITY RIGHT OF WAY WILL BE REMOVED BY CITY.
18. CONTRACTOR SHALL REPLACE/REPAIR IN KIND ALL LANDSCAPING AND IRRIGATION IMPROVEMENTS IMPACTED BY CONSTRUCTION OF NEW IMPROVEMENTS.

SOURCE OF TOPO

THE COMPUTER PLOTTED MAP WAS GENERATED BY PHOTOGRAMMETRIC METHODS COMPILED ON DIGITAL STEREO WORKSTATIONS USING AERIAL PHOTOGRAPHY TAKEN ON PHOTO DATE DECEMBER 24, 2015.

MAP COMPILED BY:
GEOSPATIAL PROFESSIONAL SOLUTIONS, INC.
3151 AIRWAY AVENUE, SUITE G2
COSTA MESA, CA 92626
(949) 459-3051

ADDITIONAL FIELD SURVEY PERFORMED BY STANTEC IN 2016 AND 2021.

UNDERGROUND STRUCTURES

ALL UNDERGROUND UTILITIES OR STRUCTURES REPORTED BY THE OWNER OR OTHERS AND THOSE SHOWN ON THE RECORDS EXAMINED ARE INDICATED WITH THEIR APPROXIMATE LOCATION AND EXTENT. THE OWNER BY ACCEPTING THESE PLANS OR PROCEEDING WITH IMPROVEMENTS PURSUANT THERETO AGREES TO ASSUME LIABILITY AND TO HOLD UNDERSIGNED HARMLESS FOR ANY DAMAGES RESULTING FROM THE EXISTENCE OF UNDERGROUND UTILITIES OR STRUCTURES NOT REPORTED TO THE UNDERSIGNED, NOT INDICATED ON THE PUBLIC RECORDS EXAMINED, LOCATED AT VARIANCE WITH THAT REPORTED OR SHOWN ON RECORDS EXAMINED.

THE CONTRACTOR IS REQUIRED TO TAKE DUE PRECAUTIONARY MEASURES TO PROTECT THE UTILITIES OR STRUCTURES SHOWN AND ANY OTHER UTILITIES OR STRUCTURES FOUND AT THE SITE. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO NOTIFY THE OWNERS OF THE UTILITIES OR STRUCTURES CONCERNED BEFORE STARTING WORK.

UNAUTHORIZED CHANGES & USES

CAUTION: THE ENGINEER PREPARING THESE PLANS WILL NOT BE RESPONSIBLE FOR, OR LIABLE FOR, UNAUTHORIZED CHANGES TO OR USES OF THESE PLANS. ALL CHANGES TO THE PLANS MUST BE IN WRITING AND MUST BE APPROVED BY THE PREPARER OF THESE PLANS.

BASIS OF BEARINGS

THE BASIS OF BEARINGS IS SHOWN LOCALLY HEREON BY THE LINE BETWEEN FOUND MONUMENTS DESIGNATED AS 3010 AND 3080 AND HAVING A BEARING OF NORTH 00° 01' 36" WEST.

BENCHMARK

LOS ANGELES COUNTY BENCH MARK NO. EY971A
ELEVATION = 102.941 FEET (NAVD88, QUAD YEAR 2005).

DESCRIBED BY THE COUNTY SURVEYOR'S OFFICE AS A FOUND RDBM TAG IN WESTERLY CATCH BASIN 46FT S/O BCR AT SOUTHWEST CORNER WOODRUFF AVENUE & WASHBURN ROAD.

DATUM STATEMENT

THE POSITIONS AND BEARINGS SHOWN HEREON ARE BASED ON THE NORTH AMERICAN DATUM OF 1983 (2011.0 EPOCH) ZONE 5, CALIFORNIA COORDINATE SYSTEM AS DERIVED FROM THE CALIFORNIA SPATIAL REFERENCE CENTER'S CONTINUOUS GPS (CGPS) GEODETIC CONTROL NETWORK STATIONS BGIS, BKMS, AND HOLP.

ALL DISTANCES SHOWN HEREON ARE GRID DISTANCES. TO CONVERT TO GROUND DISTANCES, MULTIPLY THE GRID DISTANCE BY THE PROJECT COMBINATION FACTOR OF 1.00001912.

UTILITY AND AGENCY INDEX

CITY OF DOWNEY	WATER & SEWER	562-904-7202
CITY OF DOWNEY	TRAFFIC ENGINEER	562-904-7110
COUNTY SANITATION DISTRICT OF LOS ANGELES	TOMMY SUNG	562-699-7411 X1205
LA COUNTY DEPARTMENT OF PUBLIC HEALTH (DPH)	GLENN VAN EEKHOUT	626-430-5295
STATE WATER RESOURCES CONTROL BOARD	MATT MEGILL	818-551-2033
FRONTIER COMMUNICATION (VERIZON)	RAYMOND ROUNDTREE	562-903-7939
LA COUNTY DEPARTMENT OF PUBLIC WORKS	MICHAEL TJAN	626-458-1700
LA COUNTY DEPARTMENT OF PUBLIC WORKS	MANUEL ALARCON	626-458-7169
LA COUNTY FLOOD CONTROL DISTRICT	MARYAM ADHAMI	626-458-3129
METROPOLITAN TRANSPORTATION AUTHORITY	MATTIE JONES	213-922-5023
SOUTHERN CALIFORNIA EDISON	SAUL VALLE	562-903-3176
CENTRAL BASIN MUNICIPAL WATER DISTRICT	JEREMY MELENDEZ	323-201-5510
SOUTHERN CALIFORNIA GAS COMPANY	ERNIE GONZALES	714-634-3121
SPECTRUM (TIME WARNER CABLE)	ERNEST CHANG	562-259-2015
PARAMOUNT PIPELINES	STEVE PEYTON	562-531-2060 X2751
SBC	MARCELLA CORDOZA	310-515-4370
EXXON/MOBIL	MELODY SEBRING	310-212-4141
MWD	KEN CHUNG	213-217-7670
BP (ARCO) PIPELINES	ROB STREED	562-499-2218
LEVEL 3/WILTEL COMMUNICATIONS	ROGER WEATHERS	720-888-5688
ABOVENET COMMUNICATIONS	KEVIN SULLIVAN	714-236-8502
MCI WORLDCOM	DON BECKERMANN	626-666-3526
QWEST COMMUNICATIONS	PATT SLANEY	714-936-4898
SPRINT	JOE HEALEY	714-781-7048
CROWN CASTLE (NEXTG NETWORKS)	RON HERRERA	909-593-9700
CHARTER COMMUNICATIONS	STEVE FEAR	626-430-3338
UNDERGROUND SERVICE ALERT (USA)	----	8-1-1

INDEX TO PROJECT DRAWINGS

SHEET NO.	DESCRIPTION
1	TITLE SHEET
2	TYPICAL SECTIONS, DETAILS, AND NOTES
3	ROADWAY IMPROVEMENT PLANS – STA. 35+00.00 TO STA. 45+00.00
4	ROADWAY IMPROVEMENT PLANS – STA. 45+00.00 TO STA. 53+00.00
5	ROADWAY IMPROVEMENT PLANS – STA. 53+00.00 TO STA. 60+00.00
6	ROADWAY IMPROVEMENT PLANS – STA. 60+00.00 TO FIRESTONE BOULEVARD
7	SIGNING AND STRIPING PLANS – WASHBURN ROAD TO HALL ROAD (BY KOA)
8	SIGNING AND STRIPING PLANS – HALL ROAD TO FIRESTONE BOULEVARD (BY KOA)
9	CONDUIT INSTALLATION PLAN (BY TRANSPORTATION AND ENERGY SOLUTIONS)

ABBREVIATIONS

@	AT	G	GAS	RT	RIGHT
A	AREA	GB	GRADE BREAK	RW	RECLAIMED WATER
AC	ASPHALT CONCRETE	GM	GAS METER	SCE	SOUTHERN CALIFORNIA EDISON
ANG	ANGLE POINT	GP, GPOST	GUARD POST	SCG	SO CAL GAS
ARHM	ASPHALT RUBBERIZED HOT MIX	GTR	GUTTER	SD	STORM DRAIN
AVE	AVENUE	GV	GAS VALVE	SDMH	STORM DRAIN MANHOLE
B/W	BACK OF WALK	GYA	GUYWIRE ANCHOR	SHT	SHEET
BC	BEGIN CURVE	HMA	HOT MIX ASPHALT	SM	SURVEY MONUMENT
BCR	BEGIN CURVE RETURN	IN, "	INCH(ES)	SL	STREET LIGHT
BEG	BEGIN	INV	INVERT	SS	SANITARY SEWER
BLDG	BUILDING	IRR	IRRIGATION	SSPWC	STANDARD PLANS AND SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION
BLVD	BOULEVARD	L	LENGTH		
BOL	BOLLARD	LACFCD	LA COUNTY FLOOD CONTROL DISTRICT	ST	STREET
C&G	CURB AND GUTTER	LACSD	LA COUNTY SANITATION DISTRICT	STD	STANDARD
C/L	CENTERLINE	LOL	LAYOUT LINE	STLT	STREETLIGHT
CAB	CABINET, CRUSHED AGGREGATE BASE	LT	LEFT	SW	SIDEWALK
		LUMN	LUMEN	TC	TOP OF CURB
CB	CATCH BASIN	MAX	MAXIMUM	TELE	TELEPHONE
CHTR	CHARTER SPECTRUM	MH, ⓜ	MANHOLE	TS	TRAFFIC SIGNAL
COMM	COMMUNICATIONS	MIN	MINIMUM	TSC	TRAFFIC SIGNAL CABINET
CONC	CONCRETE	MON	MONUMENT	TSP	TRAFFIC SIGNAL POLE
CONST	CONSTRUCTION	MOW	MOW STRIP	TSPB	TRAFFIC SIGNAL PULL BOX
CRWN	CROWN CASTLE	MW	MONITORING WELL	TW	TREE WELL
CTS	CEMENT TREATED SUBGRADE	N	NORTH	TYP	TYPICAL
DIA	DIAMETER	No	NUMBER	VAR	VARIABLE
DWG	DRAWING	NS	NEWS STAND	VRZN	VERIZON
DWY	DRIVEWAY	NTS	NOT TO SCALE	W	WATER, WEST, WIDTH
E	EAST	OC	ON CENTER	WB	WEST BOUND
EB	EAST BOUND	PB	PULL BOX	W'LY	WESTERLY
EC	END CURVE	PCC	PORTLAND CEMENT CONCRETE	WM Ⓦ	WATER METER
ECR	END CURVE RETURN	PL	PRIVATE LIGHT	WS	WHEEL STOP
EG	EDGE OF GUTTER	P/L	PROPERTY LINE	WV	WATER VALVE
ELEC	ELECTRICAL	PP	POWER POLE	XG	CROSS GUTTER
ELPB	ELECTRICAL PULL BOX	(P), PROP	PROPOSED		
E'LY	EASTERLY	PT	POINT		
EP	EDGE OF PAVEMENT	PVMT	PAVEMENT		
(E), EXIST	EXISTING	R/W	RIGHT OF WAY		
FH, ⊣◯⊢	FIRE HYDRANT	RAD	RADIUS		
FO	FIBER OPTIC	RCP	REINFORCED CONCRETE PIPE		
FRNT	FRONTIER	RD	ROAD		
FT, '	FEET	RR	RAILROAD		

SYMBOL/LEGEND

- EXISTING EDGE OF PAVEMENT
- CENTERLINE
- (E) R/W
- (E) FENCE
- SAWCUT
- (E) WATER
- (E) GAS LINE
- (E) SANITARY SEWER
- (E) STORM DRAIN
- LIMIT OF WORK
- (E) SURVEY MONUMENT
- FULL DEPTH PAVEOUT
- COLD MILL AND 2" ARHM OVERLAY
- PCC IMPROVEMENTS

Underground Service Alert
Call: TOLL FREE
811
TWO WORKING DAYS BEFORE YOU DIG

REGISTERED PROFESSIONAL ENGINEER JEFFREY W. WILKERSON No. 63466 CIVIL STATE OF CALIFORNIA

PLANS PREPARED BY:
Stantec
38 TECHNOLOGY DRIVE, STE 200 (949) 923-6000 TEL
IRVINE, CA 92618 (949) 923-6121 FAX
UNDER THE SUPERVISION OF:
JEFFREY W. WILKERSON 05/07/24
R.C.E. 63466 DATE

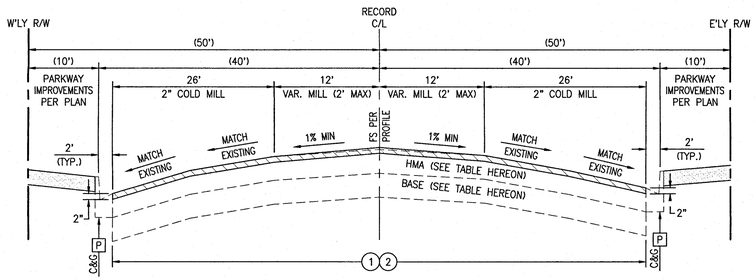
DESIGNED BY:	STANTEC	05/2024
DRAWN BY:	STANTEC	05/2024
CHECKED BY:	STANTEC	05/2024
APPROVED BY:	DEPUTY DIRECTOR OF PUBLIC WORKS — RCE — DATE	
APPROVED BY:	DIRECTOR OF PUBLIC WORKS/CITY ENGINEER — 71932 RCE — 6-11-24 DATE	

No	REVISION	DATE	BY	APP

CITY OF DOWNEY
DEPT. OF PUBLIC WORKS ENGINEERING DIVISION
CIP 14-14A WOODRUFF AVENUE PAVEMENT REHABILITATION
TITLE SHEET

VERT SCALE: "AS SHOWN"
HORIZ SCALE: "AS SHOWN"
SHEET 1 OF 9 SHEETS
DWG. NO. 03-49-05

CIP 14-14 WOODRUFF AVENUE PAVEMENT REHABILITATION
05/08/24 05:53:52 PM V:\2065\active\206502800\Eng\CAD\Plans\plan02-woodruff-1\206502800-plan02-01tt.dwg



WOODRUFF AVENUE

WASHBURN ROAD (STA 35+96) TO FIRESTONE BOULEVARD (STA 63+66)
NOT TO SCALE

EXISTING PAVEMENT SECTION TABLE			
ADDRESS/STATION	LOCATION	HMA (INCHES)	AB (INCHES)
12049 WOODRUFF (AS–8)	SB #1 LANE	10	8
12000 WOODRUFF (AS–9)	NB #1 LANE	11.5	0
11929 WOODRUFF (AS–10)	SB #2 LANE	7	8
50+70 (GA–C–7) (GA–C–8)	SB #2 LANE NB #1 LANE	8 7.75	10 9
54+70 (GA–C–5) (GA–C–6)	SB #1 LANE NB #2 LANE	6.75 7.5	8 7
58+65 (GA–C–3) (GA–C–4)	SB #2 LANE NB #1 LANE	5.5 5	11.5 13
62+50 (GA–C–1) (GA–C–2)	SB #1 LANE NB #2 LANE	5 5.25	12 9.5

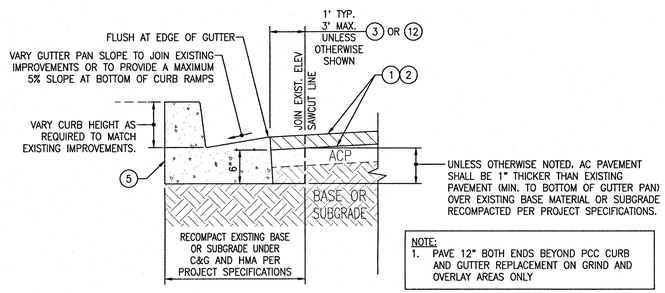
NOTES:

1. SOURCE OF EXISTING PAVEMENT SECTION DATA IS THE ASSOCIATED SOILS (AS) ENGINEERING, INC. PAVEMENT INVESTIGATION FOR FIRESTONE BOULEVARD TO STEWART AND GRAY ROAD, DATED NOVEMBER 16, 2015, PROJECT NO. 6598.15.

   AND

   THE GEO ADVANTEC (GA), INC. PAVEMENT ENGINEERING SERVICES CORING REPORT FOR FIRESTONE BOULEVARD TO STEWART AND GRAY ROAD, DATED NOVEMBER 13, 2023 NO. 23–1266.

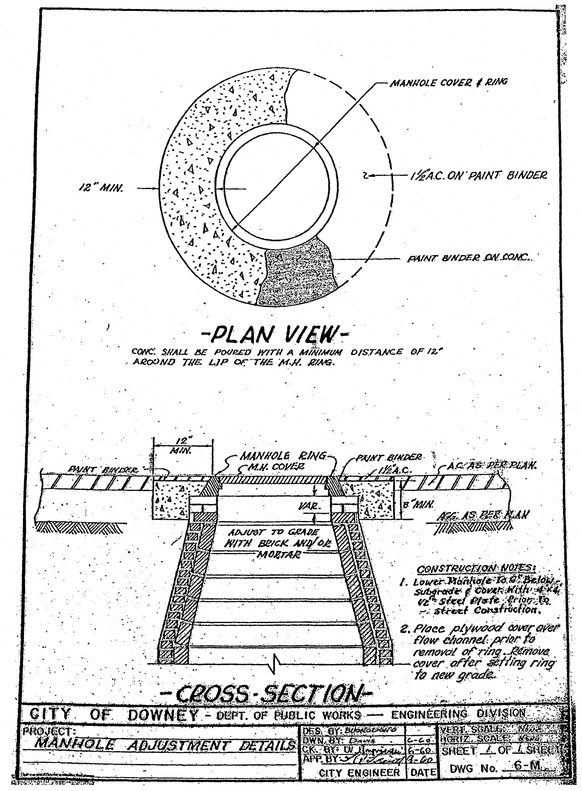
2. ASSUME EXISTING PRIVATE PROPERTY STRUCTURAL SECTIONS ARE 4" HMA OVER NATIVE OR 6" PCC OVER NATIVE.



NOTE:
1. PAVE 12" BOTH ENDS BEYOND PCC CURB AND GUTTER REPLACEMENT ON GRIND AND OVERLAY AREAS ONLY

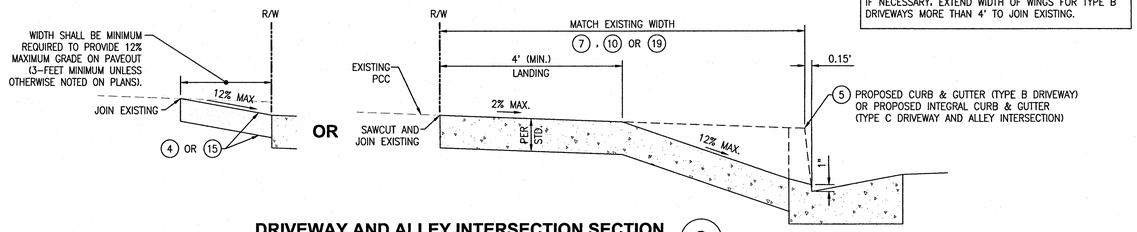
PAVEOUT ADJACENT TO NEW CURB AND GUTTER 2

NOT TO SCALE



MANHOLE ADJUSTMENT DETAIL 1

NOT TO SCALE

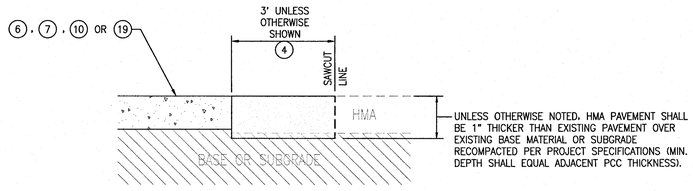


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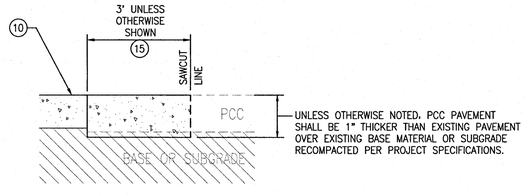
IF NECESSARY, EXTEND WIDTH OF WINGS FOR TYPE B DRIVEWAYS MORE THAN 4' TO JOIN EXISTING.

DRIVEWAY AND ALLEY INTERSECTION SECTION 3

NOT TO SCALE



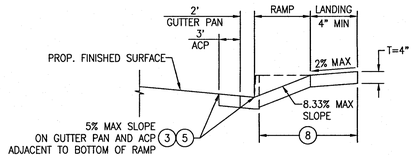
HMA ADJACENT TO BACK OF DRIVEWAY OR SIDEWALK



PCC ADJACENT TO BACK OF DRIVEWAY OR SIDEWALK

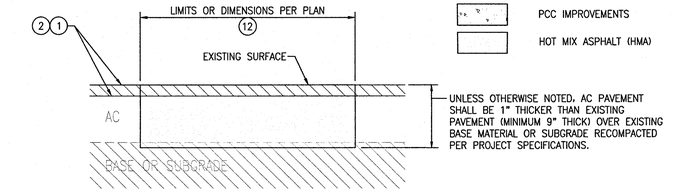
PRIVATE PROPERTY PAVEMENT REPAIR DETAILS 5

SCALE: NTS



RAMP DETAIL 4

NOT TO SCALE



TYPICAL PAVEOUT DETAIL 6

SCALE: NTS

CONSTRUCTION NOTES

1. COLD MILL EXISTING AC PAVEMENT (2" AND VARIABLE DEPTH PER TYPICAL SECTION), CLEAN LOOSE DEBRIS FROM SURFACE, AND APPLY A TACK COAT CONSISTING OF A 0.1 GALLON PER SQUARE YARD APPLICATION OF SS–1.
2. CONSTRUCT 2" ASPHALT RUBBER HOT MIX (ARHM) OVERLAY.
3. REMOVE EXISTING AC PAVEMENT, BASE, AND SUBGRADE AND CONSTRUCT PAVEOUT ADJACENT TO NEW CURB AND GUTTER PER DETAIL 2 ON SHEET 2. WIDTH SHALL BE 1–FOOT UNLESS OTHERWISE SPECIFIED.
4. REMOVE EXISTING AC PAVEMENT, BASE, AND SUBGRADE AND CONSTRUCT AC PAVEOUT IN PRIVATE PROPERTY PER DETAIL 5 ON SHEET 2. WIDTH SHALL BE 3–FOOT UNLESS OTHERWISE SPECIFIED.
5. REMOVE EXISTING AND CONSTRUCT TYPE "A2–8" (8–INCH OR VARIABLE CURB FACE) CURB AND GUTTER PER SPPWC STD. PLAN NO. 120–3 AND DETAIL 2 ON SHEET 2.
6. REMOVE EXISTING AND CONSTRUCT PCC SIDEWALK PER SPPWC STD. PLAN NO. 113–2.
7. REMOVE EXISTING AND CONSTRUCT PCC ALLEY INTERSECTION PER SPPWC STD. PLAN NO. 130–3 (TYPE C), MODIFY PER DETAIL 3 ON SHEET 2.
8. REMOVE EXISTING AND CONSTRUCT CURB RAMP WITH CAST–IN–PLACE TRUNCATED DOMES PER SPPWC STD. PLAN NO. 111–5 (CASE, TYPE, SECTION AND DETAIL PER PLAN) AND DETAIL 4 ON SHEET 2. DOME COLOR SHALL BE DARK GRAY.
9. REMOVE EXISTING AND CONSTRUCT LONGITUDINAL GUTTER (MATCH EXISTING).
10. REMOVE EXISTING AND CONSTRUCT PCC COMMERCIAL DRIVEWAY PER SPPWC STD. PLAN NO. 110–2 (TYPE B), MODIFIED PER DETAIL 3 ON SHEET 2.
11. JOIN EXISTING AC PAVEMENT.
12. REMOVE EXISTING AC PAVEMENT, BASE, AND SUBGRADE AND CONSTRUCT PAVEOUT PER DETAIL 6 ON SHEET 2.
13. INSTALL THERMOPLATIC WHITE PAVEMENT MARKING (TYPE I ARROW) PER CALTRANS STD. PLAN A24A. MATCH EXISTING LENGTH AND WIDTH.
14. REMOVE EXISTING AND CONSTRUCT NEW TYPE "A1" CURB PER SPPWC STD. PLAN NO. 120–3. TRANSITION CURB HEIGHT FROM 0" TO HEIGHT OF EXISTING CURB. TRANSITION LENGTH SHALL BE 3–FEET UNLESS OTHERWISE SHOWN.
15. REMOVE EXISTING PCC PAVEMENT, BASE AND/OR SUBGRADE AND CONSTRUCT PCC PAVEMENT IN PRIVATE PROPERTY PER DETAIL 5 ON SHEET 2.
16. REMOVE EXISTING AND CONSTRUCT NEW TYPE "A1" CURB PER SPPWC STD. PLAN NO. 120–3. MATCH EXISTING CURB HEIGHT.
17. REMOVE EXISTING AND CONSTRUCT NEW TYPE "A1" RETAINING CURB PER SPPWC STD. PLAN NO. 120–3. TOP OF RETAINING CURB SHALL MATCH EXISTING TOP OF CURB.
18. REMOVE EXISTING AND CONSTRUCT NEW LOCAL DEPRESSION AND INTEGRAL CURB PER SPPWC STD. PLAN NO. 313–4. MATCH EXISTING CASE AND DIMENSIONS.
19. REMOVE EXISTING AND CONSTRUCT PCC COMMERCIAL DRIVEWAY PER SPPWC STD. PLAN NO. 110–2 (TYPE C), MODIFIED PER DETAIL 3 ON SHEET 2.

DISPOSITION NOTES

P PROTECT IN PLACE (ITEM PER PLAN).

1. ADJUST EXISTING CITY SEWER MANHOLE TO GRADE PER DETAIL 1 ON SHEET 2.
2. ADJUST EXISTING LACFCD STORM DRAIN MANHOLE TO GRADE PER DETAIL 1 ON SHEET 2 AND LACFCD REQUIREMENTS.
3. REMOVE EXISTING TREE (BY CITY).
4. ADJUST EXISTING CITY WATER METER TO GRADE
5. ADJUST EXISTING CITY WATER VALVE TO GRADE.
6. REMOVE EXISTING AND RECONSTRUCT DAMAGED PORTION OF PARKWAY DRAIN NEAR CURB AND GUTTER PER SPPWC STD. PLAN NO. 151–3 (S AND INLET TYPE TO MATCH EXISTING).
7. PROTECT EXISTING 5'x4' TREE WELL.
8. RESET EXISTING/NEW SURVEY MONUMENT.
9. ADJUST EXISTING LACSD SEWER MANHOLE TO GRADE PER DETAIL 1 ON SHEET 2 AND LACSD REQUIREMENTS.
10. REMOVE EXISTING AND INSTALL NEW BOLLARD TO MATCH EXISTING.
11. REMOVE EXISTING AND CONSTRUCT NEW PARKWAY DRAIN PER SPPWC STD. PLAN NO. 151–3 (S AND INLET TYPE TO MATCH EXISTING).
12. REMOVE EXISTING AND INSTALL NEW PARKWAY DRAIN LID TO MATCH EXISTING.

UTILITY COMPANY NOTES

1. ADJUST TELECOMMUNICATIONS MANHOLE TO GRADE BY FRONTIER.
2. ADJUST GAS VALVE TO GRADE BY SCG.

PAVEMENT LEGEND

- COLD MILL AND 2" ARHM OVERLAY
- PCC IMPROVEMENTS
- HOT MIX ASPHALT (HMA)

Underground Service Alert
Call: TOLL FREE
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TWO WORKING DAYS BEFORE YOU DIG

JEFFREY W. WILKERSON No. 63466 CIVIL STATE OF CALIFORNIA

PLANS PREPARED BY:
Stantec
38 TECHNOLOGY DRIVE, STE 200 (949) 923–6000 TEL
IRVINE, CA 92618 (949) 923–6121 FAX
UNDER THE SUPERVISION OF:
JEFFREY W. WILKERSON 05/07/24
R.C.E. 63466 DATE

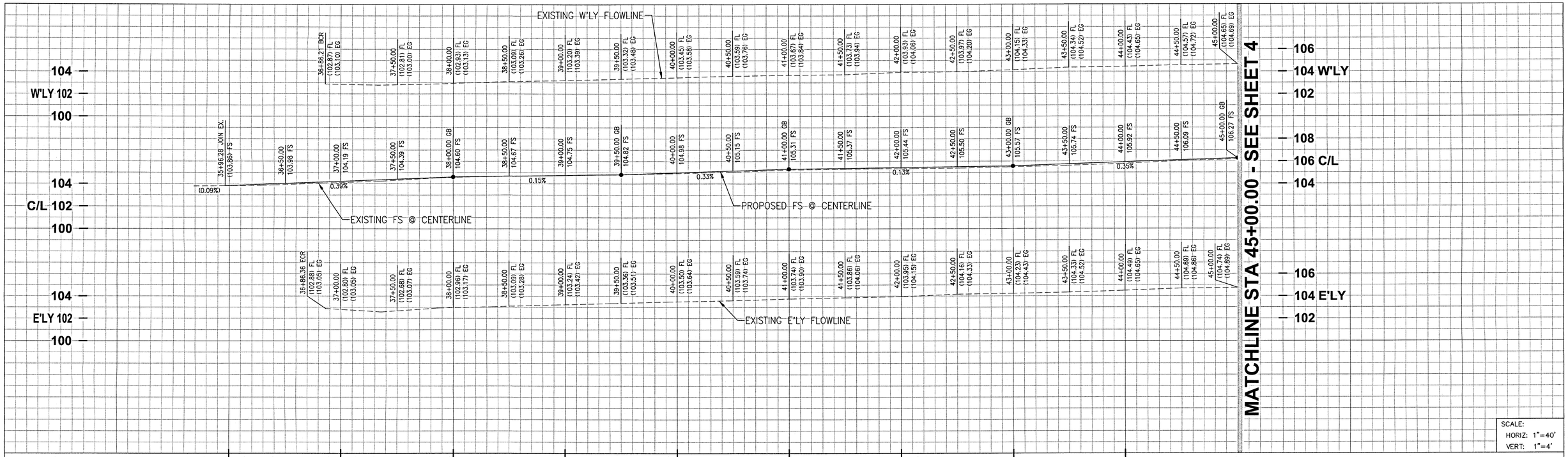
DESIGNED BY:	STANTEC	05/2024
DRAWN BY:	STANTEC	05/2024
CHECKED BY:	STANTEC	05/2024
APPROVED BY:	DEPUTY DIRECTOR OF PUBLIC WORKS	RCE DATE
APPROVED BY:	DIRECTOR OF PUBLIC WORKS/CITY ENGINEER	71932 RCE 6/1/24 DATE

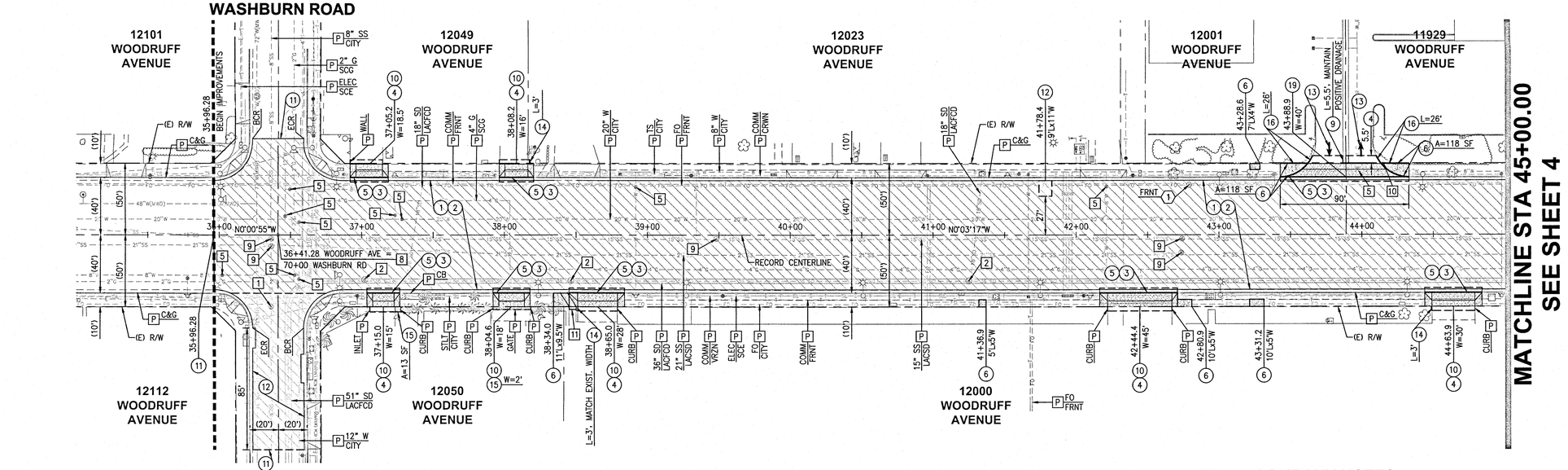
No	REVISION	DATE	BY	APP

CITY OF DOWNEY
DEPT. OF PUBLIC WORKS ENGINEERING DIVISION
CIP 14–14A WOODRUFF AVENUE PAVEMENT REHABILITATION
TYPICAL SECTIONS, DETAILS, AND NOTES

VERT SCALE: "AS SHOWN"
HORIZ SCALE: "AS SHOWN"
SHEET 2 OF 9 SHEETS
DWG. NO. 03–49–05

CIP 14–14 WOODRUFF AVENUE PAVEMENT REHABILITATION
05/07/24 11:05:52 AM K:\2065\active\2065002800\Eng\CAD\Plans\plan02–woodruff–1\2065002800–plan02–02gn.dwg





WOODRUFF AVENUE

GRAPHIC SCALE
40 0 40 120
SCALE: 1" = 40'

SCALE:
HORIZ: 1"=40'
VERT: 1"=4'

NOTE:
1. PROTECT ALL EXISTING IMPROVEMENTS AND UTILITIES IN PARKWAY UNLESS OTHERWISE NOTED.

UTILITY COMPANY NOTES

(1) ADJUST TELECOMMUNICATIONS MANHOLE TO GRADE BY FRONTIER.

PAVEMENT LEGEND

- FULL DEPTH PAVEOUT
- COLD MILL AND 2" ARHM OVERLAY
- PCC IMPROVEMENTS

FOR FULL SYMBOL/LEGEND SEE TITLE SHEET.

CONSTRUCTION NOTES

1. COLD MILL EXISTING AC PAVEMENT (2" AND VARIABLE DEPTH PER TYPICAL SECTION), CLEAN LOOSE DEBRIS FROM SURFACE, AND APPLY A TACK COAT CONSISTING OF A 0.1 GALLON PER SQUARE YARD APPLICATION OF SS-1.
2. CONSTRUCT 2" ASPHALT RUBBER HOT MIX (ARHM) OVERLAY.
3. REMOVE EXISTING AC PAVEMENT, BASE, AND SUBGRADE AND CONSTRUCT PAVEOUT ADJACENT TO NEW CURB AND GUTTER PER DETAIL 2 ON SHEET 2. WIDTH SHALL BE 1-FOOT UNLESS OTHERWISE SPECIFIED.
4. REMOVE EXISTING AC PAVEMENT, BASE, AND SUBGRADE AND CONSTRUCT AC PAVEOUT IN PRIVATE PROPERTY PER DETAIL 5 ON SHEET 2. WIDTH SHALL BE 3-FOOT UNLESS OTHERWISE SPECIFIED.
5. REMOVE EXISTING AND CONSTRUCT TYPE "A2-8" (8-INCH OR VARIABLE CURB FACE) CURB AND GUTTER PER SPPWC STD. PLAN NO. 120-3 AND DETAIL 2 ON SHEET 2.
6. REMOVE EXISTING AND CONSTRUCT PCC SIDEWALK PER SPPWC STD. PLAN NO. 113-2.
7. REMOVE EXISTING AND CONSTRUCT PCC ALLEY INTERSECTION PER SPPWC STD. PLAN NO. 130-3 (TYPE C). MODIFY PER DETAIL 3 ON SHEET 2.
9. REMOVE EXISTING AND CONSTRUCT LONGITUDINAL GUTTER (MATCH EXISTING).
10. REMOVE EXISTING AND CONSTRUCT PCC COMMERCIAL DRIVEWAY PER SPPWC STD. PLAN NO. 110-2 (TYPE B). MODIFIED PER DETAIL 3 ON SHEET 2.
11. JOIN EXISTING AC PAVEMENT.
12. REMOVE EXISTING AC PAVEMENT, BASE, AND SUBGRADE AND CONSTRUCT PAVEOUT PER DETAIL 6 ON SHEET 2.
13. INSTALL THERMOPLATIC WHITE PAVEMENT MARKING (TYPE I ARROW) PER CALTRANS STD. PLAN A24A. MATCH EXISTING LENGTH AND WIDTH.
14. REMOVE EXISTING AND CONSTRUCT NEW TYPE "A1" CURB PER SPPWC STD. PLAN NO. 120-3. TRANSITION CURB HEIGHT FROM 0" TO HEIGHT OF EXISTING CURB. TRANSITION LENGTH SHALL BE 3-FEET UNLESS OTHERWISE SHOWN.
15. REMOVE EXISTING PCC PAVEMENT, BASE AND/OR SUBGRADE AND CONSTRUCT PCC PAVEMENT IN PRIVATE PROPERTY PER DETAIL 5 ON SHEET 2.
16. REMOVE EXISTING AND CONSTRUCT NEW TYPE "A1" CURB PER SPPWC STD. PLAN NO. 120-3. MATCH EXISTING CURB HEIGHT.
19. REMOVE EXISTING AND CONSTRUCT PCC COMMERCIAL DRIVEWAY PER SPPWC STD. PLAN NO. 110-2 (TYPE C). MODIFIED PER DETAIL 3 ON SHEET 2.

DISPOSITION NOTES

- [P] PROTECT IN PLACE (ITEM PER PLAN).
- [1] ADJUST EXISTING CITY SEWER MANHOLE TO GRADE PER DETAIL 1 ON SHEET 2.
- [2] ADJUST EXISTING LACFCD STORM DRAIN MANHOLE TO GRADE PER DETAIL 1 ON SHEET 2 AND LACFCD REQUIREMENTS.
- [5] ADJUST EXISTING CITY WATER VALVE TO GRADE.
- [8] RESET EXISTING/NEW SURVEY MONUMENT.
- [10] REMOVE EXISTING AND INSTALL NEW BOLLARD TO MATCH EXISTING.
- [11] REMOVE EXISTING AND CONSTRUCT NEW PARKWAY DRAIN PER SPPWC STD. PLAN NO. 151-3 (S AND INLET TYPE TO MATCH EXISTING).

Underground Service Alert
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TWO WORKING DAYS BEFORE YOU DIG

REGISTERED PROFESSIONAL ENGINEER JEFFREY W. WILKERSON No. 63466 CIVIL STATE OF CALIFORNIA

PLANS PREPARED BY:
Stantec
38 TECHNOLOGY DRIVE, STE 200 (949) 923-6000 TEL
IRVINE, CA 92618 (949) 923-6121 FAX
UNDER THE SUPERVISION OF:
JEFFREY W. WILKERSON 05/07/24
R.C.E. 63466 DATE

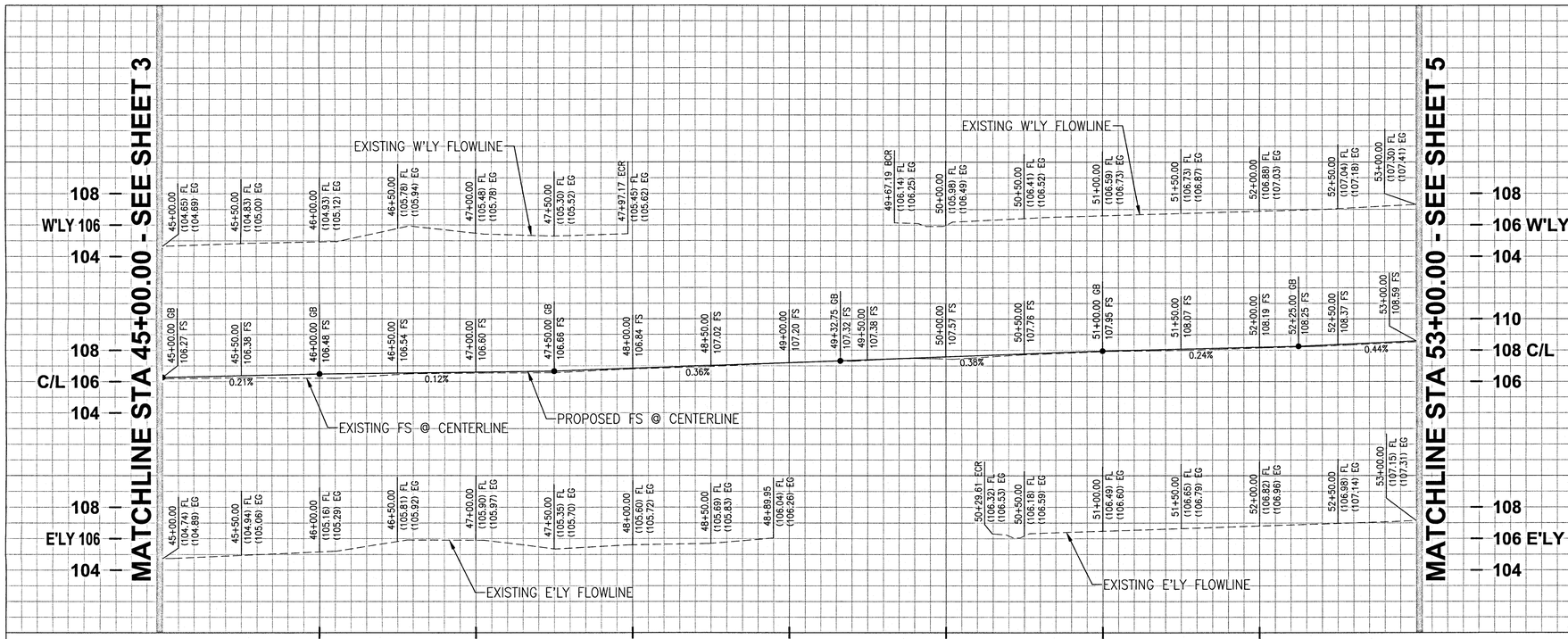
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DRAWN BY:	STANTEC	05/2024
CHECKED BY:	STANTEC	05/2024
APPROVED BY: DEPUTY DIRECTOR OF PUBLIC WORKS	RCE	DATE
APPROVED BY: DIRECTOR OF PUBLIC WORKS/CITY ENGINEER	71952 RCE	6-11-24 DATE

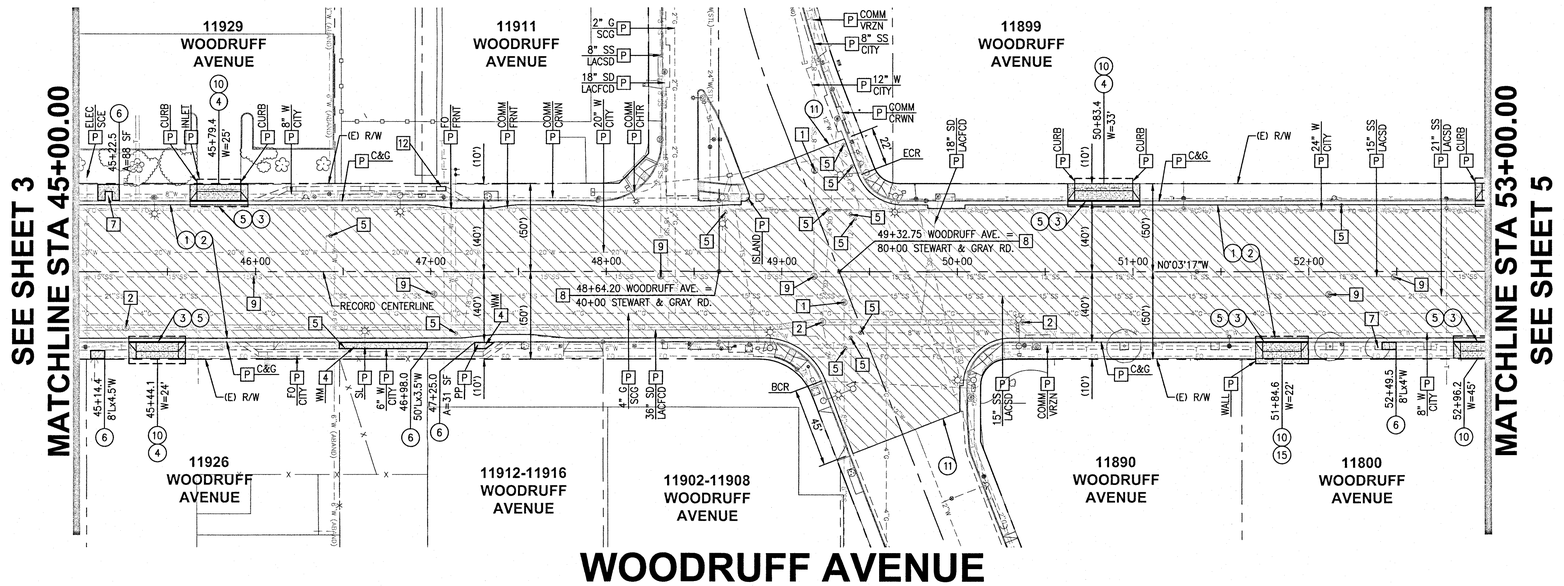
No	REVISION	DATE	BY	APP

CITY OF DOWNEY
DEPT. OF PUBLIC WORKS ENGINEERING DIVISION
CIP 14-14A WOODRUFF AVENUE PAVEMENT REHABILITATION
ROADWAY IMPROVEMENT PLANS
STA. 35+00.00 TO STA. 45+00.00

VERT SCALE: "AS SHOWN"
HORIZ SCALE: "AS SHOWN"
SHEET 3 OF 9 SHEETS
DWG. NO. 03-49-05

CIP 14-14 WOODRUFF AVENUE PAVEMENT REHABILITATION
05/06/24 06:01:57 PM V:\2065\active\206500280\Eng\CAD\Plans\plan02-woodruff-1\2065002800-plan02-11st.dwg





SCALE:
HORIZ: 1"=40'
VERT: 1"=4'

CONSTRUCTION NOTES

1. COLD MILL EXISTING AC PAVEMENT (2" AND VARIABLE DEPTH PER TYPICAL SECTION), CLEAN LOOSE DEBRIS FROM SURFACE, AND APPLY A TACK COAT CONSISTING OF A 0.1 GALLON PER SQUARE YARD APPLICATION OF SS-1.
2. CONSTRUCT 2" ASPHALT RUBBER HOT MIX (ARHM) OVERLAY.
3. REMOVE EXISTING AC PAVEMENT, BASE, AND SUBGRADE AND CONSTRUCT PAVEOUT ADJACENT TO NEW CURB AND GUTTER PER DETAIL 2 ON SHEET 2. WIDTH SHALL BE 1-FOOT UNLESS OTHERWISE SPECIFIED.
4. REMOVE EXISTING AC PAVEMENT, BASE, AND SUBGRADE AND CONSTRUCT AC PAVEOUT IN PRIVATE PROPERTY PER DETAIL 5 ON SHEET 2. WIDTH SHALL BE 3-FOOT UNLESS OTHERWISE SPECIFIED.
5. REMOVE EXISTING AND CONSTRUCT TYPE "A2-8" (8-INCH OR VARIABLE CURB FACE) CURB AND GUTTER PER SPPWC STD. PLAN NO. 120-3 AND DETAIL 2 ON SHEET 2.
6. REMOVE EXISTING AND CONSTRUCT PCC SIDEWALK PER SPPWC STD. PLAN NO. 113-2.
10. REMOVE EXISTING AND CONSTRUCT PCC COMMERCIAL DRIVEWAY PER SPPWC STD. PLAN NO. 110-2 (TYPE B), MODIFIED PER DETAIL 3 ON SHEET 2.
11. JOIN EXISTING AC PAVEMENT.
15. REMOVE EXISTING PCC PAVEMENT, BASE AND/OR SUBGRADE AND CONSTRUCT PCC PAVEMENT IN PRIVATE PROPERTY PER DETAIL 5 ON SHEET 2.

DISPOSITION NOTES

- P PROTECT IN PLACE (ITEM PER PLAN).
1. ADJUST EXISTING CITY SEWER MANHOLE TO GRADE PER DETAIL 1 ON SHEET 2.
2. ADJUST EXISTING LACFCD STORM DRAIN MANHOLE TO GRADE PER DETAIL 1 ON SHEET 2 AND LACFCD REQUIREMENTS.
4. ADJUST EXISTING CITY WATER METER TO GRADE
5. ADJUST EXISTING CITY WATER VALVE TO GRADE.
7. PROTECT EXISTING 5'x4' TREE WELL.
8. RESET EXISTING/NEW SURVEY MONUMENT.
9. ADJUST EXISTING LACSD SEWER MANHOLE TO GRADE PER DETAIL 1 ON SHEET 2 AND LACSD REQUIREMENTS.
12. REMOVE EXISTING AND INSTALL NEW PARKWAY DRAIN LID TO MATCH EXISTING.

PAVEMENT LEGEND

- FULL DEPTH PAVEOUT
- COLD MILL AND 2" ARHM OVERLAY
- PCC IMPROVEMENTS

FOR FULL SYMBOL/LEGEND SEE TITLE SHEET.

NOTE:
1. PROTECT ALL EXISTING IMPROVEMENTS AND UTILITIES IN PARKWAY UNLESS OTHERWISE NOTED.

N

GRAPHIC SCALE
40 0 40 120
SCALE: 1" = 40'

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TWO WORKING DAYS BEFORE YOU DIG

REGISTERED PROFESSIONAL ENGINEER JEFFREY W. WILKERSON No. 63466 CIVIL STATE OF CALIFORNIA

PLANS PREPARED BY:
Stantec
38 TECHNOLOGY DRIVE, STE 200 (949) 923-6000 TEL
IRVINE, CA 92618 (949) 923-6121 FAX
UNDER THE SUPERVISION OF:
JEFFREY W. WILKERSON 05/07/24
R.C.E. 63466 DATE

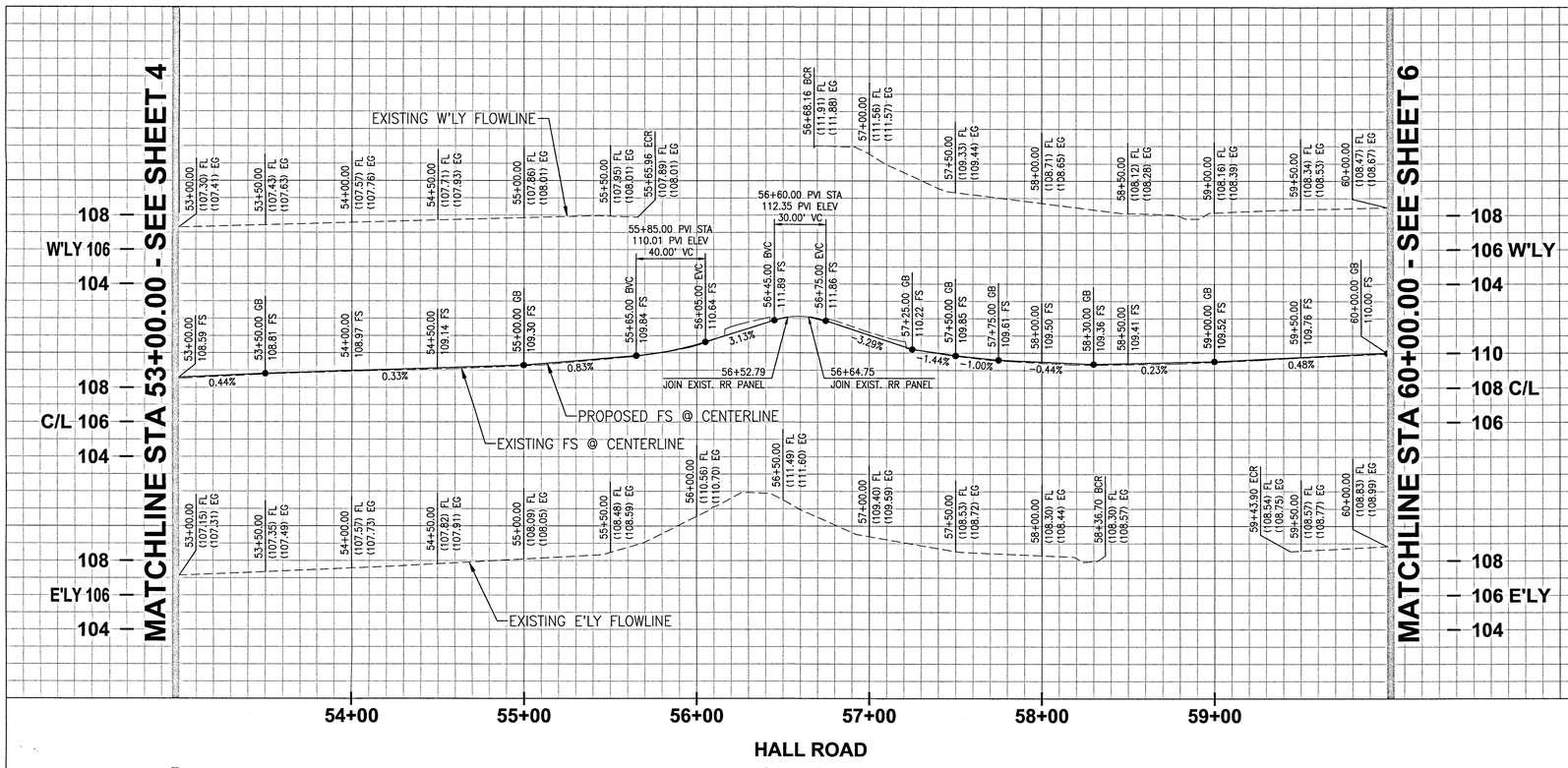
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DRAWN BY:	STANTEC		05/2024
CHECKED BY:	STANTEC		05/2024
APPROVED BY:	DEPUTY DIRECTOR OF PUBLIC WORKS	RCE	DATE
APPROVED BY:	DIRECTOR OF PUBLIC WORKS/CITY ENGINEER	71932 RCE	6/1/24 DATE

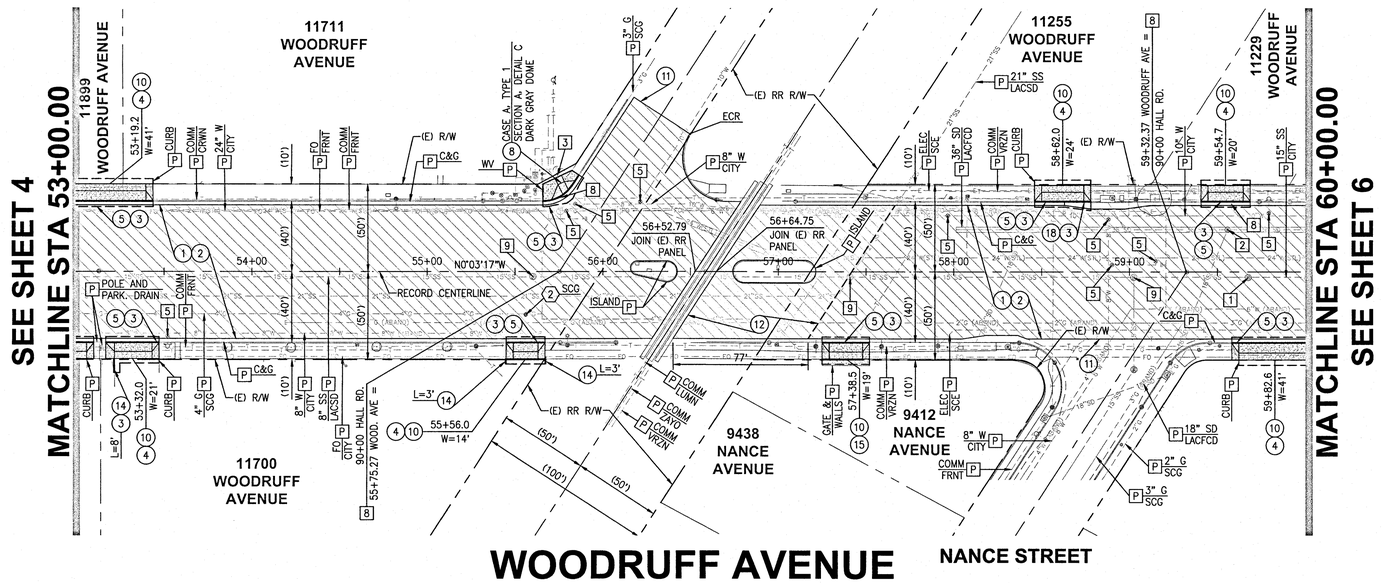
No	REVISION	DATE	BY	APP

CITY OF DOWNEY
DEPT. OF PUBLIC WORKS ENGINEERING DIVISION
CIP 14-14A WOODRUFF AVENUE PAVEMENT REHABILITATION
ROADWAY IMPROVEMENT PLANS
STA. 45+00.00 TO STA. 53+00.00

VERT SCALE: "AS SHOWN"
HORIZ SCALE: "AS SHOWN"
SHEET 4 OF 9 SHEETS
DWG. NO. 03-49-05

CIP 14-14 WOODRUFF AVENUE PAVEMENT REHABILITATION
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GRAPHIC SCALE

40 0 40 120

SCALE: 1" = 40'

SCALE:
HORIZ: 1"=40'
VERT: 1"=4'

CONSTRUCTION NOTES

(1) COLD MILL EXISTING AC PAVEMENT (2" AND VARIABLE DEPTH PER TYPICAL SECTION), CLEAN LOOSE DEBRIS FROM SURFACE, AND APPLY A TACK COAT CONSISTING OF A 0.1 GALLON PER SQUARE YARD APPLICATION OF SS-1.

(2) CONSTRUCT 2" ASPHALT RUBBER HOT MIX (ARHM) OVERLAY.

(3) REMOVE EXISTING AC PAVEMENT, BASE, AND SUBGRADE AND CONSTRUCT PAVEOUT ADJACENT TO NEW CURB AND GUTTER PER DETAIL 2 ON SHEET 2. WIDTH SHALL BE 1-FOOT UNLESS OTHERWISE SPECIFIED.

(4) REMOVE EXISTING AC PAVEMENT, BASE, AND SUBGRADE AND CONSTRUCT AC PAVEOUT IN PRIVATE PROPERTY PER DETAIL 5 ON SHEET 2. WIDTH SHALL BE 3-FOOT UNLESS OTHERWISE SPECIFIED.

(5) REMOVE EXISTING AND CONSTRUCT TYPE "A2-8" (8-INCH OR VARIABLE CURB FACE) CURB AND GUTTER PER SPPWC STD. PLAN NO. 120-3 AND DETAIL 2 ON SHEET 2.

(8) REMOVE EXISTING AND CONSTRUCT CURB RAMP WITH CAST-IN-PLACE TRUNCATED DOMES PER SPPWC STD. PLAN NO. 111-5 (CASE, TYPE, SECTION AND DETAIL PER PLAN) AND DETAIL 4 ON SHEET 2. DOME COLOR SHALL BE DARK GRAY.

(10) REMOVE EXISTING AND CONSTRUCT PCC COMMERCIAL DRIVEWAY PER SPPWC STD. PLAN NO. 110-2 (TYPE B), MODIFIED PER DETAIL 3 ON SHEET 2.

(11) JOIN EXISTING AC PAVEMENT.

(12) REMOVE EXISTING AC PAVEMENT, BASE, AND SUBGRADE AND CONSTRUCT PAVEOUT PER DETAIL 6 ON SHEET 2.

(14) REMOVE EXISTING AND CONSTRUCT NEW TYPE "A1" CURB PER SPPWC STD. PLAN NO. 120-3. TRANSITION CURB HEIGHT FROM 0" TO HEIGHT OF EXISTING CURB. TRANSITION LENGTH SHALL BE 3-FEET UNLESS OTHERWISE SHOWN.

(15) REMOVE EXISTING PCC PAVEMENT, BASE AND/OR SUBGRADE AND CONSTRUCT PCC PAVEMENT IN PRIVATE PROPERTY PER DETAIL 5 ON SHEET 2.

(18) REMOVE EXISTING AND CONSTRUCT NEW LOCAL DEPRESSION AND INTEGRAL CURB PER SPPWC STD. PLAN NO. 313-4. MATCH EXISTING CASE AND DIMENSIONS.

DISPOSITION NOTES

[P] PROTECT IN PLACE (ITEM PER PLAN).

[1] ADJUST EXISTING CITY SEWER MANHOLE TO GRADE PER DETAIL 1 ON SHEET 2.

[2] ADJUST EXISTING LACFCD STORM DRAIN MANHOLE TO GRADE PER DETAIL 1 ON SHEET 2 AND LACFCD REQUIREMENTS.

[3] REMOVE EXISTING TREE (BY CITY).

[5] ADJUST EXISTING CITY WATER VALVE TO GRADE.

[8] RESET EXISTING/NEW SURVEY MONUMENT.

[9] ADJUST EXISTING LACSD SEWER MANHOLE TO GRADE PER DETAIL 1 ON SHEET 2 AND LACSD REQUIREMENTS.

UTILITY COMPANY NOTES

(2) ADJUST GAS VALVE TO GRADE BY SCG.

NOTE:
1. PROTECT ALL EXISTING IMPROVEMENTS AND UTILITIES IN PARKWAY UNLESS OTHERWISE NOTED.

PAVEMENT LEGEND

FULL DEPTH PAVEOUT

COLD MILL AND 2" ARHM OVERLAY

PCC IMPROVEMENTS

FOR FULL SYMBOL/LEGEND SEE TITLE SHEET.

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REGISTERED PROFESSIONAL ENGINEER JEFFREY W. WILKERSON No. 63466 CIVIL STATE OF CALIFORNIA

PLANS PREPARED BY:
Stantec
38 TECHNOLOGY DRIVE, STE 200 (949) 923-6000 TEL
IRVINE, CA 92618 (949) 923-6121 FAX
UNDER THE SUPERVISION OF:
JEFFREY W. WILKERSON 05/07/24
R.C.E. 63466 DATE

DESIGNED BY:	STANTEC	05/2024
DRAWN BY:	STANTEC	05/2024
CHECKED BY:	STANTEC	05/2024
APPROVED BY: DEPUTY DIRECTOR OF PUBLIC WORKS	RCE	DATE
APPROVED BY: DIRECTOR OF PUBLIC WORKS/CITY ENGINEER	71932 RCE	6-11-24 DATE

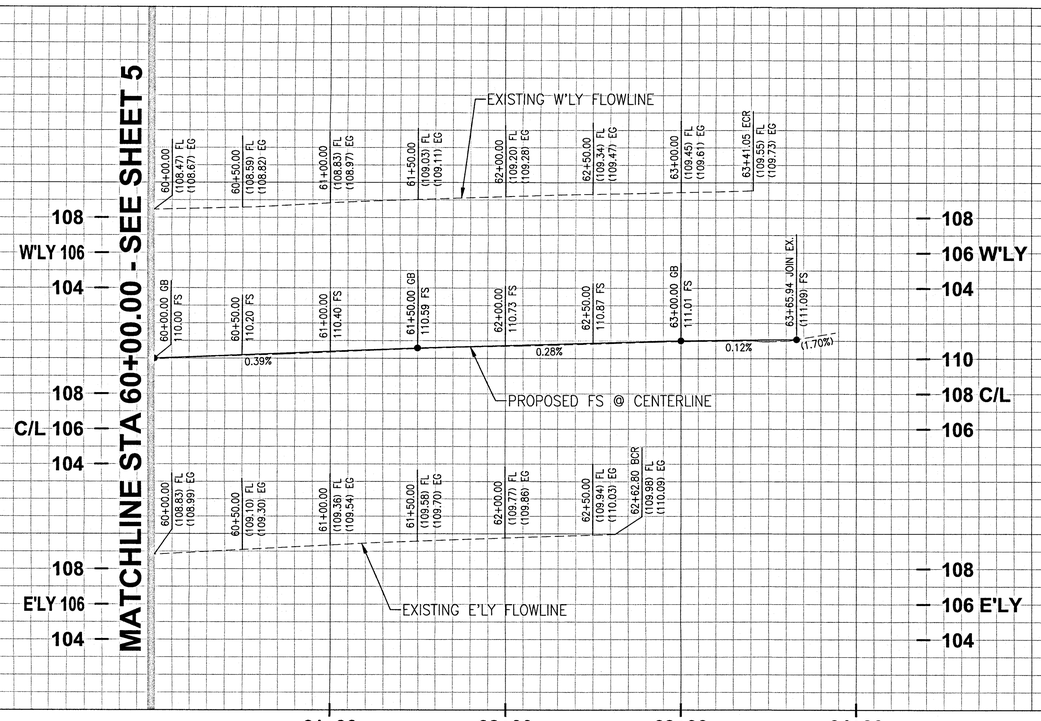
No	REVISION	DATE	BY	APP

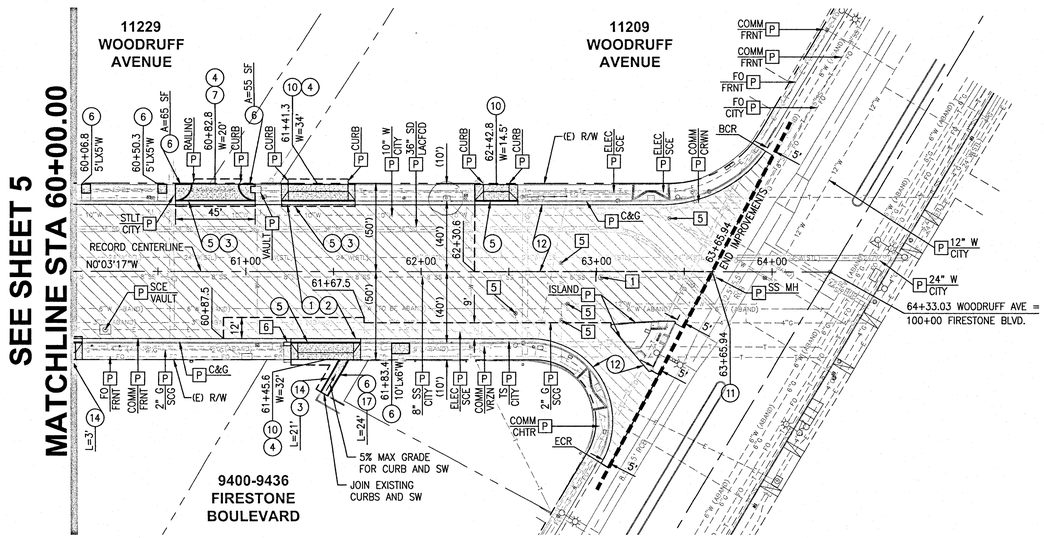
CITY OF DOWNEY
DEPT. OF PUBLIC WORKS ENGINEERING DIVISION

CIP 14-14A WOODRUFF AVENUE PAVEMENT REHABILITATION
ROADWAY IMPROVEMENT PLANS
STA. 53+00.00 TO STA. 60+00.00

VERT SCALE: "AS SHOWN"
HORIZ SCALE: "AS SHOWN"
SHEET 5 OF 9 SHEETS
DWG. NO. 03-49-05

CIP 14-14 WOODRUFF AVENUE PAVEMENT REHABILITATION
05/08/24 06:03:40 PM W:\2065\active\206500280\Eng\CAD\Plans\plan02--woodruff--\206500280--plan02--13st.dwg





SCALE:
HORIZ: 1"=40'
VERT: 1"=4'

CONSTRUCTION NOTES

1. COLD MILL EXISTING AC PAVEMENT (2" AND VARIABLE DEPTH PER TYPICAL SECTION), CLEAN LOOSE DEBRIS FROM SURFACE, AND APPLY A TACK COAT CONSISTING OF A 0.1 GALLON PER SQUARE YARD APPLICATION OF SS-1.
2. CONSTRUCT 2" ASPHALT RUBBER HOT MIX (ARHM) OVERLAY.
3. REMOVE EXISTING AC PAVEMENT, BASE, AND SUBGRADE AND CONSTRUCT PAVEOUT ADJACENT TO NEW CURB AND GUTTER PER DETAIL 2 ON SHEET 2. WIDTH SHALL BE 1-FOOT UNLESS OTHERWISE SPECIFIED.
4. REMOVE EXISTING AC PAVEMENT, BASE, AND SUBGRADE AND CONSTRUCT AC PAVEOUT IN PRIVATE PROPERTY PER DETAIL 5 ON SHEET 2. WIDTH SHALL BE 3-FOOT UNLESS OTHERWISE SPECIFIED.
5. REMOVE EXISTING AND CONSTRUCT TYPE "A2-8" (8-INCH OR VARIABLE CURB FACE) CURB AND GUTTER PER SPPWC STD. PLAN NO. 120-3 AND DETAIL 2 ON SHEET 2.
6. REMOVE EXISTING AND CONSTRUCT PCC SIDEWALK PER SPPWC STD. PLAN NO. 113-2.
7. REMOVE EXISTING AND CONSTRUCT PCC ALLEY INTERSECTION PER SPPWC STD. PLAN NO. 130-3 (TYPE C), MODIFY PER DETAIL 3 ON SHEET 2.
10. REMOVE EXISTING AND CONSTRUCT PCC COMMERCIAL DRIVEWAY PER SPPWC STD. PLAN NO. 110-2 (TYPE B), MODIFIED PER DETAIL 3 ON SHEET 2.
11. JOIN EXISTING AC PAVEMENT.
12. REMOVE EXISTING AC PAVEMENT, BASE, AND SUBGRADE AND CONSTRUCT PAVEOUT PER DETAIL 6 ON SHEET 2.
14. REMOVE EXISTING AND CONSTRUCT NEW TYPE "A1" CURB PER SPPWC STD. PLAN NO. 120-3, TRANSITION CURB HEIGHT FROM 0" TO HEIGHT OF EXISTING CURB. TRANSITION LENGTH SHALL BE 3-FEET UNLESS OTHERWISE SHOWN.
17. REMOVE EXISTING AND CONSTRUCT NEW TYPE "A1" RETAINING CURB PER SPPWC STD. PLAN NO. 120-3. TOP OF RETAINING CURB SHALL MATCH EXISTING TOP OF CURB.

DISPOSITION NOTES

- [P] PROTECT IN PLACE (ITEM PER PLAN).
- [1] ADJUST EXISTING CITY SEWER MANHOLE TO GRADE PER DETAIL 1 ON SHEET 2.
- [5] ADJUST EXISTING CITY WATER VALVE TO GRADE.
- [6] REMOVE EXISTING AND RECONSTRUCT DAMAGED PORTION OF PARKWAY DRAIN NEAR CURB AND GUTTER PER SPPWC STD. PLAN NO. 151-3 (S AND INLET TYPE TO MATCH EXISTING).

PAVEMENT LEGEND

- FULL DEPTH PAVEOUT
- COLD MILL AND 2" ARHM OVERLAY
- PCC IMPROVEMENTS

FOR FULL SYMBOL/LEGEND SEE TITLE SHEET.

NOTE:
1. PROTECT ALL EXISTING IMPROVEMENTS AND UTILITIES IN PARKWAY UNLESS OTHERWISE NOTED.

GRAPHIC SCALE
40 0 40 120
SCALE: 1" = 40'

Underground Service Alert
Call: TOLL FREE
811
TWO WORKING DAYS BEFORE YOU DIG

REGISTERED PROFESSIONAL ENGINEER JEFFREY W. WILKERSON No. 63466 CIVIL STATE OF CALIFORNIA

PLANS PREPARED BY:
Stantec
38 TECHNOLOGY DRIVE, STE 200 (949) 923-6000 TEL
IRVINE, CA 92618 (949) 923-6121 FAX
UNDER THE SUPERVISION OF:
JEFFREY W. WILKERSON 05/07/24
R.C.E. 63466 DATE

DESIGNED BY:	STANTEC	05/2024
DRAWN BY:	STANTEC	05/2024
CHECKED BY:	STANTEC	05/2024
APPROVED BY:	DEPUTY DIRECTOR OF PUBLIC WORKS	RCE DATE
APPROVED BY:	DIRECTOR OF PUBLIC WORKS/CITY ENGINEER	71432 RCE 6-11-24 DATE

No	REVISION	DATE	BY	APP

CITY OF DOWNEY
DEPT. OF PUBLIC WORKS ENGINEERING DIVISION
CIP 14-14A WOODRUFF AVENUE PAVEMENT REHABILITATION
ROADWAY IMPROVEMENT PLANS
STA. 60+00.00 TO FIRESTONE BOULEVARD

VERT SCALE: "AS SHOWN"
HORIZ SCALE: "AS SHOWN"
SHEET 6 OF 9 SHEETS
DWG. NO. 03-49-05

CIP 14-14 WOODRUFF AVENUE PAVEMENT REHABILITATION
05/06/24 05:56:16 PM V:\2065\active\2065002800\Eng\CAD\Plans\plan02-woodruff-1\2065002800-plan02-14st.dwg

SIGNING AND STRIPING GENERAL NOTES

1. TRAFFIC STRIPING, RAISED PAVEMENT MARKERS, REFLECTIVE MATERIALS, THE APPLICATION OF ALKYD–BASED THERMOPLASTIC STRIPING AND PAVEMENT MARKINGS, AND THE INSTALLATION OF RAISED PAVEMENT MARKERS SHALL CONFORM TO THE PROVISIONS IN THE CALTRANS STANDARD SPECIFICATIONS (2023 EDITION), SECTION 84, "MARKINGS" AND SECTION 81–3, "PAVEMENT MARKERS" CALTRANS STANDARD PLANS (2023 EDITION) AND THE CALIFORNIA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (CA MUTCD 2014 REV. 8).
2. ALL STRIPING AND PAVEMENT LEGENDS SHALL BE ALKYD–BASED THERMOPLASTIC WITH RAISED PAVEMENT MARKERS UNLESS OTHERWISE NOTED.
3. ALL NON–THERMOPLASTIC STRIPING OR PAVEMENT MARKINGS TO BE REMOVED SHALL BE DONE BY WET SANDBLASTING AND INCLUDES REMOVAL OF RAISED PAVEMENT MARKERS. ALL THERMOPLASTIC MARKINGS TO BE REMOVED SHALL BE DONE BY FULL GRINDING.
4. ALL ARROWS SHALL BE TYPE IV (LT AND RT) UNLESS OTHERWISE NOTED.
5. ALL LANE STRIPING AT INTERSECTION APPROACHES WITHOUT CROSSWALK OR LIMIT LINES SHALL EXTEND 10' FROM THE EXTENSION OF THE INTERSECTING CURB LINE UNLESS OTHERWISE NOTED.
6. ALL LANE LINES AT INTERSECTION APPROACHES SHALL BEGIN WITH 50 FEET OF 6–INCH SOLID WHITE LINE UNLESS OTHERWISE NOTED, SEE DETAIL "A".
7. ALL SIGNING SHOWN HEREON SHALL BE INSTALLED, RELOCATED OR REMOVED BY THE CONTRACTOR.
8. ALL STRIPING AND MARKINGS SHALL BE MEASURED BETWEEN THE CENTER LINES OF EACH ADJACENT SINGLE OR DOUBLE STRIPE OR TOP OF CURB OR EDGE OF PAVEMENT AS APPROPRIATE.
9. DETAILS AND DIMENSIONS FOR TRAFFIC SIGNS, INSTALLATION AND/OR REMOVAL SHALL CONFORM TO THE CALTRANS STANDARD SPECIFICATIONS SECTION 82, AND STANDARD PLANS. TRAFFIC WARNING AND REGULATORY SIGNS SHALL HAVE REFLECTORIZED HIGH INTENSITY DIAMOND GRADE (DG) SHEETING ON 0.080–INCH THICK 5062H38 ALUMINUM. MATERIAL SHALL BE CERTIFIED BY THE MANUFACTURER AS MEETING ALL APPLICABLE SPECIFICATIONS.
10. ALL TRAFFIC SIGN INSTALLATIONS SHALL CONFORM TO CITY STANDARD DWG NO. 22.
11. SIGN SHEETING MATERIAL SHALL BE 3M DIAMOND GRADE RETROREFLECTIVE SHEETING.
12. TRAFFIC SIGN POSTS SHALL NOT BE INSTALLED UNTIL LOCATIONS ARE SPOTTED BY THE CONTRACTOR AND APPROVED BY THE CITY INSPECTOR.
13. SIDEWALK DAMAGED DUE TO REMOVING SIGN POST SHALL BE REPAIRED TO THE SATISFACTION OF THE CITY INSPECTOR.
14. ALL PROPOSED LIMIT LINE STRIPING SHALL BE 8' FROM PROLONGATION OF CURB LINE.
15. ALL OPEN TRANSITIONS TO LEFT–TURN POCKETS SHALL BE 60' UNLESS OTHERWISE NOTED.

SIGNING AND STRIPING NOTES:

*ALL STRIPING AND PAVEMENT MARKINGS SHALL CONFORM TO CALTRANS STANDARD PLANS AND SPECIFICATIONS (2023 EDITION).
**ALL STRIPING AND PAVEMENT MARKINGS SHALL BE THERMOPLASTIC.

(1) INSTALL 12" WHITE LIMIT LINE/CROSSWALK LINE.
(3) INSTALL LANE LINE, DETAIL 9.
(4) INSTALL DOUBLE YELLOW STRIPING, DETAIL 22.
(6) INSTALL TWO–WAY LEFT–TURN STRIPING, DETAIL 32.
(7) INSTALL CHANNELIZING LINE, DETAIL 38.
(8) INSTALL 4" WHITE LINE.
(9) INSTALL BIKE LANE STRIPING, DETAIL 39.
(10) INSTALL BIKE LANE INTERSECTION STRIPING, DETAIL 39A.
(12) INSTALL 8" WHITE DIAGONALS @ 20' SPACING.
(13) INSTALL INTERSECTION LEADING LINE (SEE DETAIL "A").
(15) INSTALL RIGHT EDGE LINE, DETAIL 27B.
(17) INSTALL PAVEMENT MARKING AS SHOWN ON PLAN, SEE BELOW LIST FOR STANDARDS:
TYPE IV (LT/RT) ARROW = PER CALTRANS STD. PLAN NO. A24A.
BIKE LANE ARROW = PER CALTRANS STD. PLAN NO. A24A.
BIKE LANE SYMBOL WITH PERSON = PER CALTRANS STD. PLAN NO. A24C.
(R) REMOVE CONFLICTING STRIPING AND MARKING.

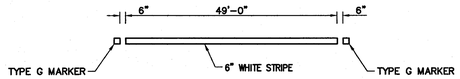
SIGN NOTES:

[IS] INSTALL SIGN AND/OR POST AS SHOWN.
[R] REMOVE SIGN

SIGN LEGEND



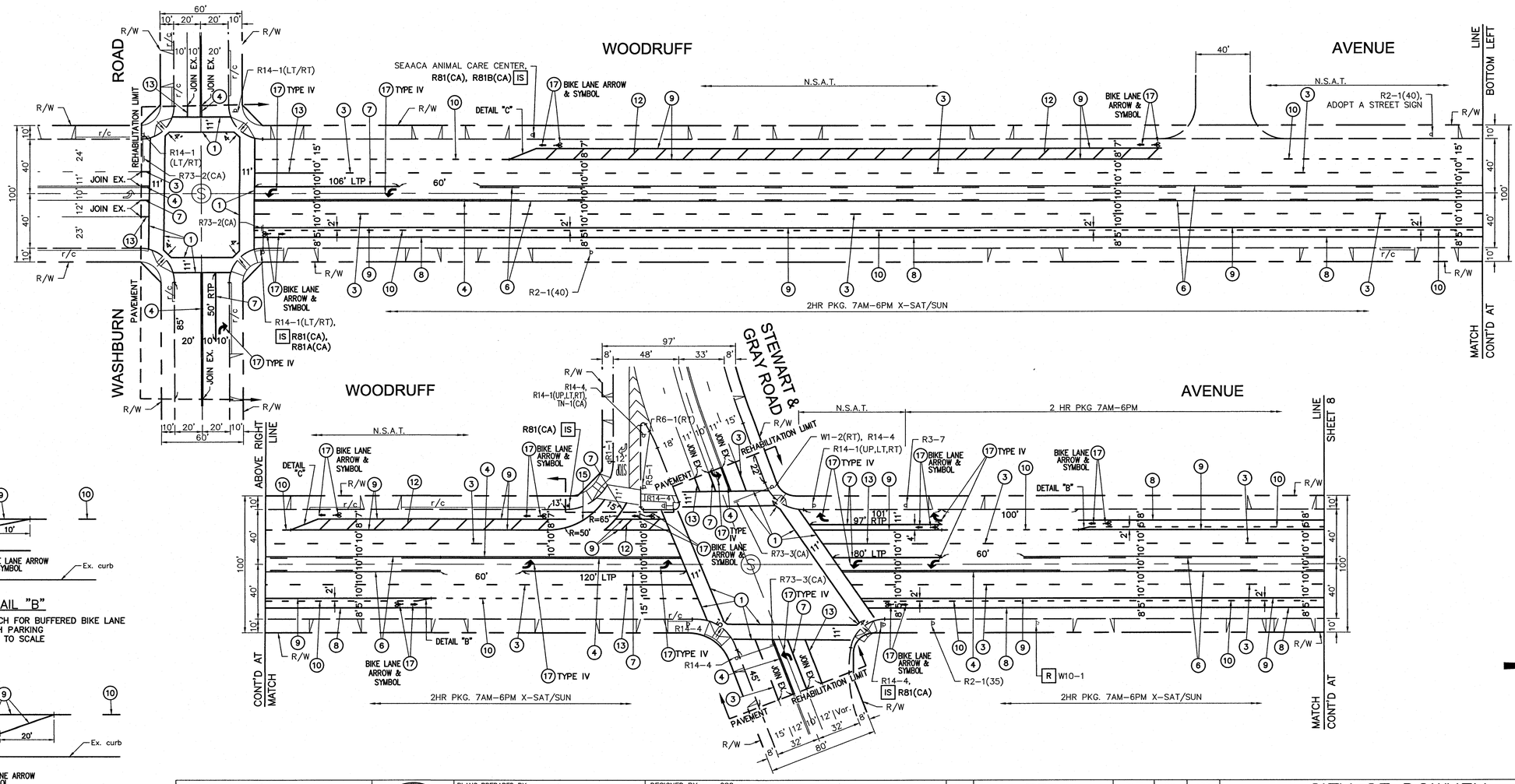
R81(CA) R81A(CA) R81B(CA) W10–1

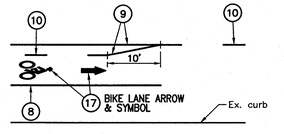


DETAIL "A"
INTERSECTION LEADING LINE STRIPING
NOT TO SCALE

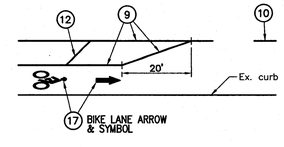
LEGEND

= EXISTING STRIPING & MARKINGS TO REMAIN.
= EXISTING STRIPING & MARKINGS TO BE REMOVED.
= PROPOSED STRIPING & MARKINGS.
= EXISTING SIGN AND POST.
= EXISTING SIGN AND POST TO BE REMOVED OR RELOCATED.
= PROPOSED SIGN AND POST.
(S) = SIGNALIZED INTERSECTION.
r/c = EXISTING RED CURB MARKINGS TO REMAIN.
r/c = EXISTING RED CURB MARKINGS TO BE REMOVED.
R/C = PROPOSED RED CURB MARKINGS.
B/C = PROPOSED BLUE CURB MARKINGS.
G/C = PROPOSED GREEN CURB MARKINGS.
W/C = PROPOSED WHITE CURB MARKINGS.
Y/C = PROPOSED YELLOW CURB MARKINGS.
(CA) = CALIFORNIA SIGN CODE DESIGNATION.





DETAIL "B"
INTERSECTION APPROACH FOR BUFFERED BIKE LANE WITH PARKING
NOT TO SCALE



DETAIL "C"
INTERSECTION APPROACH FOR BUFFERED BIKE LANE
NOT TO SCALE

Underground Service Alert
Call: TOLL FREE
811
TWO WORKING DAYS BEFORE YOU DIG

REGISTERED PROFESSIONAL ENGINEER GIUSEPPE S. CANZONIERI No. C79006 CIVIL STATE OF CALIFORNIA

PLANS PREPARED BY:
KOA A LOCHNER COMPANY
1100 Corporate Center Drive, Suite 201
Monterey Park, California 91754
Tel: (323) 260-4703 Fax: (323) 260-4705
UNDER THE SUPERVISION OF:
GIUSEPPE S. CANZONIERI R.C.E. C79006 05/02/2024 DATE

DESIGNED BY:	GSC	
DRAWN BY:	NPS	
CHECKED BY:	GSC	
APPROVED BY:	DEPUTY DIRECTOR OF PUBLIC WORKS	RCE DATE
APPROVED BY:	DIRECTOR OF PUBLIC WORKS/CITY ENGINEER	7/19/22 RCE 6-11-24 DATE

No	REVISION	DATE	BY	APP

CITY OF DOWNEY
DEPT. OF PUBLIC WORKS ENGINEERING DIVISION
CIP 14–14A WOODRUFF AVENUE PAVEMENT REHABILITATION
SIGNING AND STRIPING PLAN
WOODRUFF AVENUE BETWEEN WASHBURN ROAD AND STEWART & GRAY ROAD

VERT. SCALE: "AS SHOWN"
HORIZ. SCALE: "AS SHOWN"
SHEET 7 OF 9 SHEETS
DWG. NO. 3–49–05

SIGNING AND STRIPING GENERAL NOTES

1. TRAFFIC STRIPING, RAISED PAVEMENT MARKERS, REFLECTIVE MATERIALS, THE APPLICATION OF ALKYD–BASED THERMOPLASTIC STRIPING AND PAVEMENT MARKINGS, AND THE INSTALLATION OF RAISED PAVEMENT MARKERS SHALL CONFORM TO THE PROVISIONS IN THE CALTRANS STANDARD SPECIFICATIONS (2023 EDITION), SECTION 84, "MARKINGS" AND SECTION 81–3, "PAVEMENT MARKERS" CALTRANS STANDARD PLANS (2023 EDITION) AND THE CALIFORNIA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (CA MUTCD 2014 REV. 8).
2. ALL STRIPING AND PAVEMENT LEGENDS SHALL BE ALKYD–BASED THERMOPLASTIC WITH RAISED PAVEMENT MARKERS UNLESS OTHERWISE NOTED.
3. ALL NON–THERMOPLASTIC STRIPING OR PAVEMENT MARKINGS TO BE REMOVED SHALL BE DONE BY WET SANDBLASTING AND INCLUDES REMOVAL OF RAISED PAVEMENT MARKERS. ALL THERMOPLASTIC MARKINGS TO BE REMOVED SHALL BE DONE BY FULL GRINDING.
4. ALL ARROWS SHALL BE TYPE IV (LT AND RT) UNLESS OTHERWISE NOTED.
5. ALL LANE STRIPING AT INTERSECTION APPROACHES WITHOUT CROSSWALK OR LIMIT LINES SHALL EXTEND 10' FROM THE EXTENSION OF THE INTERSECTING CURB LINE UNLESS OTHERWISE NOTED.
6. ALL LANE LINES AT INTERSECTION APPROACHES SHALL BEGIN WITH 50 FEET OF 6–INCH SOLID WHITE LINE UNLESS OTHERWISE NOTED, SEE DETAIL "A".
7. ALL SIGNING SHOWN HEREON SHALL BE INSTALLED, RELOCATED OR REMOVED BY THE CONTRACTOR.
8. ALL STRIPING AND MARKINGS SHALL BE MEASURED BETWEEN THE CENTER LINES OF EACH ADJACENT SINGLE OR DOUBLE STRIPE OR TOP OF CURB OR EDGE OF PAVEMENT AS APPROPRIATE.
9. DETAILS AND DIMENSIONS FOR TRAFFIC SIGNS, INSTALLATION AND/OR REMOVAL SHALL CONFORM TO THE CALTRANS STANDARD SPECIFICATIONS SECTION 82, AND STANDARD PLANS. TRAFFIC WARNING AND REGULATORY SIGNS SHALL HAVE REFLECTORIZED HIGH INTENSITY DIAMOND GRADE (DG) SHEETING ON 0.080–INCH THICK 5062H38 ALUMINUM. MATERIAL SHALL BE CERTIFIED BY THE MANUFACTURER AS MEETING ALL APPLICABLE SPECIFICATIONS.
10. ALL TRAFFIC SIGN INSTALLATIONS SHALL CONFORM TO CITY STANDARD DWG NO. 22.
11. SIGN SHEETING MATERIAL SHALL BE 3M DIAMOND GRADE RETROREFLECTIVE SHEETING.
12. TRAFFIC SIGN POSTS SHALL NOT BE INSTALLED UNTIL LOCATIONS ARE SPOTTED BY THE CONTRACTOR AND APPROVED BY THE CITY INSPECTOR.
13. SIDEWALK DAMAGED DUE TO REMOVING SIGN POST SHALL BE REPAIRED TO THE SATISFACTION OF THE CITY INSPECTOR.
14. ALL PROPOSED LIMIT LINE STRIPING SHALL BE 8' FROM PROLONGATION OF CURB LINE.
15. ALL OPEN TRANSITIONS TO LEFT–TURN POCKETS SHALL BE 60' UNLESS OTHERWISE NOTED.

SIGNING AND STRIPING NOTES:

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**ALL STRIPING AND PAVEMENT MARKINGS SHALL BE THERMOPLASTIC.

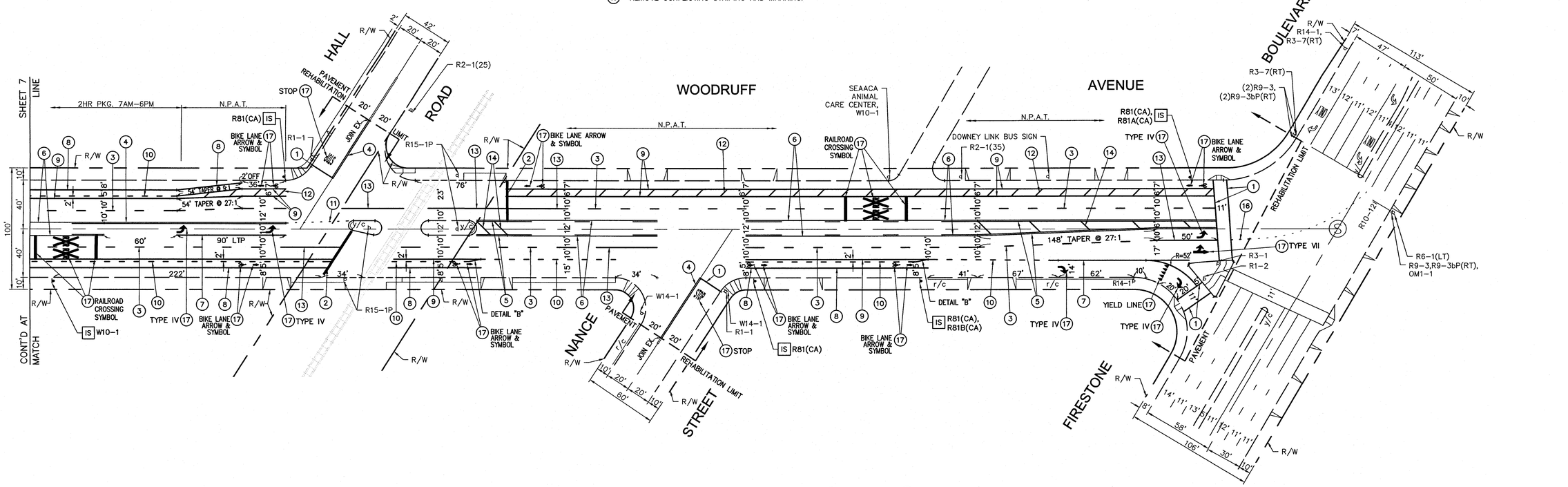
(1) INSTALL 12" WHITE LIMIT LINE/CROSSWALK LINE.
(2) INSTALL 24" WHITE LIMIT LINE.
(3) INSTALL LANE LINE, DETAIL 9.
(4) INSTALL DOUBLE YELLOW STRIPING, DETAIL 22.
(5) INSTALL MEDIAN ISLAND STRIPING, DETAIL 29.
(6) INSTALL TWO–WAY LEFT–TURN STRIPING, DETAIL 32.
(7) INSTALL CHANNELIZING LINE, DETAIL 38.
(8) INSTALL 4" WHITE LINE.
(9) INSTALL BIKE LANE STRIPING, DETAIL 39.
(10) INSTALL BIKE LANE INTERSECTION STRIPING, DETAIL 39A.
(11) INSTALL YELLOW CENTERLINE LINE EXTENSION, DETAIL 41.
(12) INSTALL 8" WHITE DIAGONALS @ 20' SPACING.
(13) INSTALL INTERSECTION LEADING LINE (SEE DETAIL "A").
(14) INSTALL 12" YELLOW DIAGONALS @ 30' SPACING.
(16) INSTALL LANE LINE EXTENSION, DETAIL 40.
(17) INSTALL PAVEMENT MARKING AS SHOWN ON PLAN, SEE BELOW LIST FOR STANDARDS:
TYPE IV (LT/RT) ARROW = PER CALTRANS STD. PLAN NO. A24A.
TYPE VII (LT/RT) ARROW = PER CALTRANS STD. PLAN NO. A24A.
BIKE LANE ARROW = PER CALTRANS STD. PLAN NO. A24A.
RAILROAD CROSSING SYMBOL = PER CALTRANS STD. PLAN NO. A24B.
BIKE LANE SYMBOL WITH PERSON = PER CALTRANS STD. PLAN NO. A24C.
STOP = PER CALTRANS STD. PLAN NO. A24D.
YIELD LINE = PER CALTRANS STD. PLAN NO. A24G.
(R) REMOVE CONFLICTING STRIPING AND MARKING.

SIGN NOTES:

IS INSTALL SIGN AND/OR POST AS SHOWN.
R REMOVE SIGN

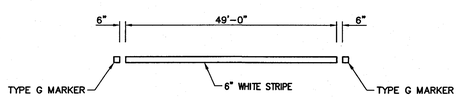
LEGEND

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= EXISTING STRIPING & MARKINGS TO BE REMOVED.
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= EXISTING SIGN AND POST.
= EXISTING SIGN AND POST TO BE REMOVED OR RELOCATED.
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(CA) = CALIFORNIA SIGN CODE DESIGNATION.

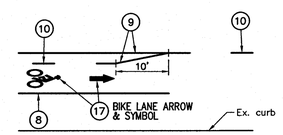


SIGN LEGEND

BIKE LANE R81(CA) | BEGIN R81A(CA) | END R81B(CA) | R X R W10–1



DETAIL "A"
INTERSECTION LEADING LINE STRIPING
NOT TO SCALE



DETAIL "B"
INTERSECTION APPROACH FOR BUFFERED BIKE LANE WITH PARKING
NOT TO SCALE

40' 20' 0 20' 40'
1"=40' GRAPHIC SCALE

Underground Service Alert
Call: TOLL FREE
811
TWO WORKING DAYS BEFORE YOU DIG

REGISTERED PROFESSIONAL ENGINEER GIUSEPPE S. CANZONIERI No. C79006 CIVIL STATE OF CALIFORNIA

PLANS PREPARED BY:
KOA A LOCHNER COMPANY
1100 Corporate Center Drive, Suite 201
Monterey Park, California 91754
Tel: (323) 260-4703 Fax: (323) 260-4705
UNDER THE SUPERVISION OF:
GIUSEPPE S. CANZONIERI R.C.E. C79006 05/02/2024 DATE

DESIGNED BY: GSC
DRAWN BY: NPS
CHECKED BY: GSC
APPROVED BY: DEPUTY DIRECTOR OF PUBLIC WORKS RCE DATE
APPROVED BY: DIRECTOR OF PUBLIC WORKS/CITY ENGINEER 71432 RCE 6-11-24 DATE

No	REVISION	DATE	BY	APP

CITY OF DOWNEY
DEPT. OF PUBLIC WORKS — ENGINEERING DIVISION

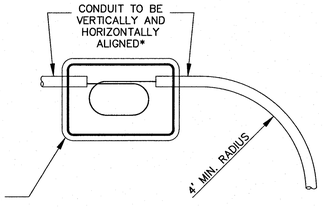
CIP 14–14A WOODRUFF AVENUE PAVEMENT REHABILITATION
SIGNING AND STRIPING PLAN
WOODRUFF AVENUE BETWEEN HALL ROAD AND FIRESTONE BOULEVARD

VERT. SCALE: "AS SHOWN"
HORIZ. SCALE: "AS SHOWN"
SHEET 8 OF 9 SHEETS
DWG. NO. 3–49–05

Last Revised: Thu May 02, 2024 – 3:34pm Last Plotted: Thu May 02, 2024 – 3:34pm Plotted By: mmorgenroth Drawing: J:\2019\JB91216 Downey Bike Master Plan Ph1 PS&E\Design\Signing & Striping\SS 03– WOODRUFF AVE Sag 1.dwg

COMMUNICATION GENERAL NOTES (THIS SHEET)

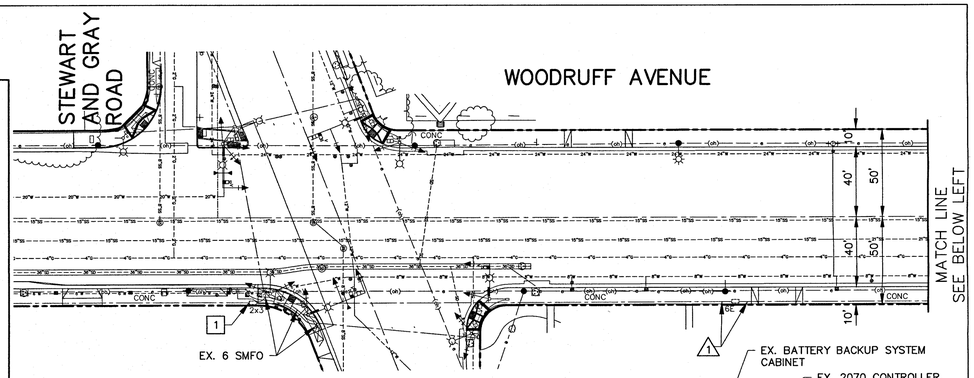
1. ALL WORK AND MATERIAL INDICATED ON THESE PLANS SHALL CONFORM TO THE PROVISIONS OF THE STANDARD SPECIFICATIONS AND STANDARD PLANS OF THE STATE OF CALIFORNIA, DEPARTMENT OF TRANSPORTATION, LATEST EDITION, THE STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION LATEST EDITION, THE CALIFORNIA MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES LATEST EDITION, THE SPECIAL CONDITIONS AND ALL REVISIONS AND DOCUMENTS REFERENCED THEREBY.
2. UTILITIES SHOWN ON THESE PLANS ARE APPROXIMATE. THE CONTRACTOR IS REQUIRED TO ASCERTAIN THE EXACT LOCATION OF UNDERGROUND FACILITIES PRIOR TO DOING WORK THAT MAY DAMAGE OR INTERFERE WITH SUCH FACILITIES. THE CONTRACTOR SHALL CALL UNDERGROUND SERVICE ALERT (USA) AT 811, 48 HOURS PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL ALSO LOCATE UTILITIES THAT ARE SHOWN ON THE PLAN, BUT NOT MARKED BY USA, INCLUDING BUT NOT LIMITED TO, STORM DRAIN PIPES, STRUCTURES, CULVERTS, IRRIGATION CROSSOVER CONDUITS, ETC.
3. THE CONTRACTOR SHALL OBTAIN ALL NECESSARY UTILITY PERMITS AND NOTIFY ALL UTILITY COMPANIES A MINIMUM OF 48 HOURS PRIOR TO START OF CONSTRUCTION. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO COORDINATE ALL PHASES OF CONSTRUCTION WITH THE VARIOUS UTILITY COMPANIES INVOLVED.
4. ALL EXISTING IMPROVEMENTS, MATERIALS, AND PLANT MATERIAL TO REMAIN WITHIN THE CONSTRUCTION AREA SHALL BE PROPERLY AND ADEQUATELY PROTECTED FROM DAMAGE DURING CONSTRUCTION. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RESTORE TO THE ORIGINAL CONDITION OR REPLACE IN KIND ANY OF THESE EXISTING ITEMS THAT ARE DAMAGED OR DISTURBED IN ANY WAY AT NO COST TO THE CITY.
5. THE CONTRACTOR SHALL MAINTAIN THE EXISTING TRAFFIC SIGNAL SYSTEM WITHIN THE PROJECT LIMITS. CARE SHALL BE TAKEN TO AVOID DAMAGING THE EXISTING TRAFFIC SIGNAL SYSTEM. IF THE TRAFFIC SIGNAL SYSTEM IS DAMAGED DURING CONSTRUCTION, THE CONTRACTOR SHALL REPAIR THE SIGNAL SYSTEM AS DIRECTED BY THE ENGINEER AT NO COST TO THE CITY.
6. ALL WIRING SHALL BE MARKED (TAGGED) WITHIN THE PULL BOXES FOR IDENTIFICATION.
7. CABLE BENDING RADIUS SHALL NOT EXCEED MANUFACTURER'S RECOMMENDATIONS. FIBER OPTIC CABLE SHALL BE PULLED STRAIGHT FROM THE CONDUIT WITHOUT TOUCHING THE SIDE OF THE PULL BOX. 45-DEGREE COUPLINGS SHALL BE USED WHERE NECESSARY.
8. COIL 50' FOR EACH FIBER OPTIC CABLE ENDING IN A PULL BOX. COIL 30' FOR FIBER OPTIC CABLES THAT ARE PASSING THROUGH A PULL BOX UNLESS OTHERWISE NOTED ON THE PLAN.
9. PLUG ENDS OF ALL UNUSED INNERDUCTS.
10. BEFORE REMOVING OR MODIFYING ANY EXISTING ELECTRICAL FACILITIES, THE CONTRACTOR SHALL PROVIDE 72 HOURS ADVANCED NOTICE TO ALL AGENCIES CONCERNED.
11. THE CONTRACTOR SHALL BE RESPONSIBLE TO POTHOLE AT AS MANY LOCATIONS AS NECESSARY TO IDENTIFY POTENTIAL UTILITY CONFLICTS, DEPENDING ON THE CONSTRUCTION METHOD. IN THE EVENT THAT EXISTING UTILITIES ARE DAMAGED WHILE INSTALLING UNDERGROUND SUBSTRUCTURES, THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL WORK OR COST ASSOCIATED WITH RESTORING THE DAMAGED UTILITIES.
12. UNIT PRICES SHALL ALSO INCLUDE COMPENSATION FOR ALL POTHOLING AS NECESSARY TO CLEARLY IDENTIFY UTILITY CONFLICTS. IN THE EVENT THAT CONTRACTOR'S ACTIVITIES RESULTS IN DAMAGING EXISTING UTILITIES, THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL COSTS RELATED TO RESTORING THE UTILITIES.
13. LANE AND SHOULDER CLOSURES WILL BE PERMITTED BETWEEN THE HOURS OF 4:00 P.M. AND 8:00 A.M. UNLESS AUTHORIZED BY THE ENGINEER. CONTRACTOR SHALL PROVIDE TRAFFIC CONTROL IN CONFORMANCE WITH THE 2023 CALTRANS STANDARD PLANS, CALIFORNIA MUTCD, AND CITY OF DOWNEY REQUIREMENTS.
14. CITY-FURNISHED CONDUIT WILL INCLUDE VARIOUS FITTINGS, 45 DEGREE BENDS, AND COUPLINGS TO INSTALL CONDUIT AS SHOWN ON THE PLAN AND TERMINATE IN THE PULL BOXES. IF BENDS OF ANGLES OTHER THAN 45 DEGREES ARE NEEDED, THEN THEY WILL BE FURNISHED BY THE CONTRACTOR AND INCLUDED IN THE UNIT PRICE PAID TO INSTALL CITY-FURNISHED CONDUIT.
15. EACH CITY-FURNISHED FIBER OPTIC CABLE IS STORED ON THE REEL AND IS OF SUFFICIENT LENGTH TO BE INSTALLED ON THIS PROJECT WITHOUT SPLICING. FACTORY OTDR TEST RESULTS WILL BE PROVIDED FOR EACH REEL.
16. CONTRACTOR SHALL PICK UP CITY-FURNISHED MATERIAL AT THE PUBLIC WORKS MAINTENANCE YARD LOCATED AT 12324 BELLFLOWER BOULEVARD, DOWNEY.



TYPICAL MINIMUM BENDING RADIUS FOR 5" MAINLINE COMMUNICATION CONDUIT

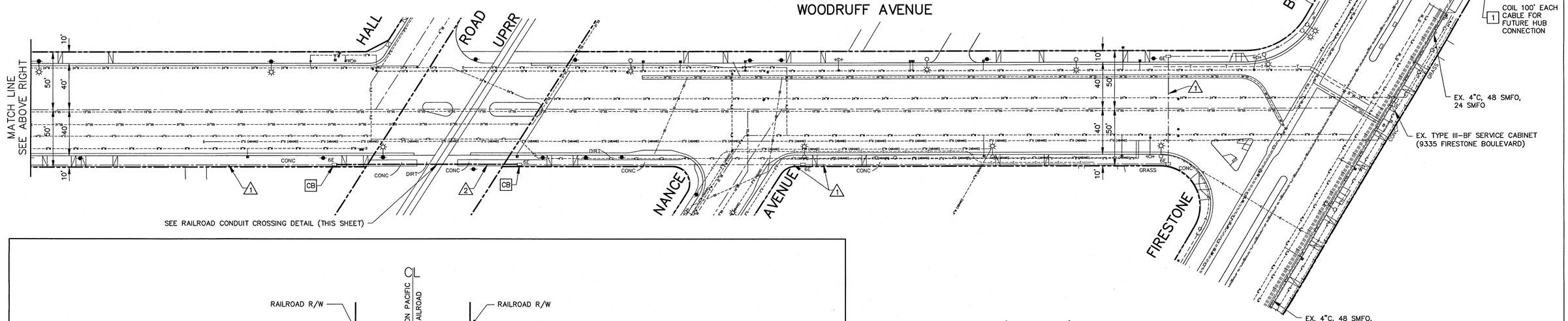
N.T.S.

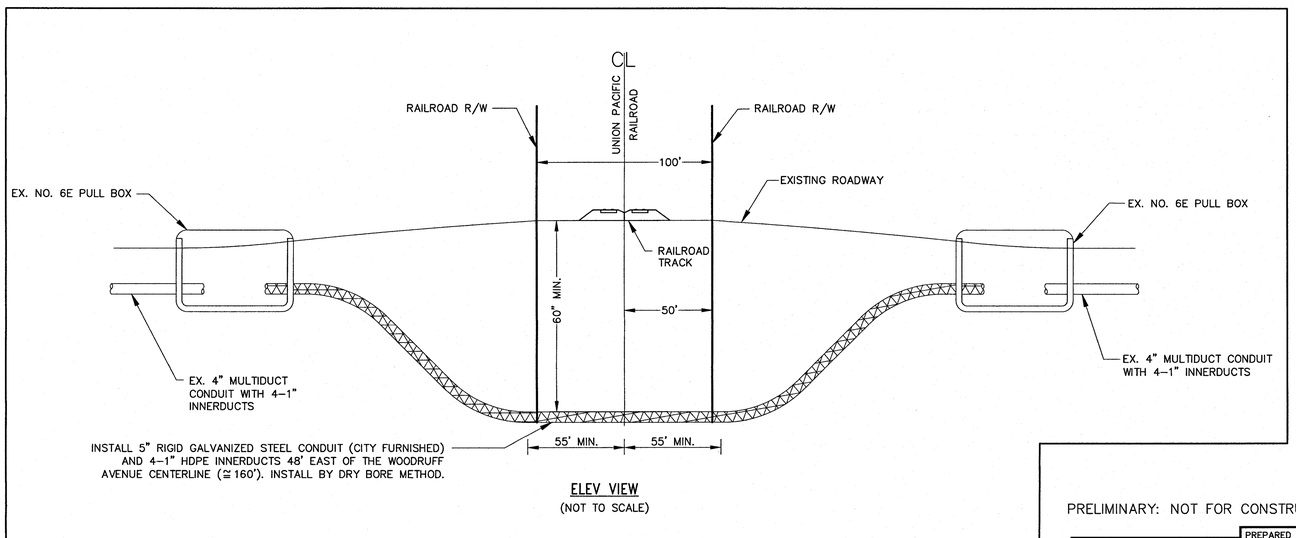
* CITY WILL ALSO ACCEPT CONDUIT SWEEPS INTO PULL BOXES.



CONDUCTOR SCHEDULE (THIS SHEET)									
CONDUCTOR TYPE	FUNCTION	RUN 1				RUN 2			RUN 3
48 SMFO	DISTRIBUTION CABLE	1(CF)	–	–	–	1(CF)	–	–	1(CF)
24 SMFO	BACKBONE CABLE	–	1(CF)	–	–	–	1(CF)	–	1(CF)
6 SMFO	DROP CABLE	–	–	–	–	–	–	–	1(E)
PULL ROPE		–	–	1(E)	1(E)	–	–	1(N)	1(N) 1(E)
	INNERDUCT SIZE	–				4–1" INNERDUCTS (N)			–
	CONDUIT SIZE	4–1"(E)				5"(CF)*			2"(E)

(N) DENOTES CONTRACTOR-FURNISHED.
(E) DENOTES EXISTING CONDUITS AND CABLES.
(CF) CITY-FURNISHED
* INSTALL RIGID GALVANIZED STEEL CONDUIT UNDER RAILROAD USING THE DRY BORE METHOD AND FOLLOW UNION PACIFIC RAILROAD REQUIREMENTS.





ELEV VIEW
(NOT TO SCALE)

CONDUIT CROSSING DETAIL FOR RAILROAD CROSSING

N.T.S.

CONSTRUCTION NOTES (THIS SHEET)

[1] COIL 50 FEET (UNLESS OTHERWISE NOTED) OF 24 SMFO AND 48 SMFO CABLE IN EXISTING FIBER OPTIC VAULT OR PULL BOX FOR FUTURE SPLICING.

LEGEND/ABBREVIATION (THIS SHEET)

[ ] 2X3: EXISTING 24"(W) X 36"(L) X 22"(D) PULL BOX WITH POLYMER CONCRETE LID
HDPE: HIGH DENSITY POLYETHYLENE
SMFO: SINGLE MODE FIBER OPTIC

40 20 0 40 80
1"=40' GRAPHIC SCALE

PRELIMINARY: NOT FOR CONSTRUCTION

Underground Service Alert
Call: TOLL FREE 811
TWO WORKING DAYS BEFORE YOU DIG.

PREPARED BY:
Transportation & Energy Solutions, Inc.
3400 INLAND EMPIRE BLVD, STE. 227
ONTARIO, CA 91764
PHONE: (714) 685-0001 FAX: (714) 453-9602

REGISTERED PROFESSIONAL ENGINEER
GREGORY R. PEDERSEN
No. 51762
CIVIL
STATE OF CALIFORNIA

NO.	REVISION	DATE	BY	APP.

B.M.#

CAPITAL IMPROVEMENT PROJECT NO. 14-14a

CITY OF DOWNEY
DEPT. OF PUBLIC WORKS — ENGINEERING DIVISION
PROJECT: WOODRUFF AVENUE PAVEMENT REHABILITATION
LIMITS: STEWART AND GRAY ROAD TO FIRESTONE BOULEVARD

		DATE
F.B. REF.		
DESIGNED/DRAWN BY:	KG	4/19/24
CHECKED BY:	GRP	4/19/24
APPROVED BY:		

71932
R.C.E. NO.
DIRECTOR OF PUBLIC WORKS

SCALE
SHEET 9 OF 9
DWG. NO. 3-49-05

Sheet 9, 4/30/2024 1:22:52 PM
DW - 4/30/2024 - 1:22pm

RECORDING REQUEST BY
CITY OF DOWNEY
CITY CLERK

WHEN RECORDED MAIL TO:

City of Downey
Attn: City Clerk
11111 Brookshire Avenue
Downey, CA 90241

Fee Exempt-Government Code G.C. § 27388.1 (a) (1) **SPACE ABOVE THIS LINE RESERVED FOR RECORDER'S USE**

NOTICE OF COMPLETION

CAPITAL IMPROVEMENT PROJECT NO. 14-14A
WOODRUFF AVENUE PAVEMENT REHABILITATION PROJECT, PHASE 1
BETWEEN FIRESTONE BOULEVARD AND WASHBURN ROAD

NOTICE OF COMPLETION

CAPITAL IMPROVEMENT PROJECT NO. 14-14A
WOODRUFF AVENUE PAVEMENT REHABILITATION PROJECT, PHASE 1
BETWEEN FIRESTONE BOULEVARD AND WASHBURN ROAD

NOTICE IS HEREBY GIVEN THAT:

1. The City of Downey, a municipal corporation, with mailing address at 11111 Brookshire Avenue, Downey, California, 90241-7016, is the holder of fee title and easements of the property herein after described.

2. Completion Date: June 30, 2026

3. Name and Address of Contractor: R.J. Noble Company, 15505 E. Lincoln Avenue, Orange, CA 92865

4. The property on which said work of improvement was completed is in the City of Downey, County of Los Angeles, State of California, and is described as follows: Woodruff Avenue between Firestone Boulevard and Washburn Road.

5. Description of Work: Pavement rehabilitation of Woodruff Avenue, between Firestone Boulevard and Washburn Road, including reconstruction of failed pavement areas, cold milling of asphalt pavement; construction of asphalt concrete (AC) base course and asphalt rubber hot mix (ARHM) overlay; repair of uplifted, damaged or substandard concrete curb, gutter, sidewalk, drive approaches and curb ramps; installation of 5" conduit underneath the Union Pacific Railroad and 24 SMFO and 48 SMFO communications cables between Stewart & Gray Rd. and Firestone Blvd., adjustments of manhole and utility valve covers to the new grade, replacement of traffic striping, pavement markings and signing; traffic control and all appurtenant work thereto necessary for the proper construction of the contemplated improvements in accordance to Plans and Specification entitled Capital Improvement Project No. 14-14A.

6. Date of Contract: August 27, 2024

7. Surety: Western Surety Company

Matthew Baumgardner, being duly sworn, deposes and says: That he is the Director of Public Works/City Engineer for the City of Downey; that he has read the foregoing Notice of Completion and knows the contents thereof to be true.

ATTEST:

_____
Maria Alicia Duarte, CMC, City Clerk

CITY OF DOWNEY:

By: _____
Matthew Baumgardner, P.E., Director of Public Works/
City Engineer

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

STATE OF CALIFORNIA) SS
COUNTY OF LOS ANGELES)

Subscribed and sworn to (or affirmed) before me on this _____ day of _____, 2026 by Matthew Baumgardner, proved to me on the basis of satisfactory evidence to be the person who appeared before me.

_____
Notary Public

Item No. 4.

TO:	**HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**
FROM:	**OFFICE OF THE CITY MANAGER**
BY:	**MATTHEW BAUMGARDNER, DIRECTOR OF PUBLIC WORKS/CITY ENGINEER**
DATE:	**SEPTEMBER 22, 2026**
SUBJECT:	**APPROVAL OF PLANS AND SPECIFICATIONS AND AUTHORIZATION TO SOLICIT CONSTRUCTION BIDS FOR THE DOWNTOWN DOWNEY GATEWAY SIGN PROJECT, CAPITAL IMPROVEMENT PROJECT (CIP) NO. 24-99**

EXECUTIVE SUMMARY

The City Council will consider approving plans and specifications and authorizing the solicitation of construction bids for the proposed Downtown Downey Gateway Sign installation at the Firestone Blvd. and Downey Ave. intersection, Capital Improvement Project (CIP) No. 24-99. The gateway sign is generally located at the northerly intersection of Firestone Blvd. and Downey Ave., which serves as a prominent Downtown Downey gateway. Staff anticipates bidding the Project in October 2026, with construction anticipated to begin in January 2027 and completed by April 2027.

RECOMMENDATION

That the City Council:

> Approve plans and specifications and authorize solicitation for construction bids for the proposed Downtown Downey Gateway Sign Project at Firestone Blvd. and Downey Ave., CIP No. 24-99.

BACKGROUND

At the March 25, 2025, City Council meeting the Public Works Engineering staff presented the conceptual design options for a gateway sign in Downtown Downey. The gateway sign location discussed by City Council is generally located at the northerly intersection of Firestone Blvd. and Downey Ave. (See Attachment C), which serves as a prominent Downtown Downey gateway. The intersection currently lacks any entry monument identifier indicating entry into Downey's downtown area.

At the same City Council meeting, it was discussed that the costs related to the design, development, and construction of the Downtown Downey Gateway Sign will be expended from the City's Art-in-Public-Places Special Fund, not the City's General Fund. It was estimated that the fabrication and installation costs for the gateway sign would run from $250,000 to $300,000. However, it could cost more depending on the design of the footings to accommodate underground utilities and there would be enough funding in the Art-in-Public-Places Special Fund to cover these estimated costs.

The Firestone Boulevard and Downey Avenue intersection is shown on the attached Project Location Map (see Attachment A).

ANALYSIS

The plans (Attachment B) and specifications for the project are complete and the City is ready to advertise the project for construction.

The work involves the installation of an overhead gateway sign and associated improvements at the intersection of Firestone Blvd. and Downey Ave., as shown on the project plans. The work to be undertaken shall consist of: gateway sign installation; reinforced concrete foundations, sidewalk restoration and placement of new pavers, tree removal and disposal, and irrigation line re-routing; traffic control and all appurtenant work.

Staff anticipates bidding the Project in October 2026, with construction anticipated to begin in January 2027 and be completed by April 2027. This project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) under section 15301 (c) existing facilities.

CITY COUNCIL PRIORITIES

Quality of Life, Safety & Infrastructure, Efficiency & Adaptability

FISCAL IMPACT

The total estimated cost of the project is $376,034 broken down as follows:

Description	Amount
Sign Installation	$186,880
Materials	$154,700
Contingencies (10%)	$34,454
Total Estimated Project Cost:	$376,034

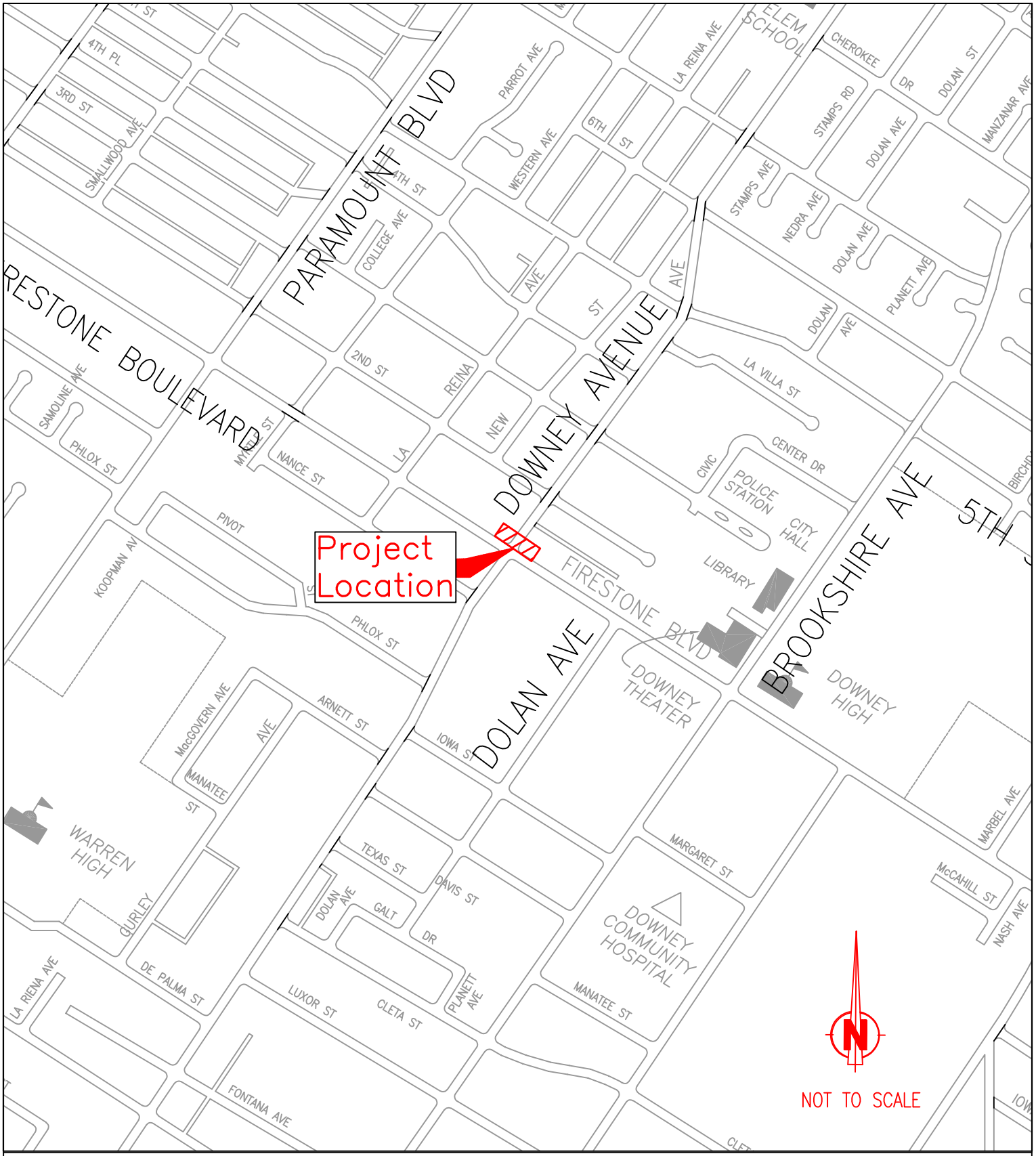
Funding for the project included in the adopted FY 2026-2027 Capital Improvement Program (CIP) budget, is shown below:

Account No.	Funding Source	Amount
47-1-6930	Art-in-Public-Places Special Funds	$253,365
32-1-6930	Senate Bill (SB) 1 Fund	$122,669
	Total Project Funding:	$376,034

An updated project cost summary will be provided at the time of project award based on actual bids received. An appropriation of additional funds will be requested for the project at that time, as necessary. Staff anticipates that there will be available in the Art-in-Public-Places Special Fund and in Senate Bill (SB) 1 fund balances at the time of contract award. However, at this time, there are sufficient budgeted funds for the project.

Attachments

Attachment A - Project Location Map.pdf
Attachment B - CIP 24-99 100% Plans.pdf
Attachment C - Sign Rendering.pdf



CITY OF DOWNEY

DEPARTMENT OF PUBLIC WORKS

ENGINEERING DIVISION

CAPITAL IMPROVEMENT PROJECT NO. 24-99
DOWNTOWN DOWNEY GATEWAY SIGN INSTALLATION

LOCATION MAP

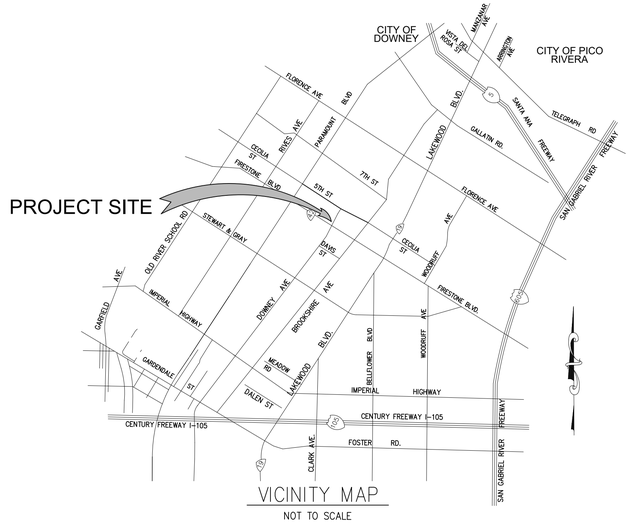
ATTACHMENT "A"

CITY OF DOWNEY

PUBLIC WORKS DEPARTMENT

CONSTRUCTION PLANS FOR

CAPITAL IMPROVEMENT PROJECT NO. 24-99
DOWNTOWN DOWNEY GATEWAY SIGN
(FIRESTONE BOULEVARD AND DOWNEY AVENUE)



VICINITY MAP

NOT TO SCALE

GENERAL NOTES

1. ALL WORK CALLED FOR ON THE PLANS SHALL COMPLY WITH THE CITY OF DOWNEY STANDARD PLANS AND SPECIFICATIONS; THE LATEST EDITIONS OF THE STANDARD PLANS AND SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION, "GREENBOOK"; AND THE CALTRANS STANDARD PLANS AND SPECIFICATIONS.
2. LOCATIONS OF EXISTING UTILITIES AND/OR UNDERGROUND FACILITIES, IF SHOWN, ARE IN THEIR APPROXIMATE LOCATIONS BASED ON BEST AVAILABLE INFORMATION AT TIME OF PREPARING PLANS. ACTUAL LOCATION, SIZE, TYPE, AND NUMBER OF UTILITIES AND/OR UNDERGROUND FACILITIES MAY DIFFER FROM THAT SHOWN AND SUCH UTILITIES OR FACILITIES MAY BE PRESENT THAT ARE NOT SHOWN. IT IS THE CONTRACTOR'S RESPONSIBILITY TO HAVE SITE INSPECTED BY USA PRIOR TO COMMENCING WORK AND TO VERIFY LOCATIONS OF ALL UTILITIES WITH RESPECTIVE OWNERS PRIOR TO STARTING WORK AND THROUGHOUT CONTRACT. THE PLANS ONLY SHOW KNOWN UNDERGROUND UTILITIES IN THE VICINITY OF WHERE THE WORK WILL BE COMPLETED.
3. THE CONTRACTOR SHALL NOTIFY THE CITY OF DOWNEY INSPECTOR AT LEAST 48 HOURS PRIOR TO ANY CONSTRUCTION PHONE: 562-904-7110.
4. INSPECTION BY THE CITY OR ITS REPRESENTATIVE OF THE WORK CALLED FOR ON THE PLANS DOES NOT, IN ANY WAY, RELIEVE THE CONTRACTOR OF THEIR OBLIGATION TO PERFORM WORK IN COMPLIANCE WITH THE PLANS AND SPECIFICATIONS.
5. THE CONTRACTOR SHALL USE PROPER SAFETY SIGNING AND BARRICADING AS REQUIRED PER CALIFORNIA MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (CAMUTCD), LATEST EDITION.
6. REQUESTS FOR DEVIATIONS FROM THE APPROVED PLANS (EXCEPT MINOR ADJUSTMENTS IN THE FIELD TO MEET EXISTING CONDITIONS), SHALL BE MADE IN WRITING AND ARE NOT TO BE INITIATED UNLESS, OR UNTIL, THEY ARE APPROVED BY THE PUBLIC WORKS DIRECTOR/CITY ENGINEER OR A REPRESENTATIVE ACTING SPECIFICALLY UPON HIS INSTRUCTIONS.
7. QUANTITIES, AS SHOWN ON THE PLANS ARE ESTIMATED, AND THE CONTRACTOR IS ADVISED THAT FINAL QUANTITIES OF MATERIAL AND WORK IN PLACE MAY BE MORE OR LESS THAN THOSE INDICATED ON THE PLANS.
8. CONTRACTOR SHALL VERIFY ALL CONDITIONS AND DIMENSIONS AND SHALL REPORT ALL DISCREPANCIES TO THE CITY ENGINEER PRIOR TO THE COMMENCEMENT OF WORK.
9. AT NO TIME IS ANY BUSINESS OR RESIDENCE TO BE WITHOUT ACCESS UNLESS OTHERWISE APPROVED IN WRITING BY THE CITY.
10. WORK SHALL BE LIMITED BETWEEN 8:00 A.M. AND 5:00 P.M., UNLESS OTHERWISE APPROVED BY THE CITY.
11. NO STORAGE OF MATERIALS/EQUIPMENT WILL BE ALLOWED IN PUBLIC RIGHT-OF-WAY. PROVIDE OFFSITE/ONSITE STAGING/STORAGE AREA IF NECESSARY.
12. TRAFFIC CONTROL SHALL BE PER CA MUTCD OR WORK AREA TRAFFIC CONTROL HANDBOOK (WATCH).
13. PEDESTRIAN ACCESS ALONG PARKWAY MUST BE MAINTAINED AT ALL TIMES.
14. THE CONTRACTOR SHALL OPERATE IN A MANNER COMPLIANT WITH ALL APPLICABLE SECTIONS OF THE DOWNEY MUNICIPAL CODE AND COMPLIANT WITH ALL APPLICABLE CITY COUNCIL RESOLUTIONS.
15. HARD HATS AND SAFETY VESTS SHALL BE WORN AT ALL TIMES WHEN WORKING ON THIS PROJECT.
16. CONTRACTOR AGREES THAT HE SHALL ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE CONDITIONS DURING THE COURSE OF THE CONSTRUCTION OF THIS PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY; THAT THIS REQUIREMENT SHALL APPLY AND NOT BE LIMITED TO NORMAL WORKING HOURS; AND THAT THE CONTRACTOR SHALL DEFEND, CONTINUOUSLY INDEMNIFY AND HOLD THE CITY AND ITS EMPLOYEES HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF THE WORK ON THIS PROJECT, EXCEPTING FOR LIABILITY ARISING FROM SOLE NEGLIGENCE OF THE CITY OR ITS EMPLOYEES.

UNDERGROUND STRUCTURES

ALL UNDERGROUND UTILITIES OR STRUCTURES REPORTED BY THE OWNER OR OTHERS AND THOSE SHOWN ON THE RECORDS EXAMINED ARE INDICATED WITH THEIR APPROXIMATE LOCATION AND EXTENT. THE OWNER BY ACCEPTING THESE PLANS OR PROCEEDING WITH IMPROVEMENTS PURSUANT THERETO AGREES TO ASSUME LIABILITY AND TO HOLD UNDERSIGNED HARMLESS FOR ANY DAMAGES RESULTING FROM THE EXISTENCE OF UNDERGROUND UTILITIES OR STRUCTURES NOT REPORTED TO THE UNDERSIGNED, NOT INDICATED ON THE PUBLIC RECORDS EXAMINED, LOCATED AT VARIANCE WITH THAT REPORTED OR SHOWN ON RECORDS EXAMINED.

THE CONTRACTOR IS REQUIRED TO TAKE DUE PRECAUTIONARY MEASURES TO PROTECT THE UTILITIES OR STRUCTURES SHOWN AND ANY OTHER UTILITIES OR STRUCTURES FOUND AT THE SITE. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO NOTIFY THE OWNERS OF THE UTILITIES OR STRUCTURES CONCERNED BEFORE STARTING WORK.

UNAUTHORIZED CHANGES & USES

CAUTION: THE ENGINEER PREPARING THESE PLANS WILL NOT BE RESPONSIBLE FOR, OR LIABLE FOR, UNAUTHORIZED CHANGES TO OR USES OF THESE PLANS. ALL CHANGES TO THE PLANS MUST BE IN WRITING AND MUST BE APPROVED BY THE PREPARER OF THESE PLANS.

UITILITY AND AGENCY INDEX

CITY OF DOWNEY (WATER & SEWER) - DAN MUELLER	(562) 904-7202
CITY OF DOWNEY (TRAFFIC ENGINEER) - ED NORRIS	(562) 904-7110
COUNTY SANITATION DISTRICT OF LOS ANGELES - ANTHONY HOWARD	(562) 638-6822
AT&T - TROY STANARD	(310) 515-2419
L.A. COUNTY DEPARTMENT OF PUBLIC WORKS - DARYL CHENOWETH	(626) 458-3109
L.A. COUNTY DEPARTMENT OF PUBLIC WORKS (CONSTRUCTION) - MANUEL ALARCON	(626) 458-7169
L.A. COUNTY FLOOD CONTROL DISTRICT - ED TERAN	(626) 458-7039
L.A. COUNTY MANHOLE ADJUSTMENT (2 WORKING DAYS PRIOR)	(310) 638-1161
L.A. COUNTY TRAFFIC & LIGHTING DIVISION STREET LIGHTING SECTION	(626) 300-4754
METROPOLITAN TRANSPORTATION AUTHORITY	(213) 626-4455
SOUTHERN CALIFORNIA EDISON - ERNESTO CHAVEZ	(562) 903-3183
SOUTHERN CALIFORNIA EDISON (TELECOM) - NOLAN LAM	(714) 815-2683
SOUTHERN CALIFORNIA GAS COMPANY - STEVE GOMEZ	(213) 213-4432
UNDERGROUND SERVICE ALERT	811
METROPOLITAN WATER DISTRICT - KEN CHUNG	(213) 626-4455
FRONTIER COMMUNICATIONS - RAYMOND ROUNDTREE	(562) 903-7939
TIME WARNER - DAVE BELL	(310) 647-5167

INDEX OF DRAWINGS

SHEET No.	DESCRIPTION
C-1	TITLE SHEET
C-2	SITE PLAN
G-1	SIGNAGE DETAILS
G-2	SIGNAGE DETAILS
G-3	SIGNAGE DETAILS
S-1	STRUCTURAL DETAILS
E-1	ELECTRICAL LEAD SHEET
E-2	ELECTRICAL SITE PLAN
E-3	TITLE-24 DOCUMENTATION
E-4	ELECTRICAL DETAILS

DIGALERT
DIAL TOLL FREE
1-800-277-2600
AT LEAST TWO DAYS BEFORE YOU DIG
UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA

PLAN PREPARED BY:

REGISTERED PROFESSIONAL ENGINEER — MATTHEW BAUMGARDNER — NO. 71932 — EXP. 12-31-2027 — CIVIL — STATE OF CALIFORNIA

08/25/26

MATTHEW BAUMGARDNER, P.E. R.C.E. No. 71932 DATE

DRAWN BY:	JM 08/25/26
DESIGNED BY:	JM 08/25/26
CHECKED BY:	TB 08/25/26

NO.	DATE	REVISIONS	ENGR.	APPROV.	DATE
7					
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4					
3					
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CITY OF DOWNEY
DEPT. OF PUBLIC WORKS ENGINEERING DIVISION

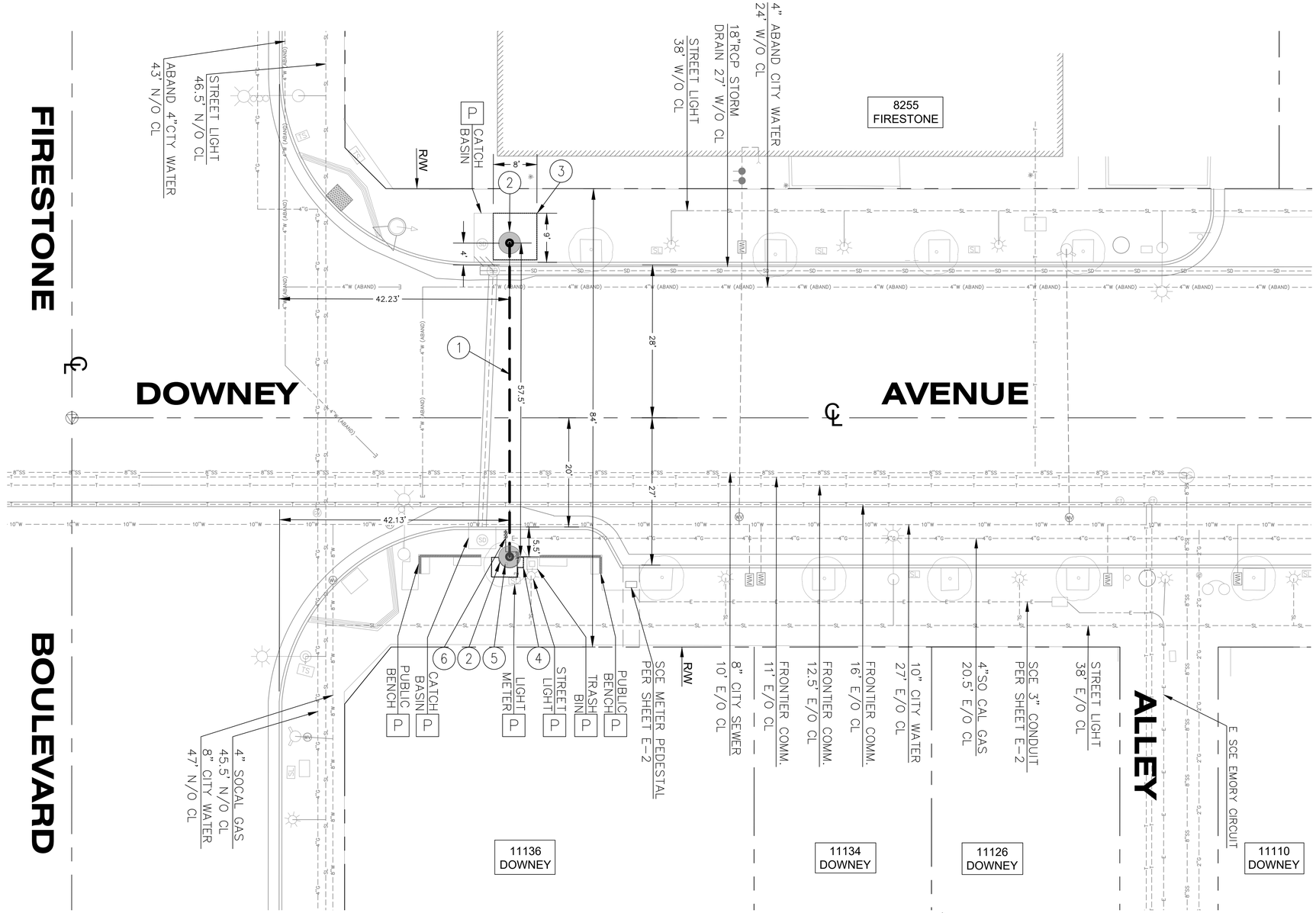
CIP NO. 24-99
DOWNTOWN DOWNEY GATEWAY SIGN
FIRESTONE BOULEVARD AND DOWNEY AVENUE
TITLE SHEET

C-1

SHEET 1 OF 10 SHEETS

DWG. NO. 3-49-49

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DOWNTOWN GATEWAY SIGN INSTALLATION SITE PLAN
SCALE: 1"=10'

LEGEND

4' DIAMETER SIGN POST FOOTING

CONSTRUCTION NOTES:

1. INSTALL GATEWAY SIGN FRAME PER DETAILS ON SHEETS G-1, G-2, AND S-1.
2. CONSTRUCT 4' DIAMETER ROUND PEDESTAL FOOTINGS PER ELEVATION PLAN ON SHEET S-1.
3. REMOVE AND REPLACE CONCRETE SIDEWALK PER APWA STD 113-2.
4. REMOVE EXISTING CONCRETE PAVERS AROUND FOOTING AND FURNISH AND INSTALL NEW LIKE KIND PAVERS PER PLAN.
5. REMOVE EXISTING TREE PER PLAN. SEE SPECIAL CONDITIONS.
6. REMOVE AND RE-INSTALL IRRIGATION LINES AROUND FOOTING. SEE SPECIAL CONDITIONS.

IRRIGATION REINSTALLATION NOTE:

REMOVE EXISTING IRRIGATION LINES INTERFERING WITH THE PROPOSED POLE FOOTING CONSTRUCTION. PRIOR TO DEMOLITION, CONTRACTOR SHALL CAP AND CAP/PLUG REMAINING ACTIVE LINES TO MAINTAIN CONTINUOUS SERVICE TO ADJACENT IRRIGATION ZONES. UPON COMPLETION OF THE POLE FOOTING INSTALLATION, CONTRACTOR SHALL RE-INSTALL/REROUTE IRRIGATION LINES AROUND FOOTING USING LIKE KIND AND QUALITY MATERIALS , FLUSH SYSTEM, AND TEST FOR LEAKS PRIOR TO BACKFILL.

MINIMUM VERTICAL CLEARANCE REQUIREMENT

BASE CODE REQUIREMENT:
PROVIDE AND MAINTAIN A MINIMUM UNOBSTRUCTED VERTICAL CLEARANCE OF 13'-6" ABOVE THE ARTERIAL ROADWAY SURFACE IN ACCORDANCE WITH CFC SECTION 503.2.1. THIS CLEARANCE MUST BE MAINTAINED ACROSS THE ENTIRE WIDTH OF DOWNEY AVENUE, INCLUDING THE LOWEST POINTS OF THE OVERHEAD GATEWAY SIGN STRUCTURE WHERE IT CONNECTS TO THE VERTICAL POSTS.

BANNER ALLOWANCE:
THE FINAL CONSTRUCTED CLEARANCE SHALL EXPLICITLY ACCOUNT FOR A 5'-0" MAXIMUM VERTICAL BANNER HANGING DIRECTLY FROM THE BOTTOM OF THE OVERHEAD STRUCTURE. WITH THE BANNER INSTALLED, THE ENTIRE ASSEMBLY MUST STILL STRICTLY ADHERE TO THE MINIMUM CODE-REQUIRED 13'-6" CLEARANCE.

DESIGN COMPLIANCE:
THE DESIGNED PROPOSED CLEARANCE OF 27'-8" TO THE BASE OF THE STRUCTURAL ARCH EXCEEDS THE MINIMUM COMBINED CODE AND BANNER REQUIREMENT (13'-6" CODE + 5'-0" BANNER = 18'-6" TOTAL HEIGHT ABOVE ROAD SURFACE REQUIRED). CONTRACTOR SHALL FIELD-VERIFY ALL AS-BUILT ROADWAY ELEVATIONS PRIOR TO FABRICATION AND ERECTION TO ENSURE COMPLIANCE IS MAINTAINED.

0 10 20
SCALE: 1"=10'

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DIGALERT DIAL TOLL FREE 1-800-277-2600 AT LEAST TWO DAYS BEFORE YOU DIG
UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA

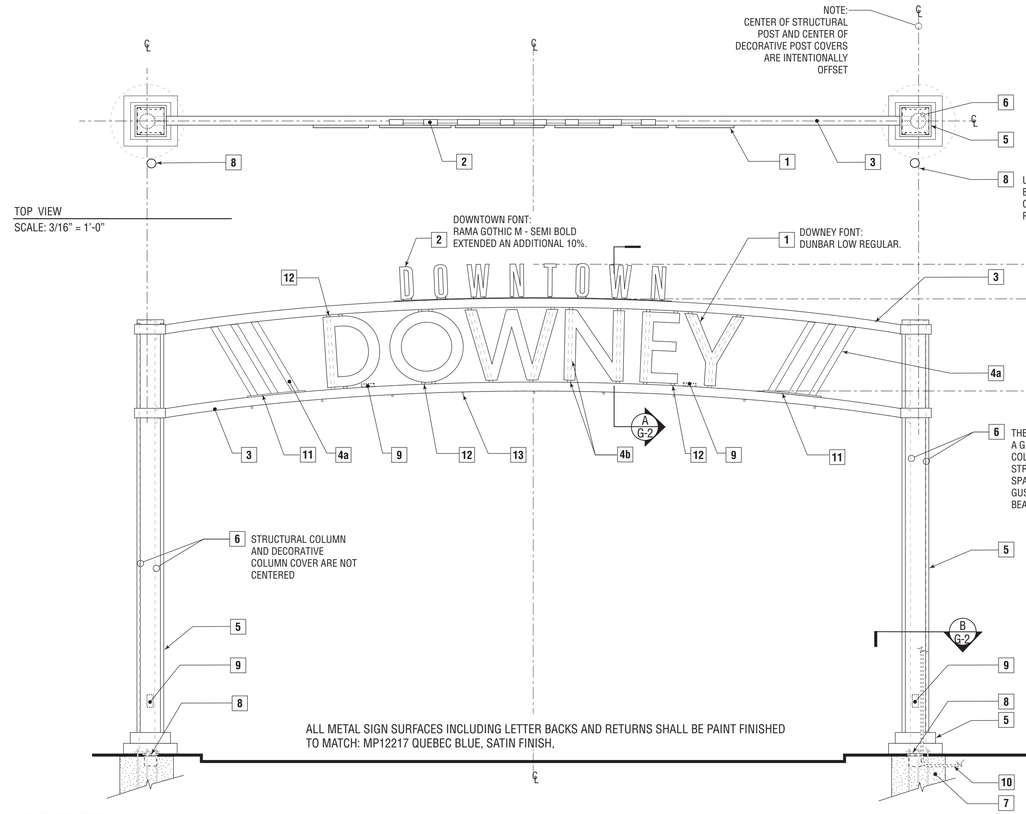
PLAN PREPARED BY:
REGISTERED PROFESSIONAL ENGINEER — MATTHEW BAUMGARDNER — NO. 71932 — EXP. 12-31-2027 — CIVIL — STATE OF CALIFORNIA
08/25/26
MATTHEW BAUMGARDNER, P.E. R.C.E. No. 71932 DATE

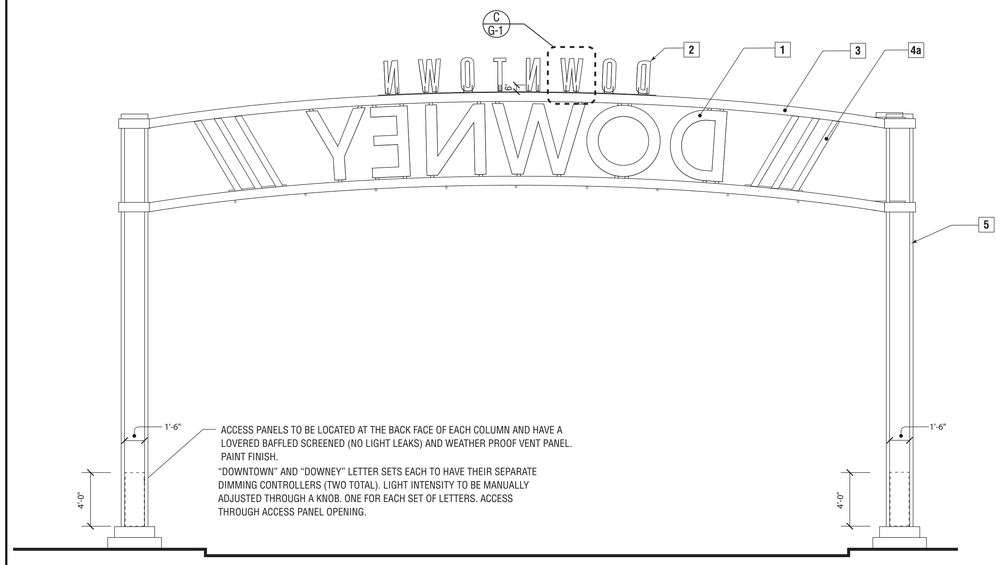
DRAWN BY: JM	08/25/26
DESIGNED BY: JM	08/25/26
CHECKED BY: TB	08/25/26

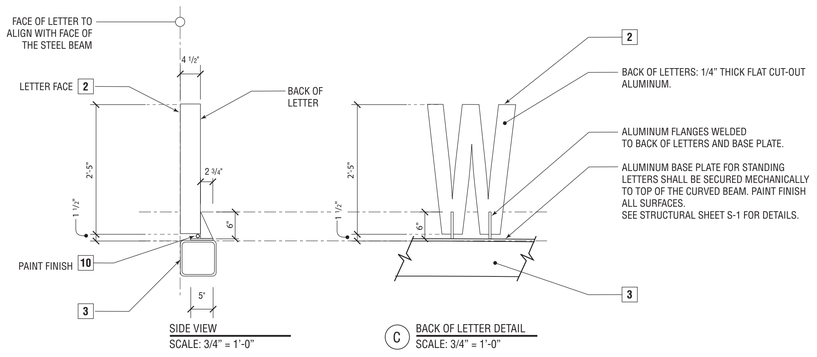
NO.	DATE	REVISIONS	ENGR.	APPROV.	DATE
7					
6					
5					
4					
3					
2					
1					

CITY OF DOWNEY
DEPT. OF PUBLIC WORKS ENGINEERING DIVISION
CIP NO. 24-99
DOWNTOWN DOWNEY GATEWAY SIGN
FIRESTONE BOULEVARD AND DOWNEY AVENUE
SITE PLAN

C-2
SHEET 2 OF 10 SHEETS
DWG. NO. 3-49-49







DOWNEY GATEWAY SIGN - KEY NOTES

1 "DOWNEY" LETTERS:
10" DEEP INTERNALLY ILLUMINATED CHANNEL LETTERS WITH TRANSLUCENT ACRYLIC FACES.
LETTERS SHALL CONCEAL THE GATEWAY ARCH'S STRUCTURAL STRUTS WITHIN THEIR BODIES.
CAP LINE AND BASELINE OF LETTERS TO BE SPACED 2" AWAY FROM THE SURFACE OF THE CURVED BEAMS.
CHANNEL LETTERS TO BE FABRICATED FROM ALUMINUM. ALL WELDED CONSTRUCTION.
MINIMUM ALUMINUM THICKNESS FOR LETTER BACKS SHALL BE 1/4", AND 1/8" FOR RETURNS.
LETTERS TO HAVE A VISIBLE 1/4" THICK EDGE ON THE FACE (SEE LETTER SECTION DETAIL "D" ON SHEET G-2).
THE ACRYLIC FACE OF THE LETTERS SHALL BE RECESSED BY A 1/4" FROM THE VISIBLE LETTER'S EDGE.
THE INSIDE RETURN OF LETTER (CREATED BY RECESSING THE ACRYLIC 1/4") SHALL BE PAINTED.
(SEE TYPICAL LETTER SECTION DETAIL "D" ON SHEET G-2).
TRANSLUCENT WHITE ACRYLIC = 1/4" THICK PLEXIGLAS #7328.
LED MODULES: BITRO, PRIME24 REBEL, PR24-M2-DW50 - DAY WHITE 5000K (OR EQUIVALENT). SEE SHEET G-3 FOR LED MODULE LAYOUT.
ILLUMINATION OF ALL LETTER FACES TO BE EVEN, NO BRIGHT OR HOT SPOTS. INTENSITY TO BE EQUAL THROUGHOUT ALL LETTER FACES—DOWNEY & DOWNTOWN. PROVIDE A DIMMER FOR "DOWNEY" LETTERS.
INTERIOR OF LETTERS TO BE PAINT FINISHED BRIGHT WHITE.
LETTER DRAIN HOLES SHALL BE BAFFLED TO PREVENT LIGHT LEAKS.
LETTER ATTACHMENTS TO STRUTS TO BE CONCEALED WITHIN THE LETTER'S INTERIOR—SHOP DRAWINGS SHALL INCLUDE THE LETTER ATTACHMENT DETAILS.

2 "DOWNTOWN" STANDING LETTERS:
4 1/2" DEEP INTERNALLY ILLUMINATED CHANNEL LETTERS WITH TRANSLUCENT ACRYLIC FACES. LETTER BACKS SHALL BE FABRICATED FROM 1/4" ALUMINUM, LETTER RETURNS FROM 1/8" ALUMINUM, ALL WELDED CONSTRUCTION.
BASELINE OF LETTERS TO BE SPACED 1 1/2" AWAY FROM THE TOP OF THE CURVED BEAM. LETTER FACES SHALL BE FLUSH WITH THE FACE OF THE STRUCTURAL BEAM.
LETTERS TO HAVE A VISIBLE 1/4" THICK EDGE ON THE FACE (SEE LETTER SECTION DETAIL, SHEET G-2).
THE ACRYLIC FACE OF THE LETTERS SHALL BE RECESSED BY A 1/4" FROM THE VISIBLE LETTER'S EDGE.
THE INSIDE RETURN OF LETTER (CREATED BY RECESSING THE ACRYLIC 1/4") SHALL BE PAINTED.
(SEE LETTER SECTION DETAIL "D" ON SHEET G-2.)
TRANSLUCENT WHITE ACRYLIC = 1/4" THICK PLEXIGLAS #7328.
LED MODULES: BITRO, PRIME24 REBEL, PR24-X2-DW50 - DAY WHITE 5000K (OR EQUIVALENT). SEE SHEET GS-03 FOR LED MODULE LAYOUT.
ILLUMINATION OF ALL LETTER FACES TO BE EVEN, NO BRIGHT OR HOT SPOTS. INTENSITY TO BE EQUAL THROUGHOUT ALL LETTER FACES—DOWNEY & DOWNTOWN. PROVIDE A DIMMER FOR "DOWTOWN" LETTERS.
INTERIOR OF LETTERS TO BE PAINT FINISHED BRIGHT WHITE. LETTER DRAIN HOLES SHALL BE BAFFLED TO PREVENT LIGHT LEAKS.

3 CURVED BEAMS:
CURVED - SQUARE SECTION STEEL BEAMS, PAINT FINISHED. SEE STRUCTURAL PLANS FOR DETAILS, SHEET S-1.

4 ARCH STRUTS:
STEEL TUBE STRUTS, PAINT FINISHED.
4a - 5 1/2" SQ. SECTION FOR ALL 6 VISIBLE STRUTS.
4b - 3" SQ. SECTION FOR STRUTS HOUSED INSIDE "DOWNEY" LETTERS.
SEE STRUCTURAL PLANS, SHEET S-1 FOR DETAILS.

5 DECORATIVE POST COVERS (COLUMN SHAFT) AND BASE:
1/4" THICK ALUMINUM, WELDED CONSTRUCTION WITH NON-BENT CORNERS (SHARP 90 DEGREE CORNERS—EASED EDGES). PROVIDE AN INTERNAL ALUMINUM ANGLE FRAME, AND SECURE TO STRUCTURAL POSTS WITH STAINLESS STEEL HARDWARE.
POST COVERS TO APPEAR PERFECTLY FLAT, NO WARPS, BENDS OR KINKS.
ACCESS PANELS SHALL BE CONCEALED FROM VIEW, SHALL BE FLUSH WITH POST COVER SURFACE, AND SHALL BE SECURED WITH TAMPER PROOF, STAINLESS STEEL, COUNTER FLUSH, FLAT HEAD SCREWS. PAINT FINISHED HEADS TO MATCH ADJACENT AREA COLOR.

6 STRUCTURAL SIGN POSTS:
STEEL POST CONCEALED INSIDE DECORATIVE POST COVERS. SEE STRUCTURAL PLANS FOR DETAILS, SHEET S-1.

7 CONCRETE FOOTINGS:
CONCRETE FOOTING PER STRUCTURAL ENGINEERING. SEE STRUCTURAL PLANS FOR DETAILS, SHEET S-1.

8 UP LIGHTS FOR COLUMNS:
BURIAL TYPE LIGHT FIXTURES SOFTLY UP-LIGHT COLUMNS, WHITE LED LIGHT 5,000K. SEE ELECTRICAL PLANS FOR DETAILS, SHEET E-1.

9 GFCI OUTLETS:
EXTERIOR RATED ELECTRICAL OUTLETS WITH WEATHERPROOF COVERS. DETAILS PER ELECTRICAL PLANS. PAINT FINISH ALL VISIBLE SURFACES TO MATCH SIGN STRUCTURE COLOR.

10 ELECTRICAL CONDUIT:
ELECTRICAL CONDUIT, ROUTED THROUGH CONCRETE FOOTING, DECORATIVE POST COVERS, ETC.
ALL ELECTRICAL CONDUITS AND CONNECTIONS SHALL BE CONCEALED FROM VIEW. SEE ELECTRICAL PLANS FOR DETAILS, SHEET E-1. PAINT FINISH ANY VISIBLE SURFACES TO MATCH SIGN STRUCTURE COLOR.

11 ILLUMINATION FOR STRUTS:
UP-LIGHT FIXTURES SOFTLY ILLUMINATE THE BASE OF THE VISIBLE STRUTS. WHITE LED LIGHT 5,000K. SEE ELECTRICAL DRAWINGS FOR DETAILS, SHEET E-1. PAINT FINISH EXTRUSION TO MATCH SIGN STRUCTURE COLOR.

12 LETTER SPACER / SUPPORTS:
WHERE NO ARCH STRUTS ARE AVAILABLE FOR LETTERS "D", "O" AND "E", PROVIDE A STEEL TUBE SPACER, 3" SQ. SECTION x 2" HIGH AS AN ADDITIONAL SUPPORT/ATTACHMENT POINT.

13 BANNER ATTACHMENTS:
PROVIDE STAINLESS STEEL EYE-BOLTS ANCHORED TO THE UNDERSIDE OF THE STEEL BEAM. PAINT FINISH TO MATCH GATEWAY STRUCTURE. SEE STRUCTURAL PLANS FOR DETAILS, SHEET S-1.
NOTE: BANNER BY OTHERS.

NOTES:
- ALL SIGN SURFACES TO BE PAINT FINISHED AND HAVE A TOP CLEAR COAT WITH UV AND ANTI-GRAFFITI PROTECTION.
- ISOLATE DISSIMILAR METALS.
- PROVIDE A EMERGENCY CUT-OFF SWITCH AT AN INCONSPICUOUS LOCATION. TOGGLE SWITCH LOCATION TO BE SHOWN IN SHOP DRAWINGS.
- PROVIDE A PROGRAMMABLE AUTOMATIC TIME SWITCH FOR "ON/OFF" CONTROL OF THE LIGHTING. INSTALL THE TIME CLOCK INSIDE THE COLUMN SHAFT, AND INDICATE ITS LOCATION IN THE SHOP DRAWINGS.
- PROVIDE A PHOTO-CELL SENSOR AS REQUIRED BY ELECTRICAL CODE. CONCEAL PHOTO CELL FROM VIEW. SHOW LOCATION IN SHOP DRAWINGS.
- PROVIDE DIMMERS THAT WILL ALLOW INDEPENDENT ADJUSTMENT OF THE LIGHT INTENSITY FOR THE COLUMN UPLIGHTS, STRUT LIGHTING, "DOWNEY" LETTERS, AND THE "DOWNTOWN" LETTERS. DIMMERS SHALL ALLOW FINE TUNING OF LIGHT LEVELS AFTER SIGN INSTALLATION.
- ALL EXPOSED MECHANICAL FASTENERS TO BE STAINLESS STEEL, COUNTER SUNK, AND TAMPER PROOF. HEADS PAINT FINISHED TO MATCH ADJACENT SURFACE COLOR.
- IN ADDITION, FOLLOW ALL CONSTRUCTION REQUIREMENTS SPECIFICATIONS OUTLINED IN SECTION 10 14 00 – SIGNAGE.

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AT LEAST TWO DAYS BEFORE YOU DIG
UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA

BENCH MARK

REVISIONS

NO.	DESCRIPTION	DATE	APP.	BY

PLANS PREPARED BY
GRAPHIC SOLUTIONS
ENVIRONMENTAL GRAPHIC DESIGN
7133 BROADWAY • SAN DIEGO, CA • 92123
TEL: (619) 239-1326 • FAX: (619) 225-6018

DESIGNED BY:
DRAWN BY:
CHECKED BY:

APPROVED BY:
DIRECTOR OF PUBLIC WORKS/CITY ENGINEER — DATE
MATT BAUMGARDNER RCE No. 71932

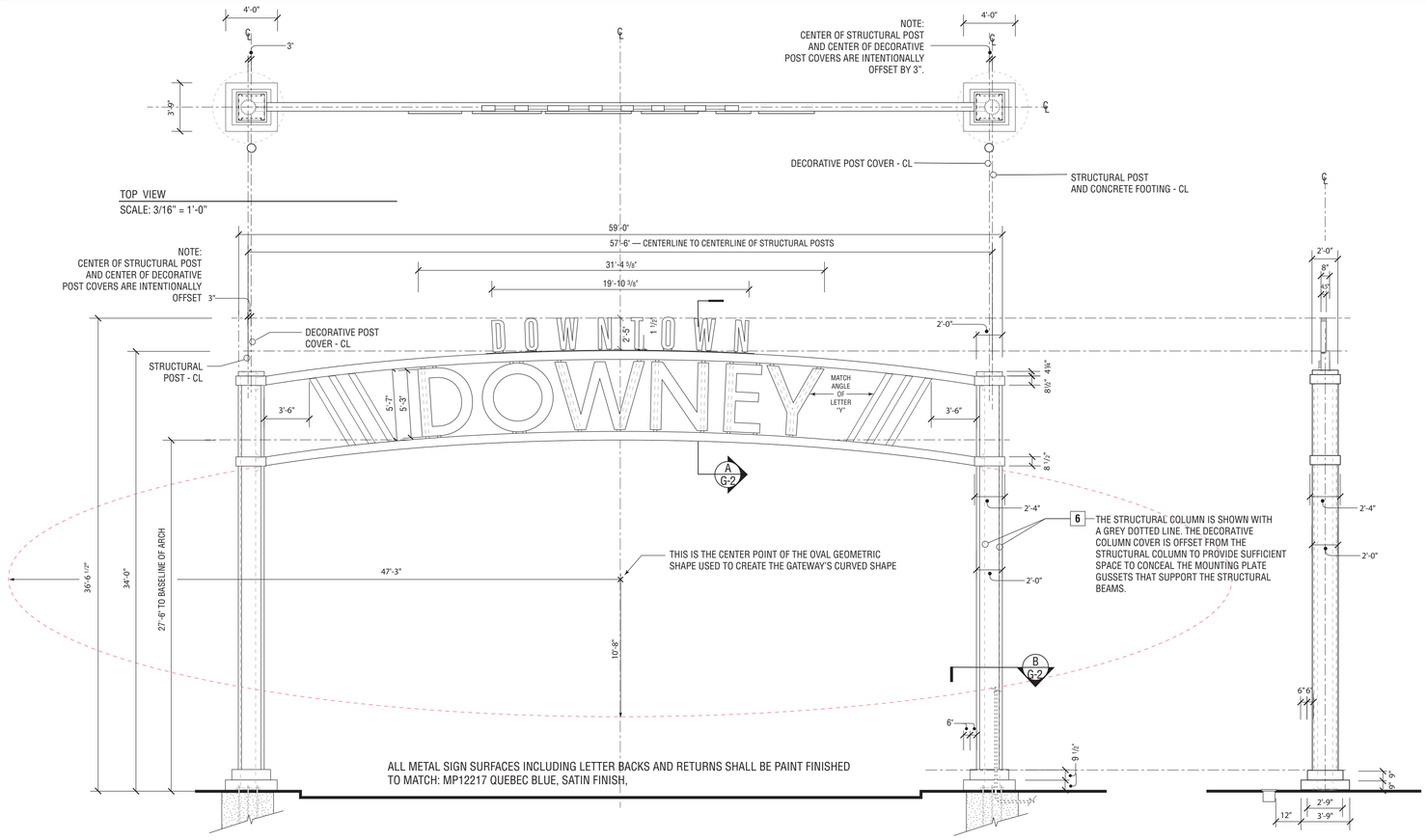
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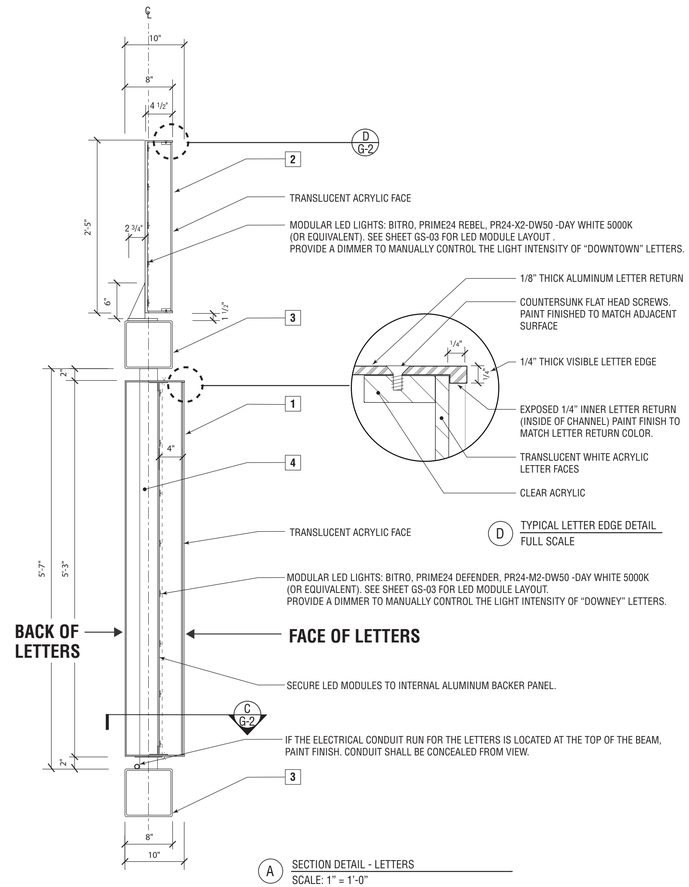
CITY OF DOWNEY

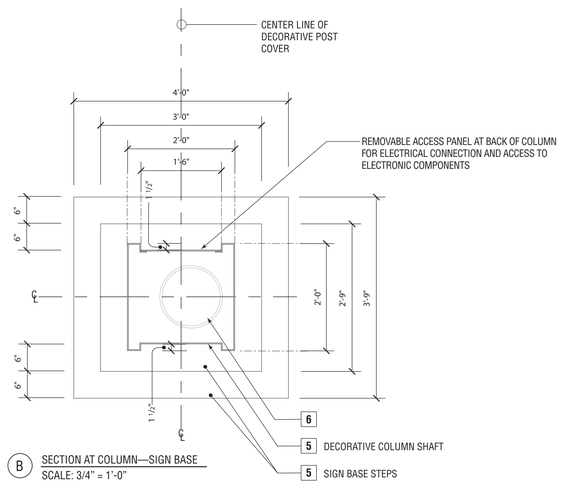
PROJECT: CIP 24-99 DOWNTOWN DOWNEY GATEWAY SIGN
FIRESTONE BOULEVARD AND DOWNEY AVENUE

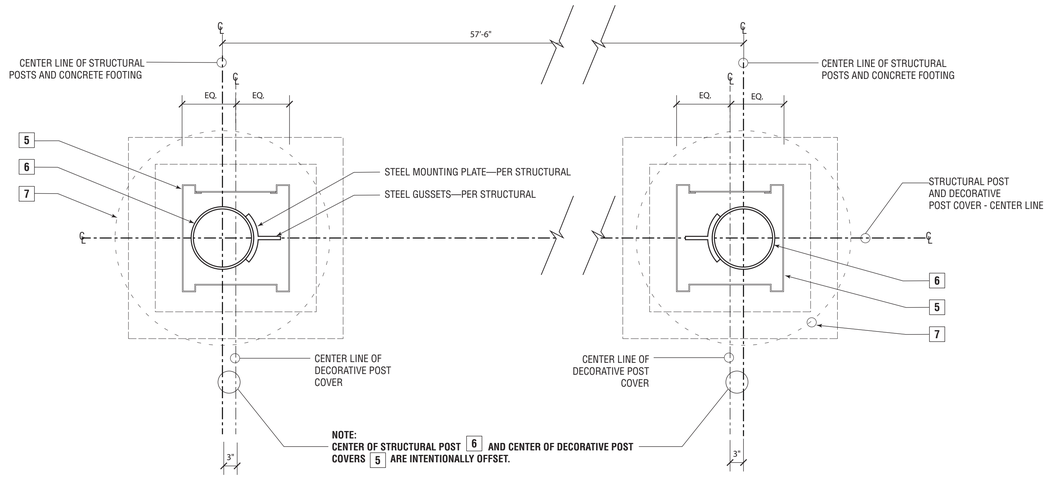
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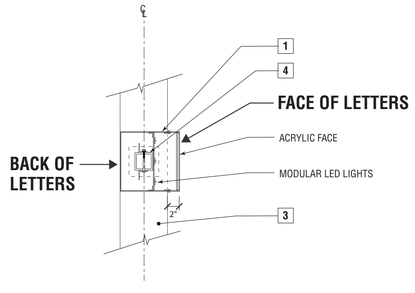
SHEET G-1
3 OF 10 SHEETS
VERT. SCALE: AS SHOWN
HORIZ. SCALE:
DRAWING NO. 3 - 49 - 49











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UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA

BENCH MARK

REVISIONS

NO.	DESCRIPTION	DATE	APP.	BY

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DESIGNED BY:
DRAWN BY:
CHECKED BY:

APPROVED BY:
DIRECTOR OF PUBLIC WORKS/CITY ENGINEER
MATT BAUMGARDNER RCE No. 71932
DATE

SEAL:

CITY OF DOWNEY

PROJECT: CIP 24-99 DOWNTOWN DOWNEY GATEWAY SIGN
FIRESTONE BOULEVARD AND DOWNEY AVENUE

SIGNAGE

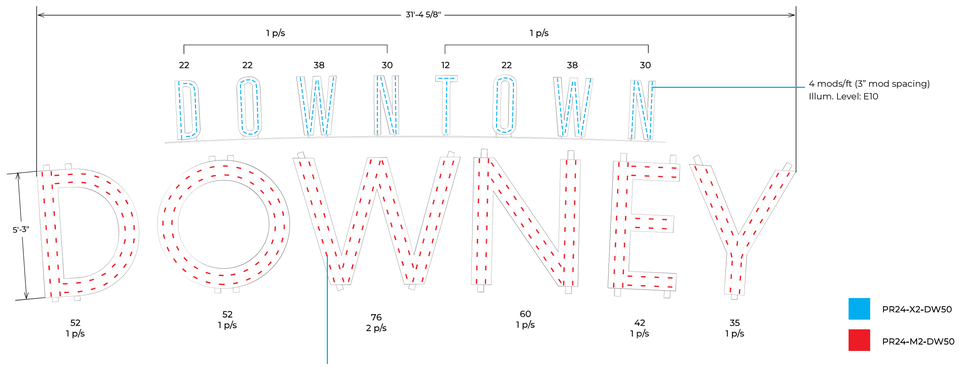
SHEET G-2
4 OF 10 SHEETS
VERT. SCALE: AS SHOWN
HORIZ. SCALE:
DRAWING NO.
3 - 49 - 49

Customer Name	Graphics Solutions	Project Name	**DOWNTOWN DOWNEY**
Submission Date	04/27/2026	Sign Type	
Revision Dates		Sign Height	5'-3" ("D")
		Sign Width	31'-4 5/8"
		Sign Depth	4"
		Drawing Scale	1:36
Layout By:	J.B	File Name	**D260427_2_Graphics Solution_Downtown Downey_63in**

***Refer to the datasheet for product and packaging sizes*
***Lattice and modules not cut to size*

BILL OF MATERIALS

Ref #	Part Number	Description	Qty	Unit	w/unit	Unit/PS
1	PR24-X2-DW50	PRIME24 REBEL Day White 5000K	214	mods	0.6	144
2	ASU2-100-24U	96W-24V Power Supply	2	pcs	N/A	N/A
3	PR24-M2-DW50	PRIME24 DEFENDER Day White 5000K	317	mods	1.2	72
4	ASU2-100-24U	96W-24V Power Supply	7	pcs	N/A	N/A
5						



VALI DEFINITIONS	
VALI Group	DOWNTOWN
V (Vinyl)	N/A
A (Acrylic/Face)	7328 - 5mm
L (LED)	PR24-X2-DW50
I (Illum Level)	E10
Depth (LED to face)	4"

VALI DEFINITIONS	
VALI Group	DOWNEY
V (Vinyl)	N/A
A (Acrylic/Face)	7328 - 5mm
L (LED)	PR24-M2-DW50
I (Illum Level)	E10
Depth (LED to face)	4"

Bitro Group, Inc. - Note this Caution: This layout is an Estimate.
"Recommendation #1: Test a typical letter using this layout before you move forward with the rest of the sign. Recommendation #2: Before shipping or installation at a jobsite; light your letters in a darkened area to assure yourself that you are satisfied that it works properly. Be aware that since construction standards and performance expectations can vary from client to client, Bitro Group, Inc. cannot be held responsible for your results. Recommendation #3: We strongly recommend that you check our layout before you proceed with your entire sign. Then, using the knowledge you have gained through your own testing and have learned what works successfully for you, proceed accordingly. Remember, every variable alters the outcome including but not limited to: letter depth, shape of the letter, placement of the modules, reflectivity and color of the interior of the letter, thickness, type of plex, and manufacture of the plex used (sometimes plex will even vary in translucence from sheet to sheet from the same manufacture.) Please take your time to do the testing at the beginning of each project to assure your success upon completion. Assumptions: The following information and standards are not concrete and may vary however, we have found that if you are using a Blue or Green face, this estimate is based on using 2447 White plex with vinyl overlay of a medium color shade. Using darker or lighter vinyl or using a different pigmented plex may cause results to vary. If using a Red face, this estimate is based on 2793 pigment plex. Be aware that 2283 and 2415 can be difficult to light evenly. Be sure to test a letter and follow what you have learned for the rest of your letters for this sign. Also, 7328 White is a common plex used, however, testing has found as much as a 20% variation from sheet to sheet with samples tested, thus be careful and look for this issue. Please be aware that White, Blue and Green are laid out on 4" centers, while Red, Orange and Amber are laid out using 5" centers. Notifications: This LED layout is the property of Bitro Group, Inc. and is not to be shared with third party entities without written approval from Bitro Group, Inc."

bitro Your LED Lighting Partner

300 Lodi St.
Hackensack, NJ 07601
www.bitrogroup.com

Tel (201) 641-1004
Fax (201) 641-0057

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For layouts & quotations:
estimate@bitrogroup.com

THIS LAYOUT OF LED MODULES ENSURES THE LIGHT INTENSITY OF BOTH LETTER SIZES REMAINS CONSTANT BETWEEN THE SMALLER "DOWNTOWN" AND LARGER "DOWNEY" LETTERS REMAINS CONSTANT, DARK OR HOT SPOT FREE.

LED LIGHT MODULE LAYOUT

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1-800-227-2600
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UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA

BENCH MARK

REVISIONS

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DESIGNED BY:
DRAWN BY:
CHECKED BY:

APPROVED BY:

DIRECTOR OF PUBLIC WORKS/CITY ENGINEER DATE
MATT BAUMGARDNER RCE No. 71932

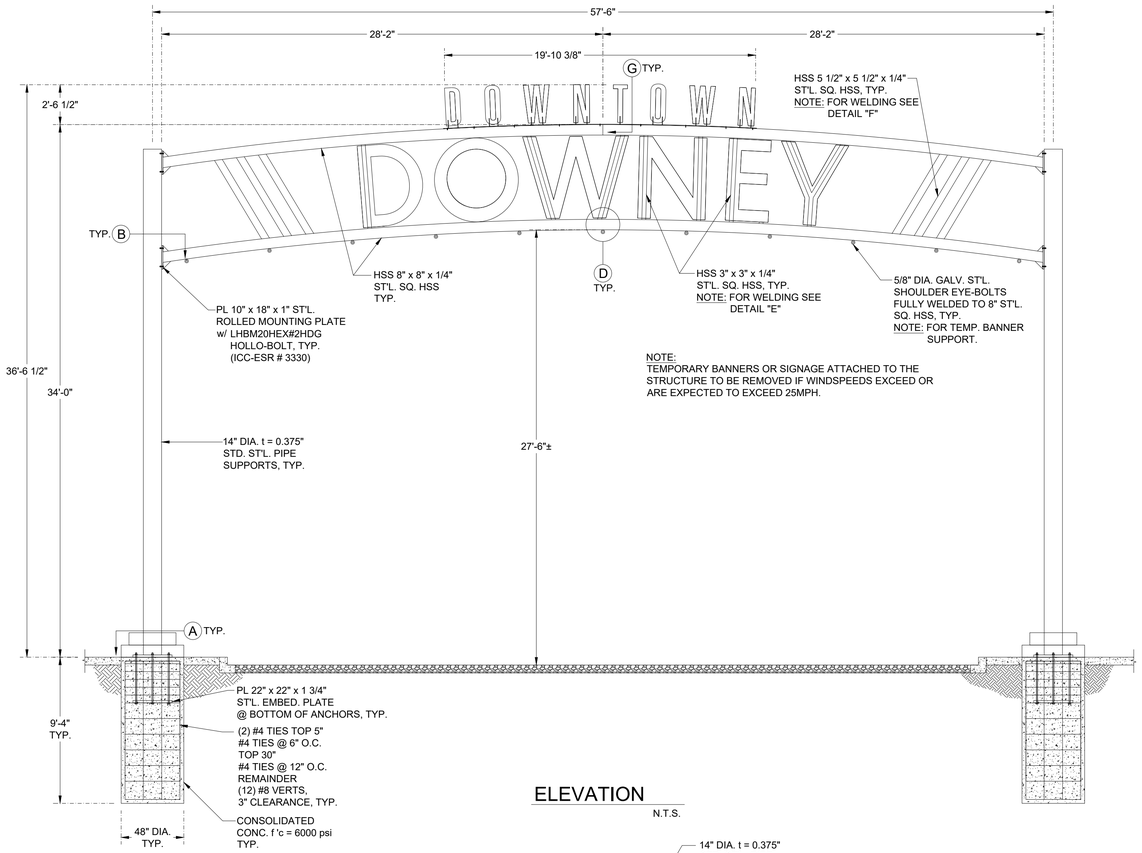
SEAL:

CITY OF DOWNEY

PROJECT: CIP 24-99 DOWNTOWN DOWNEY GATEWAY SIGN
FIRESTONE BOULEVARD AND DOWNEY AVENUE

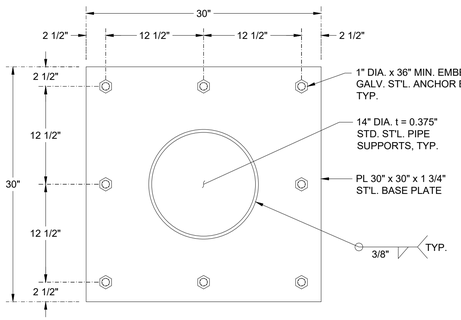
SIGNAGE

SHEET G-3
5 OF 10 SHEETS
VERT. SCALE: AS SHOWN
HORIZ. SCALE:
DRAWING NO. 3 - 49 - 49

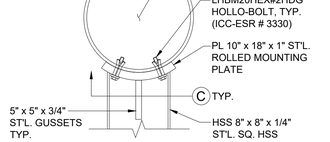


ELEVATION
N.T.S.

(SPECIAL INSPECTION REQUIRED FOR 6000 psi CONCRETE)

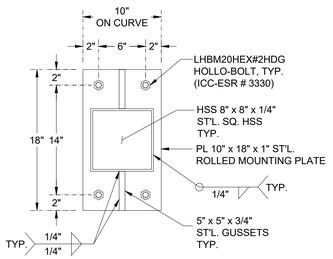


A BASE PLATE
t = 1 3/4" (2 PLACES) N.T.S.



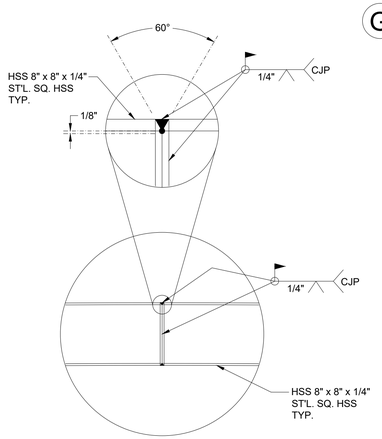
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B CONNECTION DETAIL
(4 PLACES) N.T.S.



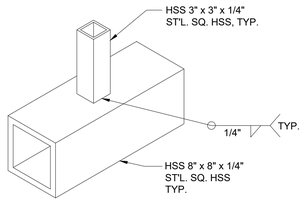
C ST'L. MOUNTING PLATE
t = 1" (4 PLACES) N.T.S.

NOTICE: IT IS A VIOLATION OF THE LAW FOR ANY PERSON, UNLESS ACTING UNDER THE DIRECTION OF A LICENSED PROFESSIONAL, TO ALTER AN ITEM IN ANY WAY. IF AN ITEM BEARING THE SEAL OF A LICENSED PROFESSIONAL IS ALTERED, THE ALTERING LICENSED PROFESSIONAL SHALL AFFIX TO THEIR ITEM THEIR SEAL AND THE NOTATION "ALTERED BY" FOLLOWED BY THEIR SIGNATURE AND THE DATE OF SUCH ALTERATION, AND A SPECIFIC DESCRIPTION OF THE ALTERATION.

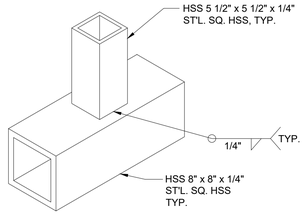


(SPECIAL INSPECTION REQUIRED FOR FIELD WELD)

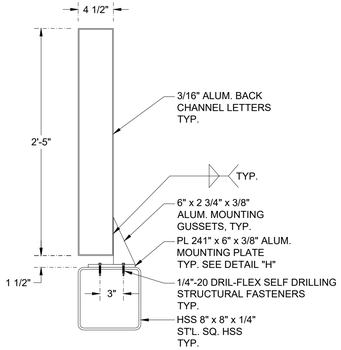
D SPLICE DETAIL
(2 PLACES) N.T.S.



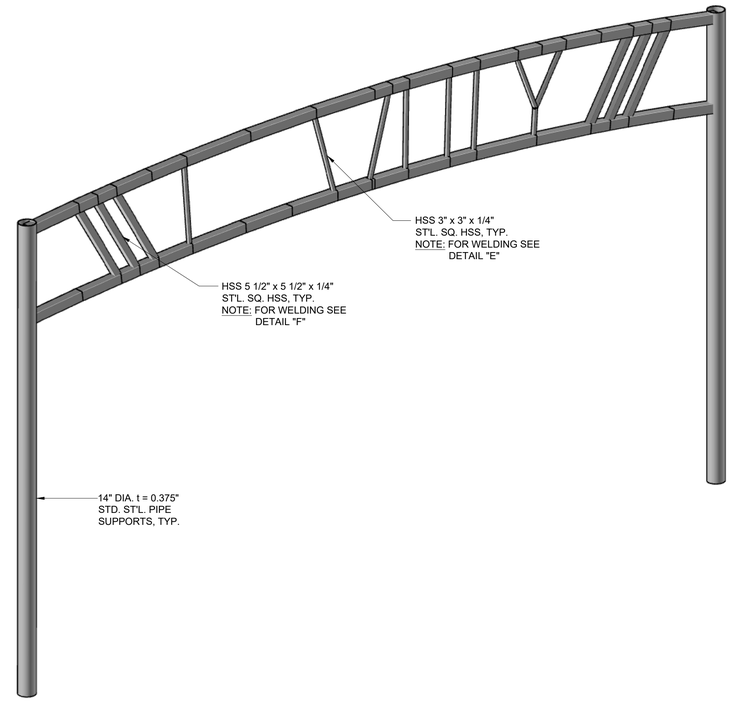
E WELDING DETAIL
N.T.S.



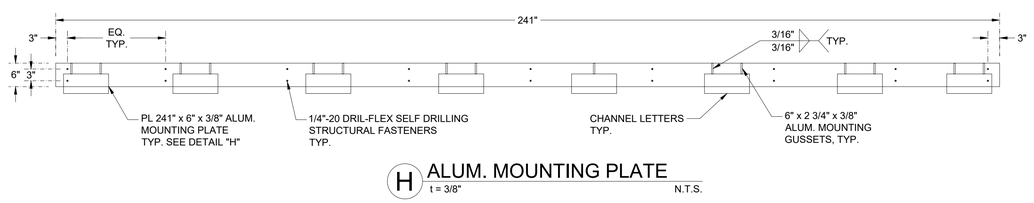
F WELDING DETAIL
N.T.S.



G CONNECTION DETAIL
N.T.S.



ISOMETRIC FRAME VIEW
N.T.S.



H ALUM. MOUNTING PLATE
t = 3/8" N.T.S.

NOTES :

GENERAL :
- SIGN DESIGN IS BASED ON ADEQUATE EXISTING SUPPORT ELEMENTS.
- PROVIDE ISOLATION OF DISSIMILAR MATERIALS.
- COAT ALUMINUM IN CONTACT WITH CONCRETE WITH ZINC RICH PAINT.
- PROVIDE FULLY WELDED END CAPS AT EXPOSED OPEN ENDS OF STEEL / ALUM. TUBES. MATCH THICKNESS LIKE FOR LIKE.
- SLOPE TOP OF EXPOSED FOOTING AWAY FROM DIRECT BURIAL POSTS
- ALL EXPOSED STEEL TO BE PRIMED & PAINTED (POWDER COAT AS AN OPTION) OR ALTERNATIVELY USE GALVANIZED STEEL.

STEEL :

DESIGN AND FABRICATION ACCORDING TO 2022 CBC
- PLATE, ANGLE, CHANNEL TEE: ASTM A36
- WIDE FLANGE: ASTM A992
- ROUND PIPE: ASTM A53 GRADE B OR EQUIVALENT.
- HSS ROUND, SQUARE, AND RECTANGULAR TUBE: ASTM A500 GRADE B OR EQUIVALENT.
- STAINLESS STEEL ROUND, SQUARE, AND RECTANGULAR TUBE: ASTM A276 T304 OR EQUIVALENT.
- ALL ANCHOR BOLTS SHALL BE: ASTM F1554 OR ASTM F593 T304 U.N.O.
- ALL STEEL MACHINED BOLTS SHALL BE: ASTM A307, A325 OR A449 U.N.O.
- ALL STAINLESS STEEL MACHINED BOLTS SHALL BE: ASTM F593 T304 U.N.O.
- ALL BOLTS TO BE ZINC COATED: ASTM B633
- DEFORMED REINFORCING REBAR: ASTM A615 GRADE 60.

STEEL

DESIGN AND FABRICATION ACCORDING TO AWS D1.1. / D1.3 & D1.6
- AWS CERTIFICATION REQUIRED FOR ALL STRUCTURAL WELDERS.

ALUMINUM :

DESIGN AND FABRICATION ACCORDING TO 2020 ALUM. DESIGN MANUAL

PLATES, ANGLES, CHANNELS, TEE, AND SQUARE TUBING: ALUMINUM
- ALLOY 6061 - T6 WITH 0.098 LBS PER CUBIC INCH.

ALUMINUM

DESIGN AND FABRICATION ACCORDING TO AWS D1.2. ALL WELDING IN ACCORDANCE WITH THE LATEST EDITION OF THE AWS A.5.10. FILLER ALLOYS PER TABLES M.9.1 & M.9.2 OF 2020 ALUMINUM DESIGN MANUAL.

WELDING :
- WELD SIZE (LEG LENGTH) SHALL BE EQUAL TO THE THICKNESS OF THE THINNEST MEMBER AT THE JOINT, UNLESS NOTED OTHERWISE.
- E70 XX ELECTRODE FOR SMAW PROCESS.
- E70S XX ELECTRODE FOR GMAW PROCESS.
- ER70 XX ELECTRODE FOR GTAW PROCESS.
- E70T XX ELECTRODE FOR FCAW PROCESS.

ALL WELDS SHALL BE MADE WITH A FILLER METAL THAT CAN PRODUCE WELDS THAT HAVE A MINIMUM CHARPY V-NOTCH TOUGHNESS OF 20FT-LB AT ZERO 0° AS DETERMINED BY THE APPROPRIATE AWS A5 CLASSIFICATION TEST METHOD OR MFG'S. CERTIFICATION.

ANCHORS :
- BRAND NAME APPROVED ANCHORS SPECIFIED ON PLANS MAY BE SUBSTITUTED BY APPROVED EQUAL.

CONCRETE :

DESIGN AND CONSTRUCTION ACCORDING TO ACI 318-19
- COMPRESSIVE STRENGTH AT 28 DAYS, f 'c= 6000 PSI MINIMUM.
- CEMENT TYPE II OR IV. W/C RATIO 0.45 BY WEIGHT FOR PIER AND CAISSON
- FOOTINGS CONCRETE MUST BE POURED AGAINST UNDISTURBED EARTH.
- MAINTAIN A MINIMUM 3" CONCRETE COVER OVER ALL EMBEDDED STEEL.

SOIL:

LATERAL SOIL BEARING PER IBC CLASS 4 TABLE 1806.2 (150 PSF/FT). MODIFIED PER SECTION 1806.3.4.

DIGALERT
DIAL TOLL FREE
1-800-227-2600
AT LEAST TWO DAYS
BEFORE YOU DIG
UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA

BENCH MARK

REVISIONS

NO.	DESCRIPTION	DATE	APP.	BY
R1	SIGN HEIGHT REVISED, FOOTING REVISED.	2-23-26		K.S.P.
R2	LETTER CONNECTION & DETAILS ADDED.	3-10-26		K.S.P.
R3	SIGN HEIGHT REVISED, FOOTING REVISED.	4-14-26		K.S.P.
R4	SIGN WIDTH REVISED, FOOTING REVISED.	7-21-26		K.S.P.

PLANS PREPARED BY
www.yjinc.com
P.O. BOX 802050
SANTA CLARITA, CA. 91380
TEL. (661)259-0700 FAX. (661)259-0900

DESIGNED BY:
DRAWN BY: K.S.P.
CHECKED BY: T.J.

APPROVED BY:

DIRECTOR OF PUBLIC WORKS/CITY ENGINEER DATE
MATT BAUMGARDNER RCE No. 71932

SEAL: REGISTERED PROFESSIONAL ENGINEER · JOINT JACOB · C58022 · CIVIL · STATE OF CALIFORNIA

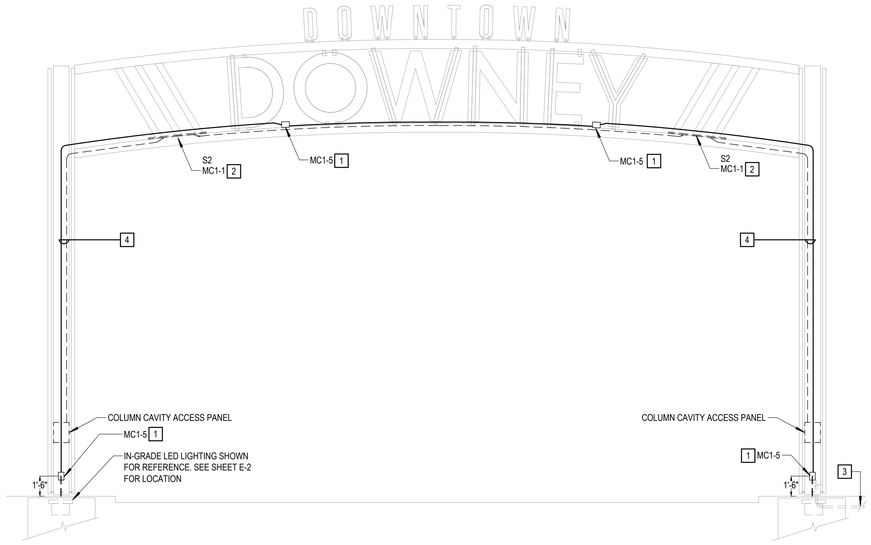
DATE SIGNED: 08/27/2026

CITY OF DOWNEY

PROJECT: CIP 24-99 DOWNTOWN DOWNEY GATEWAY SIGN
FIRESTONE BOULEVARD AND DOWNEY AVENUE

SHEET S-1
6 OF 10 SHEETS
VERT. SCALE: AS SHOWN
HORIZ. SCALE:
DRAWING NO. JTS_270325

Last Revised: Wed Jul 22, 2026 - 4:20pm Last Plotted: Wed Aug 26, 2026 - 8:40am Plotted By: KenPro Drawing: Z:\Jobs\2025\JTS_\270325\270325_Downtown Downey_Downey Ave & Firestone Blvd_Downey CA.dwg

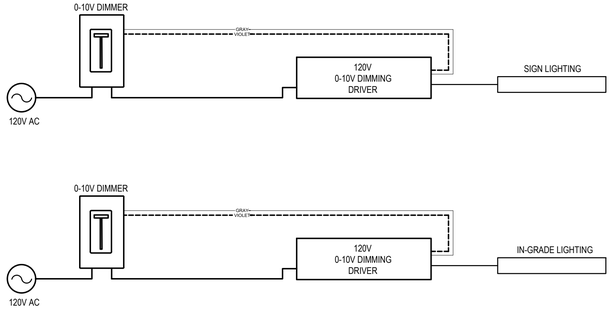


KEYNOTES

1. PROVIDE INDUSTRIAL GRADE, WEATHER-RESISTANT GFCI DUPLEX RECEPTACLES. PROVIDE EXTRA-DUTY, GASKETED, IN-USE COVERS LISTED FOR WET LOCATIONS. RECEPTACLES LOCATED ALONG HORIZONTAL SIGN MEMBERS SHALL BE INSTALLED IN A HORIZONTAL ORIENTATION, WITH GROUNDING POLE ON LEFT. COORDINATE RECEPTACLE LOCATIONS WITH SIGN FABRICATOR PRIOR TO ROUGH-IN.
2. PROVIDE LED TAPE LIGHT ALONG HORIZONTAL SIGN MEMBER. LOCATE POWER SUPPLIES/DRIVERS WITHIN SIGN COLUMNS IN ACCESSIBLE COLUMN CAVITY. COORDINATE INSTALLATION WITH SIGN FABRICATOR.
3. PROVIDE (2) 1" CONDUITS TO SIGN COLUMN AND TERMINATE IN ACCESSIBLE COLUMN CAVITY FOR 0–10V DIMMING CONTROLS, LIGHTING POWER SUPPLIES, AND BRANCH CIRCUITING. SEE SHEET E-2 FOR CONTINUATION.
4. ROUTE BRANCH CIRCUITS (SHOWN AS SOLID LINE) AND LOW VOLTAGE CONDUCTORS (SHOWN AS DASHED LINE) FROM THIS LOCATION TO SERVE SIGN LIGHTING. PROVIDE 1/2" LIQUIDTIGHT FLEXIBLE CONDUIT FOR EXPOSED 120V BRANCH CIRCUITING, SECURED TO SIGN HORIZONTAL STRUCTURE AND CONCEALED FROM VIEW. EXTEND TO OPPOSITE COLUMN TO SERVE ASSOCIATED DEVICES AND IN-GRADE LIGHTING.

2 SOUTH ELEVATION

SCALE: 3/16"=1'-0"



3 LIGHTING CONTROLS WIRING DIAGRAM

NOT TO SCALE

PANELBOARD SCHEDULE

MC1

ROOM:
MOUNTING: FLOOR
FED FROM: SCE UTILITY
NOTE:

VOLTS: 240/120V 2P 3W
BUS AMPS: 100
NEUTRAL: 100%

AIC: 42,000
MAIN BKR: 100
LUGS: STANDARD

CKT #	CKT BKR	LOAD kVA	CIRCUIT DESCRIPTION		CKT #	CKT BKR	LOAD kVA	CIRCUIT DESCRIPTION
1	20/1	0.96	SIGNAGE LIGHTING	a	2	20/1	0	SPARE
3	20/1	0.048	IN-GRADE LIGHTING	b	4	20/1	0	SPARE
5	20/1	0.72	RECEPTACLE	a	6	20/1	0	SPARE
7	20/1	0	SPARE	b	8	20/1	0	SPARE
9	20/1	0	SPARE	a	10	20/1	0	SPARE
11	20/1	0	SPARE	b	12	20/1	0	SPARE
13	-/1	0	SPACE	a	14	-/1	0	SPACE
15	-/1	0	SPACE	b	16	-/1	0	SPACE

FEEDER/SERVICE LOAD CALCULATION

	CONN. kVA	CALC. kVA			CONN. kVA	CALC. kVA	
LIGHTING	1.01	1.26	(125%)	CONTINUOUS	0	0	(125%)
RECEPTACLES	0.72	0.72	(50%>10)	NONCONTINUOUS	0	0	(100%)
LARGEST MTR	0	0	(N/A)	KITCHEN EQUIP	0	0	(N/A)
OTHER MTRS	0	0	(100%)	NONCOIN/DIVERSE	0	0	(N/A)
METERED DMND	0	0	(125%)	TOTAL kVA	1.73	1.98	
				BALANCED PHASE AMPERES		8.25	

PHASE BALANCE PERCENT: PHASE A 194% PHASE B 5.56%

VOLTAGE DROP SCHEDULE

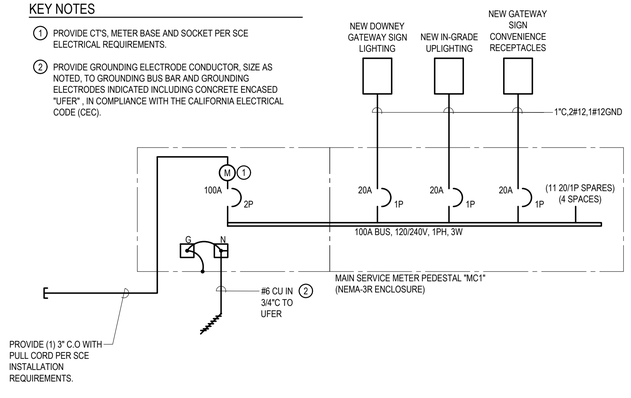
DEVICE	FEEDER			BRANCH CIRCUIT			TOTAL VOLTAGE DROP
	VOLTAGE DROP	CONDUCTOR SIZE	ESTIMATED LENGTH	MAX VOLTAGE DROP	CONDUCTOR SIZE	ESTIMATED LENGTH	
MC1	0.24%	#1	210'	1.07% (CKT 1)	#12	89'	1.31%
				MC1-1: 1.07%	#12	89'	
				MC1-3: 0.07%	#12	63'	
				MC1-5: 1.05%	#12	60'	

LUMINAIRE SCHEDULE

CALLOUT	SYMBOL	LAMP	DESCRIPTION	BALLAST/DRIVER	MOUNTING	MODEL	INPUT VA	VOLTS	NOTES
S1		5000K/LED	6" IN-GRADE RECESSED LED UPLIGHT	DIMMING	RECESSED	HYDREL TIERRA IGF6 STATIC WHITE SERIES: IGF6-A-LED-P1-80CRI-5000K-MVOLT-15DEG-10T-FLC-34S-ZT-BL	24	120	
S2		5000K/LED	OUTDOOR WHITE LED TAPE	DIMMING	SURFACE	KELVIX UNIFORM STATIC WHITE (OUTDOOR) SERIES: UNI3-WL-O-400-50K-24VDC LENGTH: 4'-6" / MOUNTING CHANNEL: CH-014-C-2-WH-CP-EC LENGTH: 4'-6" / POWER SUPPLY (DRIVER): HLV96-M	96	120	

KEY NOTES

1. PROVIDE CT'S, METER BASE AND SOCKET PER SCE ELECTRICAL REQUIREMENTS.
2. PROVIDE GROUNDING ELECTRODE CONDUCTOR, SIZE AS NOTED, TO GROUNDING BUS BAR AND GROUNDING ELECTRODES INDICATED INCLUDING CONCRETE ENCASED "UFER" , IN COMPLIANCE WITH THE CALIFORNIA ELECTRICAL CODE (CEC).



1 SINGLE LINE DIAGRAM

NOT TO SCALE

FAULT CURRENT SCHEDULE

DEVICE	SCCR, WCR, AIC RATING	FAULT	FEEDER		TRANSFORMER	
		TOTAL	CONDUCTOR SIZE	ESTIMATED LENGTH	kVA	%Z
MC1	42,000	42,000	#1	210'		

GENERAL NOTES

1. INSTALLATION OF ELECTRICAL MATERIAL SHALL COMPLY WITH CALIFORNIA ELECTRICAL CODE (CEC) 2025 EDITION AND ALL LOCAL AMENDMENTS, AND ALL OTHER GOVERNING CODES AND ORDINANCES.
2. FIELD VERIFICATION: VERIFY ALL DEVICES AND CONDITIONS BEFORE PROCEEDING WITH THE WORK.
3. IT SHALL BE THE ELECTRICAL CONTRACTOR'S RESPONSIBILITY TO OBTAIN A COMPLETE SET OF DRAWINGS AND SPECIFICATIONS. HE/SHE SHALL CHECK THE DRAWINGS OF THE OTHER TRADES AND SHALL CAREFULLY READ THE SPECIFICATIONS AND DETERMINE HIS RESPONSIBILITIES. FAILURE TO DO SO SHALL NOT RELEASE THE CONTRACTOR FROM DOING THE WORK IN COMPLETE ACCORDANCE WITH THE DRAWINGS AND SPECIFICATIONS.
4. THE CONTRACTOR SHALL COORDINATE HIS WORK WITH OTHER TRADES AT THE SITE. ANY COST TO ROUTE CONDUIT OTHER THAN AS SHOWN ON THE PLANS SHALL BE INCURRED BY THE CONTRACTOR.
5. WHEREVER A DISCREPANCY IN QUANTITY OR SIZE OF CONDUIT, WIRE, EQUIPMENT DEVICES, CIRCUIT BREAKERS, TRANSFORMERS, GROUND FAULT PROTECTION SYSTEM, ECT. (ALL MATERIALS ARISES ON THE DRAWINGS AND/OR SPECIFICATIONS), THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AND INSTALLING ALL MATERIAL AND SERVICE REQUIRED BY THE STRICTEST CONDITIONS NOTED ON DRAWINGS AND/OR IN THE SPECIFICATIONS TO ENSURE COMPLETE AND OPERABLE SYSTEMS AS REQUIRED BY THE OWNER OR ENGINEER.
6. ALL CONDUIT SIZES ARE BASED ON COPPER CONDUCTORS WITH THHN-2/THWN -2 INSULATION UNLESS OTHERWISE NOTED. ALL CONDUCTORS SHALL BE COPPER. CONDUCTOR INSULATION SHALL BE THHN/THWN UNLESS OTHERWISE NOTED. MINIMUM CONDUIT SIZE SHALL BE 3/4", UNLESS OTHERWISE NOTED.
7. INSTALL ALL EQUIPMENT, LIGHTING FIXTURE, DEVICES, CONDUIT AND CONDUIT SUPPORTS TO MEET SEISMIC DESIGN CATEGORY D.
8. CONDUIT RUNS SHOWN ARE DIAGRAMMATIC ONLY. INSTALL ALL CONDUITS TO SUIT FIELD CONDITIONS.
9. PROVIDE PROPERLY SIZED LUGS AT ALL CIRCUIT BREAKER PANELS, FOR THE CONDUCTORS SHOWN TO CONNECT THESE LUGS.
10. INSTALL ALL EXTERIOR MOUNTED ELECTRICAL EQUIPMENT IN WEATHERPROOF, NEMA-3R ENCLOSURES, UNLESS OTHERWISE NOTED.
11. SEPARATE INSULATED EQUIPMENT GROUNDING CONDUCTOR, SIZED PER CEC 250-122, SHALL BE PROVIDED, INSTALLED IN THE SAME CONDUIT AS THE CIRCUIT CONDUCTORS FOR ALL FEEDERS AND BRANCH CIRCUITS.
12. CONNECTIONS TO ALL EQUIPMENT FURNISHED BY OTHERS SHALL BE COORDINATED. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING MANUFACTURER'S SHOP DRAWINGS PRIOR TO ROUGHING IN ALL CONDUIT TO THIS EQUIPMENT.
13. NOT ALL SYMBOLS AND ABBREVIATIONS ON THIS SHEET ARE USED.

SITE UTILITIES SYMBOL LIST

SYMBOL	DESCRIPTION
EH	ELECTRICAL HANDHOLE FLUSH IN GRADE.
T	TRANSFORMER

SINGLE LINE SYSTEM SYMB LIST

SYMBOL	DESCRIPTION
M	INTEGRAL KILOWATTHOUR METER
1	SHEET NOTE REFERENCE.
	TRANSFORMER.

WIRING / EQUIP CONNECT SYMB LIST

SYMBOL	DESCRIPTION
	BRANCH CIRCUIT CONDUIT, RUN EXPOSED.
	BRANCH CIRCUIT CONDUIT, CONCEALED IN FLOOR OR UNDERGROUND.
	2# 12, 3/4"C. / 5# 12, 3/4"C.
	3# 12, 3/4"C. / 6# 12, 3/4"C.
	4# 12, 3/4"C.

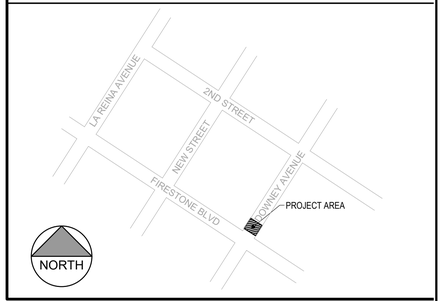
POWER SYMBOL LIST

SYMBOL	DESCRIPTION
	DUPLEX CONVENIENCE OUTLET MOUNTED IN FLUSH BOX AT +18" AFF UNLESS NOTED OTHERWISE.
	DUPLEX CONVENIENCE OUTLET MOUNTED IN SURFACE BOX AT +18" AFF UNLESS NOTED OTHERWISE.

ABBREVIATIONS

SUFFIX	DESCRIPTION
A	AMPERES
C	CONDUIT.
C.O.	CONDUIT ONLY, COMPLETE WITH PULLSTRING.
CU	COPPER
GND	GROUND.
PH.	PHASE.
V	VOLTS.
VD	VOLTAGE DROP.
W	WIRE.

KEY MAP



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1-800-227-2600
AT LEAST TWO DAYS BEFORE YOU DIG
UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA

BENCH MARK

REVISIONS

NO.	DESCRIPTION	DATE	APP.	BY

PLANS PREPARED BY

MEP ENGINEERING | SUSTAINABLE DESIGN
SAN DIEGO - SAN FRANCISCO
3131 Camino del Rio N, Suite 860
San Diego, CA 92108
(619) 713-5700 Phone
(619) 393-0117 Fax
www.randalllamb.com
RANDALL LAMB

DESIGNED BY:
DRAWN BY:
CHECKED BY:

APPROVED BY:

DIRECTOR OF PUBLIC WORKS/CITY ENGINEER DATE
MATT BAUMGARDNER RCE No. 71932

SEAL: REGISTERED PROFESSIONAL ENGINEER POOYA FARJAD No. E 19125 ELECTRICAL STATE OF CALIFORNIA

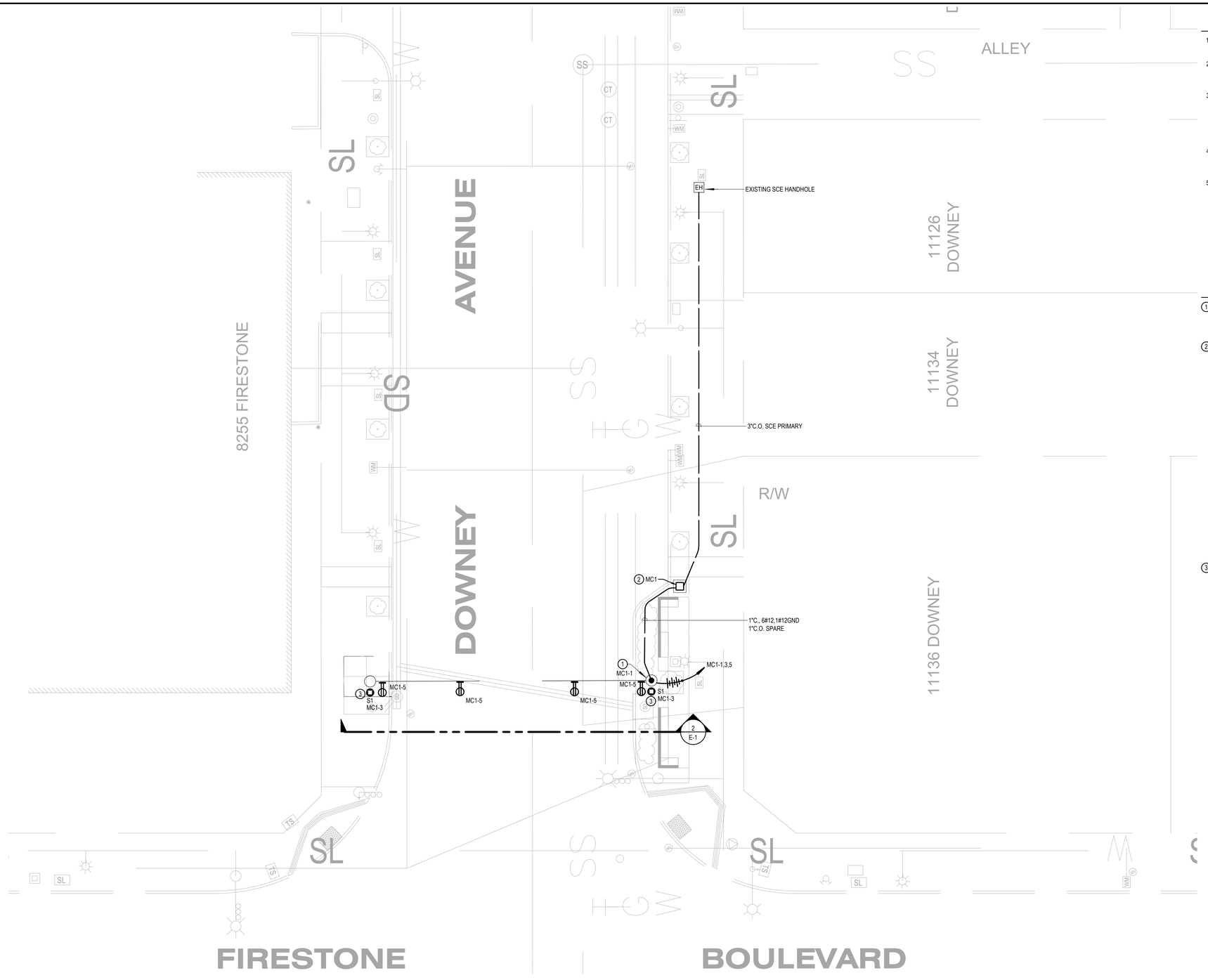
CITY OF DOWNEY

PROJECT: CIP 24-99 DOWNTOWN DOWNEY GATEWAY SIGN
FIRESTONE BOULEVARD AND DOWNEY AVENUE

ELECTRICAL LEAD SHEET

SHEET E-1
7 OF 10 SHEETS
VERT. SCALE: AS SHOWN
HORIZ. SCALE:
DRAWING NO. 3-49-49

Last Revised: Fri Aug 29, 2025 - 10:23am Last Plotted: Fri Aug 29, 2025 - 10:23am Plotted By: Vikarnab Drawing: Z:\2025\3497\05_BIM\CAD\E\E-1.dwg



GENERAL NOTES

1. A MINIMUM OF THREE (3) FEET OF CLEAR, LEVEL WORK SPACE IS REQUIRED IN FRONT OF ALL TERMINATION, METERING, AND SERVICE EQUIPMENT.
2. SEE ESR-5 FOR METER-MOUNTING HEIGHT REQUIREMENTS. METER MOUNTING HEIGHT WILL BE MEASURED FROM THE STANDING AND WORKING SPACE TO THE CENTERLINE OF THE METER(S)
3. WHEN SERVICE EQUIPMENT IS INSTALLED ON AN ELEVATED PORTION OF THE FLOOR/GROUND, OR HOUSEKEEPING PAD, THE PAD SHALL BE FLUSH WITH AND EXTEND A MINIMUM OF THREE(3) FEET, THIS IS MEASURED FROM THE FRONT OF THE SERVICE EQUIPMENT OR THE OUTER DOOR(S) OF THE SWITCHBOARD NEMA 3R ENCLOSURE WHEN INSTALLED. IN NO CASE SHALL THE MAXIMUM METER HEIGHT OF SIX (6) FEET THREE (3) INCHES BE EXEEDED.
4. TO MAINTAIN A SAFE, CLEAR, AND LEVEL WORKING AREA IN FRONT OF THE NEW OR EXISTING METER AND SERVICE EQUIPMENT, A CONCRETE SLAB OR OTHER SUITABLE PERMANENT HARD SURFACE, ACCEPTABLE TO THE COMPANY, MUST BE USED.
5. FOR SWITCHBOARDS ABOVE 600V, FIVE-FOOT MINIMUM OF CLEAR AND LEVEL STANDING AND WORKING SPACE IS REQUIRED IN THE FRONT, REAR, AND SIDE OF ANY SECTION WHERE SUCH PART SUPPORTS OR PROVIDES ACCESS TO METERING, TESTING EQUIPMENT, OR SERVICE CABLE TERMINATION SECTIONS.

KEYNOTES

1. PROVIDE 120 VOLT, 1 PHASE POWER CONNECTION TO NEW GATEWAY SIGN. COORDINATE EXACT EQUIPMENT LOCATION, CONDUIT ROUTING, AND TERMINATION LOCATION WITH MANUFACTURERS SHOP DRAWING AND EQUIPMENT INSTALLER PRIOR TO ROUGH-IN
2. PROVIDE SWITCHED LOAD CENTER COMMERCIAL METER PEDESTAL IN NEMA-3R ENCLOSURE. PROVIDE PEDESTAL WITH SEPARATE SEALABLE AND LOCKABLE UTILITY TERMINATION SECTION, SEALABLE AND LOCKABLE METERING SECTION, AND SEALABLE AND LOCKABLE CUSTOMER SECTION WITH MAIN CIRCUIT BREAKER, ASTRONOMICAL TIMECLOCK AND PHOTOCELL WINDOW. PROVIDE 4" TALL CONCRETE HOUSEKEEPING PAD. PROVIDE MINIMUM 3'-0" FRONT CLEARANCES AND 12" SIDE/REAR CLEARANCE PER SCE ELECTRICAL SERVICE GUIDE REQUIREMENTS. CATALOG # EATON **CMP4111** OR APPROVED EQUIVALENT.

   PROVIDE LIGHTING CONTROLS IN COMPLIANCE WITH CALIFORNIA ENERGY CODE SECTION 130.2(C)(1) AND 130.2(C)(2):

   ALL INSTALLED OUTDOOR LIGHTING SHALL BE CONTROLLED BY A PHOTO CONTROL, ASTRONOMICAL TIME-SWITCH CONTROL, OR OTHER CONTROL CAPABLE OF AUTOMATICALLY SHUTTING OFF THE OUTDOOR LIGHTING WHEN DAYLIGHT IS AVAILABLE.

   A. AUTOMATIC SCHEDULING CONTROLS SHALL BE CAPABLE OF REDUCING THE OUTDOOR LIGHTING POWER BY AT LEAST 50 PERCENT AND NO MORE THAN 90 PERCENT, AND SEPARATELY CAPABLE OF TURNING THE LIGHTING OFF,DURING SCHEDULED UNOCCUPIED PERIODS.

   B. AUTOMATIC SCHEDULING CONTROLS SHALL ALLOW SCHEDULING OF A MINIMUM OF TWO NIGHTTIME PERIODS WITH INDEPENDENT LIGHTING LEVELS, AND MAY INCLUDE AN OVERRIDE FUNCTION THAT TURNS LIGHTING ON DURING ITS SCHEDULED DIM OR OFF STATE FOR NO MORE THAN TWO HOURS WHEN AN OVERRIDE IS INITIATED.
3. PROVIDE ADJUSTABLE IN-GRADE LED LIGHT 12" FROM SIGN COLUMN FOOTING. AIM FIXTURE AT 10 DEGREES TO ILLUMINATE COLUMN BASE. FIELD COORDINATE LOCATION, ORIENTATION, AND AIMING.

1 ELECTRICAL SITE PLAN

SCALE: 1"=10'-0"

NORTH

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DIAL TOLL FREE
1-800-227-2600
AT LEAST TWO DAYS
BEFORE YOU DIG
UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA

BENCH MARK

REVISIONS

NO.	DESCRIPTION	DATE	APP.	BY

PLANS PREPARED BY

MEP ENGINEERING | SUSTAINABLE DESIGN
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DESIGNED BY:

DRAWN BY:

CHECKED BY:

APPROVED BY:

DIRECTOR OF PUBLIC WORKS/CITY ENGINEER DATE
MATT BAUMGARDNER RCE No. 71932

SEAL:

REGISTERED PROFESSIONAL ENGINEER
FOYA FARJAD
No. E 19125
ELECTRICAL
STATE OF CALIFORNIA

CITY OF DOWNEY

PROJECT: CIP 24-99 DOWNTOWN DOWNEY GATEWAY SIGN
FIRESTONE BOULEVARD AND DOWNEY AVENUE

ELECTRICAL SITE PLAN

SHEET E-2
8 OF 10 SHEETS
VERT. SCALE: AS SHOWN
HORIZ. SCALE:
DRAWING NO. 3-49-49

Last Revised: Tue Jul 21, 2026 - 8:04am Last Plotted: Fri Aug 28, 2026 - 10:26am Plotted By: TAlvarado Drawing: J:\2023\3049\06_BIM\CAD\E\E-2.dwg

CERTIFICATE OF COMPLIANCE NRCC-ELC-E

This document is used to demonstrate compliance with mandatory requirements in 130.5, for electrical systems in newly constructed nonresidential and hotel/motel occupancies and 160.6 and 160.9 for electrical systems in newly constructed multifamily occupancies. Additions and alterations to electrical service systems in nonresidential and hotel/motel occupancies will also use this document to demonstrate compliance per 141.0(a) or 141.0(b)2P for alterations. For multifamily addition or alterations compliance will be documented per 180.1(a) or 180.2 (b)4Bvii

Project Name:	DOWNTOWN DOWNEY GATEWAY SIGN	**Report Page:**	**(Page 1 of 5)**
Project Address:	FIRESTONE BLVD. AND DOWNEY AVE.	**Date Prepared:**	2025-11-18T19:27:25-05:00

A. GENERAL INFORMATION

01	Project Location (city)	DOWNEY	02	Climate Zone	8
			03	Occupancy Types Within Project:	All Other Occupancies

B. PROJECT SCOPE

This table includes electrical systems that are within the scope of the permit application.

01	02	03	04	05	06	07
Electrical Service Designation/ Description	Scope of Work [1]	Rating[2] (kVA)	Utility Provided Metering System Exception to 130.5(a)/160.6(a)[3]	System subject to CA Elec Code Article 517 Exception to 130.5(a)and (b)	Demand Response Controls	Provides power to dwelling units/common living areas only in multifamily occupancy
MC1 - METERED PEDESTAL	New electrical service equipment and meter	24	☒	☐	Where required, demand response controls must be specified which are capable of receiving and automatically responding to at least one standards based messaging protocol which enables demand response after receiving a demand response signal. Sections 120.2/160.3, 130.1/160.5, and 130.3/160.5, and mechanical, indoor lighting, and sign lighting Certificate of Compliance documents will indicate when demand response controls are required.	☐

[1]FOOTNOTES: Adding only new feeders and branch circuits triggers Voltage Drop 130.5(c)/160.6(c), no other requirements from 130.5/160.6 are required.
[2] If common use areas in a multifamily are submetered, rating is for submeter size serving common use areas.
[3] Applicable if the utility company is providing a metering system that indicates instantaneous kW demand and kWh for a utility-defined period.

CERTIFICATE OF COMPLIANCE NRCC-ELC-E

Project Name:	DOWNTOWN DOWNEY GATEWAY SIGN	**Report Page:**	**(Page 2 of 5)**
		Date Prepared:	2025-11-18T19:27:25-05:00

C. COMPLIANCE RESULTS

Results in this table are automatically calculated from data input and calculations in Tables F through J. Note: If any cell on this table says "COMPLIES with Exceptional Conditions" refer to Table D. Exceptional Conditions for guidance or see applicable Table referenced below.

01		02		03		04	05	06
Service Electrical Metering 130.5(a)/ 160.6(a) (See Table F)	AND	Separation for Monitoring 130.5(b)/ 160.6(b) (See Table G)	AND	Voltage Drop 130.5(c)/ 160.6(c) (See Table H)	AND	Controlled Receptacles 130.5(d)/ 160.6(d) (See Table I)	Electric Ready 160.9 (See Table J)	**Compliance Results**
	AND	Yes	AND	Yes	AND	Yes		COMPLIES with Exceptional Conditions

D. EXCEPTIONAL CONDITIONS

This table is auto-filled with uneditable comments because of selections made or data entered in tables throughout the form.

Table B indicates the project is exempt from 130.5(a) Service Electrical Metering requirements because the utility company has provided the project a metering system that indicates instantaneous kW demand and kWh for a utility-defined period.

E. ADDITIONAL REMARKS

This table includes remarks made by the permit applicant to the Authority Having Jurisdiction.

CERTIFICATE OF COMPLIANCE NRCC-ELC-E

Project Name:	DOWNTOWN DOWNEY GATEWAY SIGN	**Report Page:**	**(Page 3 of 5)**
		Date Prepared:	2025-11-18T19:27:25-05:00

G. SEPARATION OF ELECTRICAL CIRCUITS FOR ENERGY MONITORING

This table includes entirely new or complete replacement electrical power distribution systems to demonstrate compliance with 130.5(b)/160.6(b). Any load types that are not included in the service do not need to be shown. For multifamily occupancies, submetered systems that provide power to dwelling units do not need to meet these separation requirements and therefore load types on those submetered systems also do not need to be shown.

01	02	03	04	05	
Load Type per Table 130.5-B [1]	Minimum Required Separation of Load per Table 130.5-B	Compliance Method[2]	Location of Requirements in Construction Documents	Field Inspector	
				Pass	Fail
MC1 - METERED PEDESTAL					
Lighting including exit, egress and exterior	not required			☐	☐

** NOTES: If "Other*" is selected under Compliance Method above, please indicate how compliance has been achieved in the space provided below.*

[1] FOOTNOTES: For each separate load type, up to 10% of the connected load may be of any type.
[2] Method 1: Switchboards/ motor control centers/ panelboard loads disaggregated for each load type.
Method 2: Switchboards/ motor control centers/ panelboard supply other distribution equipment with loads disaggregated for each load type.
Method 3: Branch circuits serve load types individually and provisions for adding future branch circuit monitoring.
Method 4: Complete metering system measures and reports loads by type.
See Chapter 8 of the Nonresidential Compliance Manual for more detail on Compliance Methods.

H. VOLTAGE DROP

This table includes entirely new or complete replacement electrical power distribution systems, or alterations that add, modify or replace both feeders and branch circuits to demonstrate compliance with 130.5(c)/ 160.6(c). For alterations, only the altered circuits must demonstrate compliance per 141.0(b)2Pii/ 180.2(b)4Bviic.

01	02				03	04	05	
Electrical Service Designation/Description	Combined Voltage Drop on Installed Feeder/Branch Circuit Conductors Compliance Method				Location of Voltage Drop Calculations[1]	Sheet Number for Voltage Drop Calculations in Construction Documents	Field Inspector	
							Pass	Fail
MC1 - METERED PEDESTAL	☒	Voltage drop less than 5%	☐	Permitted by CA Elec Code (Exception to 130.5(c))*	In construction documents	E-1	☐	☐

** NOTES: If "Permitted by CA Elec Code *" is selected under Compliance Method above, please indicate where the exception applies in the space provided below.*

[1] FOOTNOTES: Voltage drop calculations may be attached to the permit application outside the construction documents if allowed by the Authority Having Jurisdiction. Select "attached" if applicable. If calculations will be the responsibility of the installing contractor, select "Contractor Responsible".

CERTIFICATE OF COMPLIANCE NRCC-ELC-E

Project Name:	DOWNTOWN DOWNEY GATEWAY SIGN	**Report Page:**	**(Page 4 of 5)**
		Date Prepared:	2025-11-18T19:27:25-05:00

I. CIRCUIT CONTROLS FOR 120-VOLT RECEPTACLES AND CONTROLLED RECEPTACLES

This table includes entirely new or complete replacement electrical power distribution systems to demonstrate compliance with 130.5(d)/ 160.6(d).. Both controlled and uncontrolled receptacles must be provided in office areas, lobbies, conference rooms, kitchen areas in office spaces, copy rooms and hotel/motel guest rooms.

01	02	03	04	05	06	07	
Room name or Description	Location/ Type of Controlled Receptacles[1]	Shut-Off Controls	Demand Responsive Controls	Permanent Durable Marking Will be Used	Location of Requirements in Construction Documents	Field Inspector	
						Pass	Fail
N/A-NO RECEPTACLE IN PROJECT	---	---		☐		☐	☐

** NOTES: If "Other*" is selected under Shut-Off Controls above, please indicate how compliance has been achieved in the space provided below.*

[1] FOOTNOTES: Receptacles dedicated to refrigerators and water dispensers in kitchens, located a minimum of 6ft above the floor specifically for clocks, network copiers, fax machines, A/V and data equipment other than personal computers in copy rooms, circuits rated more than 20 Amps, or connected to a UPS that are intended to be in continuous use and are marked to differentiate them from other receptacles or circuits are excepted from the requirements. .

K. DECLARATION OF REQUIRED CERTIFICATES OF INSTALLATION

Selections have been made based on information provided in this document. If any selection have been changed by permit applicant, an explanation should be included in Table E. Additional Remarks. These documents must be provided to the building inspector during construction and can be found online

Form/Title
NRCI-ELC-E - Must be submitted for all buildings

L. DECLARATION OF REQUIRED CERTIFICATES OF ACCEPTANCE

There are no NRCA forms required for this project.

CERTIFICATE OF COMPLIANCE NRCC-ELC-E

Project Name:	DOWNTOWN DOWNEY GATEWAY SIGN	**Report Page:**	**(Page 5 of 5)**
Project Address:	FIRESTONE BLVD. AND DOWNEY AVE.	**Date Prepared:**	2025-11-18T19:27:25-05:00

DOCUMENTATION AUTHOR'S DECLARATION STATEMENT

I certify that this Certificate of Compliance documentation is accurate and complete.

Documentation Author Name: TRESSA ALVARADO	Documentation Author Signature:
Company: RANDALL LAMB	Signature Date: 11/19/2025
Address: 3131 CAMINO DEL RIO NORTH, STE 860	CEA/ HERS Certification Identification (if applicable):
City/State/Zip: SAN DIEGO, CA 92108	Phone: 619-713-5700

RESPONSIBLE PERSON'S DECLARATION STATEMENT

I certify the following under penalty of perjury, under the laws of the State of California:

1. The information provided on this Certificate of Compliance is true and correct.
2. I am eligible under Division 3 of the Business and Professions Code to accept responsibility for the building design or system design identified on this Certificate of Compliance (responsible designer)
3. The energy features and performance specifications, materials, components, and manufactured devices for the building design or system design identified on this Certificate of Compliance conform to the requirements of Title 24, Part 1 and Part 6 of the California Code of Regulations.
4. The building design features or system design features identified on this Certificate of Compliance are consistent with the information provided on other applicable compliance documents, worksheets, calculations, plans and specifications submitted to the enforcement agency for approval with this building permit application.
5. I will ensure that a completed signed copy of this Certificate of Compliance shall be made available with the building permit(s) issued for the building, and made available to the enforcement agency for all applicable inspections. I understand that a completed signed copy of this Certificate of Compliance is required to be included with the documentation the builder provides to the building owner at occupancy.

Responsible Designer Name: POOYA FARJAD	Responsible Designer Signature:
Company: RANDALL LAMB	Date Signed: 11/19/2025
Address: 3131 CAMINO DEL RIO NORTH, STE 860	License: 19125
City/State/Zip: SAN DIEGO, CA 92108	Phone: 619-713-5700

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UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA

BENCH MARK

REVISIONS

NO.	DESCRIPTION	DATE	APP.	BY

PLANS PREPARED BY
MEP ENGINEERING | SUSTAINABLE DESIGN
SAN DIEGO - SAN FRANCISCO
3131 Camino del Rio N, Suite 860
San Diego, CA 92108
(619) 713-5700 Phone
(619) 393-0117 Fax
www.randalllamb.com
RANDALL LAMB

DESIGNED BY:
DRAWN BY:
CHECKED BY:

APPROVED BY:

DIRECTOR OF PUBLIC WORKS/CITY ENGINEER DATE
MATT BAUMGARDNER RCE No. 71932

SEAL:
REGISTERED PROFESSIONAL ENGINEER
POOYA FARJAD
No. E 19125
ELECTRICAL
STATE OF CALIFORNIA

CITY OF DOWNEY

PROJECT: CIP 24-99 DOWNTOWN DOWNEY GATEWAY SIGN
FIRESTONE BOULEVARD AND DOWNEY AVENUE

TITLE-24 DOCUMENTATION

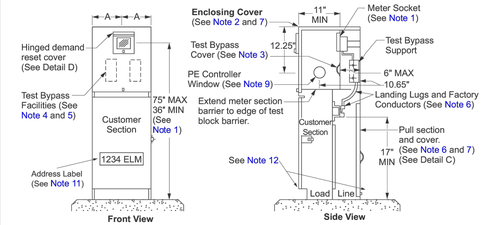
SHEET E-3
9 OF 10 SHEETS
VERT. SCALE:
HORIZ. SCALE: AS SHOWN
DRAWING NO. 3-49-49

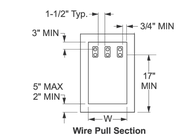
Last Revised: Thu Jul 10, 2025 - 3:43pm Last Plotted: Fri Aug 29, 2025 - 10:27am Plotted By: Tdiaconis Drawing: J:\JOBS\3497\08_BMP\3497_E-3.dwg

2. The meter socket shall be enclosed and the enclosing cover shall be as follows:
   - ☐ Hinged to allow the top and front to be rotated back as one unit to expose the metering compartment. The "A" Dimension applies when the metering compartment side panels are fixed and obstruct the meter side clearance. The lifting force required to open the cover shall not exceed 25 pounds.
   - ☐ Equipped with a lifting handle.
   - ☐ Provided with a demand reset cover with a viewing window (see Exhibit D). The reset cover shall be sealable and lockable with a padlock having a 5/15-inch lockshaft.
3. Test-bypass compartment covers shall be sealable and fitted with a lifting handle; covers exceeding 16 inches in width shall require two lifting handles.
4. Test-bypass blocks with rigid barriers shall be furnished, installed, and wired or bussed to the meter socket by the manufacturer. Connection sequences shall be LINE-LOAD from left to right and clearly identified by 3/4-inch minimum block letter labeling. See ESR–5 for test-bypass block details.
5. Test-bypass shall be installed with the following clearances:
   - ☐ Three inches of vertical clearance from the upper test connector stud to the upper compartment access opening and 3 inches from the center of the cable terminal screw to the lower compartment access opening.
   - ☐ One and one-half inches of side clearance from the rigid insulating barriers to the compartment sides and one inch to the compartment access openings.
6. The terminating pull section requirements are as follows:
   - ☐ Comply with the minimum dimensions shown in Table 3–7 (the "W" Dimension is measured between the access opening return flanges), accept a minimum three-inch conduit, and the cover shall be equipped with a lifting handle.
   - ☐ Be equipped with aluminum-bodied, pressure-type lugs, with a range of #6 AWG through 250 kcmil, for termination of the service conductors. Insulated cable or bus shall be installed between the termination lugs and the test-bypass facilities.
   - ☐ Have a protective metallic barrier (16-gauge minimum) between the pull section and the customer distribution section. There shall be a 1/4-inch minimum clearance between the customer section wall and the barrier to prevent screws and bolts from protruding into the pull section.
7. Compartment covers (for example, meter cover, demand reset cover, and pull section) shall be sealable and lockable with a padlock having a 5/16-inch lockshaft.
8. Internal equipment attached to the outer walls of the enclosure shall be secured in place with devices that may not be loosened from the outside. Screws or bolts requiring special tools for installation or removal are not acceptable.
9. Pedestals serving both metered and unmetered loads, for instance, traffic signals and street lighting, must have landing lugs, with customer wire from lugs-to-bypasses (metered load) and from lugs-to-breakers (unmetered loads). A photoelectric (PE) receptacle shall be required in the meter/test bypass compartment for the unmetered service. Company will furnish and install PE controller for unmetered service.
10. Pedestal shall be structurally supported with anchors on a concrete pad.
11. Labeling shall consist of machine-engraved laminated phenolic (or equivalent) placard. The placard shall have one-quarter of an inch black letters/numbers on white-colored material which is readily visible and mechanically attached on the exterior front of the pedestal's meter door panel.
12. A 36-inch flat concrete working space with a 2% maximum grade is required at the meter section and the utility/pull section of the pedestal. Traffic lanes shall not be considered part of the working space. Contact SCE peronnel/inspector prior to installation.

Figure 3–26: Non-Residential Service Pedestals — 0–200 A — 0–600 V

EUSERC No. 308





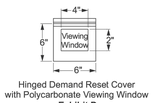


Table 3–7: Terminating Pull Section Minimum Dimensions

Service	W[a/] (in)	A[b/] (in)
1 Phase	10-1/2	10
3 Phase	12-1/2	

[a/] See Note 6.
[b/] See Note 2.

Note(s):
1. The meter socket shall be rigidly mounted on a support, attached to the meter panel, and provided with a sealing ring. Ringless sockets are not acceptable. Meter height is measured from the center of the meter socket.

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SAN DIEGO - SAN FRANCISCO
3131 Camino del Rio N, Suite 860
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(619) 713-5700 Phone
(619) 393-0117 Fax
www.randalllamb.com
RANDALL LAMB

DESIGNED BY:
DRAWN BY:
CHECKED BY:

APPROVED BY:
DIRECTOR OF PUBLIC WORKS/CITY ENGINEER DATE
MATT BAUMGARDNER RCE No. 71932

SEAL: REGISTERED PROFESSIONAL ENGINEER · POOYA FARJAD · No. E 19125 · ELECTRICAL · STATE OF CALIFORNIA

CITY OF DOWNEY

PROJECT: CIP 24-99 DOWNTOWN DOWNEY GATEWAY SIGN
FIRESTONE BOULEVARD AND DOWNEY AVENUE

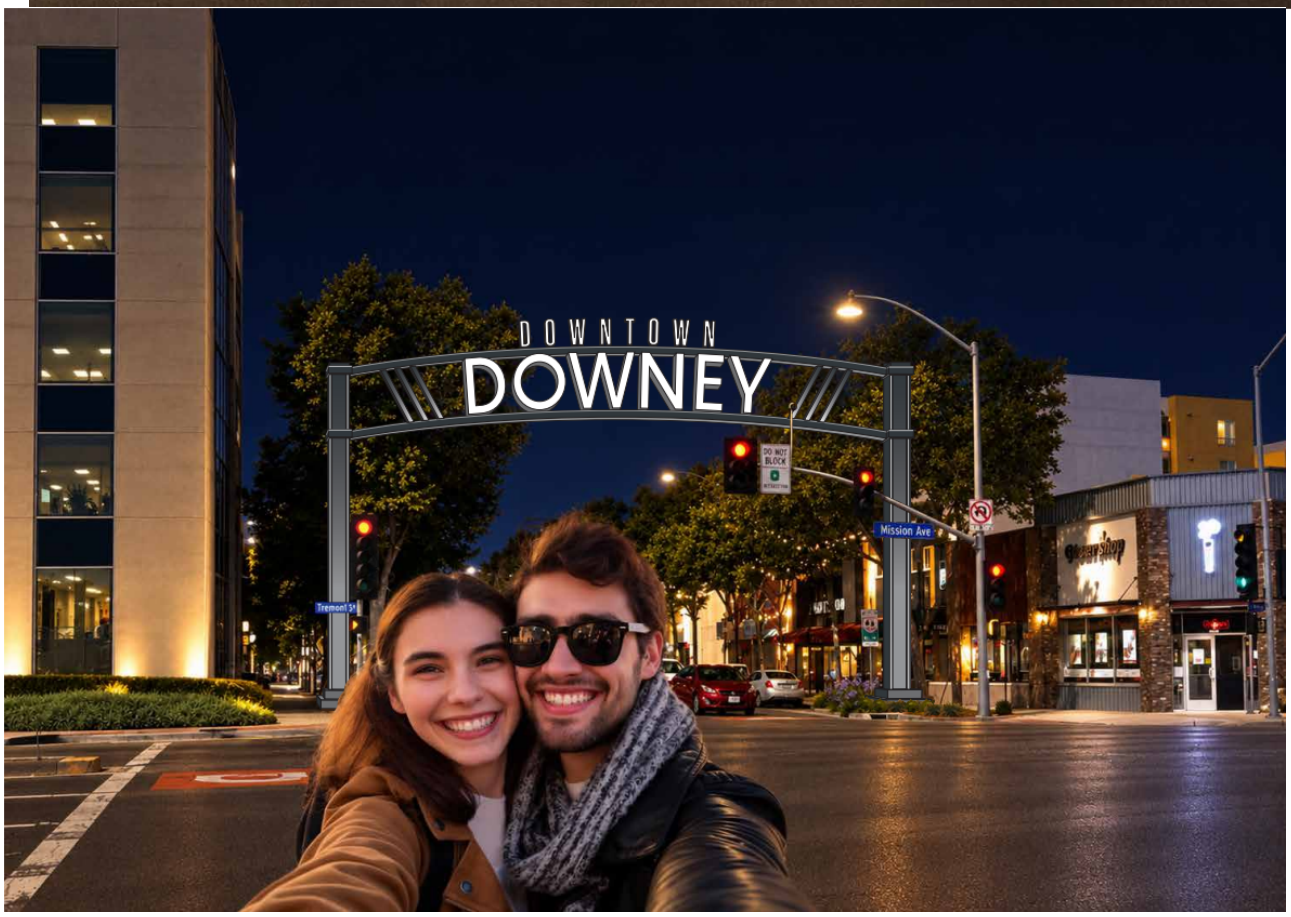
ELECTRICAL DETAILS

SHEET E–4
10 OF 10 SHEETS
VERT. SCALE:
HORIZ. SCALE: AS SHOWN
DRAWING NO. 3–49–49

Last Revised: Thu Jul 10, 2025 – 2:43pm Last Plotted: Fri Aug 29, 2025 – 10:27am Plotted By: Vincente Drawing: J:\2025\2497\05_BWP\CAD\E-4.dwg

Attachment C





Item No. 5.

TO:	**HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**
FROM:	**OFFICE OF THE CITY MANAGER**
BY:	**MATTHEW BAUMGARDNER, DIRECTOR OF PUBLIC WORKS/CITY ENGINEER**
DATE:	**SEPTEMBER 22, 2026**
SUBJECT:	**APPROVAL OF PLANS AND SPECIFICATIONS AND AUTHORIZATION TO SOLICIT CONSTRUCTION BIDS FOR THE FISCAL YEAR 2025-2026 ALLEY PAVEMENT REHABILITATION PROJECT, CAPITAL IMPROVEMENT PROJECT (CIP) NO. 26-04**

EXECUTIVE SUMMARY

The City Council will consider approving plans and specifications and authorizing the solicitation of construction bids for the Fiscal Year (FY) 2025-2026 Alley Pavement Rehabilitation Project (Project), Capital Improvement Program (CIP) No. 26-04 to help achieve the City's goal of improving drainage, extending the service life, and enhancing safety and aesthetics of alleys within the City. The project is expected to take place between November 2026 and March 2027.

RECOMMENDATION

That the City Council:

> Approve plans and specifications and authorize solicitation for construction bids for the Fiscal Year 2025-2026 Alley Pavement Rehabilitation Project, (CIP) No. 26-04.

BACKGROUND

The City of Downey's alley network consists of approximately 9.9 miles of alleys. The Pavement Management Program (PMP) uses a condition rating number, or Pavement Condition Index (PCI), between 0 and 100 to rate the pavement condition of the City's street and alley segments. Generally, a PCI rating between 70 and 100 is "Very Good," between 50 and 69 is "Good," between 25 and 49 is "Poor," and between 0 and 24 is "Very Poor." The current average PCI for alleys within the City is 59.

This project will include the following alleys:

1. Alley E of La Reina Ave from 6th St to 7th St
2. Alley N of La Villa St
3. Alley E of Paramount Blvd from 4th St to 5th St
4. Alley N of 5th St from Smallwood Ave to Alley
5. Alley N of Firestone Blvd from Pomering Rd to Wiley Burke Ave
6. Alley N of 6th St from Smallwood Ave to Alley
7. Alley N of 6th St from Rives Ave to Smallwood Ave
8. Alley E of La Reina Ave from 7th St to North End
9. Alley W of La Reina Ave from 5th St to 6th St
10. Alley W of La Reina Ave from 6th St to 7th St
11. Alley E of La Reina Ave from 5th St to 6th St
12. Alley E of Downey Ave from Fontana St to North End

13. Alley E of Downey Ave from Stewart and Gray Rd to Fontana St
14. Alley E of Samoline Ave from Melva St to Albia St
15. Alley E of Studebaker Rd from Cecilia St to North End
16. Alley E of Manzanar Ave from Manzanar Ave to Vista Del Rosa St
17. Alley W of La Reina Ave from 4th St to 5th St

In addition to the aforementioned alley segments, the improvement of the cul-de-sac on Horley Avenue north of Yankey Street is included as part of this rehabilitation project. The Project Location map is attached (Attachment A).

ANALYSIS

The plans (Attachment B) and specifications for the project are complete and the City is ready to advertise the project for construction.

The work involves removal of existing asphalt or concrete pavement, placement of new asphalt or concrete pavement, construction of concrete gutters to facilitate drainage, and adjustment of various utility manhole and valve box covers to grade. In addition, uplifted, damaged, or non-standard curb, gutter, cross gutters, sidewalk, driveway approaches, and curb access ramps will be replaced to comply with the latest Americans with Disabilities Act (ADA) requirements or to address standing water in accordance with the Plans and Specifications.

Construction is estimated to begin in November, and completion is estimated by March 2027. This project is categorically exempt from the provisions of the California Environmental Quality Act under section 15301 (c) Existing facilities.

CITY COUNCIL PRIORITIES

Quality of Life, Safety & Infrastructure

FISCAL IMPACT

The total estimated project cost, including design, construction contract, contingency, city-furnished materials, inspection, materials testing, and project management, is $2,811,024, with a breakdown provided by the following:

Description	**Amount**
Design and Preliminary Engineering	$179,210
Construction Contract (Estimated)	$2,113,393
Contingencies (10%)	$211,393
City-Furnished Materials – meter boxes	$14,332
Construction Inspection and Materials Testing	$177,696
Construction Engineering and Contract Administration	$115,000
Total Estimated Project Cost:	**$2,811,024**

Funding for the project is partially included in the adopted FY 2026-2027 Capital Improvement Program (CIP) budget, consisting of $2,811,024 in Senate Bill (SB) 1 funds. An additional appropriation will be requested at the time of the construction contract award as necessary based on actual bids received.

Account No.	Funding Source	Amount
32-1-6939	Senate Bill (SB) 1 Fund	$2,811,024
	Total Available Budget:	**$2,811,024**

Attachments

Attachment A: Project Location map
Attachment B: Plans FY 2025-26 Alley Rehabilitation



LEGEND	
	CIP 26-04 ALLEY PAVEMENT REHABILITATION
	HORLEY AVENUE PAVEMENT REHABILITATION

VICINITY MAP

NOT TO SCALE

CITY OF DOWNEY

DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION

PROJECT LOCATION MAP

CIP 26-04 ALLEY PAVEMENT REHABILITATION AND HORLEY AVENUE PAVEMENT REHABILITATION

CITY OF DOWNEY

PUBLIC WORKS DEPARTMENT

CONSTRUCTION PLANS FOR

CAPITAL IMPROVEMENT PROJECT NO. 26-04
FY 2025-2026 ALLEY PAVEMENT REHABILITATION PROJECT

CAPITAL IMPROVEMENT PROJECT NO. XX-XX
HORLEY AVENUE IMPROVEMENT PROJECT

CAPITAL IMPROVEMENT PROJECT NO. XX-XX
4TH STREET & LA REINA ALLEY PROJECT

GENERAL NOTES

1. ALL WORK CALLED FOR ON THE PLANS SHALL COMPLY WITH THE CITY OF DOWNEY STANDARD PLANS AND SPECIFICATIONS; THE LATEST EDITIONS OF THE STANDARD PLANS AND SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION, "GREENBOOK"; AND THE CALTRANS STANDARD PLANS AND SPECIFICATIONS.
2. LOCATIONS OF EXISTING UTILITIES AND/OR UNDERGROUND FACILITIES, IF SHOWN, ARE IN THEIR APPROXIMATE LOCATIONS BASED ON BEST AVAILABLE INFORMATION AT TIME OF PREPARING THE PLANS. ACTUAL LOCATION, SIZE, TYPE, AND NUMBER OF UTILITIES AND/OR UNDERGROUND FACILITIES MAY DIFFER FROM THAT SHOWN AND SUCH UTILITIES OR FACILITIES MAY BE PRESENT THAT ARE NOT SHOWN. IT IS THE CONTRACTOR'S RESPONSIBILITY TO HAVE SITE INSPECTED BY USA PRIOR TO COMMENCING WORK AND TO VERIFY LOCATIONS OF ALL UTILITIES WITH RESPECTIVE OWNERS PRIOR TO STARTING WORK AND THROUGHOUT CONTRACT THE PLANS ONLY SHOW KNOWN UNDERGROUND UTILITIES FOR STREETS THAT ARE TO BE RECONSTRUCTED.
3. THE CONTRACTOR SHALL NOTIFY THE CITY OF DOWNEY INSPECTOR AT LEAST 48 HOURS PRIOR TO ANY CONSTRUCTION PHONE: 562-904-7110
4. INSPECTION BY THE CITY OR ITS REPRESENTATIVE OF THE WORK CALLED FOR ON THE PLANS DOES NOT, IN ANY WAY, RELIEVE THE CONTRACTOR OF THEIR OBLIGATION TO PERFORM WORK IN COMPLIANCE WITH THE PLANS AND SPECIFICATIONS.
5. THE CONTRACTOR SHALL USE PROPER SAFETY SIGNING AND BARRICADING AS REQUIRED PER CALIFORNIA MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (CAMUTCD), LATEST EDITION.
6. REQUESTS FOR DEVIATIONS FROM THE APPROVED PLANS (EXCEPT MINOR ADJUSTMENTS IN THE FIELD TO MEET EXISTING CONDITIONS), SHALL BE MADE IN WRITING AND ARE NOT TO BE INITIATED UNLESS, OR UNTIL THEY ARE APPROVED BY THE PUBLIC WORKS DIRECTOR/CITY ENGINEER OR A REPRESENTATIVE ACTING SPECIFICALLY UPON HIS INSTRUCTION.
7. QUANTITIES AS SHOWN ON THE PLANS ARE ESTIMATED, AND THE CONTRACTOR IS ADVISED THAT FINAL QUANTITIES OF MATERIAL AND WORK IN PLACE MAY BE MORE OR LESS THAN THOSE INDICATED ON THE PLANS.
8. CONTRACTOR SHALL VERIFY ALL CONDITIONS AND DIMENSIONS AND SHALL REPORT ALL DISCREPANCIES TO THE CITY ENGINEER PRIOR TO THE COMMENCEMENT OF WORK.
9. AT NO TIME IS ANY BUSINESS OR RESIDENCE TO BE WITHOUT ACCESS UNLESS OTHERWISE APPROVED IN WRITING BY THE CITY.
10. WORK IS LIMITED BETWEEN 8:00AM AND 5:00PM, UNLESS OTHERWISE APPROVED BY THE CITY.
11. NO STORAGE OF MATERIALS/EQUIPMENT WILL BE ALLOWED IN PUBLIC RIGHT-OF-WAY, PROVIDE OFFSITE/ONSITE STAGING/STORAGE AREA IF NECESSARY.
12. TRAFFIC CONTROL SHALL BE PER CA MUTCD OR WORK AREA TRAFFIC CONTROL HANDBOOK (WATCH).
13. PEDESTRIAN ACCESS ALONG PARKWAY MUST BE MAINTAINED AT ALL TIMES.
14. THE CONTRACTOR SHALL OPERATE IN A MANNER COMPLIANT WITH ALL APPLICABLE SECTIONS OF THE DOWNEY MUNICIPAL CODE AND COMPLIANT WITH ALL APPLICABLE CITY COUNCIL RESOLUTIONS.
15. HARD HATS AND SAFETY VESTS SHALL BE WORN AT ALL TIMES WHEN WORKING ON THIS PROJECT.
16. CONTRACTOR AGREES THAT THEY SHALL ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE CONDITIONS DURING THE COURSE OF THE CONSTRUCTION OF THIS PROJECT. INCLUDING SAFETY OF ALL PERSONS AND PROPERTY; THAT THIS REQUIREMENT SHALL APPLY AND NOT BE LIMITED TO NORMAL WORKING HOURS; AND THAT THE CONTRACTOR SHALL DEFEND CONTINUOUSLY INDEMNIFY AND HOLD THE CITY AND ITS EMPLOYEES HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF THE WORK ON THIS PROJECT, EXCEPTING FOR LIABILITY ARISING FROM SOLE NEGLIGENCE OF THE CITY OR ITS EMPLOYEES.

PRIVATE ENGINEER'S NOTICE TO CONTRACTORS

THE EXISTENCE AND LOCATION OF ANY UNDERGROUND UTILITY PIPES, CONDUITS OR STRUCTURES SHOWN ON THESE PLANS ARE OBTAINED BY A SEARCH OF AVAILABLE RECORDS. TO THE BEST OF OUR KNOWLEDGE THERE ARE NO EXISTING UTILITIES EXCEPT AS SHOWN ON THESE PLANS. THE CONTRACTOR IS REQUIRED TO TAKE DUE PRECAUTIONARY MEASURES TO PROTECT THE UTILITIES SHOWN AND ANY OTHER LINES OR STRUCTURES NOT SHOWN ON THESE PLANS.

CONTRACTOR FURTHER AGREES THAT HE SHALL ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THIS PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY; THAT THIS REQUIREMENT SHALL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS; AND THAT THE CONTRACTOR SHALL DEFEND, INDEMNIFY AND HOLD THE LOCAL GOVERNMENT AGENCIES, THE OWNER AND THE ENGINEER HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT, EXCEPTING FOR LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF THE OWNER OR ENGINEER.

UNAUTHORIZED CHANGES AND USES

CAUTION: THE ENGINEER PREPARING THESE PLANS WILL NOT BE RESPONSIBLE FOR, OR LIABLE FOR, UNAUTHORIZED CHANGES TO OR USES OF THESE PLANS.

NOTES

ALL CONTRACTORS AND SUBCONTRACTORS PERFORMING WORK SHOWN ON OR RELATED TO THESE PLANS SHALL CONDUCT THEIR OPERATIONS SO THAT ALL EMPLOYEES ARE PROVIDED A SAFE PLACE TO WORK AND THE PUBLIC IS PROTECTED. ALL CONTRACTORS AND SUBCONTRACTORS SHALL COMPLY WITH THE "OCCUPATIONAL SAFETY AND HEALTH REGULATIONS" OF THE U.S. DEPARTMENT OF LABOR, AND WITH THE STATE OF CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS' "CONSTRUCTION SAFETY ORDERS".

THE CIVIL ENGINEER SHALL NOT BE RESPONSIBLE IN ANY WAY FOR THE CONTRACTORS' AND SUBCONTRACTORS' COMPLIANCE WITH THE "OCCUPATIONAL SAFETY AND HEALTH REGULATIONS" OF THE U.S. DEPARTMENT OF LABOR OR WITH THE STATE OF CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS' "CONSTRUCTION SAFETY ORDERS".

THE LAND SURVEYOR'S ACT, SECTION 8771 OF THE BUSINESS & PROFESSIONAL CODE, AND SECTIONS 732.05, 1492-5, 1810-5 OF THE STREETS AND HIGHWAY CODE REQUIRE THAT SURVEY MONUMENTS SHALL BE PROTECTED AND PERPETUATED.

UTILITY AGENCIES

OWNER
CITY OF DOWNEY
9252 STEWART & GRAY ROAD
DOWNEY, CA 90241
TEL: (562) 448-8942

ELECTRICITY
SCE
14005 S BENSON AVE
CHINO, CA 91710

GAS
SOUTHERN CALIFORNIA GAS
1919 S. STATE COLLEGE BLVD.
ANAHEIM CA, 92806
TEL: (714) 634-5067
CONTACT: RYAN LOPEZ

TELEPHONE
FRONTIER
TEL: (310) 264-5100
CONTACT: CATHY BROWN

CABLE TELEVISION
SPECTRUM
9265 TOPANGA CANYON BLVD
CHATWORTH, CA 91311
TEL: (818) 922-6839
CONTACT: JOSUE CARILLO

SANITATION
COUNTY SANITATION DISTRICT
P.O. BOX 4998
WHITTIER, CA 90601
TEL: (562) 908-4288

EROSION CONTROL BMPS

EC-1	SCHEDULING
EC-2	PRESERVATION OF EXISTING VEGETATION
EC-3	HYDRAULIC MULCH
EC-4	HYDROSEEDING
EC-5	SOIL BINDERS
EC-6	STRAW MULCH
EC-7	GEOTEXTILES & MATS
EC-8	WOOD MULCHING
EC-9	EARTH DIKES AND DRAINAGE SWALES
EC-10	VELOCITY DISSIPATION DEVICES
EC-11	SLOPE DRAINS
EC-12	STREAMBANK STABILIZATION
EC-13	RESERVED
EC-14	COMPOST BLANKETS
EC-15	SOIL PREPARATION\ROUGHENING
EC-16	NON-VEGETATED STABILIZATION

TEMPORARY SEDIMENT CONTROL BMPS

SE-1	SILT FENCE
SE-2	SEDIMENT BASIN
SE-3	SEDIMENT TRAP
SE-4	CHECK DAMS
SE-5	FIBER ROLLS
SE-6	GRAVEL BAG BERM
SE-7	STREET SWEEPING AND VACUUMING
SE-8	SANDBAG BARRIER
SE-9	STRAW BALE BARRIER
SE-10	STORM DRAIN INLET PROTECTION
SE-11	ACTIVE TREATMENT SYSTEMS
SE-12	MANUFACTURED LINEAR SEDIMENT CONTROLS
SE-13	COMPOST SOCKS AND BERMS
SE-14	BIOFILTER BAGS

TEMPORARY TRACKING CONTROL BMPS

TC-1	STABILIZED CONSTRUCTION ENTRANCE/EXIT
TC-2	STABILIZED CONSTRUCTION ROADWAY
TC-3	ENTRANCE/OUTLET TIRE WASH

NON-STORMWATER MANAGEMENT BMPS

NS-1	WATER CONSERVATION PRACTICES
NS-2	DEWATERING OPERATIONS
NS-3	PAVING AND GRINDING OPERATIONS
NS-4	TEMPORARY STREAM CROSSING
NS-5	CLEAR WATER DIVERSION
NS-6	ILLICIT CONNECTION/DISCHARGE
NS-7	POTABLE WATER/IRRIGATION
NS-8	VEHICLE AND EQUIPMENT CLEANING
NS-9	VEHICLE AND EQUIPMENT FUELING
NS-10	VEHICLE AND EQUIPMENT MAINTENANCE
NS-11	PILE DRIVING OPERATIONS
NS-12	CONCRETE CURING
NS-13	CONCRETE FINISHING
NS-14	MATERIAL OVER WATER
NS-15	DEMOLITION ADJACENT TO WATER
NS-16	TEMPORARY BATCH PLANTS

WASTE MANAGEMENT & MATERIALS POLLUTION CONTROL BMPS

WM-1	MATERIAL DELIVERY AND STORAGE
WM-2	MATERIAL USE
WM-3	STOCKPILE MANAGEMENT
WM-4	SPILL PREVENTION AND CONTROL
WM-5	SOLID WASTE MANAGEMENT
WM-6	HAZARDOUS WASTE MANAGEMENT
WM-7	CONTAMINATED SOIL MANAGEMENT
WM-8	CONCRETE WASTE MANAGEMENT
WM-9	SANITARY/SEPTIC WASTE MANAGEMENT
WM-10	LIQUID WASTE MANAGEMENT

NPDES NOTES

1. ERODED SEDIMENTS AND OTHER POLLUTANTS MUST BE RETAINED ON SITE AND MAY NOT BE TRANSPORTED FROM THE SITE VIA SHEET FLOW, SWALES, AREA DRAINS, NATURAL DRAINAGE COURSES, OR WIND.
2. STOCKPILES OF EARTH AND OTHER CONSTRUCTION RELATED MATERIALS MUST BE PROTECTED FROM BEING TRANSPORTED FROM THE SITE BY THE FORCES OF WIND OR WATER.
3. FUELS, OILS, SOLVENTS, AND OTHER TOXIC MATERIALS MUST BE STORED IN ACCORDANCE WITH THEIR LISTING AND ARE NOT TO CONTAMINATE THE SOIL AND SURFACE WATERS. ALL APPROVED STORAGE CONTAINERS ARE TO BE PROTECTED FROM THE WEATHER. SPILLS MUST BE CLEANED UP IMMEDIATELY AND DISPOSED OF IN A PROPER MANNER. SPILLS MAY NOT BE WASHED INTO THE DRAINAGE SYSTEM.
4. EXCESS OR WASTE CONCRETE MAY NOT BE WASHED INTO THE PUBLIC WAY OR ANY OTHER DRAINAGE SYSTEM. PROVISIONS SHALL BE MADE TO RETAIN CONCRETE WASTES ON SITE UNTIL THEY CAN BE DISPOSED OF AS SOLID WASTE.
5. TRASH AND CONSTRUCTION RELATED SOLID WASTES MUST BE DEPOSITED INTO A COVERED RECEPTACLE TO PREVENT CONTAMINATION OF RAINWATER AND DISPERSAL BY WIND.
6. SEDIMENTS AND OTHER MATERIALS MAY NOT BE TRACKED FROM THE SITE BY VEHICLE TRAFFIC. THE CONSTRUCTION ENTRANCE ROADWAYS MUST BE STABILIZED SO AS TO INHIBIT SEDIMENTS FROM BEING DEPOSITED INTO THE PUBLIC WAY. ACCIDENTAL DEPOSITIONS MUST BE SWEPT UP IMMEDIATELY AND MAY NOT BE WASHED DOWN BY RAIN OR OTHER MEANS.
7. ANY SLOPES WITH DISTURBED SOILS OR DENUDED OF VEGETATION MUST BE STABILIZED SO AS TO INHIBIT EROSION BY WIND AND WATER.
8. THE FOLLOWING BMP'S FROM THE CALIFORNIA STORMWATER QUALITY ASSOCIATION (CASQA) CONSTRUCTION BEST MANAGEMENT PRACTICE (BMP) HANDBOOK WEB PORTAL (WWW.CASQA.ORG) MUST BE IMPLEMENTED FOR ALL CONSTRUCTION ACTIVITIES AS APPLICABLE. (ADDITIONAL MEASURES MAY BE REQUIRED IF DEEMED APPROPRIATE BY CITY INSPECTOR.
9. UNDERGROUND SERVICE ALERT:
BEFORE COMMENCING ANY EXCAVATION, THE CONTRACTOR SHALL NOTIFY UNDERGROUND SERVICE ALERT (USA) BY CALLING 811 OR 1-800-422-4133 TWO WORKING DAYS PRIOR TO CONSTRUCTION OR EXCAVATION WORK SO THAT UTILITY OWNERS CAN BE NOTIFIED BY THE CONTRACTOR.

GENERAL STRIPING NOTES

1. SIGNING AND STRIPING SHALL BE ACCORDING TO THE CALIFORNIA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (CAMUTCD), LATEST EDITION.
2. ALL CONFLICTING SIGNING AND STRIPING SHALL BE REMOVED. LINES AND PAVEMENT MARKINGS SHALL BE REMOVED BY WET SANDBLASTING. PAVEMENT DAMAGED DUE TO REMOVING RAISED PAVEMENT MARKERS SHALL BE REPAIRED TO THE SATISFACTION OF THE CITY ENGINEER. ALL RAISED PAVEMENT MARKERS SHALL BE CERAMIC TYPE.
3. ALL ARROWS AND PAVEMENT MARKINGS SHALL BE THERMOPLASTIC UNLESS OTHERWISE INDICATED.
4. LANE WIDTHS SHALL BE MEASURED BETWEEN THE CENTER LINES OF EACH ADJACENT SINGLE OR DOUBLE STRIPE OR FACE OF CURB AS APPROPIATE.
5. STRIPING SHALL BE CAT-TRACKED AND APPROVED BY THE CITY ENGINEER PRIOR TO FINAL INSTALLATION.
6. PROPOSED LANE LINES SHALL MATCH EXISTING LANE LINES UNLESS OTHERWISE INDICATED.

SHEET INDEX

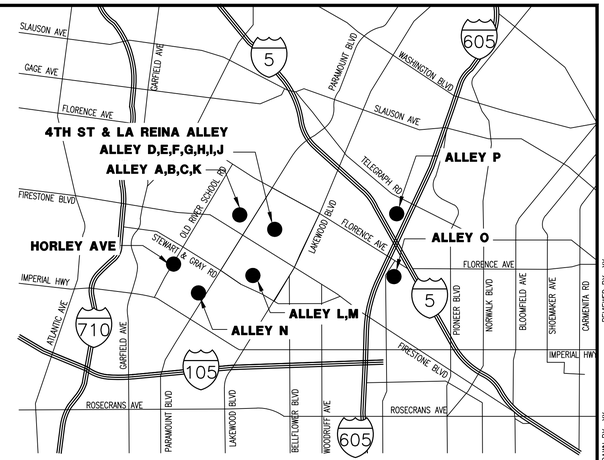
SHEET NO.	DESCRIPTION
1	TITLE SHEET, GENERAL NOTES
2	LOCATION MAPS, DETAILS, AND TYPICAL SECTIONS
3-4	TYPICAL SECTIONS
5	ALLEY A - NORTH OF 6TH ST
6	ALLEY B - NORTH OF 6TH ST
7	ALLEY C - NORTH OF 5TH ST
8	ALLEY J - NORTH OF LA VILLA ST
9	ALLEY E - WEST OF LA REINA AVE ALLEY F - WEST OF LA REINA AVE ALLEY I - EAST OF LA REINA AVE
10	ALLEY G - EAST OF LA REINA AVE ALLEY H - EAST OF LA REINA AVE
11	ALLEY D - EAST OF PARAMOUNT BLVD ALLEY K - NORTH OF FIRESTONE BLVD ALLEY M - EAST OF DOWNEY AVE
12	ALLEY L - EAST OF DOWNEY AVE
13	ALLEY N - WEST OF SAMOLINE AVE
14	ALLEY O - EAST OF STUDEBAKER RD ALLEY P - EAST OF MANZANAR AVE
15-16	4TH ST AND LA REINA ALLEY
17	HORLEY AVE CIVIL PLAN

LEGEND

- NEW ASPHALT PAVEMENT
- NEW P.C.C. IMPROVEMENTS
- FULL DEPTH A.C.
- CONSTRUCT 3" A.C. PAVEMENT ON NATIVE.

CONSTRUCTION NOTES

1. PROTECT IN PLACE.
2. GENERAL GRADING.
3. REMOVE & RECONSTRUCT CONCRETE ALLEY INTERSECTION PER SPPWC STANDARD PLAN NO. 130-3 CASE A ON 95% COMPACTED NATIVE.
4. REMOVE PAVEMENT AND SUBGRADE TO A REQUIRED DEPTH, GRADE PER PLANS AND CONSTRUCT 4" AC PAVEMENT OVER 95% RELATIVE COMPACTED NATIVE SUBGRADE.
5. REMOVE EXISTING PAVEMENT AND SUBGRADE & CONSTRUCT 3' WIDE LONGITUDINAL GUTTER PER SPPWC STANDARD PLAN NO. 122-3.
6. REMOVE & RECONSTRUCT 4" THICK P.C.C. SIDEWALK OVER 95% COMPACTED NATIVE.
7. ADJUST EXISTING PULL BOX TO GRADE.
8. ADJUST EXISTING WATER METER TO GRADE.
9. INSTALL 2"x6" REDWOOD HEADER.
10. ADJUST EXISTING MANHOLE TO GRADE.
11. ADJUST EXISTING WATER VALVE TO GRADE.
12. SAWCUT AND REMOVE EXISTING PAVEMENT AND SUBGRADE & CONSTRUCT WITH 6" DEPTH A.C.
13. ADJUST EXISTING UTILITY VAULT TO GRADE.
14. TRIM PLANTS, SHRUBS AND HEDGES AS NEEDED TO PROVIDE ACCESS AND CLEARANCE FOR CONSTRUCTION.
15. REMOVE AND RECONSTRUCT 8" PCC CURB AND GUTTER PER SPPWC STD. PLAN 120-3, TYPE A2-8.
16. REMOVE AND RECONSTRUCT 6" PCC CURB PER SPPWC STD. PLAN 120-3, TYPE A1-6.
17. ADJUST UTILITY BOX TO GRADE.
18. REMOVE EXISTING PAVEMENT AND SUBGRADE & CONSTRUCT 4' WIDE LONGITUDINAL GUTTER PER SPPWC STANDARD PLAN NO. 122-3.
19. REMOVE AND RECONSTRUCT 6" PCC CURB AND GUTTER PER SPPWC STD. PLAN 120-3, TYPE A2-8.
20. RELOCATE EXISTING FIRE HYDRANT PER CITY STD. DWG. NO. 10-W.
21. SALVAGE AND REINSTALL BRICK PAVER WALKWAY.
22. REMOVE EXISTING PAVEMENT TO REQUIRED DEPTH.
23. REMOVE EXISTING TREE.
24. REMOVE AND CONSTRUCT 4" P.C.C. DRIVEWAY.
25. REMOVE AND CONSTRUCT CONCRETE WALKWAY.
26. REMOVE EXISTING CURB AND GUTTER.
27. REMOVE EXISTING CURB.
28. REMOVE EXISTING REDWOOD HEADER.
29. REMOVE EXISTING CONCRETE.
30. CONSTRUCT RESIDENTIAL DRIVEWAY APPROACH PER CITY OF DOWNEY STD. DWG. NO. 4.
31. CONSTRUCT 3" CURB PER SPPWC STD. DWG. NO. 120-3, A2-6.
32. CONSTRUCT P.C.C. CROSS GUTTER PER SPPWC STD. DWG. NO. 122-3.
33. CONSTRUCT P.C.C. ROLLED CURB PER DETAIL A.
34. CONSTRUCT P.C.C. ROLLED CURB TRANSITION PER DETAIL B.
35. CONSTRUCT 3" AC PAVEMENT ON NATIVE.
36. CONSTRUCT 6" CURB PER SPPWC STD. DWG. NO. 120-3, A1-6.



VICINITY MAP
NOT TO SCALE

N.T.S.

BASIS OF BEARING:

THE BEARINGS AND COORDINATES SHOWN HERON ARE BASED ON THE CALIFORNIA COORDINATE SYSTEM OF 1983 (NAD83), ZONE 5 DATUM, BASED LOCALLY ON A LINE BETWEEN NGS CONTROL POINTS EV3794 AND EV3841, BEING N84°35'29"W, 1991.35 EPOCH.

BENCHMARK:

LOS ANGELES COUNTY PUBLIC WORKS BENCHMARK NO. EY8748.
DESCRIPTION: RAMSET IN CB PARAMOUNT BLVD & 35FT S/O C/L PROD 4TH PLACE ELEVATION = 119.363

DIG ALERT
811 Know what's Call below. before you dig.

SECTION 4216/4217 OF THE GOVERNMENT CODE REQUIRES A DIGALERT IDENTIFICATION NUMBER BE ISSUED BEFORE A "PERMIT TO EXCAVATE" WILL BE VALID. FOR YOUR DIGALERT I.D. NUMBER CALL UNDERGROUND SERVICE ALERT TOLL FREE TWO WORKING DAYS BEFORE YOU DIG.

1-800-422-4133

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△	DATE	DESCRIPTION	APP'D	DATE

REVISIONS

CITY OF DOWNEY

APPROVED BY:

MATTHEW A. BAUMGARDNER, P.E. RCE 71932 DATE
DIRECTOR OF PUBLIC WORKS

REGISTERED PROFESSIONAL ENGINEER
CESAR ORTIZ
NO. 92742
CIVIL
STATE OF CALIFORNIA

RKA CONSULTING GROUP
398 S. LEMON CREEK DRIVE · SUITE E · WALNUT · CA · 91789
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07/06/26
CESAR ORTIZ RCE 92742 DATE

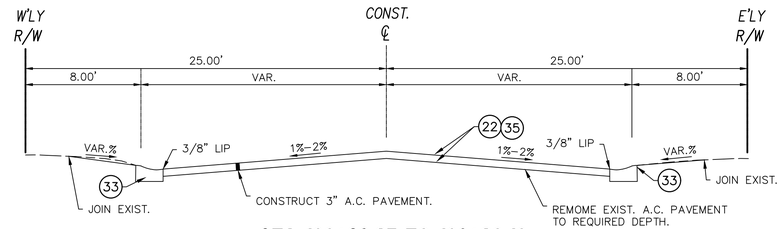
CITY OF DOWNEY
DEPT. OF PUBLIC WORKS ENGINEERING DIVISION
FY 2025-2026 ALLEY PAVEMENT REHABILITATION PROJECT
CIP XX-XX 4TH ST AND LA REINA ALLEY PROJECT
CIP HORLEY AVE IMPROVEMENT PROJECT
TITLE SHEET

SHEET 1 OF 17 SHEETS
DWG. NO.

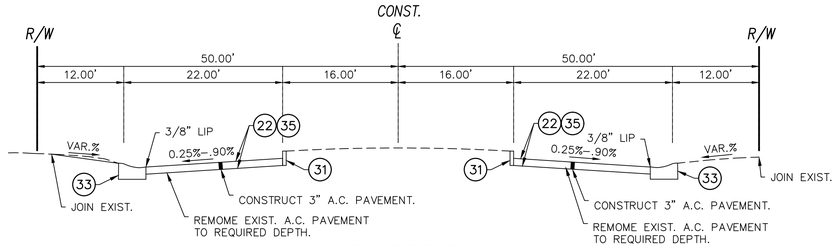
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DRAWN BY: XX
REVIEWED BY: XX
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DRAWING NAME: X:\ACAD\431004 - FY 2025-26 ALLEY REHABILITATION\DWG\PLAN SHEETS\TITLE SHEET.DWG
PLAN SHEET: ALLEY REHABILITATION
LATEST REVISION DATE:
DRAWING LAST UPDATED: 8/27/25
LAYER: 0 SAVED: LAST SAVE: 8/27/2025



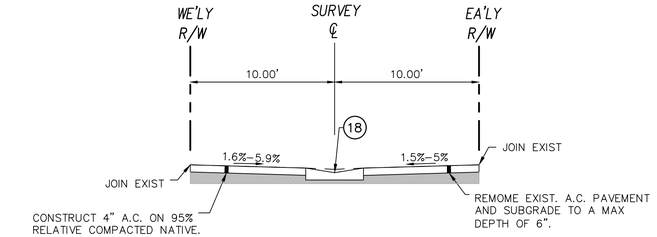
LOCATION MAP
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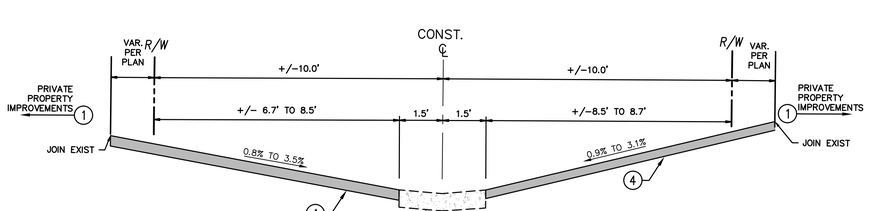
STA 100+39.87 TO 102+80.10
HORLEY AVE
NOT TO SCALE



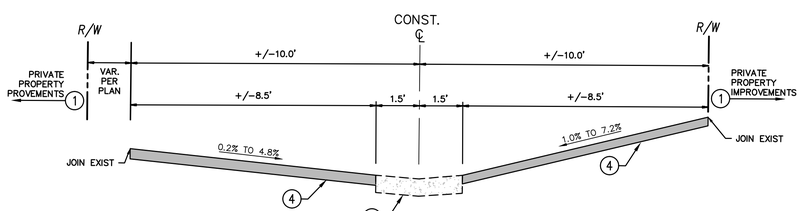
CUL-DE-SAC
HORLEY AVE
NOT TO SCALE



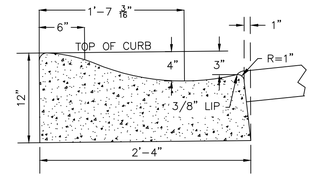
STA. 10+30.00 TO STA. 14+26.13
STA. 30+00.00 TO END OF ALLEY
4T ST & LA REINA ALLEY
NOT TO SCALE



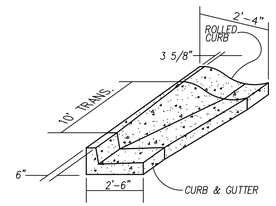
STA 120+29.97 TO 123+80.95
ALLEY O - EAST OF STUDEBAKER RD
CECILA ST TO END OF ALLEY
N.T.S.



STA 130+33.00 TO 135+95.46
ALLEY P - EAST OF MANZANAR AVE
VISTA DEL ROSA ST TO MANZANAR AVE
N.T.S.



(33) **HORLEY AVE**
ROLLED CURB DETAIL A
NOT TO SCALE



(34) **HORLEY AVE**
CURB TRANSITION DETAIL B
NOT TO SCALE

CONSTRUCTION NOTES

1. PROTECT IN PLACE.
2. GENERAL GRADING.
4. REMOVE PAVEMENT AND SUBGRADE TO A REQUIRED DEPTH, GRADE PER PLANS AND CONSTRUCT 4" AC PAVEMENT OVER 95% RELATIVE COMPACTED NATIVE SUBGRADE.
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Δ	DATE	DESCRIPTION	APP'D	DATE

REVISIONS

CITY OF DOWNEY

APPROVED BY:

MATTHEW A. BAUMGARDNER, P.E. RCE 71932 DATE
DIRECTOR OF PUBLIC WORKS

REGISTERED PROFESSIONAL ENGINEER · CESAR ORTIZ · NO. 92742 · CIVIL · STATE OF CALIFORNIA

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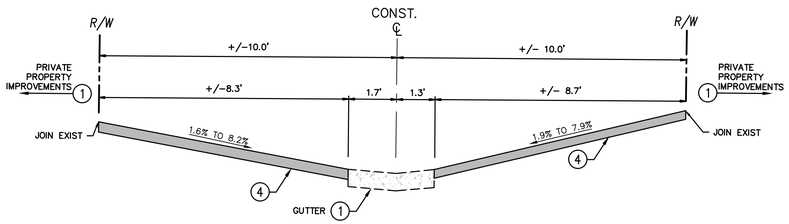
CESAR ORTIZ 07/06/26
RCE 92742 DATE

CITY OF DOWNEY
DEPT. OF PUBLIC WORKS ENGINEERING DIVISION

FY 2025-2026 ALLEY PAVEMENT REHABILITATION PROJECT
CIP XX-XX 4TH ST AND LA REINA ALLEY PROJECT
CIP HORLEY AVE IMPROVEMENT PROJECT
LOCATION MAPS, DETAILS, & TYPICAL SECTIONS

SHEET 2 OF 17 SHEETS
DWG. NO.

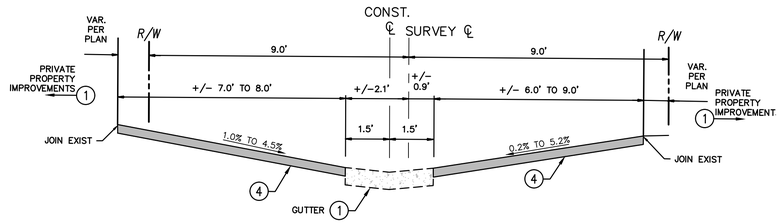
DRAWING LAST UPDATED: 6/27/26
LAST SUBMITTAL DATE: 6/27/2026
PLAN SET: ALLEY REHABILITATION
LAST REVISION DATE
DESIGNED BY: XX
DRAWN BY: XX
REVIEWED BY: XX
DRAWING NAME:
JOB NO.: 431004



STA 80+30.00 TO 82+58.33

ALLEY D - EAST OF PARAMOUNT BLVD. 4TH ST. TO 5TH ST.

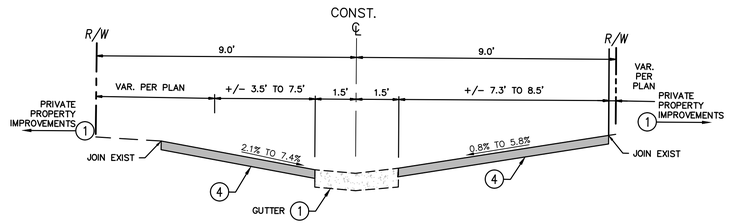
N.T.S.



STA 40+20.00 TO 44+31.58

ALLEY E - WEST OF LA REINA 5TH ST. TO 6TH ST.

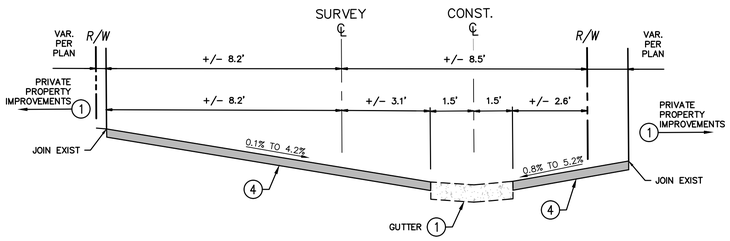
N.T.S.



STA 44+82.10 TO 49+01.78

ALLEY F - WEST OF LA REINA 6TH ST. TO 7TH ST.

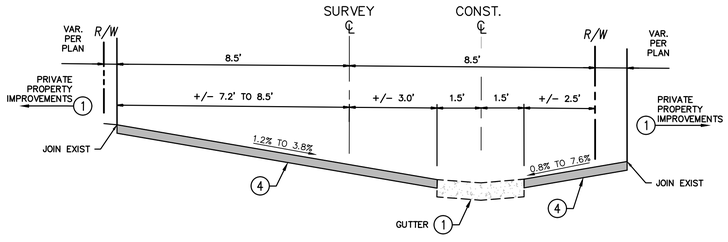
N.T.S.



STA 50+19.93 TO 54+31.59

ALLEY G - EAST OF LA REINA 5TH ST. TO 6TH ST.

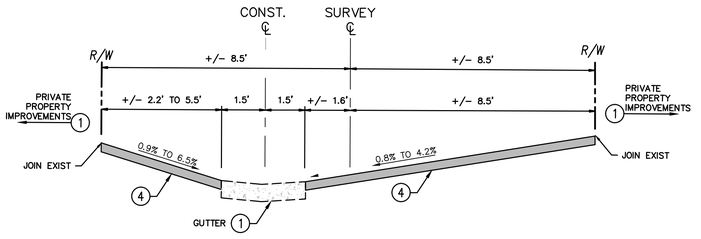
N.T.S.



STA 54+82.39 TO 59+01.92

ALLEY H - EAST OF LA REINA 6TH ST. TO 7TH ST.

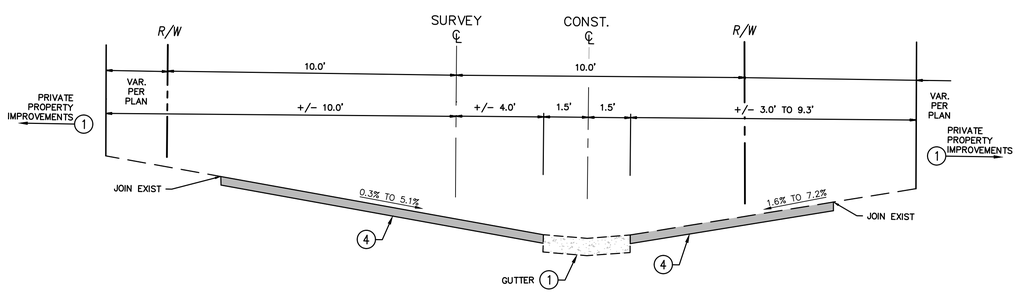
N.T.S.



STA 59+51.66 TO 64+91.38

ALLEY I - EAST OF LA REINA 7TH ST. TO NORTH END

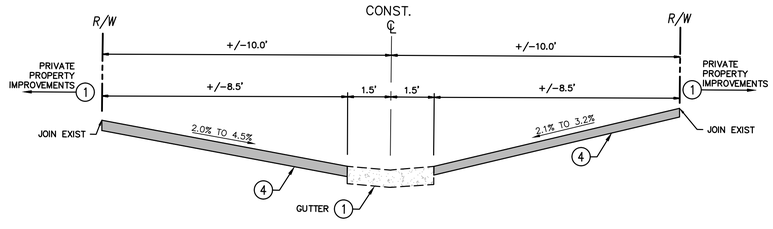
N.T.S.



STA 90+29.80 TO 95+09.12

ALLEY K - NORTH OF FIRESTONE BLVD. POMERING RD TO WILEY BURKE AVE

N.T.S.



STA 102+95.19 TO 104+81.53

ALLEY M - EAST OF DOWNEY AVE FONTANA ST TO END OF ALLEY

N.T.S.

CONSTRUCTION NOTES

(1) *PROTECT IN PLACE.*

(4) *REMOVE PAVEMENT AND SUBGRADE TO A REQUIRED DEPTH, GRADE PER PLANS AND CONSTRUCT 4" AC PAVEMENT OVER 95% RELATIVE COMPACTED NATIVE SUBGRADE.*

LEGEND

NEW ASPHALT PAVEMENT

DIG ALERT

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CITY OF DOWNEY

APPROVED BY:

MATTHEW A. BAUMGARDNER, P.E. RCE 71932 DATE
DIRECTOR OF PUBLIC WORKS

REGISTERED PROFESSIONAL ENGINEER CESAR ORTIZ NO. 92742 CIVIL STATE OF CALIFORNIA

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CESAR ORTIZ RCE 92742 07/06/26 DATE

CITY OF DOWNEY
DEPT. OF PUBLIC WORKS ENGINEERING DIVISION

FY 2025-2026 ALLEY PAVEMENT REHABILITATION PROJECT
CIP XX-XX 4TH ST AND LA REINA ALLEY PROJECT
CIP HORLEY AVE IMPROVEMENT PROJECT

TYPICAL SECTIONS

SHEET 3 OF 17 SHEETS

DWG. NO.

DRAWING LAST UPDATED: 4/7/2026 - 11:49:47 AM
LATEST SUBMITTAL DATE: 6/27/2026

4TH ST. ALLEY REHABILITATION
LATEST REVISION DATE

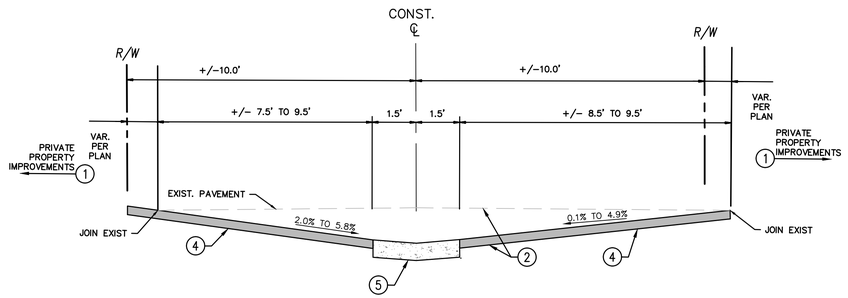
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JOB NO.: 431004

DESIGNED BY: XX

DRAWN BY: XX

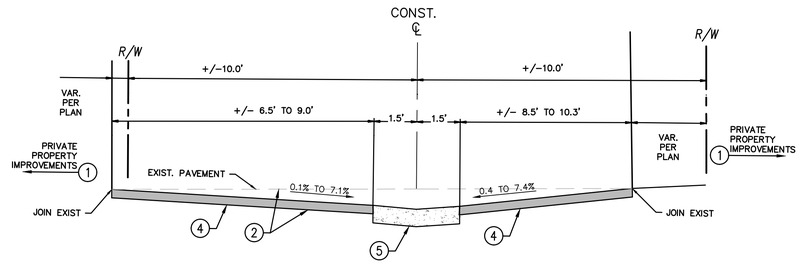
REVIEWED BY: XX



STA 10+29.44 TO 15+10.60

ALLEY A - NORTH OF 6TH ST.
RIVES AVE. TO SMALLWOOD AVE.

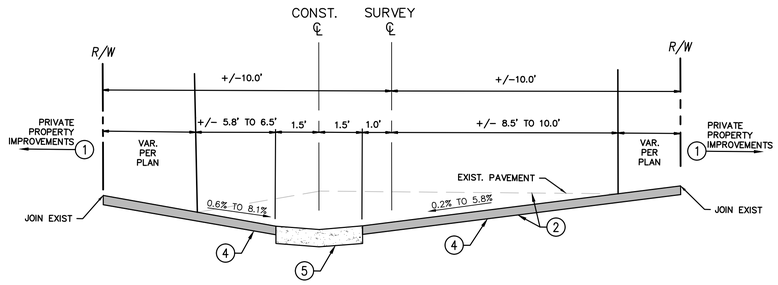
N.T.S.



STA 15+71.46 TO 23+26.16

ALLEY B - NORTH OF 6TH ST.
SMALLWOOD AVE. TO ALLEY WEST OF PARAMOUNT BLVD

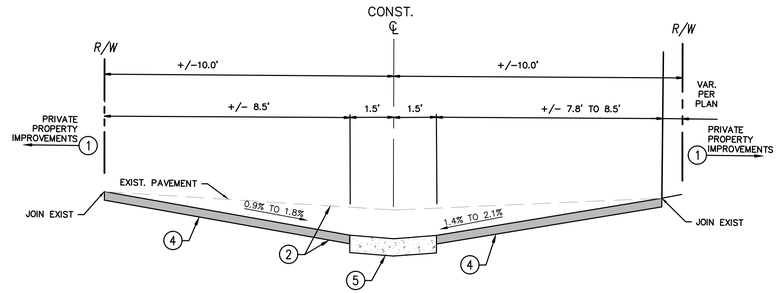
N.T.S.



STA 30+31.44 TO 37+93.40

ALLEY C - NORTH OF 5TH ST.
SMALLWOOD AVE. TO ALLEY WEST OF PARAMOUNT BLVD

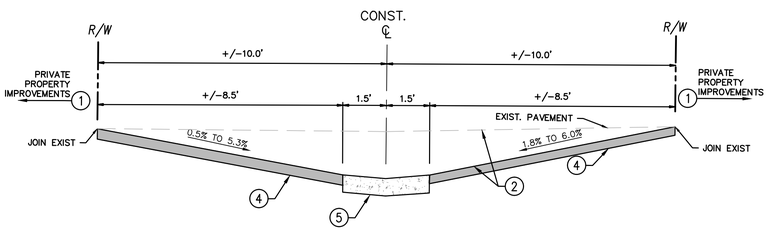
N.T.S.



STA 70+25.91 TO 71+30.92

ALLEY J - NORTH OF LA VILLA ST.
LA VILLA ST. TO END OF ALLEY

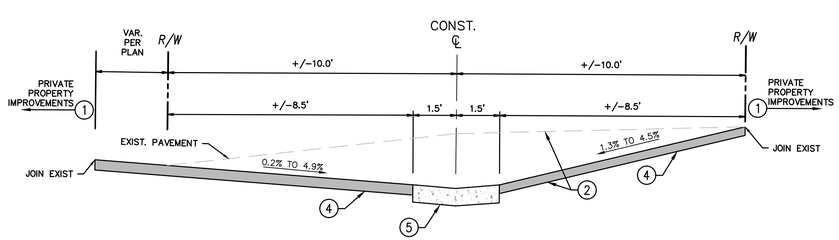
N.T.S.



STA 100+39.72 TO 102+35.22

ALLEY L - EAST OF DOWNEY AVE
STEWART AND GRAY RD TO FONTANA ST

N.T.S.



STA 110+29.41 TO 116+11.93

ALLEY N - EAST OF SAMOLINE AVE
MELVA ST TO ALBIA ST

N.T.S.

CONSTRUCTION NOTES

1. *PROTECT IN PLACE.*
2. *GENERAL GRADING.*
4. *REMOVE PAVEMENT AND SUBGRADE TO A REQUIRED DEPTH, GRADE PER PLANS AND CONSTRUCT 4" AC PAVEMENT OVER 95% RELATIVE COMPACTED NATIVE SUBGRADE.*
5. *REMOVE EXISTING PAVEMENT AND SUBGRADE & CONSTRUCT 3' WIDE LONGITUDINAL GUTTER PER SPPWC STANDARD PLAN NO. 122–3.*

LEGEND

NEW ASPHALT PAVEMENT

NEW P.C.C. IMPROVEMENTS

DIG ALERT

811 Know what's below. Call before you dig.

SECTION 4216/4217 OF THE GOVERNMENT CODE REQUIRES A DIGALERT IDENTIFICATION NUMBER BE ISSUED BEFORE A "PERMIT TO EXCAVATE" WILL BE VALID. FOR YOUR DIGALERT I.D. NUMBER CALL UNDERGROUND SERVICE ALERT TOLL FREE TWO WORKING DAYS BEFORE YOU DIG.

1-800-422-4133

CAUTION: REMEMBER THAT THE USA CENTER NOTIFIES ONLY THOSE UTILITIES BELONGING TO THE CENTER. THERE COULD BE OTHER UTILITIES PRESENT AT THE WORK SITE. THE CENTER WILL INFORM YOU OF WHOM THEY WILL NOTIFY.

Δ	DATE	DESCRIPTION	APP'D	DATE

REVISIONS

CITY OF DOWNEY

APPROVED BY:

MATTHEW A. BAUMGARDNER, P.E. RCE 71932 DATE
DIRECTOR OF PUBLIC WORKS

REGISTERED PROFESSIONAL ENGINEER · CESAR ORTIZ · NO. 92742 · CIVIL · STATE OF CALIFORNIA

RKA CONSULTING GROUP
398 S. LEMON CREEK DRIVE · SUITE E · WALNUT · CA · 91789
(909) 594-9702 · (626) 331-8323 · FAX (909) 594-2658
WWW.RKAGROUP.COM

CESAR ORTIZ 07/06/26
RCE 92742 DATE

CITY OF DOWNEY
DEPT. OF PUBLIC WORKS ENGINEERING DIVISION

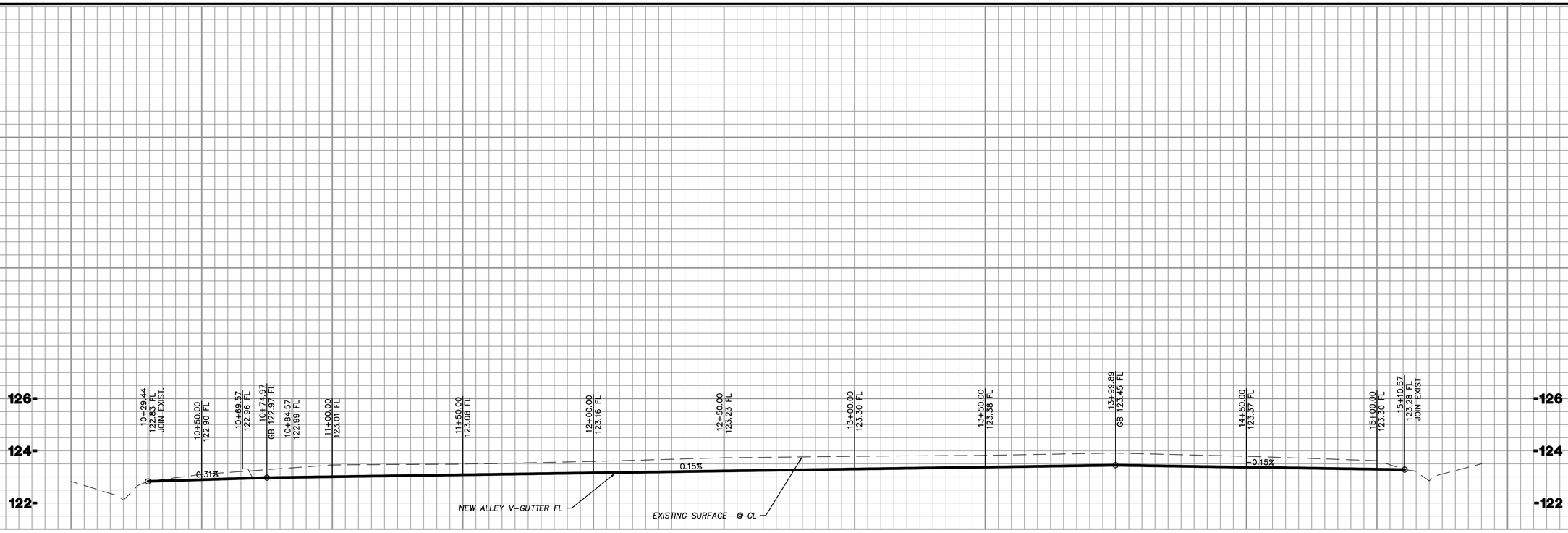
FY 2025-2026 ALLEY PAVEMENT REHABILITATION PROJECT
CIP XX-XX 4TH ST AND LA REINA ALLEY PROJECT
CIP HORLEY AVE IMPROVEMENT PROJECT

TYPICAL SECTIONS

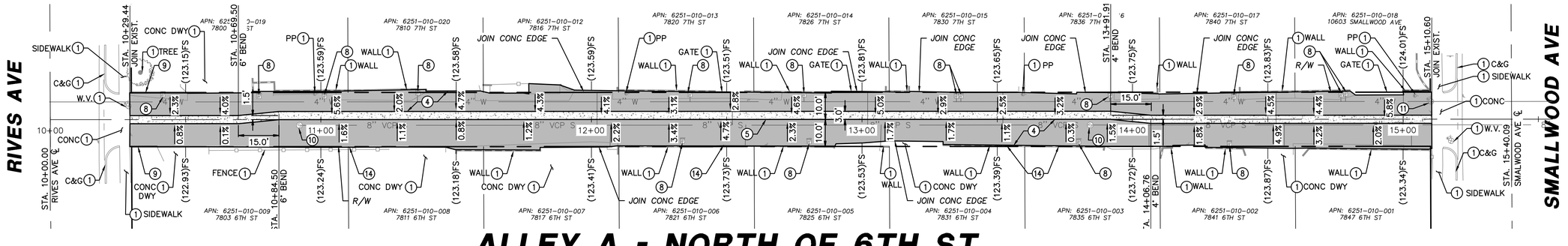
SHEET 4 OF 17 SHEETS

DWG. NO.

REVIEWED BY: XX
DRAWN BY: XX
DESIGNED BY: XX
PLAN SET: ALLEY REHABILITATION
LATEST REVISION DATE
DRAWING LAST UPDATED: 4/7/26
LATEST SUBMITTAL DATE: 4/7/2026
JOB NO.: 431004
DRAWING NAME: X:\ACAD\431004 - FY 2025-26 ALLEY REHABILITATION\DWG\PLAN SHEETS\LISTRADIC_PROP TYP.DWG



PROFILE SCALE
HORIZ.: 1"= 20'
VERT.: 1"= 4'



ALLEY A - NORTH OF 6TH ST

CONSTRUCTION NOTES

1. PROTECT IN PLACE.
4. REMOVE PAVEMENT AND SUBGRADE TO A REQUIRED DEPTH, GRADE PER PLANS AND CONSTRUCT 4" AC PAVEMENT OVER 95% RELATIVE COMPACTED NATIVE SUBGRADE.
5. REMOVE EXISTING PAVEMENT AND SUBGRADE & CONSTRUCT 3' WIDE LONGITUDINAL GUTTER PER SPPWC STANDARD PLAN NO. 122-3.
8. ADJUST EXISTING WATER METER TO GRADE.
9. INSTALL 2"x6" REDWOOD HEADER.
10. ADJUST EXISTING MANHOLE TO GRADE.
11. ADJUST EXISTING WATER VALVE TO GRADE.
14. TRIM PLANTS, SHRUBS AND HEDGES AS NEEDED TO PROVIDE ACCESS AND CLEARANCE FOR CONSTRUCTION.

LEGEND
NEW ASPHALT PAVEMENT
NEW P.C.C. IMPROVEMENT

RKA NORTH

20' 10' 0' 20' 40'
GRAPHIC SCALE: 1"=20'

DIG ALERT
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1-800-422-4133
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Δ	DATE	DESCRIPTION	APP'D	DATE

REVISIONS

CITY OF DOWNEY
APPROVED BY:
MATTHEW A. BAUMGARDNER, P.E. RCE 71932 DATE
DIRECTOR OF PUBLIC WORKS

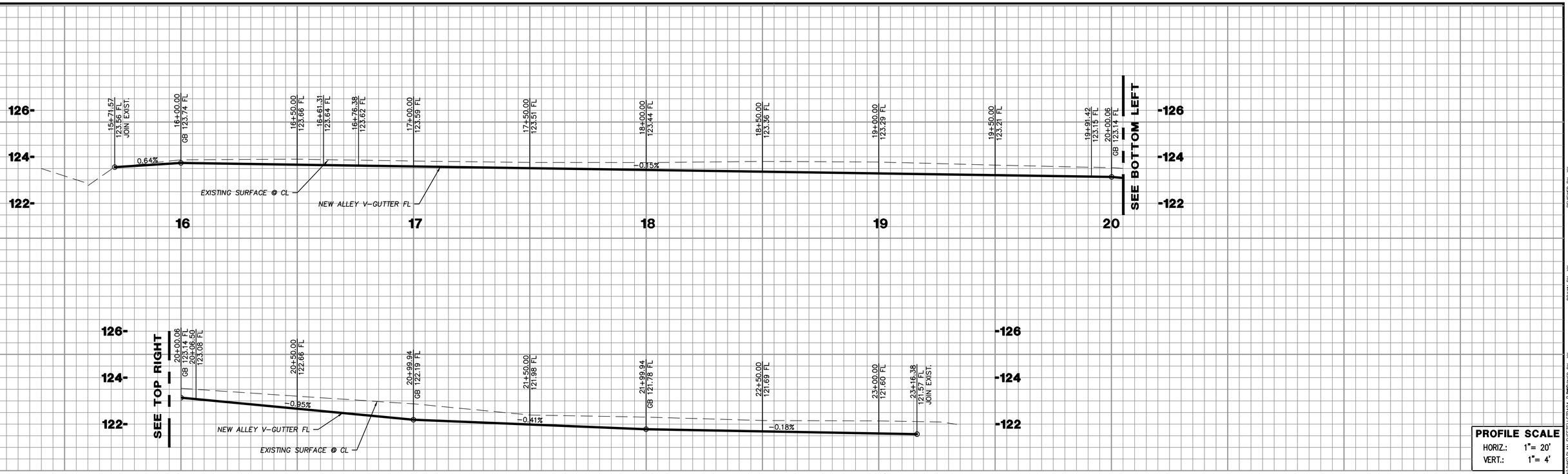
REGISTERED PROFESSIONAL ENGINEER · CESAR ORTIZ · NO. 92742 · CIVIL · STATE OF CALIFORNIA

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WWW.RKAGROUP.COM
CESAR ORTIZ 07/06/26
RCE 92742 DATE

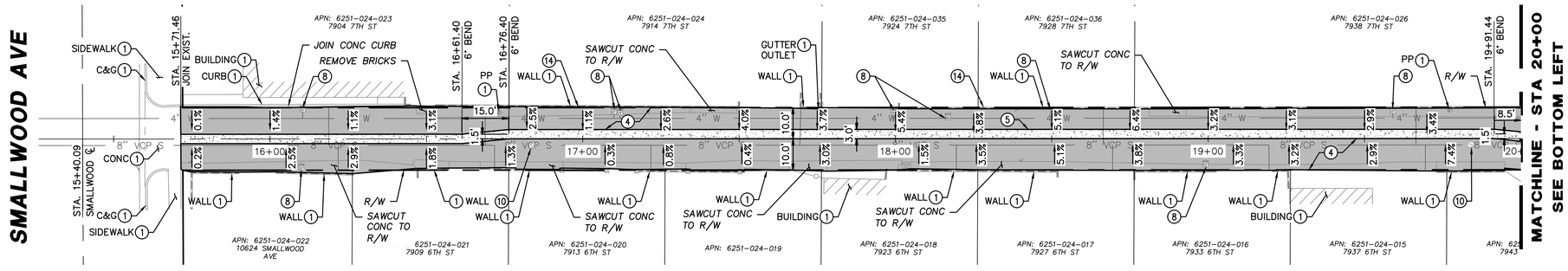
CITY OF DOWNEY
DEPT. OF PUBLIC WORKS ENGINEERING DIVISION
FY 2025-2026 ALLEY PAVEMENT REHABILITATION PROJECT
CIP XX-XX 4TH ST AND LA REINA ALLEY PROJECT
CIP HORLEY AVE IMPROVEMENT PROJECT
ALLEY A - NORTH OF 6TH ST

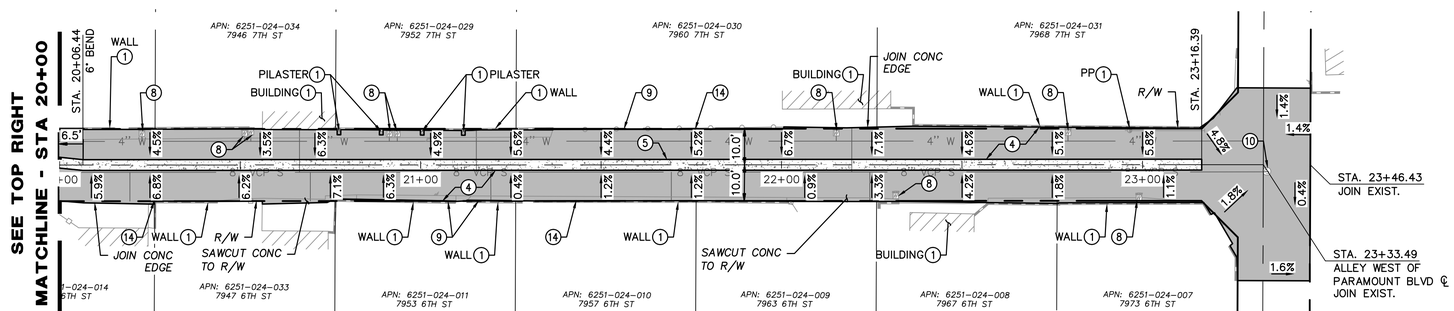
SHEET 5 OF 17 SHEETS
DWG. NO.

REVIEWED BY: XX
DRAWN BY: XX
DESIGNED BY: XX
X:\ACAD\431004 - FY 2025-26 ALLEY REHABILITATION\DWG\PLAN SHEETS\STRADA_ALLEY REHABILITATION.DWG
JOB NO.: 431004
DRAWING NAME:
DRAWING LAST UPDATED: 8/27/25
LATEST SUBMITTAL DATE: 8/27/2025
PLAN SET: ALLEY REHABILITATION
LATEST REVISION DATE:



PROFILE SCALE
HORIZ.: 1"= 20'
VERT.: 1"= 4'





ALLEY B - NORTH OF 6TH ST

CONSTRUCTION NOTES

1. PROTECT IN PLACE.
4. REMOVE PAVEMENT AND SUBGRADE TO A REQUIRED DEPTH, GRADE PER PLANS AND CONSTRUCT 4" AC PAVEMENT OVER 95% RELATIVE COMPACTED NATIVE SUBGRADE.
5. REMOVE EXISTING PAVEMENT AND SUBGRADE & CONSTRUCT 3' WIDE LONGITUDINAL GUTTER PER SPPWC STANDARD PLAN NO. 122-3.
8. ADJUST EXISTING WATER METER TO GRADE.
9. INSTALL 2"x6" REDWOOD HEADER.
10. ADJUST EXISTING MANHOLE TO GRADE.
14. TRIM PLANTS, SHRUBS AND HEDGES AS NEEDED TO PROVIDE ACCESS AND CLEARANCE FOR CONSTRUCTION.

LEGEND

NEW ASPHALT PAVEMENT

NEW P.C.C. IMPROVEMENT

NORTH

20' 10' 0' 20' 40'
GRAPHIC SCALE: 1"=20'

DIG ALERT
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1-800-422-4133
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△	DATE	DESCRIPTION	APP'D	DATE

REVISIONS

CITY OF DOWNEY
APPROVED BY:
MATTHEW A. BAUMGARDNER, P.E. RCE 71932 DATE
DIRECTOR OF PUBLIC WORKS

REGISTERED PROFESSIONAL ENGINEER CESAR ORTIZ NO. 92742 CIVIL STATE OF CALIFORNIA

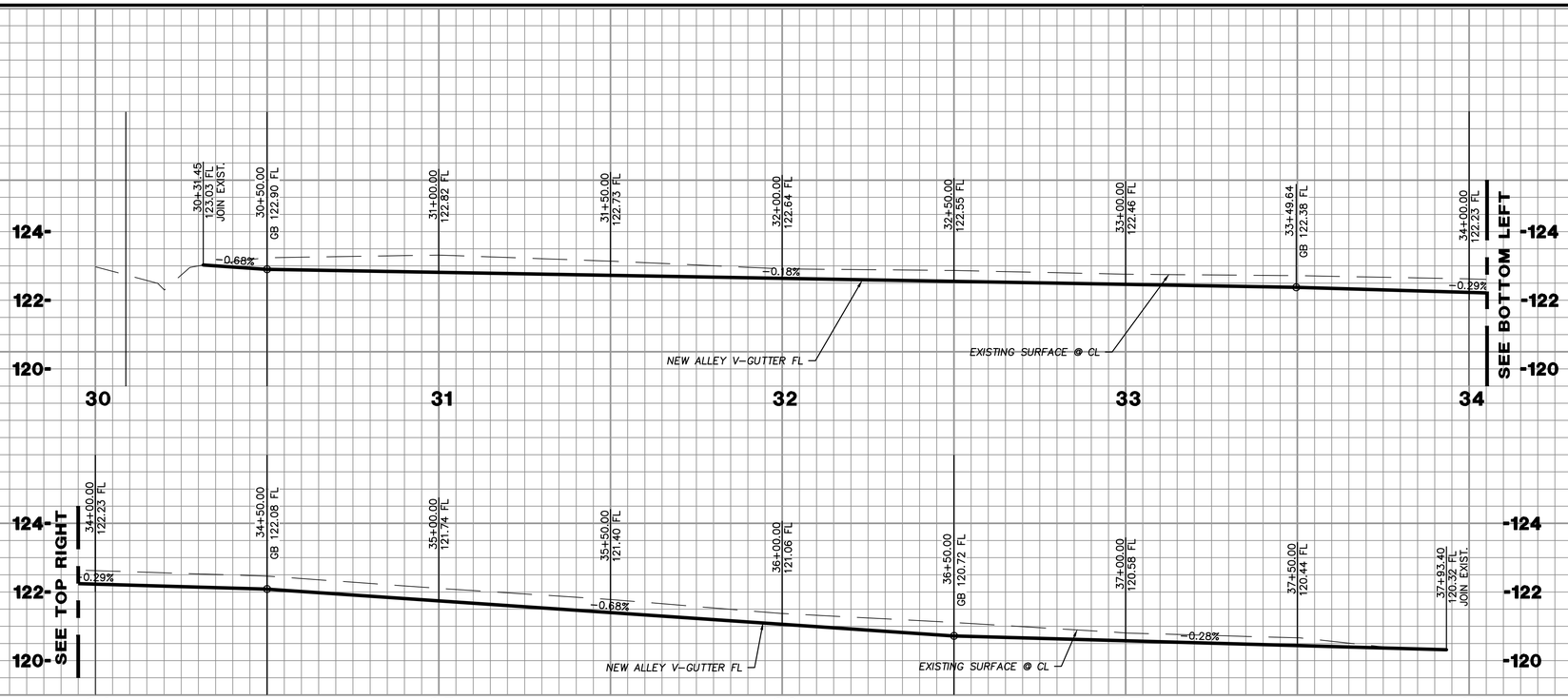
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WWW.RKAGROUP.COM
CESAR ORTIZ 07/06/26
RCE 92742 DATE

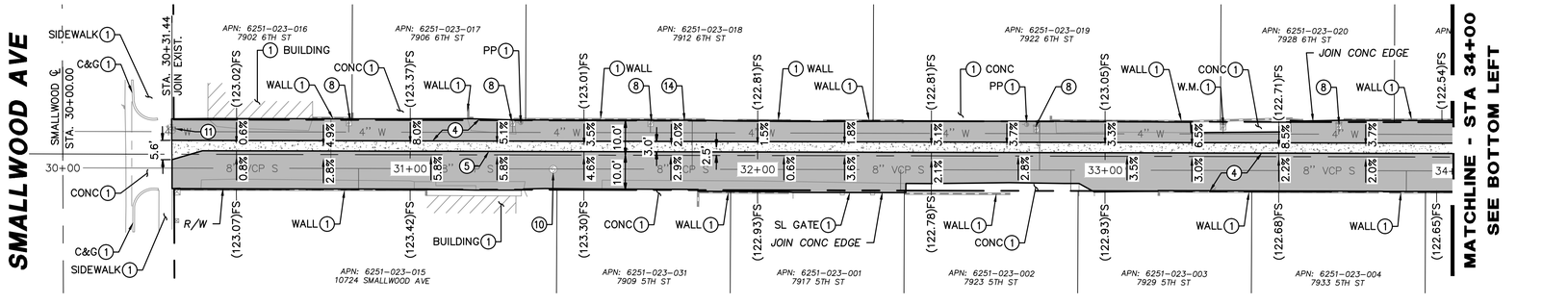
CITY OF DOWNEY
DEPT. OF PUBLIC WORKS ENGINEERING DIVISION
FY 2025-2026 ALLEY PAVEMENT REHABILITATION PROJECT
CIP XX-XX 4TH ST AND LA REINA ALLEY PROJECT
CIP HORLEY AVE IMPROVEMENT PROJECT
ALLEY B - NORTH OF 6TH ST

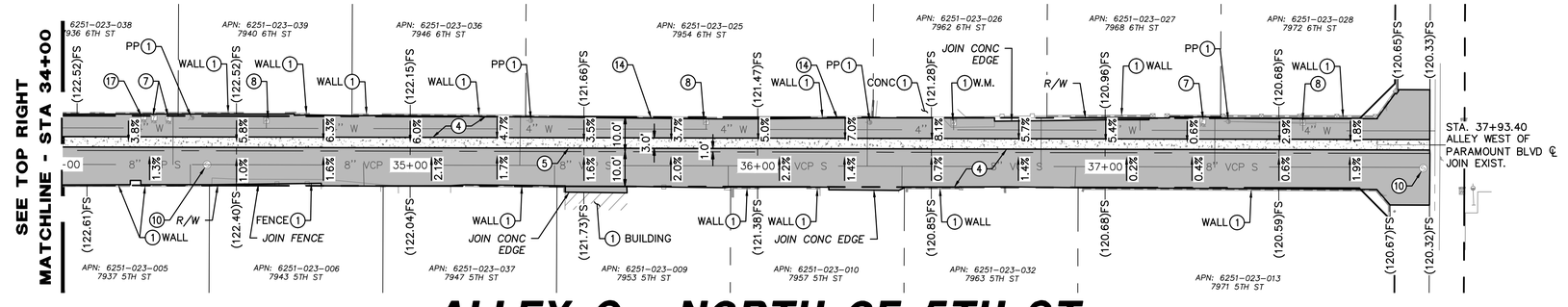
SHEET 6 OF 17 SHEETS
DWG. NO.

DRAWING LAST UPDATED: 4/7/26
LATEST SIGNATURE DATE: 6/17/2026
PLAN SET: ALLEY REHABILITATION
LATEST REVISION DATE

X:\ACAD\43104 - FY 2025-26 ALLEY REHABILITATION\DWG\PLAN SHEETS\STRADA_B.DWG
DRAWN BY: XX
REVIEWED BY: XX
DESIGNED BY: XX
JOB NO.: 43104
DRAWING NAME:







ALLEY C - NORTH OF 5TH ST

CONSTRUCTION NOTES

1. PROTECT IN PLACE.
4. REMOVE PAVEMENT AND SUBGRADE TO A REQUIRED DEPTH, GRADE PER PLANS AND CONSTRUCT 4" AC PAVEMENT OVER 95% RELATIVE COMPACTED NATIVE SUBGRADE.
5. REMOVE EXISTING PAVEMENT AND SUBGRADE & CONSTRUCT 3' WIDE LONGITUDINAL GUTTER PER SPPWC STANDARD PLAN NO. 122-3.
7. ADJUST EXISTING PULL BOX TO GRADE.
8. ADJUST EXISTING WATER METER TO GRADE.
10. ADJUST EXISTING MANHOLE TO GRADE.
11. ADJUST EXISTING WATER VALVE TO GRADE.
14. TRIM PLANTS, SHRUBS AND HEDGES AS NEEDED TO PROVIDE ACCESS AND CLEARANCE FOR CONSTRUCTION.
17. ADJUST UTILITY BOX TO GRADE.

LEGEND

NEW ASPHALT PAVEMENT

NEW P.C.C. IMPROVEMENT

RKA NORTH

20' 10' 0' 20' 40'

GRAPHIC SCALE: 1"=20'

PROFILE SCALE
HORIZ.: 1"= 20'
VERT.: 1"= 4'

REVIEWED BY: XX
DRAWN BY: XX
DESIGNED BY: XX
JOB NO.: 431004
DRAWING NAME: X:\ACAD\431004 - FY 2025-26 ALLEY REHABILITATION\DWG\PLAN SHEETS\STRADS_C.DWG
PLAN SHT. ALLEY REHABILITATION
LAST REVISION DATE
DRAWING LAST UPDATED: 4/7/2026
LAST SAVED BY: CESAR ORTIZ DATE: 4/7/2026

DIG ALERT SECTION 4216/4217 OF THE GOVERNMENT CODE REQUIRES A DIGALERT IDENTIFICATION NUMBER BE ISSUED BEFORE A "PERMIT TO EXCAVATE" WILL BE VALID. FOR YOUR DIGALERT I.D. NUMBER CALL UNDERGROUND SERVICE ALERT TOLL FREE TWO WORKING DAYS BEFORE YOU DIG.

811 Know what's Call below. before you dig.

1-800-422-4133

CAUTION: REMEMBER THAT THE USA CENTER NOTIFIES ONLY THOSE UTILITIES BELONGING TO THE CENTER. THERE COULD BE OTHER UTILITIES PRESENT AT THE WORK SITE. THE CENTER WILL INFORM YOU OF WHOM THEY WILL NOTIFY.

Δ	DATE	DESCRIPTION	APP'D	DATE

REVISIONS

CITY OF DOWNEY

APPROVED BY:

MATTHEW A. BAUMGARDNER, P.E. RCE 71932 DATE
DIRECTOR OF PUBLIC WORKS

REGISTERED PROFESSIONAL ENGINEER CESAR ORTIZ NO. 92742 CIVIL STATE OF CALIFORNIA

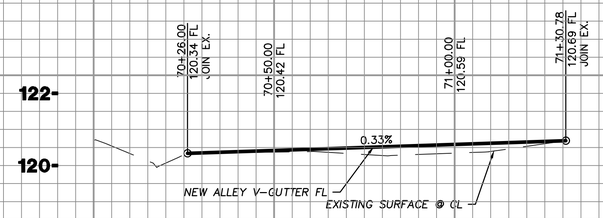
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(909) 594-9702 - (626) 331-8323 - FAX (909) 594-2658
WWW.RKAGROUP.COM

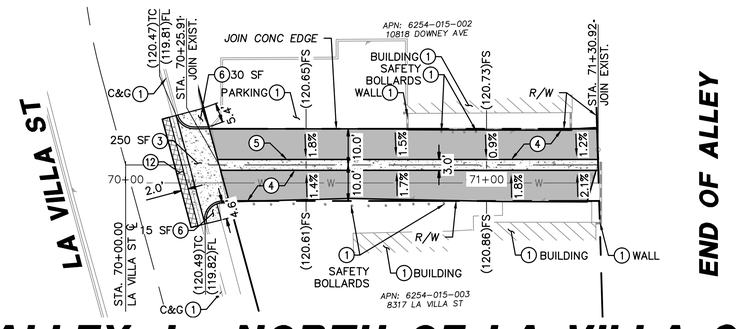
CESAR ORTIZ RCE 92742 07/06/26 DATE

CITY OF DOWNEY
DEPT. OF PUBLIC WORKS ENGINEERING DIVISION

FY 2025-2026 ALLEY PAVEMENT REHABILITATION PROJECT
CIP XX-XX 4TH ST AND LA REINA ALLEY PROJECT
CIP HORLEY AVE IMPROVEMENT PROJECT
ALLEY C - NORTH OF 5TH ST

SHEET 7 OF 17 SHEETS
DWG. NO.





ALLEY J - NORTH OF LA VILLA ST

CONSTRUCTION NOTES

1. PROTECT IN PLACE.
3. REMOVE & RECONSTRUCT CONCRETE ALLEY INTERSECTION PER SPPWC STANDARD PLAN NO. 130-3 CASE A ON 95% COMPACTED NATIVE.
4. REMOVE PAVEMENT AND SUBGRADE TO A REQUIRED DEPTH, GRADE PER PLANS AND CONSTRUCT 4" AC PAVEMENT OVER 95% RELATIVE COMPACTED NATIVE SUBGRADE.
5. REMOVE EXISTING PAVEMENT AND SUBGRADE & CONSTRUCT 3' WIDE LONGITUDINAL GUTTER PER SPPWC STANDARD PLAN NO. 122-3.
6. REMOVE & RECONSTRUCT 4" THICK P.C.C. SIDEWALK OVER 95% COMPACTED NATIVE.
12. SAWCUT AND REMOVE EXISTING PAVEMENT AND SUBGRADE & CONSTRUCT WITH 6" DEPTH A.C.

LEGEND

- NEW ASPHALT PAVEMENT
- NEW P.C.C. IMPROVEMENTS
- FULL DEPTH A.C.

RKA NORTH

20' 10' 0' 20' 40'

GRAPHIC SCALE: 1"=20'

PROFILE SCALE
HORIZ.: 1"= 20'
VERT.: 1"= 4'

REVIEWED BY: XX
DRAWN BY: XX
DESIGNED BY: XX
JOB NO.: 431004
DRAWING NAME: X:\JOB\431004 - FY 2025-26 ALLEY REHABILITATION\DWG\PLAN SHEETS\STRAIGHT_LINES.DWG
LAST REVISION DATE
DRAWING LAST UPDATED: 4/27/26
LAST SUBMITTAL DATE: 6/27/2026

DIG ALERT

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SECTION 4216/4217 OF THE GOVERNMENT CODE REQUIRES A DIGALERT IDENTIFICATION NUMBER BE ISSUED BEFORE A "PERMIT TO EXCAVATE" WILL BE VALID. FOR YOUR DIGALERT I.D. NUMBER CALL UNDERGROUND SERVICE ALERT TOLL FREE TWO WORKING DAYS BEFORE YOU DIG.

1-800-422-4133

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Δ	DATE	DESCRIPTION	APP'D	DATE

REVISIONS

CITY OF DOWNEY

APPROVED BY:

MATTHEW A. BAUMGARDNER, P.E. RCE 71932 DATE
DIRECTOR OF PUBLIC WORKS

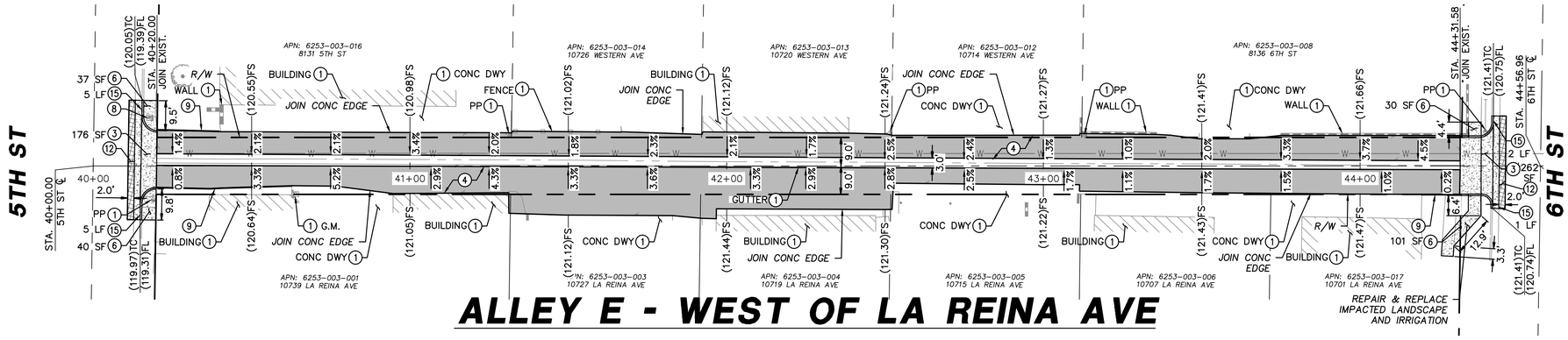
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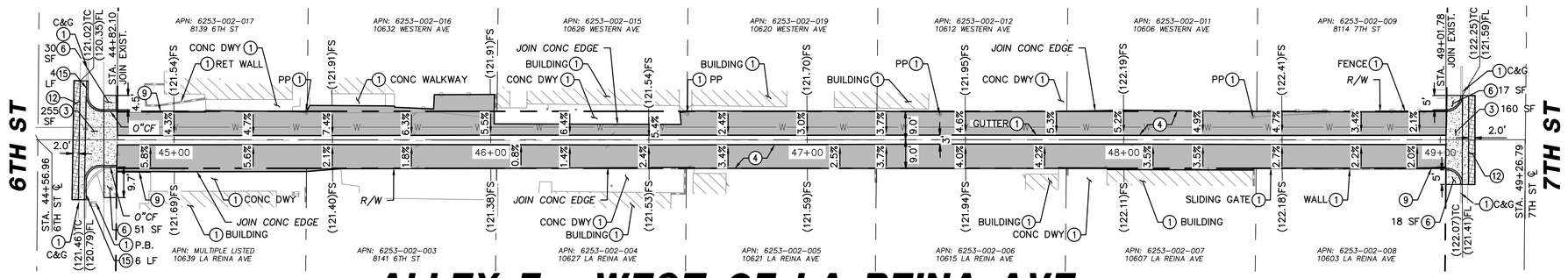
CESAR ORTIZ 07/06/26
RCE 92742 DATE

CITY OF DOWNEY
DEPT. OF PUBLIC WORKS ENGINEERING DIVISION
FY 2025-2026 ALLEY PAVEMENT REHABILITATION PROJECT
CIP XX-XX 4TH ST AND LA REINA ALLEY PROJECT
CIP HORLEY AVE IMPROVEMENT PROJECT
ALLEY J - NORTH OF LA VILLA ST

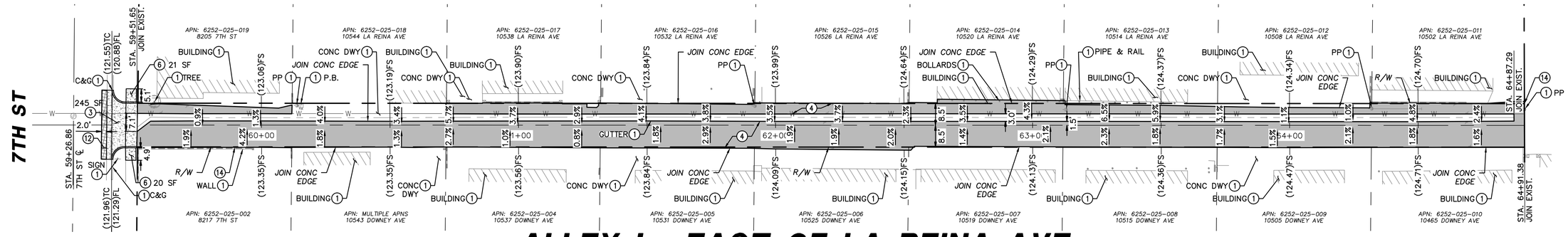
SHEET 8 OF 17 SHEETS
DWG. NO.



ALLEY E - WEST OF LA REINA AVE



ALLEY F - WEST OF LA REINA AVE



ALLEY I - EAST OF LA REINA AVE

CONSTRUCTION NOTES

1. PROTECT IN PLACE.
3. REMOVE & RECONSTRUCT CONCRETE ALLEY INTERSECTION PER SPPWC STANDARD PLAN NO. 130-3 CASE A ON 95% COMPACTED NATIVE.
4. REMOVE PAVEMENT AND SUBGRADE TO A REQUIRED DEPTH, GRADE PER PLANS AND CONSTRUCT 4" AC PAVEMENT OVER 95% RELATIVE COMPACTED NATIVE SUBGRADE.
6. REMOVE & RECONSTRUCT 4" THICK P.C.C. SIDEWALK OVER 95% COMPACTED NATIVE.
8. ADJUST EXISTING WATER METER TO GRADE.
9. INSTALL 2"x6" REDWOOD HEADER.
12. SAWCUT AND REMOVE EXISTING PAVEMENT AND SUBGRADE & CONSTRUCT WITH 6" DEPTH A.C.
14. TRIM PLANTS, SHRUBS AND HEDGES AS NEEDED TO PROVIDE ACCESS AND CLEARANCE FOR CONSTRUCTION.
15. REMOVE AND RECONSTRUCT 8" PCC CURB AND GUTTER PER SPPWC STD. PLAN 120-3, TYPE A2-8.

LEGEND

- NEW ASPHALT PAVEMENT
- NEW P.C.C. IMPROVEMENTS
- FULL DEPTH A.C.

RKA NORTH

20' 10' 0' 20' 40'

GRAPHIC SCALE: 1"=20'

DIG ALERT SECTION 4216/4217 OF THE GOVERNMENT CODE REQUIRES A DIGALERT IDENTIFICATION NUMBER BE ISSUED BEFORE A "PERMIT TO EXCAVATE" WILL BE VALID. FOR YOUR DIGALERT I.D. NUMBER CALL UNDERGROUND SERVICE ALERT TOLL FREE TWO WORKING DAYS BEFORE YOU DIG.

811 Know what's Call below. before you dig.

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Δ	DATE	DESCRIPTION	APP'D	DATE

REVISIONS

CITY OF DOWNEY

APPROVED BY:

MATTHEW A. BAUMGARDNER, P.E. RCE 71932 DATE
DIRECTOR OF PUBLIC WORKS

REGISTERED PROFESSIONAL ENGINEER CESAR ORTIZ NO. 92742 STATE OF CALIFORNIA CIVIL

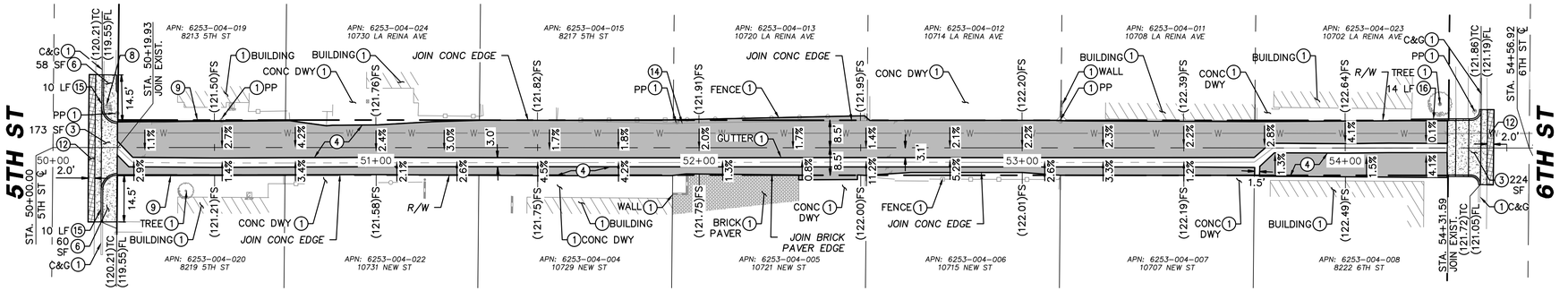
RKA CONSULTING GROUP
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(909) 594-9702-(626) 331-8323-FAX (909) 594-2658
WWW.RKAGROUP.COM

CESAR ORTIZ RCE 92742 07/06/26 DATE

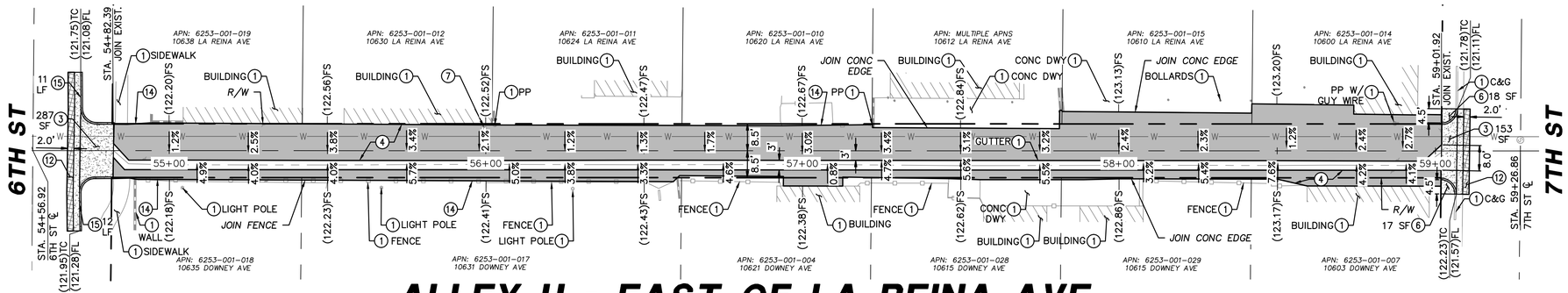
CITY OF DOWNEY
DEPT. OF PUBLIC WORKS ENGINEERING DIVISION
FY 2025-2026 ALLEY PAVEMENT REHABILITATION PROJECT
CIP XX-XX 4TH ST AND LA REINA ALLEY PROJECT
CIP HORLEY AVE IMPROVEMENT PROJECT
ALLEY E, F, & I

SHEET 9 OF 17 SHEETS
DWG. NO.

DRAWING NAME: X:\ACAD\431004 - FY 2025-26 ALLEY REHABILITATION\DWG\PLAN SHEETS\STRADY_E_F & I.DWG
DRAWING LAST UPDATED: 4/17/26
PLANS SUBMITTAL DATE: 6/17/2026
I.D.PLANS SHT. ALLEY REHABILITATION
LAST REVISION DATE
JOB NO.: 431004
DRAWN BY: XX
DESIGNED BY: XX
REVIEWED BY: XX



ALLEY G - EAST OF LA REINA AVE



ALLEY H - EAST OF LA REINA AVE

CONSTRUCTION NOTES

1. PROTECT IN PLACE.
3. REMOVE & RECONSTRUCT CONCRETE ALLEY INTERSECTION PER SPPWC STANDARD PLAN NO. 130-3 CASE A ON 95% COMPACTED NATIVE.
4. REMOVE PAVEMENT AND SUBGRADE TO A REQUIRED DEPTH, GRADE PER PLANS AND CONSTRUCT 4" AC PAVEMENT OVER 95% RELATIVE COMPACTED NATIVE SUBGRADE.
6. REMOVE & RECONSTRUCT 4" THICK P.C.C. SIDEWALK OVER 95% COMPACTED NATIVE.
7. ADJUST EXISTING PULL BOX TO GRADE.
8. ADJUST EXISTING WATER METER TO GRADE.
9. INSTALL 2"x6" REDWOOD HEADER.
12. SAWCUT AND REMOVE EXISTING PAVEMENT AND SUBGRADE & CONSTRUCT WITH 6" DEPTH A.C.
14. TRIM PLANTS, SHRUBS AND HEDGES AS NEEDED TO PROVIDE ACCESS AND CLEARANCE FOR CONSTRUCTION.
15. REMOVE AND RECONSTRUCT 8" PCC CURB AND GUTTER PER SPPWC STD. PLAN 120-3, TYPE A2-8.
16. REMOVE AND RECONSTRUCT 6" PCC CURB PER SPPWC STD. PLAN 120-3, TYPE A1-6.

LEGEND

- NEW ASPHALT PAVEMENT
- NEW P.C.C. IMPROVEMENT
- FULL DEPTH A.C.

RKA NORTH

20' 10' 0' 20' 40'

GRAPHIC SCALE: 1"=20'

DIG ALERT SECTION 4216/4217 OF THE GOVERNMENT CODE REQUIRES A DIGALERT IDENTIFICATION NUMBER BE ISSUED BEFORE A "PERMIT TO EXCAVATE" WILL BE VALID. FOR YOUR DIGALERT I.D. NUMBER CALL UNDERGROUND SERVICE ALERT TOLL FREE TWO WORKING DAYS BEFORE YOU DIG.

811 Know what's Call below. before you dig.

1-800-422-4133

CAUTION: REMEMBER THAT THE USA CENTER NOTIFIES ONLY THOSE UTILITIES BELONGING TO THE CENTER. THERE COULD BE OTHER UTILITIES PRESENT AT THE WORK SITE. THE CENTER WILL INFORM YOU OF WHOM THEY WILL NOTIFY.

Δ	DATE	DESCRIPTION	APP'D	DATE

REVISIONS

CITY OF DOWNEY

APPROVED BY:

MATTHEW A. BAUMGARDNER, P.E. RCE 71932 DATE
DIRECTOR OF PUBLIC WORKS

REGISTERED PROFESSIONAL ENGINEER CESAR ORTIZ NO. 92742 STATE OF CALIFORNIA CIVIL

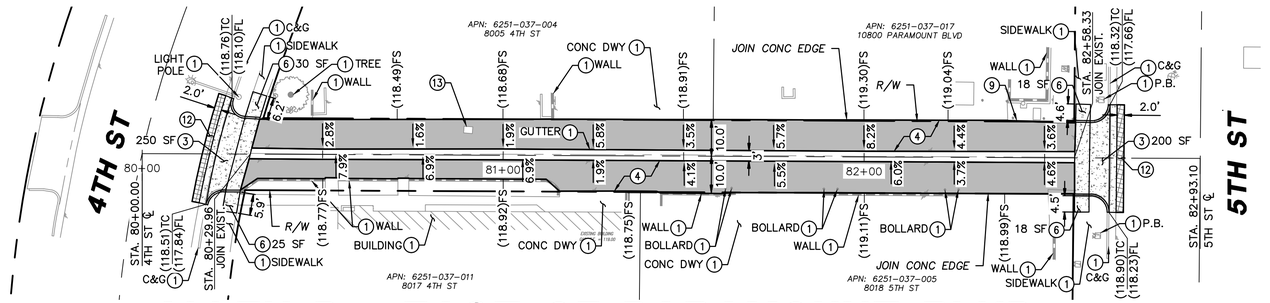
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CESAR ORTIZ RCE 92742 07/06/26 DATE

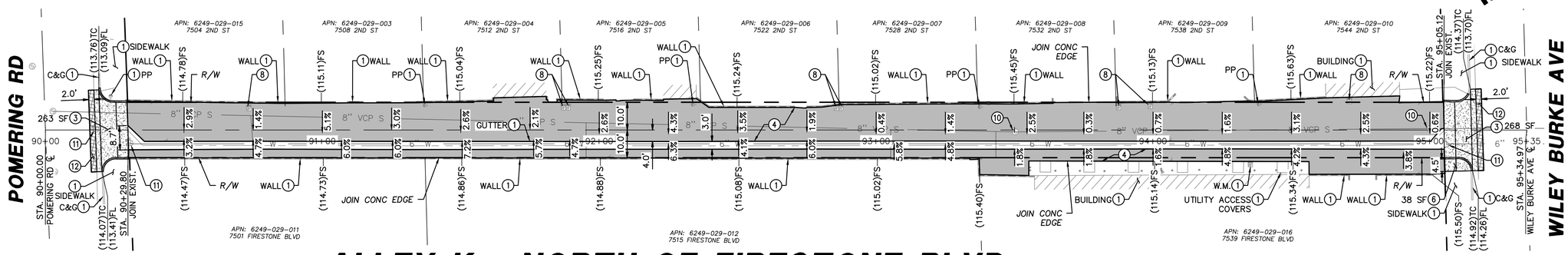
CITY OF DOWNEY
DEPT. OF PUBLIC WORKS ENGINEERING DIVISION
FY 2025-2026 ALLEY PAVEMENT REHABILITATION PROJECT
CIP XX-XX 4TH ST AND LA REINA ALLEY PROJECT
CIP HORLEY AVE IMPROVEMENT PROJECT
ALLEY G & H - EAST OF LA REINA AVE

SHEET 10 OF 17 SHEETS
DWG. NO.

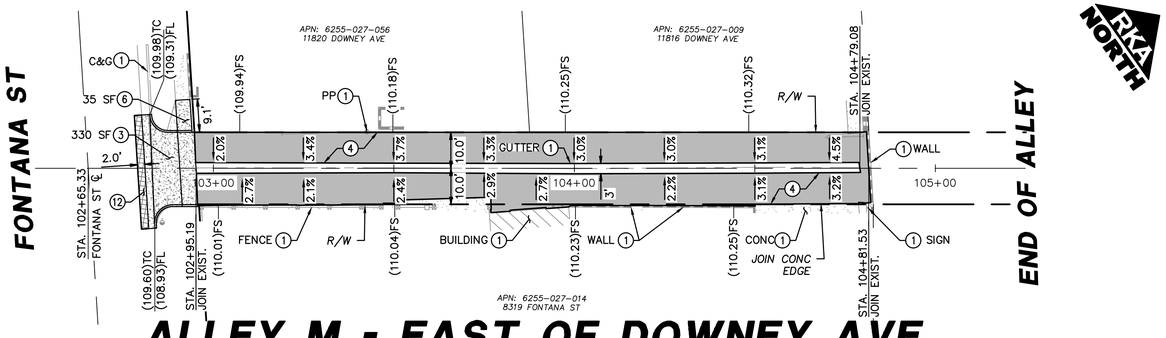
REVIEWED BY: XX
DRAWN BY: XX
DESIGNED BY: XX
DRAWING NAME: X:\JOB\431004 - FY 2025-26 ALLEY REHABILITATION\DWG\PLAN SHEETS\PLAN SHEETS_G & H.DWG
JOB NO.: 431004
PLAN SHT. ALLEY REHABILITATION
DRAWING LAST UPDATED: 6/27/2026
LAST SUBMITTAL DATE: 6/27/2026
LAST REVISION DATE



ALLEY D - EAST OF PARAMOUNT BLVD



ALLEY K - NORTH OF FIRESTONE BLVD



ALLEY M - EAST OF DOWNEY AVE

CONSTRUCTION NOTES

1. PROTECT IN PLACE.
3. REMOVE & RECONSTRUCT CONCRETE ALLEY INTERSECTION PER SPPWC STANDARD PLAN NO. 130-3 CASE A ON 95% COMPACTED NATIVE.
4. REMOVE PAVEMENT AND SUBGRADE TO A REQUIRED DEPTH, GRADE PER PLANS AND CONSTRUCT 4" AC PAVEMENT OVER 95% RELATIVE COMPACTED NATIVE SUBGRADE.
6. REMOVE & RECONSTRUCT 4" THICK P.C.C. SIDEWALK OVER 95% COMPACTED NATIVE.
8. ADJUST EXISTING WATER METER TO GRADE.
9. INSTALL 2"x6" REDWOOD HEADER.
10. ADJUST EXISTING MANHOLE TO GRADE.
11. ADJUST EXISTING WATER VALVE TO GRADE.
12. SAWCUT AND REMOVE EXISTING PAVEMENT AND SUBGRADE & CONSTRUCT WITH 6" DEPTH A.C.
13. ADJUST EXISTING UTILITY VAULT TO GRADE.

LEGEND

- NEW ASPHALT PAVEMENT
- NEW P.C.C. IMPROVEMENT
- FULL DEPTH A.C.

20' 10' 0' 20' 40'
GRAPHIC SCALE: 1"=20'

DIG ALERT SECTION 4216/4217 OF THE GOVERNMENT CODE REQUIRES A DIGALERT IDENTIFICATION NUMBER BE ISSUED BEFORE A "PERMIT TO EXCAVATE" WILL BE VALID. FOR YOUR DIGALERT I.D. NUMBER CALL UNDERGROUND SERVICE ALERT TOLL FREE TWO WORKING DAYS BEFORE YOU DIG.
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CAUTION: REMEMBER THAT THE USA CENTER NOTIFIES ONLY THOSE UTILITIES BELONGING TO THE CENTER. THERE COULD BE OTHER UTILITIES PRESENT AT THE WORK SITE. THE CENTER WILL INFORM YOU OF WHOM THEY WILL NOTIFY.

Δ	DATE	DESCRIPTION	APP'D	DATE

REVISIONS

CITY OF DOWNEY
APPROVED BY:
MATTHEW A. BAUMGARDNER, P.E. RCE 71932 DATE
DIRECTOR OF PUBLIC WORKS

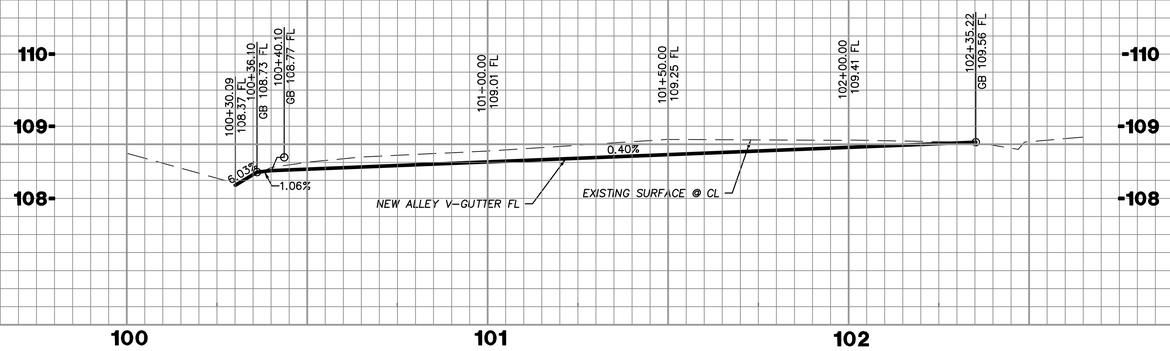
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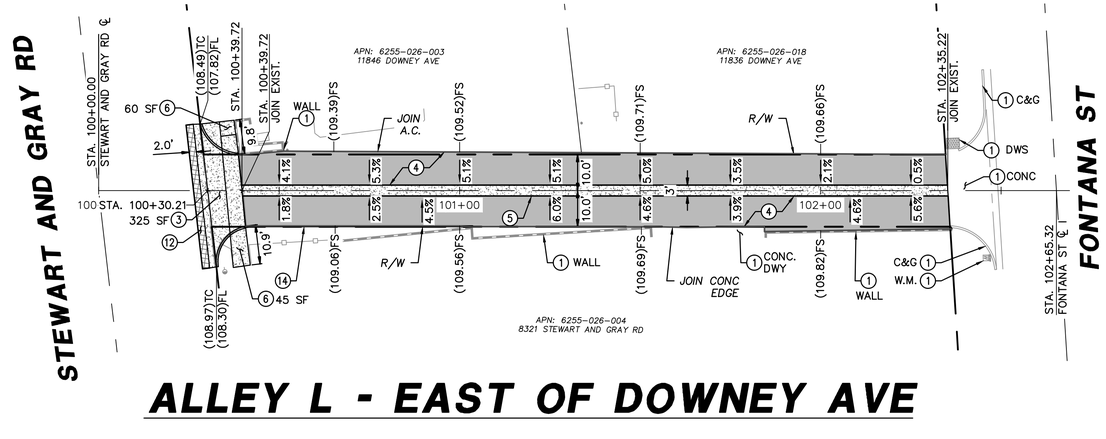
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CESAR ORTIZ RCE 92742 07/06/26 DATE

CITY OF DOWNEY
DEPT. OF PUBLIC WORKS ENGINEERING DIVISION
FY 2025-2026 ALLEY PAVEMENT REHABILITATION PROJECT
CIP XX-XX 4TH ST AND LA REINA ALLEY PROJECT
CIP HORLEY AVE IMPROVEMENT PROJECT
ALLEY D, K, & M

SHEET 11 OF 17 SHEETS
DWG. NO.

DRAWING NAME: X:\ACAD\431004 - FY 2025-26 ALLEY REHABILITATION\DWG\PLAN SHEETS\STRA09_D_K & M.DWG
JOB NO.: 431004
DESIGNED BY: XX
DRAWN BY: XX
CHECKED BY: XX
PLANS SET: ALLEY REHABILITATION
LAST REVISION DATE
DRAWING LAST UPDATED: 6/27/26
LAST SUBMITTAL DATE: 6/27/2026





ALLEY L - EAST OF DOWNEY AVE

PROFILE SCALE
HORIZ.: 1"= 20'
VERT.: 1"= 4'

CONSTRUCTION NOTES

1. PROTECT IN PLACE.
3. REMOVE & RECONSTRUCT CONCRETE ALLEY INTERSECTION PER SPPWC STANDARD PLAN NO. 130-3 CASE A ON 95% COMPACTED NATIVE.
4. REMOVE PAVEMENT AND SUBGRADE TO A REQUIRED DEPTH, GRADE PER PLANS AND CONSTRUCT 4" AC PAVEMENT OVER 95% RELATIVE COMPACTED NATIVE SUBGRADE.
5. REMOVE EXISTING PAVEMENT AND SUBGRADE & CONSTRUCT 3' WIDE LONGITUDINAL GUTTER PER SPPWC STANDARD PLAN NO. 122-3.
6. REMOVE & RECONSTRUCT 4" THICK P.C.C. SIDEWALK OVER 95% COMPACTED NATIVE.
12. SAWCUT AND REMOVE EXISTING PAVEMENT AND SUBGRADE & CONSTRUCT WITH 6" DEPTH A.C.
14. TRIM PLANTS, SHRUBS AND HEDGES AS NEEDED TO PROVIDE ACCESS AND CLEARANCE FOR CONSTRUCTION.

LEGEND

- NEW ASPHALT PAVEMENT
- NEW P.C.C. IMPROVEMENTS
- FULL DEPTH A.C.

RKA NORTH

20' 10' 0' 20' 40'
GRAPHIC SCALE: 1"=20'

DIG ALERT

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Δ	DATE	DESCRIPTION	APP'D	DATE

REVISIONS

CITY OF DOWNEY

APPROVED BY:

MATTHEW A. BAUMGARDNER, P.E. RCE 71932 DATE
DIRECTOR OF PUBLIC WORKS

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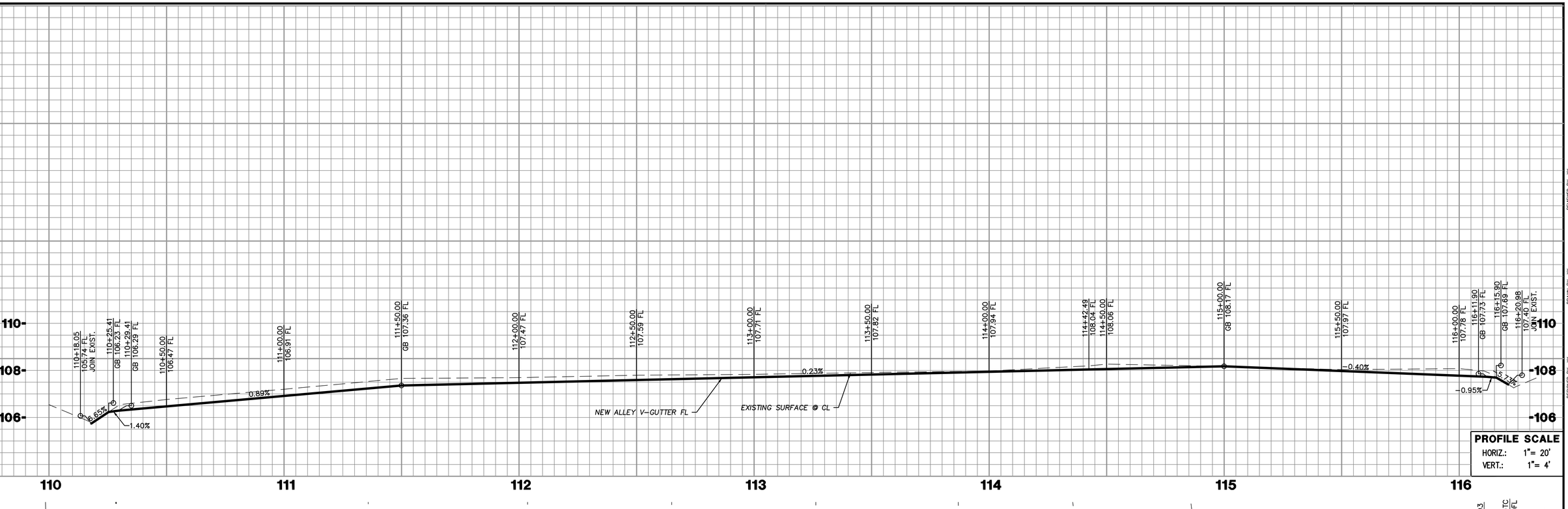
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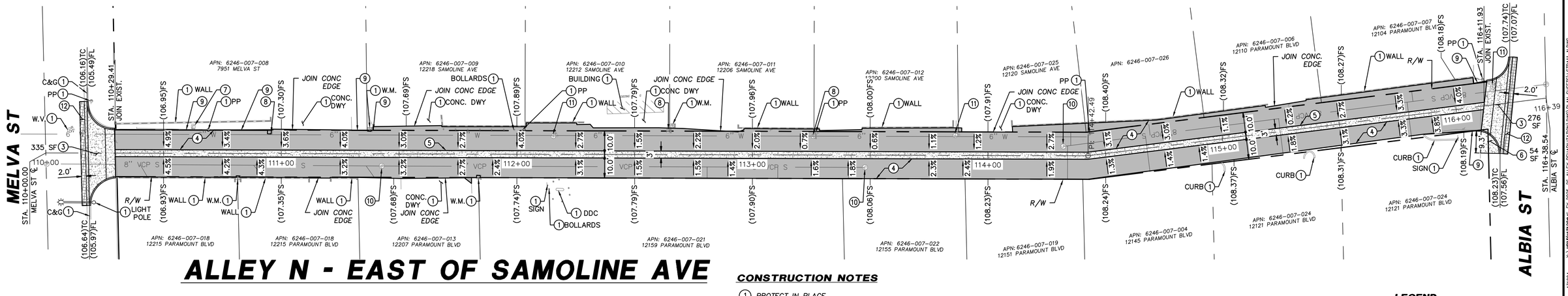
CESAR ORTIZ 07/06/26
RCE 92742 DATE

CITY OF DOWNEY
DEPT. OF PUBLIC WORKS ENGINEERING DIVISION
FY 2025-2026 ALLEY PAVEMENT REHABILITATION PROJECT
CIP XX-XX 4TH ST AND LA REINA ALLEY PROJECT
CIP HORLEY AVE IMPROVEMENT PROJECT
ALLEY L - EAST OF DOWNEY AVE

SHEET 12 OF 17 SHEETS
DWG. NO.

REVIEWED BY: XX
DRAWN BY: XX
DESIGNED BY: XX
DRAWING NAME: X:\ACAD\431004 - FY 2025-26 ALLEY REHABILITATION\DWG\PLAN SHEETS\STRATG_LDWG
JOB NO.: 431004
PLANS SET: ALLEY REHABILITATION
LATEST REVISION DATE
DRAWING LAST UPDATED: 6/27/26
LATEST SUBMITTAL DATE: 6/27/2026





ALLEY N - EAST OF SAMOLINE AVE

CONSTRUCTION NOTES

1. PROTECT IN PLACE.
3. REMOVE & RECONSTRUCT CONCRETE ALLEY INTERSECTION PER SPPWC STANDARD PLAN NO. 130-3 CASE A ON 95% COMPACTED NATIVE.
4. REMOVE PAVEMENT AND SUBGRADE TO A REQUIRED DEPTH, GRADE PER PLANS AND CONSTRUCT 4" AC PAVEMENT OVER 95% RELATIVE COMPACTED NATIVE SUBGRADE.
5. REMOVE EXISTING PAVEMENT AND SUBGRADE & CONSTRUCT 3' WIDE LONGITUDINAL GUTTER PER SPPWC STANDARD PLAN NO. 122-3.
6. REMOVE & RECONSTRUCT 4" THICK P.C.C. SIDEWALK OVER 95% COMPACTED NATIVE.
7. ADJUST EXISTING PULL BOX TO GRADE.
8. ADJUST EXISTING WATER METER TO GRADE.
9. INSTALL 2"x6" REDWOOD HEADER.
10. ADJUST EXISTING MANHOLE TO GRADE.
11. ADJUST EXISTING WATER VALVE TO GRADE.
12. SAWCUT AND REMOVE EXISTING PAVEMENT AND SUBGRADE & CONSTRUCT WITH 6" DEPTH A.C.

LEGEND

- NEW ASPHALT PAVEMENT
- NEW P.C.C. IMPROVEMENTS
- FULL DEPTH A.C.

20' 10' 0' 20' 40'

GRAPHIC SCALE: 1"=20'

DIG ALERT SECTION 4216/4217 OF THE GOVERNMENT CODE REQUIRES A DIGALERT IDENTIFICATION NUMBER BE ISSUED BEFORE A "PERMIT TO EXCAVATE" WILL BE VALID. FOR YOUR DIGALERT I.D. NUMBER CALL UNDERGROUND SERVICE ALERT TOLL FREE TWO WORKING DAYS BEFORE YOU DIG.

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1-800-422-4133

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△	DATE	DESCRIPTION	APP'D	DATE

REVISIONS

CITY OF DOWNEY

APPROVED BY:

MATTHEW A. BAUMGARDNER, P.E. RCE 71932 DATE
DIRECTOR OF PUBLIC WORKS

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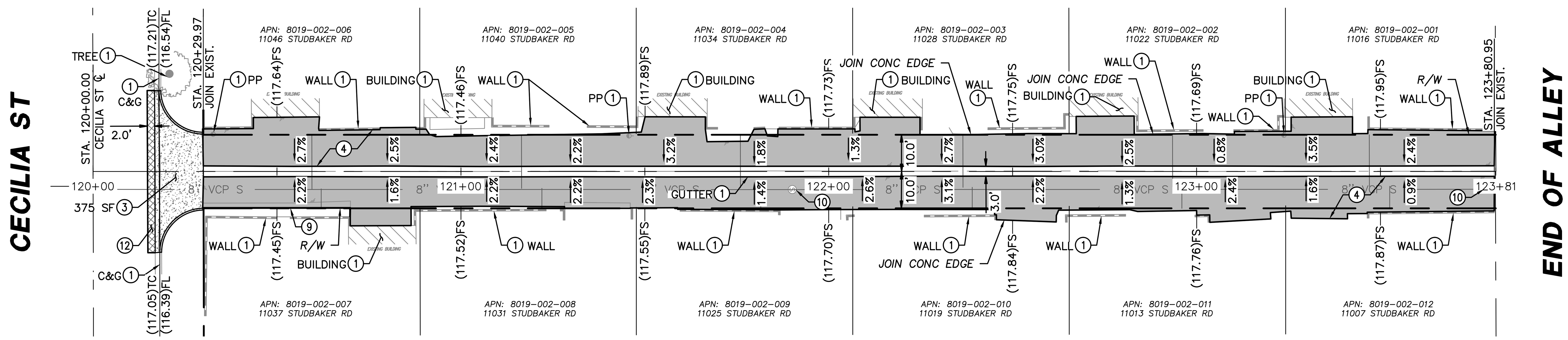
CESAR ORTIZ 07/06/26
RCE 92742 DATE

CITY OF DOWNEY
DEPT. OF PUBLIC WORKS ENGINEERING DIVISION

FY 2025-2026 ALLEY PAVEMENT REHABILITATION PROJECT
CIP XX-XX 4TH ST AND LA REINA ALLEY PROJECT
CIP HORLEY AVE IMPROVEMENT PROJECT
ALLEY N - EAST OF SAMOLINE AVE

SHEET 13 OF 17 SHEETS
DWG. NO.

REVIEWED BY: XX
DRAWN BY: XX
DESIGNED BY: XX
JOB NO.: 431004
X:\ENGINEERING\FY 2025-26 ALLEY REHABILITATION\DWG\PLAN SHEETS\STRT1.DWG
PLOTTED: JULY REHABILITATION
DRAWING LAST PLOTTED: 6/27/26
LATEST SUBMITTAL DATE: 6/27/2026
LATEST REVISION DATE:


ALLEY O - EAST OF STUDEBAKER RD

RKA NORTH

CONSTRUCTION NOTES

1. PROTECT IN PLACE.
3. REMOVE & RECONSTRUCT CONCRETE ALLEY INTERSECTION PER SPPWC STANDARD PLAN NO. 130–3 CASE A ON 95% COMPACTED NATIVE.
4. REMOVE PAVEMENT AND SUBGRADE TO A REQUIRED DEPTH, GRADE PER PLANS AND CONSTRUCT 4" AC PAVEMENT OVER 95% RELATIVE COMPACTED NATIVE SUBGRADE.
8. ADJUST EXISTING WATER METER TO GRADE.
9. INSTALL 2"x6" REDWOOD HEADER.
10. ADJUST EXISTING MANHOLE TO GRADE.
11. ADJUST EXISTING WATER VALVE TO GRADE.
12. SAWCUT AND REMOVE EXISTING PAVEMENT AND SUBGRADE & CONSTRUCT WITH 6" DEPTH A.C.



ALLEY P - EAST OF MANZANAR AVE

RKA NORTH

LEGEND

- NEW ASPHALT PAVEMENT
- NEW P.C.C. IMPROVEMENT
- FULL DEPTH A.C.

20' 10' 0' 20' 40'
GRAPHIC SCALE: 1"=20'

DIG ALERT SECTION 4216/4217 OF THE GOVERNMENT CODE REQUIRES A DIGALERT IDENTIFICATION NUMBER BE ISSUED BEFORE A "PERMIT TO EXCAVATE" WILL BE VALID. FOR YOUR DIGALERT I.D. NUMBER CALL UNDERGROUND SERVICE ALERT TOLL FREE TWO WORKING DAYS BEFORE YOU DIG.

1-800-422-4133

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811 Know what's below. Call before you dig.

Δ	DATE	DESCRIPTION	APP'D	DATE

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CITY OF DOWNEY

APPROVED BY:

MATTHEW A. BAUMGARDNER, P.E. RCE 71932 DATE
DIRECTOR OF PUBLIC WORKS

REGISTERED PROFESSIONAL ENGINEER CESAR ORTIZ NO. 92742 CIVIL STATE OF CALIFORNIA

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CESAR ORTIZ RCE 92742 07/06/26 DATE

CITY OF DOWNEY
DEPT. OF PUBLIC WORKS ENGINEERING DIVISION

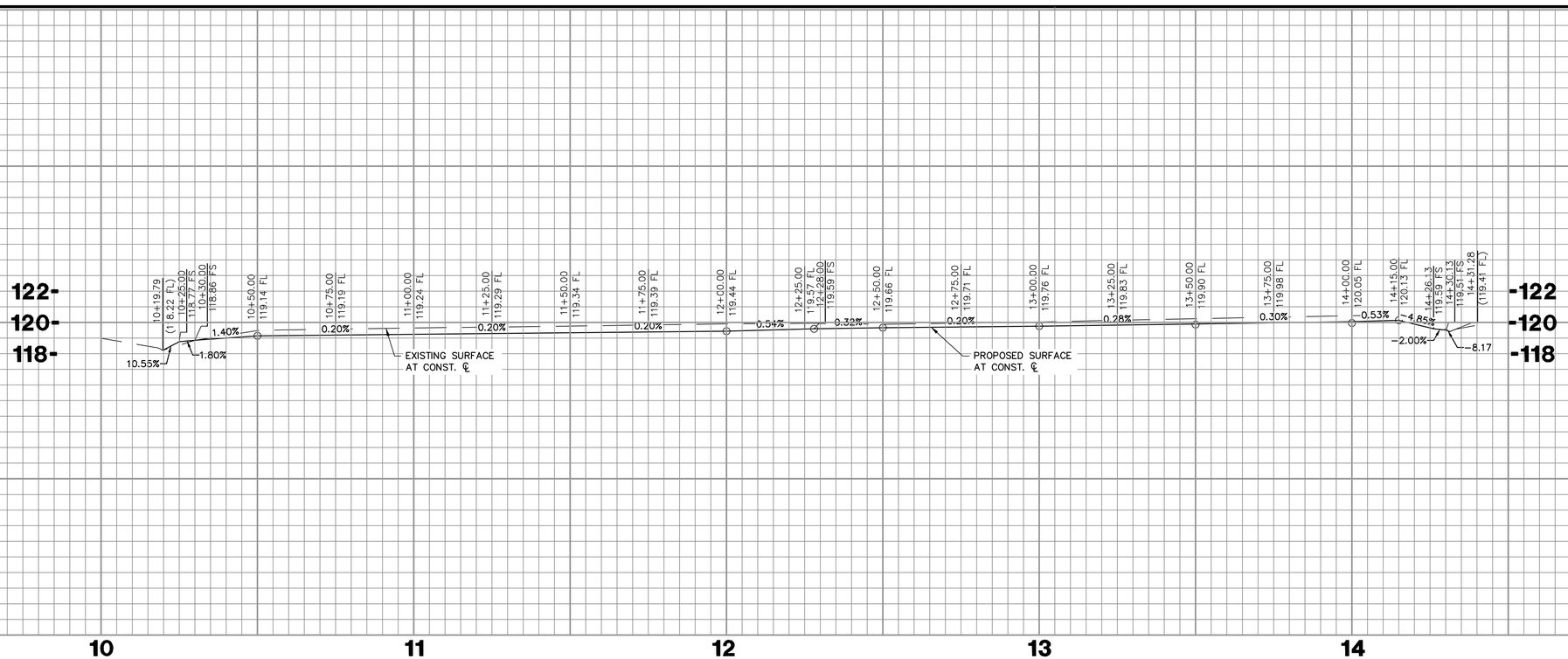
FY 2025-2026 ALLEY PAVEMENT REHABILITATION PROJECT
CIP XX-XX 4TH ST AND LA REINA ALLEY PROJECT
CIP HORLEY AVE IMPROVEMENT PROJECT

ALLEY O & P

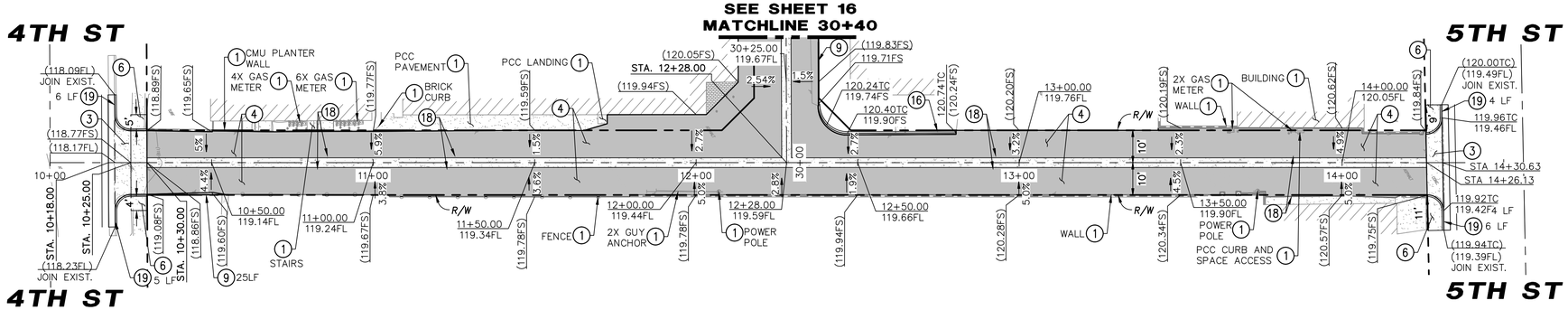
SHEET 14 OF 17 SHEETS

DWG. NO. ______

REVIEWED BY: XX DRAWN BY: XX DESIGNED BY: XX
DRAWING NAME: X:\ACAD\431004 - FY 2025-26 ALLEY REHABILITATION\DWG\PLAN SHEETS\LSTRA12_O & P.DWG
JOB NO.: 431004
PLAN SET: ALLEY REHABILITATION
LATEST REVISION DATE:
DRAWING LAST UPDATED: 8/27/26
LATEST SUBMITTAL DATE: 8/27/2026



PROFILE SCALE
HORIZ.: 1"= 20'
VERT.: 1"= 2'



CONSTRUCTION NOTES

1. *PROTECT IN PLACE.*
3. *REMOVE AND RECONSTRUCT CONCRETE ALLEY INTERSECTION PER SPPWC STANDARD PLAN NO. 130–3 CASE A ON 95% COMPACTED NATIVE.*
4. *REMOVE PAVEMENT AND SUBGRADE TO A REQUIRED DEPTH, GRADE PER PLANS AND CONSTRUCT 4" AC PAVEMENT OVER 95% RELATIVE COMPACTED NATIVE SUBGRADE.*
6. *REMOVE AND RECONSTRUCT 4" P.C.C. THICK SIDEWALK OVER 95% COMPACTED NATIVE.*
9. *INSTALL 2"X6" REDWOOD HEADER.*
16. *REMOVE AND RECONSTRUCT 6" CURB PER SPPWC STD. PLAN NO. 120–3, TYPE A1–6.*
18. *REMOVE EXISTING PAVEMENT AND SUBGRADE & CONSTRUCT 4' WIDE LONGITUDINAL GUTTER PER SPPWC STD. DWG. NO. 122–3.*
19. *REMOVE AND RECONSTRUCT 6" CURB & GUTTER PER SPPWC STD. PLAN NO. 120–3, TYPE A2–6.*

LEGEND

NEW ASPHALT PAVEMENT

NEW P.C.C IMPROVEMENTS

RKA NORTH

20' 10' 0' 20' 40'
GRAPHIC SCALE: 1"=20'

BASIS OF BEARING:
THE BEARINGS AND COORDINATES SHOWN HERON ARE BASED ON THE CALIFORNIA COORDINATE SYSTEM OF 1983 (NAD83), ZONE 5 DATUM, BASED LOCALLY ON A LINE BETWEEN NGS CONTROL POINTS EV3794 AND EV3841, BEING N84°35'29"W, 1991.35 EPOCH.

BENCHMARK:
LOS ANGELES COUNTY PUBLIC WORKS BENCHMARK NO. EY8748.
DESCRIPTION: RAMSET IN CB PARAMOUNT BLVD & 35FT S/O C/L PROD 4TH PLACE ELEVATION = 119.363

DIG ALERT

811 Know what's Call below. before you dig.

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△	DATE	DESCRIPTION	APP'D	DATE

REVISIONS

CITY OF DOWNEY

APPROVED BY:

MATTHEW A. BAUMGARDNER, P.E. RCE 71932 DATE
DIRECTOR OF PUBLIC WORKS

REGISTERED PROFESSIONAL ENGINEER · CESAR ORTIZ · NO. 92742 · CIVIL · STATE OF CALIFORNIA

RKA CONSULTING GROUP
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CESAR ORTIZ RCE 92742 07/06/26 DATE

CITY OF DOWNEY

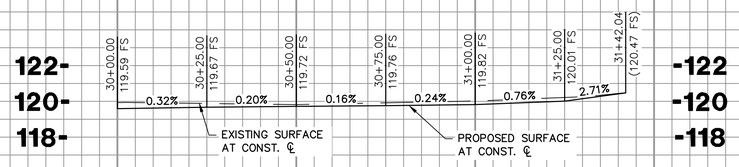
DEPT. OF PUBLIC WORKS ENGINEERING DIVISION

FY 2025-2026 ALLEY PAVEMENT REHABILITATION PROJECT
CIP XX-XX 4TH ST AND LA REINA ALLEY PROJECT
CIP HORLEY AVE IMPROVEMENT PROJECT
4TH ST AND LA REINA AVE ALLEY

SHEET 15 OF 17 SHEETS

DWG. NO. _____

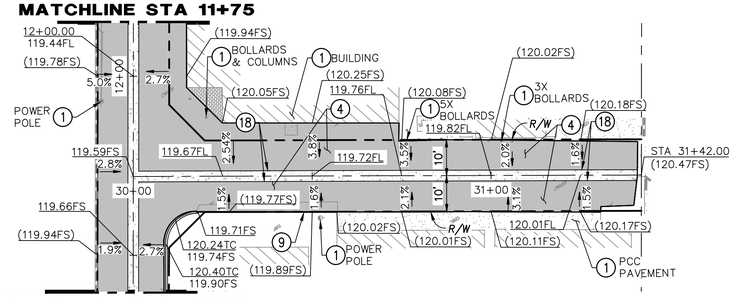
REVIEWED BY: XX
DRAWN BY: XX
DESIGNED BY: XX
JOB NO.: 431004
DRAWING NAME:
PLAN SET: ALLEY REHABILITATION
LATEST REVISION DATE:
DRAWING LAST UPDATED:
LATEST SUBMITTAL DATE: 8/27/2026



30 31

PROFILE SCALE
HORIZ.: 1"= 20'
VERT.: 1"= 2'

REVIEWED BY: XX
DRAWN BY: XX
DESIGNED BY: XX



CONSTRUCTION NOTES

1. PROTECT IN PLACE.
4. REMOVE PAVEMENT AND SUBGRADE TO A REQUIRED DEPTH, GRADE PER PLANS AND CONSTRUCT 4" AC PAVEMENT OVER 95% RELATIVE COMPACTED NATIVE SUBGRADE.
18. REMOVE EXISTING PAVEMENT AND SUBGRADE & CONSTRUCT 4' WIDE LONGITUDINAL GUTTER PER SPPWC STD. DWG. NO. 122-3.

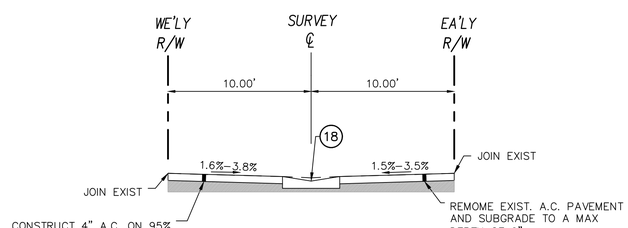
LEGEND

NEW ASPHALT PAVEMENT

NEW P.C.C IMPROVEMENTS

RKA NORTH

20' 10' 0' 20' 40'
GRAPHIC SCALE: 1"=20'



TYPICAL SECTION
STA. 10+30.00 TO STA. 14+26.13
NOT TO SCALE

BASIS OF BEARING:
THE BEARINGS AND COORDINATES SHOWN HERON ARE BASED ON THE CALIFORNIA COORDINATE SYSTEM OF 1983 (NAD83), ZONE 5 DATUM, BASED LOCALLY ON A LINE BETWEEN NGS CONTROL POINTS EV3794 AND EV3841, BEING N84°35'29"W, 1991.35 EPOCH.

BENCHMARK:
LOS ANGELES COUNTY PUBLIC WORKS BENCHMARK NO. EY8748.
DESCRIPTION: RAMSET IN CB PARAMOUNT BLVD & 35FT S/O C/L PROD 4TH PLACE ELEVATION = 119.363

JOB NO.: 431004
DRAWING NAME:
PLN_SET_ALLEY REHABILITATION
LATEST REVISION DATE:
DRAWING LAST UPDATED:
LATEST SUBMITTAL DATE: 8/27/2026

DIG ALERT
811 Know what's Call below. before you dig.

SECTION 4216/4217 OF THE GOVERNMENT CODE REQUIRES A DIGALERT IDENTIFICATION NUMBER BE ISSUED BEFORE A "PERMIT TO EXCAVATE" WILL BE VALID. FOR YOUR DIGALERT I.D. NUMBER CALL UNDERGROUND SERVICE ALERT TOLL FREE TWO WORKING DAYS BEFORE YOU DIG.

1-800-422-4133

CAUTION: REMEMBER THAT THE USA CENTER NOTIFIES ONLY THOSE UTILITIES BELONGING TO THE CENTER. THERE COULD BE OTHER UTILITIES PRESENT AT THE WORK SITE. THE CENTER WILL INFORM YOU OF WHOM THEY WILL NOTIFY.

Δ	DATE	DESCRIPTION	APP'D	DATE

REVISIONS

CITY OF DOWNEY

APPROVED BY:

MATTHEW A. BAUMGARDNER, P.E. RCE 71932 DATE
DIRECTOR OF PUBLIC WORKS

REGISTERED PROFESSIONAL ENGINEER · CESAR ORTIZ · NO. 92742 · CIVIL · STATE OF CALIFORNIA

RKA CONSULTING GROUP
398 S. LEMON CREEK DRIVE · SUITE E · WALNUT · CA · 91789
(909) 594-9702 · (626) 331-8323 · FAX (909) 594-2658
WWW.RKAGROUP.COM

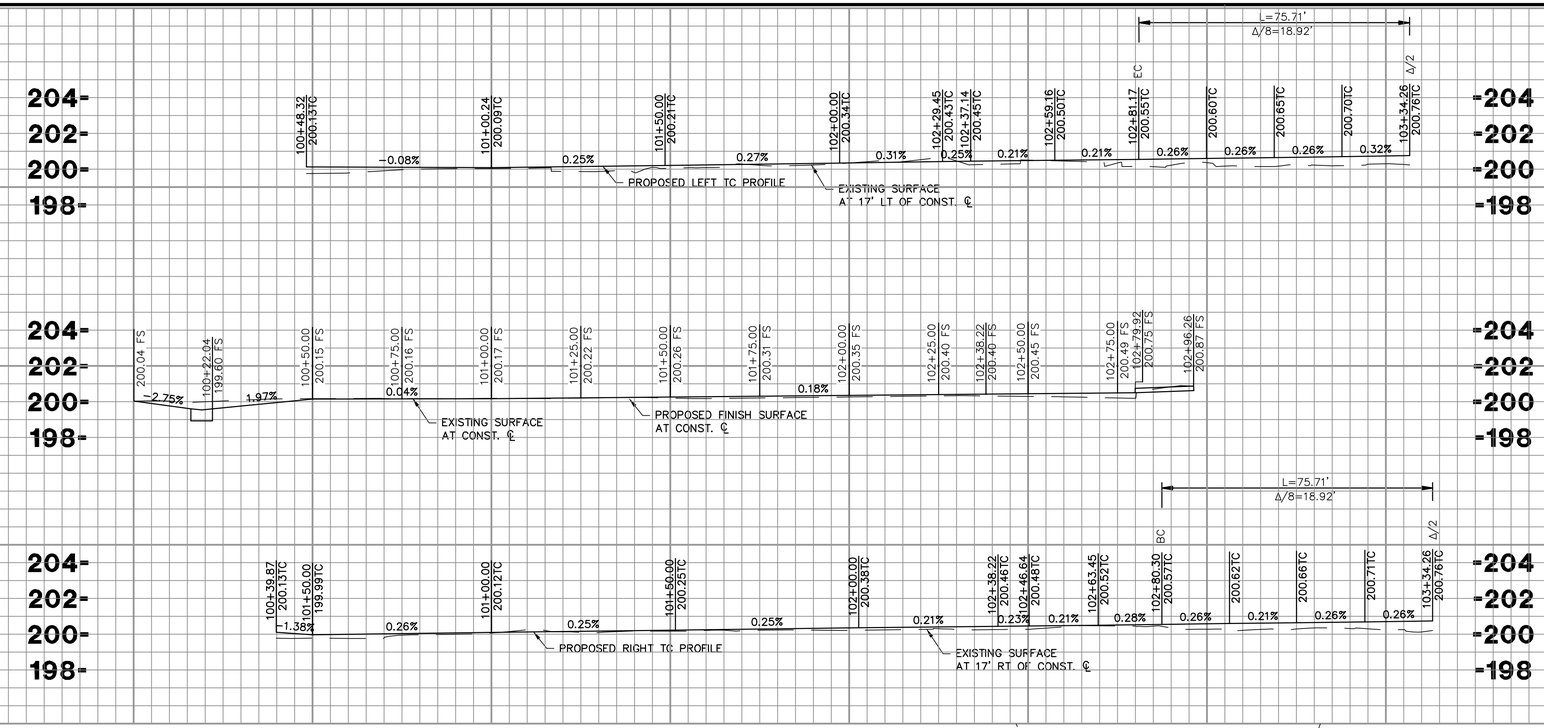
CESAR ORTIZ 07/06/26
RCE 92742 DATE

CITY OF DOWNEY
DEPT. OF PUBLIC WORKS ENGINEERING DIVISION

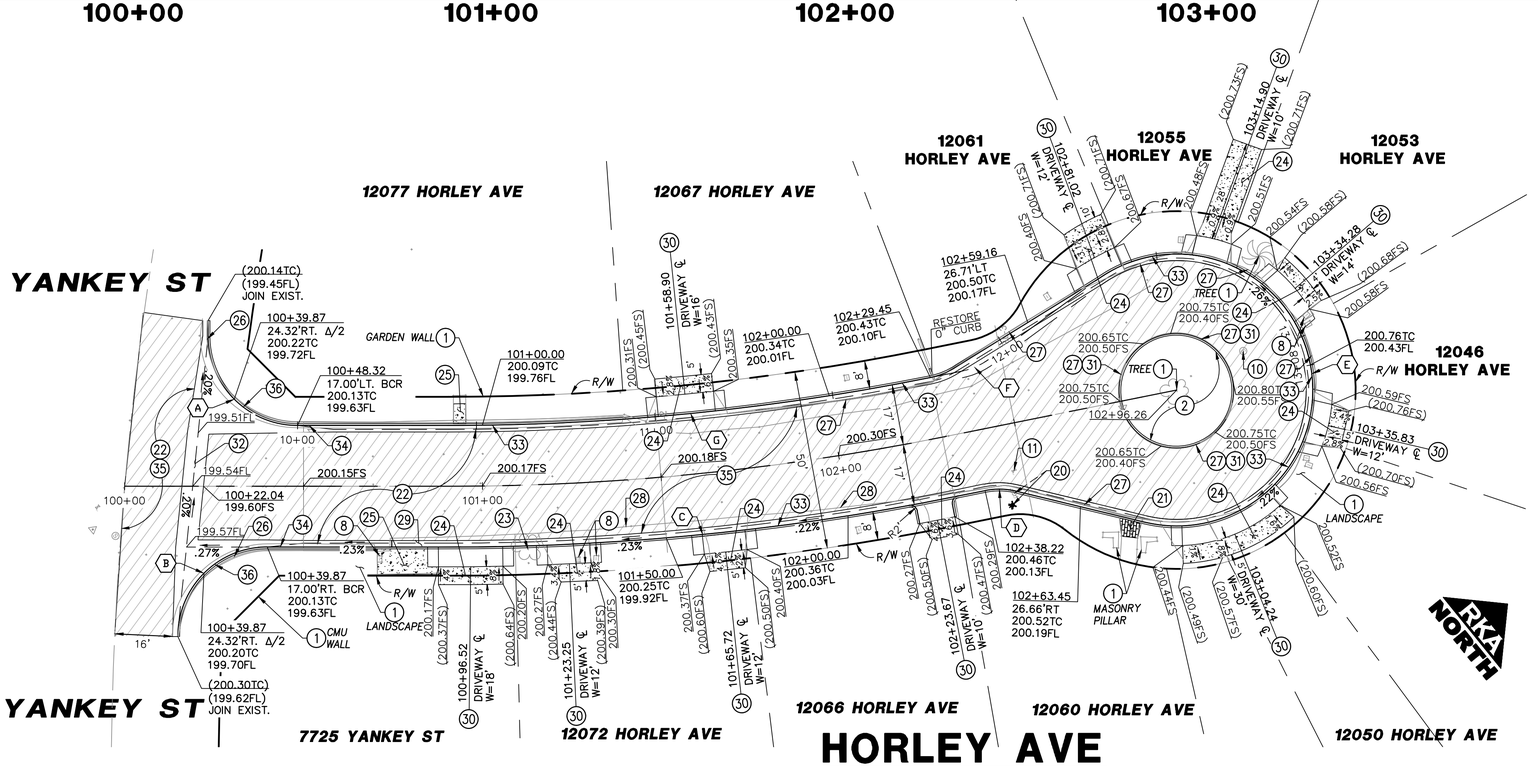
FY 2025-2026 ALLEY PAVEMENT REHABILITATION PROJECT
CIP XX-XX 4TH ST AND LA REINA ALLEY PROJECT
CIP HORLEY AVE IMPROVEMENT PROJECT

4TH ST AND LA REINA AVE ALLEY

SHEET 16 OF 17 SHEETS
DWG. NO. _____



PROFILE SCALE
HORIZ.: 1"= 20'
VERT.: 1"= 4'



CONSTRUCTION NOTES

1. PROTECT IN PLACE.
2. GENERAL GRADING.
8. ADJUST EXISTING WATER METER TO GRADE.
10. ADJUST EXISTING MANHOLE TO GRADE.
11. ADJUST EXISTING WATER VALVE TO GRADE.
20. RELOCATE EXISTING FIRE HYDRANT PER CITY STD. DWG. NO. 10-W.
21. SALVAGE AND REINSTALL BRICK PAVER WALKWAY MATCHING PATTERN AND LAYOUT.
22. COLDMILL EXISTING PAVEMENT AND SUBGRADE TO REQUIRED DEPTH TO ALLOW. CONSTRUCTION OF PAVEMENT PER THESE PLANS.
23. REMOVE EXISTING TREE.
24. REMOVE AND CONSTRUCT 4" P.C.C. DRIVEWAY.
25. REMOVE AND CONSTRUCT CONCRETE WALKWAY.
26. REMOVE EXISTING CURB AND GUTTER.
27. REMOVE EXISTING CURB.
28. REMOVE EXISTING REDWOOD HEADER.
29. REMOVE EXISTING CONCRETE.
30. CONSTRUCT RESIDENTIAL DRIVEWAY APPROACH PER CITY OF DOWNEY STD. DWG. NO. 4.
31. CONSTRUCT 3" CURB PER SPPWC STD. DWG. NO. 120-3, A2-6.
32. CONSTRUCT P.C.C. CROSS GUTTER & SPANDREL PER SPPWC STD. DWG. NO. 122-3.
33. CONSTRUCT P.C.C. ROLLED CURB PER DETAIL A.
34. CONSTRUCT P.C.C. ROLLED CURB TRANSITION PER DETAIL B.
35. CONSTRUCT 3" AC PAVEMENT ON EX. SUBGRADE.
36. CONSTRUCT 6" CURB PER SPPWC STD. DWG. NO. 120-3, A1-6.

LEGEND

CONSTRUCT 3" A.C. PAVEMENT ON EX. SUBGRADE

CONSTRUCT CONCRETE 4" DRIVEWAY.

CURVE DATA TABLE

	DELTA	ARC LENGTH	RADIUS	TANGENT	NOTE
A	90°00'00"	39.27'	25.00'	25.00'	CURB RETURN
B	90°00'00"	39.27'	25.00'	25.00'	CURB RETURN
C	11°22'18"	142.30'	717.00'	71.39'	ROLLED CURB
D	24°54'21"	9.49'	21.83'	4.82'	ROLLED CURB
E	288°17'39"	151.41'	38.00'	N/A	ROLLED CURB
F	22°36'10"	8.61'	21.83'	4.36'	ROLLED CURB
G	07°16'37"	86.98'	684.83'	43.55'	ROLLED CURB

BASIS OF BEARING:
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CITY OF DOWNEY
APPROVED BY:
MATTHEW A. BAUMGARDNER, P.E. RCE 71932 DATE
DIRECTOR OF PUBLIC WORKS

REGISTERED PROFESSIONAL ENGINEER
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CESAR ORTIZ 07/06/26
RCE 92742 DATE

CITY OF DOWNEY
DEPT. OF PUBLIC WORKS ENGINEERING DIVISION

FY 2025-2026 ALLEY PAVEMENT REHABILITATION PROJECT
CIP XX-XX 4TH ST AND LA REINA ALLEY PROJECT
CIP HORLEY AVE IMPROVEMENT PROJECT
HORLEY AVE CIVIL PLAN

SHEET 17 OF 17 SHEETS
DWG. NO. _____

REVIEWED BY: XX
DRAWN BY: XX
DESIGNED BY: XX
DRAWING NAME:
JOB NO.: 431004
PLAN SET: ALLEY REHABILITATION
LATEST REVISION DATE:
DRAWING LAST UPDATED:
LATEST SUBMITTAL DATE: 8/27/2026

Item No. 6.

TO:	**HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**
FROM:	**OFFICE OF THE CITY MANAGER**
BY:	**JAMES MCQUEEN, DIRECTOR OF HUMAN RESOURCES**
DATE:	**SEPTEMBER 22, 2026**
SUBJECT:	**APPROVAL OF PROFESSIONAL SERVICES AGREEMENTS WITH APPLE ONE AND HB STAFFING FOR AS-NEEDED TEMPORARY STAFFING SERVICES**

EXECUTIVE SUMMARY

The City Council will consider approving professional services agreements with Apple One and Cathyjon (dba HB Staffing) for temporary staffing services. These services will assist departments by providing temporary staffing on an as-needed basis for staffing shortages, special projects, or temporary increases in workload.

RECOMMENDATION

That the City Council:

1. Approve a Professional Services Agreement with Apple One for as-needed temporary staffing services for a three-year term;

2. Approve a Professional Services Agreement with HB Staffing for as-needed temporary staffing services for a three-year term; and,

3. Authorize the City Manager, or his designee, to execute any change orders or subsequent one-year extensions, subject to minor technical changes.

BACKGROUND

The City has historically used temporary staffing agencies to supplement existing staffing during staffing shortages, special projects, peak workloads, or employee leaves of absence. Previously, departments managed temporary needs on an as-needed basis. To improve cost-efficiency and standardize the process, the City issued a request for proposal for temporary staffing services in June 2025.

The RFP sought single- or multi-vendor solutions to provide fully burdened hourly rates for three main categories:

- Administrative/Clerical Support for all departments
- Accounting Support for the Finance Department
- Technical Support for non-Sworn departments

An evaluation/selection committee comprised of representatives from Human Resources and Finance evaluated 65 proposals based on agency qualifications, recruitment methodology, proposed fee structures, and references. Of these proposals, a total of seven vendors were identified to proceed to the Interview phase. In March 2026, the top 7 vendors, consisting of Emploi@Work, 22nd Century, Apple One, Athena, HB Staffing, Jada, and Managed Career Solutions, were interviewed by a panel consisting of the Finance Manager, Human Resources Manager, and Human Resources Analyst. After conducting the interview, the panel recommends that the City proceed with Apple One and HB Staffing.

ANALYSIS

Staff determined that a dual-vendor award provides the best value and security for the City. Utilizing two agencies ensures:

- Specialization: One vendor showed strength in administrative support, while the other excelled in serving governmental entities, including local California municipalities and agencies.
- Availability: If the primary agency cannot fill a critical vacancy within the required "Time to Fill," the City can immediately change to the secondary agency.
- Cost Control: Maintaining two contracts keeps pricing competitive and protects the City from potential market fluctuations.

The selected firms, Apple One and HB Staffing, both demonstrated robust background check procedures, competitive fully burdened rates, and extensive experience with municipal clients in Southern California.

The proposed agreements are for three (3) years, with the option of two (2) one-year extensions, and a total combined annual budget not to exceed $175,000 per fiscal year.

The selected temporary staffing agency will be responsible for recruiting, screening, placing, and managing temporary employees for various positions within the City of Downey, when needed. The services required include, but are not limited to, recruitment and sourcing, candidate screening and vetting, placement and onboarding, payroll and benefits management, performance management and support, and reporting and communication.

Staff conducted reference checks with three of Apple One's and two of HB Staffing's prior clients. All were very satisfied with their services and would or have engaged Apple One and HB Staffing for additional staffing assignments. The agreement structure is "as-needed," meaning the City is not obligated to spend the full amount if temporary staff is not required.

CITY COUNCIL PRIORITIES

Fiscal Responsibility

Efficiency and Adaptability

FISCAL IMPACT

Approval of the recommended actions will result in an annual expenditure not to exceed a total of $175,000 from the General Fund for temporary staffing services across all departments utilizing the staff out of their Temporary Staffing account (Object Code 0020) as approved in the Fiscal Year 2026-2027 operating budget.

Attachments

PSA-Apple One Final.pdf
PSA- HB_Staffing Final.pdf

Docusign Envelope ID: B295CFB3-6AE0-8355-8371-93D1F2E2D960

CITY OF DOWNEY
PROFESSIONAL SERVICES AGREEMENT
WITH APPLEONE, INC., DBA APPLEONE EMPLOYMENT SERVICES
FOR TEMPORARY STAFFING SERVICES

1. PARTIES AND DATE.

This Agreement is made and entered into this **9th** day of **September**, **2026** by and between the **City of Downey**, a California municipal corporation and charter city with its principal place of business at 11111 Brookshire Avenue, Downey California 90241 ("City") and **AppleOne, Inc., dba AppleOne Employment Services,** a California corporation**,** with its principal place of business at **327 W. Broadway, Glendale, CA 91204** ("Consultant"). City and Consultant are sometimes individually referred to as "Party" and collectively as "Parties."

2. RECITALS.

2.1 Consultant.

Consultant desires to perform and assume responsibility for the provision of certain professional **Temporary Staffing Services** required by City on the terms and conditions set forth in this Agreement. Consultant represents that it has demonstrated competence and experience in providing temporary staffing services to public clients, is licensed in the State of California, and is familiar with the plans of City.

2.2 Project.

City desires to engage Consultant to render such services for the **Temporary Staffing Services** ("Project") as set forth in this Agreement.

3. TERMS.

3.1 Scope of Services and Term.

3.1.1 General Scope of Services. Consultant promises and agrees to furnish to City all labor, services, and incidental and customary work necessary to fully and adequately supply the professional recruitment and sourcing, candidate screening and vetting, placement and onboarding, payroll and benefits management, performance management and support and reporting and communication necessary for the Project ("**Staffing Services**"). An employee or associate of Consultant or any of its subcontractors temporarily assigned to provide services to City is referred to herein as a "**Temporary Employee**." Such services provided by Temporary Employee are "**Assigned Services**." The Staffing and Assigned Services are more particularly described in Exhibit "A" attached hereto and incorporated herein by reference. All Services shall be subject to, and performed in accordance with, this Agreement, the exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules and regulations.

3.1.2 Term. The term of this Agreement shall be from **September 1, 2026,** to **August 31, 2029**, unless earlier terminated as provided herein. Consultant shall complete the Services within the term of this Agreement and shall meet any other established schedules and deadlines. The term of this Agreement may be extended by written amendment to this Agreement signed by the City Manager and the Consultant.

3.2 Responsibilities of Consultant.

3.2.1 Control and Payment of Subordinates; Independent Contractor. The Services

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shall be performed by Consultant or its Temporary Employees. Consultant will determine the means, methods and details of performing the Services subject to the requirements of this Agreement. City retains Consultant on an independent contractor basis and not as an employee. Consultant retains the right to perform similar or different services for others during the term of this Agreement. Any additional personnel, including Temporary Employees, performing the Staffing and Assigned Services under this Agreement on behalf of Consultant shall also not be employees of City and shall at all times be under Consultant's exclusive general employer direction and control. Consultant shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of Staffing and Assigned Services under this Agreement and as required by law. Consultant shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation insurance.

In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (CalPERS) to be eligible for enrollment in CalPERS as an employee of City, Consultant shall indemnify, defend, and hold harmless CITY for the payment of any employee and/or employer contributions for CalPERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

3.2.2 Schedule of Services. Consultant shall perform the Services expeditiously, within the term of this Agreement, and in accordance with the Schedule of Services set forth in Exhibit "A" attached hereto and incorporated herein by reference. Consultant represents that it has the professional and technical personnel required to perform the Services in conformance with such conditions. In order to facilitate Consultant's conformance with the Schedule, City shall respond to Consultant's submittals in a timely manner. Upon request of City, Consultant shall provide a more detailed schedule of anticipated performance to meet the Schedule of Services. The parties acknowledge that the Schedule of Services may be amended by mutual agreement due to changes in circumstances, including changes in the performance schedules of other third parties performing work for the City on the Project, which affect the timing of Consultant's performance of the Staffing and Assigned Services.

3.2.3 Conformance to Applicable Requirements. All work prepared by Consultant shall be subject to the approval of City.

3.2.4 Substitution of Key Personnel. Consultant has represented to City that certain key personnel will perform and coordinate the Services under this Agreement. Should one or more of such personnel become unavailable, Consultant may substitute other personnel of at least equal competence upon written approval of City. In the event that City and Consultant cannot agree as to the substitution of key personnel, City shall be entitled to terminate this Agreement for cause. As discussed below, any personnel who fail or refuse to perform the Staffing and/or Assigned Services in a manner acceptable to the City, or who are determined by the City to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project or a threat to the safety of persons or property, shall be promptly removed from the Project by the Consultant at the request of the City.

3.2.5 City's Representative. The City hereby designates **James McQueen, Director of Human Resources**, or his or her designee, to act as its representative for the performance of this Agreement ("City's Representative"). City's Representative shall have the power to act on behalf of the City for all purposes under this Contract. Consultant shall not accept direction or orders from any person other than the City's Representative or his or her designee. Temporary Employees are subject at all times to City's direct and indirect supervision and control; Consultant does not supervise such

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employees on their assignments.

3.2.6 Consultant's Representative. Consultant hereby designates **Mayra Murcia, Account Executive**, or her designee, to act as its representative for the performance of thisAgreement ("Consultant's Representative"). Consultant's Representative shall have full authority to represent and act on behalf of the Consultant for all operational purposes under this Agreement. The Consultant's Representative shall supervise and direct the Staffing Services, using their best skill and attention, and shall be responsible for all means, methods, techniques, sequences and procedures and for the satisfactory coordination of all portions of the Staffing Services under this Agreement.

3.2.7 Coordination of Services. Consultant agrees to work closely with City staff in the performance of Services and shall be available to City's staff, consultants and other staff at all reasonable times.

3.2.8 Standard of Care; Performance of Employees. Consultant shall perform all Staffing and Assigned Services under this Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Consultant represents and maintains that it is skilled in the professional calling necessary to perform the Staffing and Assigned Services. Consultant warrants that all employees and subcontractors shall have sufficient skill and experience to perform the Staffing and Assigned Services assigned to them. Finally, Consultant represents that it, its employees and subcontractors have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Staffing and Assigned Services, including a City Business License, and that such licenses and approvals shall be maintained throughout the term of this Agreement. Any Temporary Employee of the Consultant or its sub-consultants who is determined by the City to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project, a threat to the safety of persons or property, or any employee who fails or refuses to perform the Staffing and/or Assigned Services in a manner consistent with the standard of care set forth herein, shall be promptly removed from the Project by the Consultant and shall not be re-employed to perform any of the Staffing and/or Assigned Services or to work on the Project. Should the City make such a determination and notify Consultant within the first eight (8) hours of assignment with the City, Consultant will not bill the City for those Assigned Services.

3.2.9 Laws and Regulations. Consultant shall keep itself fully informed of and in compliance with all applicable local, state and federal laws, rules and regulations in force at the time the Staffing and Assigned Services are performed by Consultant and in any manner affecting the performance of the Project or the Staffing and Assigned Services, including all applicable Cal/OSHA requirements, and shall give all notices required by law. Consultant shall be liable for all violations of such laws and regulations in connection with Staffing and Assigned Services. If the Consultant performs any work knowing it to be contrary to such laws, rules and regulations and without giving written notice to the City, Consultant shall be solely responsible for all costs arising therefrom. Consultant shall defend, indemnify and hold City, its officials, directors, officers, employees and agents free and harmless, pursuant to the applicable indemnification provisions of this Agreement, from any claim or liability arising out of any failure or alleged failure to comply with such laws, rules or regulations. Consultant's violation of such laws, rules and regulations shall also constitute a material breach of this Agreement.

3.2.10 Insurance.

3.2.10.1 Time for Compliance. Consultant shall not commence the Staffing or Assigned Services or the Project under this Agreement until it has provided evidence satisfactory to the City that it has secured all insurance required under this section. In addition,

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Consultant shall not allow any subcontractor to commence work on any subcontract until it has provided evidence satisfactory to the City that the subcontractor has secured all insurance required under this section. The City reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience with insurer, coverage or other special circumstances.

3.2.10.2 Minimum Requirements. Consultant shall, at its expense, procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the Agreement, the Services or the Project by the Consultant, its agents, representatives, employees or subcontractors. Consultant shall also require all of its subcontractors to procure and maintain the same insurance for the duration of the Agreement. Such insurance shall meet at least the following minimum levels of coverage:

(A) Minimum Scope of Insurance. (1) *Commercial General Liability (CGL)*: Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis including products and completed operations, property damage, bodily injury and personal and advertising injury; (2) *Automobile Liability*: Insurance Services Office Form Number CA 0001 covering Code 1 (any auto) or if Consultant owns no autos, Code 8 (hired) and 9 (non-owned); and (3) *Workers' Compensation* : Workers' Compensation insurance as required by the State of California with Statutory Limits; and (4) Employer's Liability Insurance.

(B) Minimum Limits of Insurance. Consultant shall maintain limits no less than: (1) *Commercial General Liability (CGL):* No less than $2,000,000 per occurrence for products and completed operations, bodily injury, property damage and personal and advertising injury. If Commercial General Liability Insurance or other form with general aggregate limit applies, either the general aggregate limit shall apply separately to this Agreement/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit; (2) *Automobile Liability:* No less than $2,000,000 per accident for bodily injury and property damage; and (3) *Workers' Compensation:* Workers' Compensation limits as required by the Labor Code of the State of California with Statutory Limits; (4) Employer's Liability: Employer's Liability limits of no less than $2,000,000 per accident for bodily injury or disease. Employer's Liability coverage may be waived by the City if City receives written verification that Consultant has no employees.

If the Consultant maintains broader coverage and/or higher limits than the minimum shown in this subdivision 3.2.10.2, the City requires and shall be entitled to the broader coverage and/or the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

3.2.10.3 Professional Liability (Errors & Omissions). Consultant shall procure and maintain, and require its sub-consultants to procure and maintain, for a period of five (5) years following completion of the Staffing and Assigned Services or the Project, errors and omissions liability insurance appropriate to its profession. Such insurance shall be in an amount not less than $2,000,000 per occurrence or claim and $2,000,000 in the aggregate, and shall be endorsed to include contractual liability. If the Consultant maintains broader coverage and/or higher limits than the minimum shown in this subdivision 3.2.10.3, the City requires and shall be entitled to the broader coverage and/or higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

3.2.10.4 Insurance Endorsements. The insurance policies shall contain the following provisions, or Consultant shall provide endorsements on forms approved by the City to add the following provisions to the insurance policies:

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(A) Additional Insured Status. The Commercial General Liability policy shall be endorsed to state that: (1) the City, its directors, officials, officers, employees, agents and volunteers shall be covered as additional insureds with respect to liability arising from the work, Staffing and Assigned Services, Project or operations performed by or on behalf of the Consultant. Project or operations; and (2) the insurance coverage shall be primary insurance as respects the City, its directors, officials, officers, employees, agents and volunteers, or if excess, shall stand in an unbroken chain of coverage excess of the Consultant's scheduled underlying coverage. Commercial General Liability insurance coverage may be provided in the form of an endorsement to the Consultant's insurance (at lease as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33 or CG 20 38; and CG 20 37 forms if later revisions are used).

(A) Intentionally Omitted.

(B) All Coverages. Each insurance policy required by this Agreement shall be endorsed to state that: (A) coverage shall not be suspended, voided, reduced or canceled except with written notice by certified mail, return receipt requested to the City; and (B) any failure to comply with reporting or other provisions of the policies, including breaches of warranties, shall not affect coverage provided to the City, its directors, officials, officers, employees, agents and volunteers.

3.2.10.5 Primary Coverage. For any claims related to this Agreement, the Consultant's insurance coverage shall be primary insurance and primary coverage at least as broad as ISO CG 20 01 04 13 with respect to the City, its directors, officials, officers, employees, agents and volunteers. Any insurance or self-insurance maintained by the City, its directors, officials, officers, employees, agents and volunteers shall be excess of the Consultant's insurance and shall not be called upon to contribute with it in any way.

3.2.10.6 Separation of Insureds; No Special Limitations. All insurance required by this Section shall contain standard separation of insureds provisions. In addition, such insurance shall not contain any special limitations on the scope of protection afforded to the City, its directors officials, officers, employees, agents and volunteers.

3.2.10.7 Deductibles and Self-Insurance Retentions. Any deductibles or self-insured retentions must be declared to and approved by the City. City may require Consultant to provide proof of ability to pay losses and related investigations, claim administration and defense expenses and costs within the retention. The policy language shall provide or be endorsed to provide that the self-insured retention may be satisfied by either the named insured or City.

3.2.10.8 Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best's rating no less than A:VII, authorized to do business in California, and satisfactory to the City.

3.2.10.9 Verification of Coverage. Consultant shall furnish City with original certificates of insurance, including all required amendatory endorsements (or copies of the applicable policy language effective coverage required by this provision) and a copy of the Declarations and Endorsement Page of the Commercial General Liability policy listing all policy endorsements to the City before the commencement of work under this Agreement. However, failure to obtain the required documents prior to the commencement of work under this Agreement shall not waive the Consultant's obligation to provide them to the City. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements, at any time.

3.2.10.10 Claims-Made Policies. If any of the policies provide coverage on a claims-made basis:

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(A) The retroactive date must be shown and must be before the date of this Agreement or the date work commences under this Agreement, whichever is earliest;

(B) Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the Services provided under this Agreement;

(C) If coverage is canceled, non-renewed, and not replaced with another claims-made policy form with a retroactive date prior to the effective date of this Agreement or the date work commences under this Agreement, whichever is earliest, the Consultant must purchase extended reporting coverage for a minimum of five (5) years after completion of the Services under this Agreement.

3.2.11 Safety. Consultant shall execute and maintain its work so as to avoid injury or damage to any person or property. In carrying out its Staffing and Assigned Services, the Consultant shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of employees appropriate to the nature of the work and the conditions under which the work is to be performed. Safety precautions as applicable shall include, but shall not be limited to: (A) adequate life protection and life-saving equipment and procedures; (B) instructions in accident prevention for all employees and subcontractors, such as safe walkways, scaffolds, fall protection ladders, bridges, gang planks, confined space procedures, trenching and shoring, equipment and other safety devices, equipment and wearing apparel as are necessary or lawfully required to prevent accidents or injuries; and (C) adequate facilities for the proper inspection and maintenance of all safety measures.

3.3 Fees and Payments.

3.3.1 Compensation. Consultant shall receive compensation, including authorized reimbursements, for all Services rendered under this Agreement at the rates set forth in Exhibit "A" attached hereto and incorporated herein by reference. The total compensation shall not exceed **Three Hundred Thousand Dollars ($300,000)** without written approval of the City. Extra Work may be authorized, as described below, and if authorized, said Extra Work will be compensated at the rates and manner set forth in this Agreement.

3.3.2 Payment of Compensation. Consultant shall submit to City a weekly itemized statement which indicates work completed and hours of Services rendered by Consultant. The statement shall describe the amount of Services and supplies provided since the initial commencement date, or since the start of the subsequent billing periods, as appropriate, through the date of the statement. City shall, within thirty (30) days of receiving such statement, review the statement and pay all approved charges thereon.

3.3.3 Reimbursement for Expenses. Consultant shall not be reimbursed for any expenses unless authorized in writing by City.

3.3.4 Extra Work. At any time during the term of this Agreement, City may request that Consultant perform Extra Work. As used herein, "Extra Work" means any work which is determined by City to be necessary for the proper completion of the Project, but which the parties did not reasonably anticipate would be necessary at the execution of this Agreement. Consultant shall not perform, nor be compensated for, Extra Work without written authorization from the City Manager.

3.4 Accounting Records.

3.4.1 Maintenance and Inspection. Consultant shall maintain complete and accurate records with respect to all costs and expenses incurred under this Agreement. All such records shall be clearly identifiable. Consultant shall allow a representative of City during normal business hours to

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examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement. Consultant shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of three (3) years from the date of final payment under this Agreement.

3.5 General Provisions.

3.5.1 Termination of Agreement.

3.5.1.1 Grounds for Termination. Either party may, by written notice to the other party, terminate the whole or any part of this Agreement at any time either for cause or for such party's convenience and without cause by giving written notice to the other party of such termination, and specifying the effective date thereof, at least seven (7) days before the effective date of such termination.

Upon termination, Consultant shall be compensated only for those services which have been adequately rendered to City, and Consultant shall be entitled to no further compensation. The City shall within fifteen (15) calendar days following termination pay the Consultant for all services adequately rendered and all reimbursable costs incurred by Consultant up to the date of termination, in accordance with the payment provisions of this Agreement.

The following reasons shall constitute "cause" for which either party may terminate this Agreement as provided herein:

- Substantial failure by the other party to perform in accordance with the terms of this Agreement and through no fault of the terminating party;
- Assignment of this Agreement or transfer of the Project by either party to any other entity without the prior written consent of the other party;
- Suspension of the Project or the Consultant's Services by the City for more than ninety (90) calendar days, consecutive or in the aggregate, without good cause;
- Material changes in the conditions under which this Agreement was entered into, the Scope of Services or the nature of the Project, and the failure of the parties to reach agreement on the compensation and schedule adjustments necessitated by such changes.

3.5.1.2 Effect of Termination. If this Agreement is terminated as provided herein, City may require Consultant to provide all finished or unfinished Documents and Data and other information of any kind prepared by Consultant in connection with the performance of Services under this Agreement. Consultant shall be required to provide such Documents and Data and other information within fifteen (15) days of the City's request.

3.5.1.3 Additional Services. In the event this Agreement is terminated in whole or in part as provided herein, City may procure, upon such terms and in such manner as it may determine appropriate, services similar to those terminated.

3.5.2 Delivery of Notices. All notices permitted or required under this Agreement shall be given to the respective parties at the following address, or at such other address as the respective parties may provide in writing for this purpose:

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Consultant:

AppleOne, Inc., dba AppleOne Employment Services
327 W. Broadway
Glendale, CA 91204
Phone: (818) 240-8688
Attn: Government Implementation

City:

City of Downey
11111 Brookshire Avenue
Downey, CA 90241
Phone: (562) 904-7292
Fax: (562) 622-4648
Attn: Human Resources Director

With a courtesy copy to:

City of Downey
City Attorney's Office
11111 Brookshire Avenue
Downey, California 90241

Such notice shall be deemed made when personally delivered or when mailed, forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed to the party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

3.5.3 Ownership of Materials and Confidentiality.

3.5.3.1 Documents & Data; Licensing of Intellectual Property. This Agreement creates a non-exclusive and perpetual license for City to copy, use, modify, reuse, or sublicense any and all copyrights, designs, and other intellectual property embodied in plans, specifications, studies, drawings, estimates, and other documents or works of authorship fixed in any tangible medium of expression, including but not limited to, physical drawings or data magnetically or otherwise recorded on computer diskettes, which are prepared or caused to be prepared by Consultant under this Agreement ("Documents & Data"). Consultant shall require all subcontractors to agree in writing that City is granted a non-exclusive and perpetual license for any Documents & Data the subcontractor prepares under this Agreement. Consultant represents and warrants that Consultant has the legal right to license any and all Documents & Data. Consultant makes no such representation and warranty in regard to Documents & Data which were prepared by design professionals other than Consultant or provided to Consultant by the City. City shall not be limited in any way in its use of the Documents and Data at any time, provided that any such use not within the purposes intended by this Agreement shall be at City's sole risk.

3.5.3.2 Confidentiality. All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written information, and other Documents and Data either created by or provided to Consultant in connection with the performance of this Agreement shall be held confidential by Consultant. Such materials shall not, without the prior written consent of City, be used by Consultant for any purposes other than the performance of the Staffing and Assigned Services. Nor shall such materials be disclosed to any person or entity not connected with the performance of the Staffing and Assigned Services or the Project. Nothing furnished to Consultant which

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is otherwise known to Consultant or is generally known, or has become known, to the related industry shall be deemed confidential. Consultant shall not use City's name or insignia, photographs of the Project, or any publicity pertaining to the Staffing and Assigned Services or the Project in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of City.

3.5.4 Cooperation; Further Acts. The Parties shall fully cooperate with one another, and shall take any additional acts or sign any additional documents as may be necessary, appropriate or convenient to attain the purposes of this Agreement.

3.5.5 Attorney's Fees. In the event of any litigation, whether in a court of law, administrative hearing, arbitration, or otherwise, arising from or related to this Agreement of the services provided under this Agreement, the prevailing party shall be entitled to recover from the non-prevailing party all reasonable costs incurred, including staff time, court costs, attorneys' fees and all other related expenses in such litigation.

3.5.6 Indemnification.

3.5.6.1 General Indemnification. Except as provided in subdivision 3.5.6.2 below which is applicable to “design professionals” only, Consultant shall defend (with counsel acceptable to City), indemnify and hold the City, its officials, officers, employees, volunteers and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons, including wrongful death, in any manner arising out of or incident to any alleged negligent acts, errors, omissions or willful misconduct of Consultant, its officials, officers, employees, agents, consultants and contractors arising out of or in connection with the performance of the Services, the Project or this Agreement, including without limitation the payment of all consequential damages and attorneys’ fees and other related costs and expenses. The Consultant’s duty to indemnify shall extend to any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity that Consultant and/or its personnel are employees of the City, have been misclassified as an independent contractors, or failed to pay any or all necessary state or federal withholdings and/or taxes. Consultant shall defend, at Consultant's own cost, expense and risk, any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against City, its directors, officials, officers, employees, agents or volunteers. Consultant shall pay and satisfy any judgment, award or decree that may be rendered against City or its directors, officials, officers, employees, agents or volunteers, in any such suit, action or other legal proceeding. Consultant shall reimburse City and its directors, officials, officers, employees, agents and/or volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the City, its directors, officials officers, employees, and agents or volunteers. Consultant shall not be obligated to defend, indemnify or hold the City harmless in any manner whatsoever for any claims or liability arising solely out of the City's own negligent acts, errors or omissions or willful misconduct.

3.5.6.2 Design Professionals. The provisions of this subdivision 3.5.6.2 shall apply only in the event that Consultant is a "design professional" within the meaning of California Civil Code section 2782.8(c). If Consultant is a "design professional" within the meaning of Section 2782.8(c), then, notwithstanding subdivision 3.5.6.1 above, to the fullest extent permitted by law (including, without limitation, Civil Code sections 2782 and 2782.6), Consultant shall defend (with legal counsel reasonably acceptable to City), indemnify and hold harmless City and City’s officers, officials, employees, volunteers and agents from and against any Claim that arises out of, pertains to, or relates to, directly or indirectly, in whole or in part, the negligence, recklessness, or willful

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misconduct of Consultant, any subconsultant, subcontractor or any other person directly or indirectly employed by them, or any person that any of them control, arising out of Consultant's performance of any task or service for or on behalf of City under this Agreement. The Consultant's duty to indemnify shall extend to any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity that Consultant and/or its personnel are employees of the City, have been misclassified as an independent contractors, or failed to pay any or all necessary state or federal withholdings and/or taxes. Such obligations to defend, hold harmless and indemnify City or any City officers, officials, employees or volunteers shall not apply to the extent that such Claims are caused in part by the sole active negligence or willful misconduct of City or such City officers, officials, employees, volunteers and agents. Consultant's cost to defend City and/or City's officers, officials, employees or volunteers against any such Claim shall not exceed Consultant's proportionate percentage of fault with respect to that Claim; however, pursuant to Civil Code section 2782.8(a), in the event that one or more defendants is unable to pay its share of defense costs due to bankruptcy or dissolution of the business, Consultant shall meet and confer with City (and, if applicable, other parties) regarding any unpaid defense costs. To the extent Consultant has a duty to indemnify City or any City officers, officials, employees, volunteers and/or agents under this subdivision 3.5.6.2, Consultant shall be responsible for all incidental and consequential damages resulting directly or indirectly, in whole or in part, from Consultant's negligence, recklessness or willful misconduct.

3.5.7 Entire Agreement. This Agreement contains the entire Agreement of the parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements.

3.5.8 Governing Law. This Agreement shall be governed by the laws of the State of California. Venue shall be the courts in Los Angeles County.

3.5.9 Time of Essence. Time is of the essence for each and every provision of this Agreement.

3.5.10 City's Right to Employ Other Consultants. City reserves right to employ other consultants in connection with this Project.

3.5.11 Successors and Assigns. This Agreement shall be binding on the successors and assigns of the parties.

3.5.12 Assignment or Transfer. Neither party shall assign, hypothecate, or transfer, either directly or by operation of law, this Agreement or any interest herein without the prior written consent of the other party. Any attempt to do so shall be null and void, and any assignees, hypothecates or transferees shall acquire no right or interest by reason of such attempted assignment, hypothecation or transfer.

3.5.13 Construction; References; Captions. Since the Parties or their agents have participated fully in the preparation of this Agreement, the language of this Agreement shall be construed simply, according to its fair meaning, and not strictly for or against any Party. Any term referencing time, days or period for performance shall be deemed calendar days and not work days. All references to Consultant include all personnel, employees, agents, and subcontractors of Consultant, except as otherwise specified in this Agreement. All references to City include its elected officials, officers, employees, agents and volunteers except as otherwise specified in this Agreement. The captions of the various articles and paragraphs are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content, or intent of this Agreement.

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3.5.14 Amendment; Modification. No supplement, modification, or amendment of this Agreement shall be binding unless executed in writing and signed by both Parties.

3.5.15 Waiver. No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit,

privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.

3.5.16 No Third Party Beneficiaries. There are no intended third party beneficiaries of any right or obligation assumed by the Parties.

3.5.17 Invalidity; Severability. If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

3.5.18 Prohibited Interests. Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

3.5.19 Equal Opportunity Employment. Consultant represents that it is an equal opportunity employer and it shall not discriminate against any subcontractor, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. Consultant shall also comply with all relevant provisions of any City Minority Business Enterprise program, Affirmative Action Plan or other related programs or guidelines currently in effect or hereinafter enacted.

3.5.20 Labor Certification. By its signature hereunder, Consultant certifies that it is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of that Code, and agrees to comply with such provisions before commencing the performance of the Services.

3.5.21 Authority to Enter Agreement. Consultant has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each Party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and bind each respective Party.

3.5.22 Counterparts. This Agreement may be executed in counterparts, each of which shall constitute one and the same instrument.

3.5.23 Effect of Conflict.

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In the event of any conflict, inconsistency, or incongruity between any provision of this Agreement, any of its exhibits, attachments, purchase order, or notice to proceed, the provisions of this Agreement will govern and control.

3.6 Subcontracting.

3.6.1 Prior Approval Required. Consultant shall not subcontract any portion of the work required by this Agreement, except as expressly stated herein, without prior written approval of City. Consultant shall require and verify that all subcontractors maintain insurance meeting all of the requirements set forth in this Agreement. Consultant shall ensure that City is an additional insured as required in Section 3.2.10.4. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement.

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CITY OF DOWNEY,
a California municipal corporation and charter city

By: _____
Claudia Frometa, Mayor

ATTEST:

By: _____
Maria Alicia Duarte, City Clerk

APPROVED AS TO FORM:

By: Signed by: John W. Funk 2113120E28854FB...
John Funk, City Attorney

APPLEONE, Inc., dba AppleOne Employment Services, a California Corporation

By: DocuSigned by: Brett W. Howroyd DA9414E8A8E2474...
Brett W. Howroyd
Chief Executive Officer

ATTEST:

By: DocuSigned by: Carlton Bryant CA00E2FFC8B34BD...
Secretary

APPROVED AS TO FORM:

By: Signed by: Elizabeth Duong 35BAF368BEF34E2...
Legal Counsel

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EXHIBIT "A"
SCOPE OF SERVICES
SCHEDULE OF SERVICES
COMPENSATION



RFP for Professional Services

Response Presented to the City of Downey

Response due date:
August 15, 2025, at 3pm PT

Submitted to:

City of Downey
Downey City Hall
11111 Brookshire Avenue
Downey, CA 90241
ATTN: Purchasing

Submitted by:
AppleOne, Inc. dba AppleOne Employment Services
327 West Broadway
Glendale, CA 91204

Web: www.appleone.com

AppleOne
Hiring Made Human®

AppleOne
Hiring Made Human®

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Executive Summary

AppleOne, Inc. dba AppleOne Employment Services (AppleOne), is pleased to submit this proposal in response to the City of Downey's Request for Proposals (RFP) for Temporary Staffing Services. With over six decades of experience in public sector staffing and as an active staffing partner to the City of Downey (City) since 2014, AppleOne is uniquely positioned to deliver the responsive, reliable, and high-quality temporary personnel services this engagement requires.

We understand the City of Downey seeks a staffing partner capable of meeting a broad range of workforce needs across all departments, including administrative, technical, labor, and professional classifications. AppleOne has a proven track record of delivering pre-screened, assignment-ready candidates in as little as 24 to 72 hours, while maintaining high placement success and retention rates. Over the past decade, we have supported City departments during peak workloads, staff transitions, vacancies, and project-based demands assuring that services remain uninterrupted and operations continue at full capacity.

Our Qualifications and Capability

Founded in 1964, AppleOne is one of the largest privately held staffing firms in the nation. We are a wholly owned subsidiary of the ActOne Group, backed by over 200 points of operation, a network of more than 1,000 recruiters, and robust operational infrastructure. Our local branch in Cerritos—led by Executive Account Manager Haley Smith and Area Manager Joanna Lee—will oversee all day-to-day interactions with the City, supported by a team of nine recruiters and dedicated client services personnel.

AppleOne specializes in placing administrative, professional, technical, and labor staff in temporary, temp-to-hire, and direct-hire capacities. We currently serve over 600 public sector clients nationwide, including the Cities of Fontana, Fullerton, Santa Monica, Glendale, and Campbell. Across these engagements, we've demonstrated our ability to meet aggressive timelines, align talent to public sector classifications, and manage all employer-of-record responsibilities with precision.

Meeting the City's Needs

AppleOne understands that the City of Downey seeks a flexible, high-touch staffing partner to support temporary workforce demands across administrative, professional, technical, and labor capacities across departments. Our structured, ISO 9001:2015-informed process includes:

- **Comprehensive Recruitment and Screening** – Our five-stage vetting process includes behavioral interviews, skills validation, credential verification, reference checks, and background screening to ensure the right fit for each assignment.
- **Rapid and Reliable Fulfillment** – Our average time-to-fill is 2.3 business days for administrative roles and 3.5 for technical or specialized positions. We maintain a robust

local candidate pipeline to meet urgent or ongoing staffing needs.

- **Employer-of-Record Services** – AppleOne manages all payroll, ACA compliance, workers' compensation coverage, onboarding, and employee relations.
- **Performance Management and Replacement Guarantee** – We provide ongoing candidate check-ins, performance tracking, and no-cost replacement of any associate who does not meet expectations within the first 8 hours of assignment.

AppleOne's Candidate Care Framework reinforces long-term placement success, with a 92% assignment completion rate across public agency contracts and consistently high client satisfaction scores. With a staffing philosophy centers on quality, responsiveness, and cultural alignment. We strive to present candidates who not only meet job requirements but reflect the City's values of public service, accountability, and professionalism. Our compliance-driven practices and structured onboarding minimize administrative burden for City staff while maintaining strict adherence to legal and regulatory standards.

A Trusted and Invested Partner

We are proud of our longstanding relationship with the City and deeply understand the operational rhythms and expectations of its departments. Our proposal reflects a clear understanding of the City's priorities, a commitment to service excellence, and the infrastructure to support agile, scalable staffing across multiple job categories.

Whether fulfilling a single urgent vacancy or building a team to support department-wide initiatives, AppleOne delivers qualified personnel who reflect the professionalism, accountability, and public service ethos that define the City. Our long-standing partnership with the City is a testament to our reliability and service excellence. We are proud of the trust the City has placed in us over the past 11 years and look forward to continuing to support your staffing needs with the same level of commitment and quality.

Company Profile.

Years in Business and Experience Serving the Public Sector

AppleOne is a financially stable, privately held corporation headquartered at 327 West Broadway, Glendale, CA 91204. A wholly owned subsidiary of The ActOne Group, AppleOne has been providing staffing services since 1964 and remains strategically focused on high-touch, customized workforce solutions.

AppleOne has over 60 years of experience supporting temporary staffing for government clients at the city, county, and state level. We currently serve more than 600 public sector agencies, including municipalities such as the Cities of Fullerton, Santa Monica, and West Hollywood, and large counties such as Los Angeles and Riverside. Our expertise spans administrative, clerical, accounting, HR, IT, technical, and general labor job categories.

Our service to the City of Downey began in 2014 through our Cerritos branch. Since that time, we have successfully placed 37 temporary professionals across a range of City departments including Human Resources, Finance, Public Works, Fire Administration, and Community Development. Twenty of those placements have occurred since 2023.

Organization

Our structure blends local responsiveness with national operational support to meet the City's needs across all departments. The City's account will be directly managed by our Cerritos branch, located at: **12750 Center Court Drive, Suite 100, Cerritos, CA 90703**

Key Personnel

Primary Contact: Haley Smith, Executive Account Manager | HaleyS@AppleOne.com | +1(562) 356-1694
With over six years of recruitment and client management experience at AppleOne, Haley currently manages a portfolio of 15+ active public sector and commercial clients. She oversees full-cycle recruitment, onboarding, and daily account management. Haley will oversee all communication with City departments, candidate submissions, and assignment oversight.

Secondary Contact: Joanna Lee, Area Manager | JoLee@AppleOne.com | +1(562) 356-1676
With 15 years at AppleOne, she currently oversees three Southern California branches, including Cerritos. Joanna brings extensive experience in managing high-volume staffing programs, approving bid proposals, and ensuring compliance with agency expectations. She will provide strategic support and ensure quality assurance, performance monitoring, and continuity.

Support Staff

Cerritos branch office support is provided by:

- Bobbi Williams, Assistant Branch Manager

- A dedicated recruitment team based in Cerritos

Contractual Support and Executive Sponsorship is provided by:

- Rick Hagmann, Vice President of Operations, ActOne Government Solutions
- Amber Reyes, Regional Vice President

References

AppleOne's long-term client partnerships showcase our success in delivering qualified temporary staff to public agencies, earning trust through professionalism, responsiveness, and expertise in municipal operations, with a strong commitment to continuity, compliance, and candidate quality.

REFERENCE# 1 – Business Name: City of Fontana	
Address:	8491 Sierra Ave. Fontana, CA
Contact Name & Title:	Rakesha Voss – Director of HR
Email:	RVoss@Fontanaca.gov
Phone:	+1(714) 350-7648
Description of service provided:	Temporary and Temp-to-hire services – Admin, EA, HR, Accounting/Finance, IT
Dates of service:	2023- Present
Dollar value of service:	Over $100K+ in services

REFERENCE# 2 – Business Name: City of Fullerton	
Address:	303 W. Commonwealth Fullerton, CA 92832
Contact Name & Title:	Tonette Smart
Email:	Tonette.Smart@cityoffullerton.com
Phone:	+1(714)738-6363
Description of service provided:	Temporary and Temp-to-hire services billing clerks, administrative assistants
Dates of service:	2024-Present
Dollar value of service:	About $90-100K in service

REFERENCE# 3 – Business Name: County of Los Angeles	
Address:	500 West Temple St. Los Angeles, CA 90012
Contact Name & Title:	Edward Mokhtarian
Email:	EMokhtarian@JCOD.LACounty.Org
Phone:	+1(213)948-2814
Description of service provided:	Temporary Services – Justice Program Associates, Senior IT Applications Specialist, Contracts Administrators
Dates of service:	2000- Present
Dollar value of service:	Over $300,000+ in service

Joanna Lee

Skills and Qualifications

- 11+ years of sales and recruitment experience with AppleOne
- Strong communication, written, and leadership skills
- Excellent follow up and follow through on tasks and projects
- Able to multi-task, provide above and beyond customer service/ account management
- Proficient in MS Word, Excel, and Outlook. Zoom, MS Teams, Skype, Google Hangout, and Google Docs.

Education

Bachelor of Science, Business Administration , University of California, Riverside

Professional Experience

AppleOne Employment Services 10/2009 to Present

Area Manager (East Los Angeles Market – Beverly Hills, Downtown LA, Cerritos) 2019 to Present

- Active involvement and management of all aspects of branch operations for all three locations
- Recruit, interview, and hire for area in accordance with company guidelines
- Responsible for overseeing and approving all bid proposals processes, including research and maintenance
- Responsible for ongoing training and development of all team members
- Complete understanding and accountability to all aspects of branch operations
- Effectively mentor, train, and manage business development process.
- Provide effective hands-on leadership to each branch
- Lead daily morning meetings to discuss sales and recruitment plan
- Set to exceed goals on a monthly and annually basis
- Responsible for control of P&L expenses and profitability
- Review performance with staff weekly, monthly, quarterly, and annually

Branch Manager (Cerritos) 2014 to 2019

- Responsible for managing and leading one of the busiest and most profitable branches of the region.
- Effectively trained staff on all products and recruitment techniques
- Set goals and minimum standards for all Account Executives
- Accompanied Account Executives in field with client presentations
- Maintained adequate staff in branches, maintained a proactive recruiting campaign for my branch as well as the company

Haley Smith

Skills and Qualifications

- 6+ years of full cycle sales and recruitment experience with AppleOne
- Strong verbal and written communication skills
- Project Coordination and task management with excellent follow through
- Proficient in MS Office (Word, Excel, Outlook, Teams)

Education

Associates of Arts, General Education, Long Beach City College

Professional Experience

AppleOne Employment Services 10/2017 to Present

Executive Account Manager 01/2022 to Present

- Responsible for full sales cycle and high-level recruitment managing a portfolio of 15+ active clients and 40+ active candidates
- Provides staffing solutions to both prospective and existing clients
- Provides excellent customer service/ account management to each client and candidate
- Prioritize and plan daily, weekly, monthly activity blocks to meet Weekly Key Performance Indicators and Monthly Performance Standards
- Consistently perform current client retention actions and new client targeting actions to maintain and grow customer relationships
- Consistently perform recruiting and relationship nurturing actions to maintain and grow a qualified candidate pool
- Manage grievances and formal complaints with a sense of urgency, immediately reporting complaints of harassment, discrimination, bullying, and retaliation
- Manage all performance-related counseling and corrective action with under-performing associates
- Assist operations coordinator with payroll related duties such as timecard verification and approvals
- Assist operations coordinator with onboarding of new temporary associates including E-Verify, application documents, setting up taxes and direct deposit
- Assist management with job training and shadowing of new hires

Understanding of Services and Approach

Clear Understanding of the City's Needs

As the City of Downey's trusted staffing partner since 2014, AppleOne brings an intimate knowledge of the City's operational rhythms, departmental structures, and service expectations. We have successfully placed 37 associates across multiple departments including Human Resources, Public Works, Fire (non-sworn), Accounting, Permits, Administration, supporting both day-to-day continuity and special initiatives.

We recognize that the City's staffing requirements are diverse, ranging from administrative and technical roles to professional and labor classifications, and that these needs are often urgent, driven by vacancies, seasonal peaks, special projects, or extended leave coverage. Our approach is designed to provide:

- **Rapid response** to departmental requests without compromising candidate quality.
- **Compliance-driven recruitment** that meets all federal, state, and municipal requirements.
- **Cultural and operational alignment**, ensuring placements integrate smoothly into the City's service-oriented environment.
- **End-to-end service delivery**, managing recruitment, onboarding, payroll, benefits, and performance support so City staff can focus on their core responsibilities.

Our success in Downey is mirrored in partnerships with other public agencies. Recently, the County of Los Angeles engaged AppleOne to staff Justice Program Associates and Analysts for a new department where we placed over 25 temporary associates in contracts, call center operations, IT, and court navigation, supporting rapid growth without compromising service quality. In 2024, the City of Fullerton turned to AppleOne to fill two high-turnover roles—both hires exceeded expectations, with managers praising our ability to find the right fit where others had struggled and our responsive communication. Our experience with municipal environments, means we can anticipate needs, streamline processes, and ensure minimal disruption when staffing requests arise.

Recruitment, Screening, and Vetting Processes

AppleOne's Temporary Placement Services Process is ISO 9001–benchmarked and built on a five-step framework that blends technology, compliance, and high-touch service.

Step 1 – Strategic Sourcing and Recruitment

We proactively maintain a robust pipeline of qualified candidates for the City's most frequently requested roles. Our sourcing strategy includes:

- **Proprietary ATS and CRM systems** to filter candidates by skills, certifications, experience, and location.
- **Targeted outreach** through major job boards, niche platforms, and social media.

- **Educational and community partnerships** with local colleges, training programs, and workforce boards to engage both emerging and experienced professionals.
- **Passive talent engagement** through networking, industry events, and referral programs.

Step 2 – Candidate Screening and Evaluation
All applicants undergo a multi-layered evaluation to ensure they meet City standards:

- **Behavioral and competency-based interviews** assessing technical ability, adaptability, and customer service orientation.
- **Skills assessments** tailored to position requirements
- **Comprehensive background checks** including criminal, DMV, and Live Scan (if required).
- **Education and credential verification** for roles requiring degrees or licenses
- **Reference checks** with recent supervisors to confirm performance, and professionalism

Step 3 – Seamless Matching and Submission
Candidate selection is informed by both recruiter expertise and AI-driven matching algorithms, ensuring alignment with the City's job classifications and departmental culture. Each candidate submittal includes:

- A résumé matched against the City's job description
- A qualification matrix tying experience to City requirements
- Availability and assignment readiness details

Step 4 – Structured Onboarding
We manage all onboarding steps, including:

- Completion of employment eligibility verification (I-9, E-Verify)
- Orientation on workplace policies, safety standards, and customer service expectations
- Coordination of City-specific forms, security clearances, and IT access as needed

Step 5 – Ongoing Support and Retention
To ensure stability and performance throughout assignments, we:

- Conduct **30-60-90-day check-ins** with both the associate and City supervisor
- Provide access to **continuing education** (e.g., Microsoft Office, OSHA, customer service)
- Offer competitive benefits such as ACA-compliant health coverage and holiday pay to increase retention

Our compliance-first, high-engagement approach has delivered a **92% assignment completion rate** across public sector programs.

Communication Strategy with City Departments

We recognize that the City's operational efficiency depends on clear, timely, and proactive communication. Our communication plan ensures seamless coordination between AppleOne and City staff at all stages of the staffing process:

1. Dedicated Points of Contact

- Primary Contact: Haley Smith, Executive Account Manager – Oversees day-to-day staffing coordination, candidate delivery, and issue resolution.
- Secondary Contact: Joanna Lee, Area Manager – Provides operational oversight, escalations, and strategic planning.

2. Communication Methods and Availability

- Direct access via phone and email during business hours, with after-hours support for urgent requests.
- In-person meetings and site visits upon request.
- Use of secure digital communication for candidate submissions, status updates, and reporting.

3. Service Protocols

- **Job Order Acknowledgment**: Within 24 hours, including confirmation of timeline for candidate submittals.
- **Status Updates**: Daily or as agreed, outlining candidate sourcing activity, qualifications, and next steps.
- **Feedback Loops**: Immediate incorporation of departmental feedback to refine candidate searches.
- **Performance Reviews**: Quarterly check-ins with department heads to assess service quality and adjust strategies.

4. Reporting

AppleOne will furnish City management with comprehensive, tailored reports encompassing departmental staffing utilization, assignment duration and retention metrics, and budget-to-actual expenditure tracking

Why This Approach Works

- **Proven Local History** – 10+ years of successful partnership with the City of Downey, consistently praised for responsiveness and candidate quality.
- **Experienced Leadership** – Haley Smith and Joanna Lee bring a combined 17+ years of AppleOne public-sector staffing expertise.
- **Scalable Resources** – Access to over 200 branch offices and a national recruiter network ensures the City's needs are met.
- **Compliance Assurance** – All processes adhere to federal, state, and City requirements, minimizing risk and ensuring smooth onboarding.

AppleOne's integrated approach, rooted in local knowledge, structured processes, and strong communication, ensures the City will receive consistent, high-quality staffing support that enhances operational continuity and community service delivery.

Proposed Fee Schedule

Title	Hourly Pay Rate Range	Hourly Bill Rate Range	Markup %
Administrative			
Administrative Clerk I	$19.50 - $25.50	$28.28 - $36.98	45%
Administrative Clerk II	$23.50 - $28.50	$34.08 - $41.47	45%
Secretary	$23.50 - $29.50	$34.10 - $42.78	45%
Executive Secretary	$28.50 - $35.50	$41.33 - $51.48	45%
Building Permit Technician	$25.50 - $32.50	$36.98 - $53.61	45%
Human Resources			
Payroll Specialist	$32.50 - $43.50	$47.13 - $63.08	45%
Human Resources Specialist	$32.50 - $43.50	$47.13 - $63.08	45%
Human Resources Analyst	$39.50 - $56.50	$57.28 - $81.93	45%
Accounting/Finance			
Jr. Accountant/ Accounting Clerk	$22.50 -$29.50	$32.63 - $42.78	45%
Accountant / Accounts Payable/ Accounts Receivable	$29.50 - $37.50	$42.78 - $54.38	45%
Senior Accountant	$37.50 - $48.50	$55.38 - $70.33	45%
Financial/ Budget Analyst	$39.50 - $52.50	$57.28 - $76.13	45%
Purchasing Coordinator	$25.50 - $33.50	$36.98 - $48.58	45%
*Hourly bill rate includes the following: candidate's pay rate plus payroll taxes, w2 reporting, worker's compensation, ACA costs, background check, and all applicable administrative fees.			

Conversion Fee	
Hours	**Percentage %**
1 - 240 hours	20%
241 - 480 hours	15%
481 - 720 hours	10%
721 - 959 hours	5%
960+ hours	0%

Insurance and Compliance

AppleOne affirms full compliance with all applicable federal, state, and local labor laws and regulations governing employment practices, equal opportunity, workplace safety, and wage and hour standards. This includes, but is not limited to, the Immigration Reform and Control Act, the Fair Labor Standards Act, the Affordable Care Act, the California Labor Code, and all relevant anti-discrimination and harassment prevention laws. Our compliance framework incorporates mandatory work authorization verification, background screening, and adherence to prevailing wage requirements where applicable, ensuring every placement meets the highest legal and ethical standards.

The following pages provide **Proof of Insurance**, confirming coverage that meets or exceeds the City's requirements, as well as **Proposed Contract Modifications** for the City's consideration. These suggested modifications are limited in scope, focused on administrative clarity, and do not alter the substantive obligations or protections within the City's standard agreement.

Proof of Insurance

HOWRGEN-01 DORTIZ

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 4/1/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	
MG Skinner & Associates 1666 20th St Ste 200 Santa Monica, CA 90404-3827	PHONE (A/C, No, Ext): (310) 478-5041	FAX (A/C, No): (310) 479-8707
	E-MAIL ADDRESS:	

INSURED	INSURER(S) AFFORDING COVERAGE	NAIC #
AppleOne, Inc. dba AppleOne Employment Services fka: Howroyd Wright Employment Agency, Inc. P.O. Box 29048 Glendale, CA 91209-9048	INSURER A: Tokio Marine Specialty Insurance Company	23850
	INSURER B: Ace American Ins Co	22667
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY			PPK2679926-002	4/1/2025	4/1/2026	EACH OCCURRENCE	$ 2,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
	X Contractual Liab.						MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 4,000,000
	X POLICY X PRO-JECT X LOC						PRODUCTS - COMP/OP AGG	$ 4,000,000
	OTHER:							$
A	AUTOMOBILE LIABILITY			PPK2679926-002	4/1/2025	4/1/2026	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
A	X UMBRELLA LIAB X OCCUR			PUB909174-002	4/1/2025	4/1/2026	EACH OCCURRENCE	$ 10,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$ 10,000,000
	DED X RETENTION $ 10,000							$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	N / A		WLRC72610118	4/1/2025	4/1/2026	X PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N: Y						E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
A	Crime (3rd Party)			PPK2679926-002	4/1/2025	4/1/2026	Occurrence/Aggregate	3,000,000
A	E&O/Prof. Liab.			PPK2679926-002	4/1/2025	4/1/2026	Occurrence/Aggregate	3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Workers Compensation is not applicable in any monopolistic state.

CERTIFICATE HOLDER	CANCELLATION
Sample Certificate	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE

ACORD 25 (2016/03)

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CITY OF DOWNEY
PROFESSIONAL SERVICES AGREEMENT
WITH CATHYJON ENTERPRISES, INC. DBA HB STAFFING
FOR TEMPORARY STAFFING SERVICES

1. PARTIES AND DATE.

This Agreement is made and entered into this **1st** day of **September**, **2026** by and between the **City of Downey**, a California municipal corporation and charter city with its principal place of business at 11111 Brookshire Avenue, Downey California 90241 ("City") and **CATHYJON ENTERPRISES, INC. DBA HB STAFFING,** a California corporation**,** with its principal place of business at **7711 Center Ave, Suite 670**, **Huntington Beach, CA 92647** ("Consultant"). City and Consultant are sometimes individually referred to as "Party" and collectively as "Parties."

2. RECITALS.

2.1 Consultant.

Consultant desires to perform and assume responsibility for the provision of certain professional **Temporary Staffing Services** required by City on the terms and conditions set forth in this Agreement. Consultant represents that it has demonstrated competence and experience in providing temporary staffing services to public clients, is licensed in the State of California, and is familiar with the plans of City.

2.2 Project.

City desires to engage Consultant to render such services for the **Temporary Staffing Services** ("Project") as set forth in this Agreement.

3. TERMS.

3.1 Scope of Services and Term.

3.1.1 General Scope of Services. Consultant promises and agrees to furnish to City all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply professional recruitment and sourcing, candidate screening and vetting, placement and onboarding, payroll and benefits management, performance management and support and reporting and communication necessary for the Project ("Services"). The Services are more particularly described in Exhibit "A" attached hereto and incorporated herein by reference. All Services shall be subject to, and performed in accordance with, this Agreement, the exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules and regulations.

3.1.2 Term. The term of this Agreement shall be from **September 1, 2026 to August 31, 2029**, unless earlier terminated as provided herein. Consultant shall complete the Services within the term of this Agreement and shall meet any other established

schedules and deadlines. The term of this Agreement may be extended by written amendment to this Agreement signed by the City Manager and the Consultant .

3.2 Responsibilities of Consultant.

3.2.1 Control and Payment of Subordinates; Independent Contractor. The Services shall be performed by Consultant or under its supervision. Consultant will determine the means, methods and details of performing the Services subject to the requirements of this Agreement. City retains Consultant on an independent contractor basis and not as an employee. Consultant retains the right to perform similar or different services for others during the term of this Agreement. Any additional personnel performing the Services under this Agreement on behalf of Consultant shall also not be employees of City and shall at all times be under Consultant's exclusive direction and control. Consultant shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of Services under this Agreement and as required by law. Consultant shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation insurance.

In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (CalPERS) to be eligible for enrollment in CalPERS as an employee of City, Consultant shall indemnify, defend, and hold harmless CITY for the payment of any employee and/or employer contributions for CalPERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

3.2.2 Schedule of Services. Consultant shall perform the Services expeditiously, within the term of this Agreement, and in accordance with the Schedule of Services set forth in Exhibit "A" attached hereto and incorporated herein by reference. Consultant represents that it has the professional and technical personnel required to perform the Services in conformance with such conditions. In order to facilitate Consultant's conformance with the Schedule, City shall respond to Consultant's submittals in a timely manner. Upon request of City, Consultant shall provide a more detailed schedule of anticipated performance to meet the Schedule of Services. The parties acknowledge that the Schedule of Services may be amended by mutual agreement due to changes in circumstances, including changes in the performance schedules of other third parties performing work for the City on the Project, which affect the timing of Consultant's performance of the Services.

3.2.3 Conformance to Applicable Requirements. All work prepared by Consultant shall be subject to the approval of City.

3.2.4 Substitution of Key Personnel. Consultant has represented to City that certain key personnel will perform and coordinate the Services under this Agreement. Should one or more of such personnel become unavailable, Consultant may substitute other personnel of at least equal competence upon written approval of City. In the event that City and Consultant cannot agree as to the substitution of key personnel, City shall be entitled to terminate this Agreement for cause. As discussed below, any personnel who fail or refuse to perform the Services in a manner acceptable to the City, or who are determined by the City to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project or a threat to the safety of persons or property, shall be promptly removed from the Project by the Consultant at the request of the City.

3.2.5 City's Representative. The City hereby **James McQueen, Director of Human Resources**, or his or her designee, to act as its representative for the performance of this Agreement ("City's Representative"). City's Representative shall have the power to act on behalf of the City for all purposes under this Contract. Consultant shall not accept direction or orders from any person other than the City's Representative or his or her designee.

3.2.6 Consultant's Representative. Consultant hereby designates **Megan Ignacio, General Manager**, or his or her designee, to act as its representative for the performance of this Agreement ("Consultant's Representative"). Consultant's Representative shall have full authority to represent and act on behalf of the Consultant for all purposes under this Agreement. The Consultant's Representative shall supervise and direct the Services, using his best skill and attention, and shall be responsible for all means, methods, techniques, sequences and procedures and for the satisfactory coordination of all portions of the Services under this Agreement.

3.2.7 Coordination of Services. Consultant agrees to work closely with City staff in the performance of Services and shall be available to City's staff, consultants and other staff at all reasonable times.

3.2.8 Standard of Care; Performance of Employees. Consultant shall perform all Services under this Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Consultant represents and maintains that it is skilled in the professional calling necessary to perform the Services. Consultant warrants that all employees and subcontractors shall have sufficient skill and experience to perform the Services assigned to them. Finally, Consultant represents that it, its employees and subcontractors have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Services, including a City Business License, and that such licenses and approvals shall be maintained throughout the term of this Agreement. As provided for in the indemnification provisions of this Agreement, Consultant shall perform, at its own cost and expense and without reimbursement from the City, any services necessary to correct errors or omissions which are caused by the Consultant's failure to comply with the

standard of care provided for herein. Any employee of the Consultant or its sub-consultants who is determined by the City to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project, a threat to the safety of persons or property, or any employee who fails or refuses to perform the Services in a manner consistent with the standard of care set forth herein, shall be promptly removed from the Project by the Consultant and shall not be re-employed to perform any of the Services or to work on the Project.

3.2.9 Laws and Regulations. Consultant shall keep itself fully informed of and in compliance with all applicable local, state and federal laws, rules and regulations in force at the time the Services are performed by Consultant and in any manner affecting the performance of the Project or the Services, including all applicable Cal/OSHA requirements, and shall give all notices required by law. Consultant shall be liable for all violations of such laws and regulations in connection with Services. If the Consultant performs any work knowing it to be contrary to such laws, rules and regulations and without giving written notice to the City, Consultant shall be solely responsible for all costs arising therefrom. Consultant shall defend, indemnify and hold City, its officials, directors, officers, employees and agents free and harmless, pursuant to the applicable indemnification provisions of this Agreement, from any claim or liability arising out of any failure or alleged failure to comply with such laws, rules or regulations. Consultant's violation of such laws, rules and regulations shall also constitute a material breach of this Agreement.

3.2.10 Insurance.

3.2.10.1 Time for Compliance. Consultant shall not commence the Services or the Project under this Agreement until it has provided evidence satisfactory to the City that it has secured all insurance required under this section. In addition, Consultant shall not allow any subcontractor to commence work on any subcontract until it has provided evidence satisfactory to the City that the subcontractor has secured all insurance required under this section. The City reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience with insurer, coverage or other special circumstances.

3.2.10.2 Minimum Requirements. Consultant shall, at its expense, procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the Agreement, the Services or the Project by the Consultant, its agents, representatives, employees or subcontractors. Consultant shall also require all of its subcontractors to procure and maintain the same insurance for the duration of the Agreement. Such insurance shall meet at least the following minimum levels of coverage:

(A) Minimum Scope of Insurance. (1) *Commercial General Liability (CGL)*: Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis including products and completed operations, property damage, bodily injury and

personal and advertising injury; (2) *Automobile Liability*: Insurance Services Office Form Number CA 0001 covering Code 1 (any auto) or if Consultant owns no autos, Code 8 (hired) and 9 (non-owned); and (3) *Workers' Compensation* : Workers' Compensation insurance as required by the State of California with Statutory Limits; and (4) Employer's Liability Insurance.

(B) Minimum Limits of Insurance. Consultant shall maintain limits no less than: (1) *Commercial General Liability (CGL):* No less than $2,000,000 per occurrence for products and completed operations, bodily injury, property damage and personal and advertising injury. If Commercial General Liability Insurance or other form with general aggregate limit applies, either the general aggregate limit shall apply separately to this Agreement/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit; (2) *Automobile Liability:* No less than $1,000,000 per accident for bodily injury and property damage; and (3) *Workers' Compensation:* Workers' Compensation limits as required by the Labor Code of the State of California with Statutory Limits; (4) Employer's Liability: Employer's Liability limits of no less than $2,000,000 per accident for bodily injury or disease. Employer's Liability coverage may be waived by the City if City receives written verification that Consultant has no employees.

If the Consultant maintains broader coverage and/or higher limits than the minimum shown in this subdivision 3.2.10.2, the City requires and shall be entitled to the broader coverage and/or the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

3.2.10.3 Professional Liability (Errors & Omissions). Consultant shall procure and maintain, and require its sub-consultants to procure and maintain, for a period of five (5) years following completion of the Services or the Project, errors and omissions liability insurance appropriate to its profession. Such insurance shall be in an amount not less than $2,000,000 per occurrence or claim and $2,000,000 in the aggregate and shall be endorsed to include contractual liability. If the Consultant maintains broader coverage and/or higher limits than the minimum shown in this subdivision 3.2.10.3, the City requires and shall be entitled to the broader coverage and/or higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

3.2.10.4 Insurance Endorsements. The insurance policies shall contain the following provisions, or Consultant shall provide endorsements on forms approved by the City to add the following provisions to the insurance policies:

(A) Additional Insured Status. The Commercial General Liability policy shall be endorsed to state that: (1) the City, its directors, officials, officers, employees, agents and volunteers shall be covered as additional insureds with respect to liability arising from the work, Services, Project or operations performed by or on behalf of the Consultant, including materials, parts or equipment furnished in connection with such work, Services. Project or operations; and (2) the insurance coverage shall be primary insurance as

respects the City, its directors, officials, officers, employees, agents and volunteers, or if excess, shall stand in an unbroken chain of coverage excess of the Consultant's scheduled underlying coverage. Commercial General Liability insurance coverage may be provided in the form of an endorsement to the Consultant's insurance (at lease as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33 or CG 20 38; and CG 20 37 forms if later revisions are used).

(B) Waiver of Subrogation. Consultant hereby grants to City a waiver of any right to subrogation which any insurer of said Consultant may acquire against the City by virtue of the payment of any loss under said insurance policies set forth herein. Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

(C) All Coverages. Each insurance policy required by this Agreement shall be endorsed to state that: (A) coverage shall not be suspended, voided, reduced or canceled except with written notice by certified mail, return receipt requested to the City; and (B) any failure to comply with reporting or other provisions of the policies, including breaches of warranties, shall not affect coverage provided to the City, its directors, officials, officers, employees, agents and volunteers.

3.2.10.5 Primary Coverage. For any claims related to this Agreement, the Consultant's insurance coverage shall be primary insurance and primary coverage at least as broad as ISO CG 20 01 04 13 with respect to the City, its directors, officials, officers, employees, agents and volunteers. Any insurance or self-insurance maintained by the City, its directors, officials, officers, employees, agents and volunteers shall be excess of the Consultant's insurance and shall not be called upon to contribute with it in any way. Notwithstanding the foregoing, the primary and non-contributory requirements of this section shall not apply to Consultant's automobile liability insurance.

3.2.10.6 Separation of Insureds; No Special Limitations. All insurance required by this Section shall contain standard separation of insureds provisions. In addition, such insurance shall not contain any special limitations on the scope of protection afforded to the City, its directors officials, officers, employees, agents and volunteers.

3.2.10.7 Deductibles and Self-Insurance Retentions. Any deductibles or self-insured retentions must be declared to and approved by the City. City may require Consultant to provide proof of ability to pay losses and related investigations, claim administration and defense expenses and costs within the retention. The policy language shall provide or be endorsed to provide that the self-insured retention may be satisfied by either the named insured or City.

3.2.10.8 Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best's rating no less than A:VII, authorized to do business in California, and satisfactory to the City.

3.2.10.9 Verification of Coverage. Consultant shall furnish City with original certificates of insurance, including all required amendatory endorsements (or copies of the applicable policy language effective coverage required by this provision) and a copy of the Declarations and Endorsement Page of the Commercial General Liability policy listing all policy endorsements to the City before the commencement of work under this Agreement. However, failure to obtain the required documents prior to the commencement of work under this Agreement shall not waive the Consultant's obligation to provide them to the City. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements, at any time.

3.2.10.10 Claims-Made Policies. If any of the policies provide coverage on a claims-made basis:

(A) The retroactive date must be shown and must be before the date of this Agreement or the date work commences under this Agreement, whichever is earliest;

(B) Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the Services provided under this Agreement;

(C) If coverage is canceled, non-renewed, and not replaced with another claims-made policy form with a retroactive date prior to the effective date of this Agreement or the date work commences under this Agreement, whichever is earliest, the Consultant must purchase extended reporting coverage for a minimum of five (5) years after completion of the Services under this Agreement.

3.2.11 Safety. Consultant shall execute and maintain its work so as to avoid injury or damage to any person or property. In carrying out its Services, the Consultant shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of employees appropriate to the nature of the work and the conditions under which the work is to be performed. Safety precautions as applicable shall include, but shall not be limited to: (A) adequate life protection and life-saving equipment and procedures; (B) instructions in accident prevention for all employees and subcontractors, such as safe walkways, scaffolds, fall protection ladders, bridges, gang planks, confined space procedures, trenching and shoring, equipment and other safety devices, equipment and wearing apparel as are necessary or lawfully required to prevent accidents or injuries; and (C) adequate facilities for the proper inspection and maintenance of all safety measures.

3.3 Fees and Payments.

3.3.1 Compensation. Consultant shall receive compensation, including authorized reimbursements, for all Services rendered under this Agreement at the rates set

forth in Exhibit "A" attached hereto and incorporated herein by reference. The total compensation shall not exceed **Three Hundred Thousand Dollars ($300,000)** without written approval of the City. Extra Work may be authorized, as described below, and if authorized, said Extra Work will be compensated at the rates and manner set forth in this Agreement.

3.3.2 Payment of Compensation. Consultant shall submit to City a monthly itemized statement which indicates work completed and hours of Services rendered by Consultant. The statement shall describe the amount of Services and supplies provided since the initial commencement date, or since the start of the subsequent billing periods, as appropriate, through the date of the statement. City shall, within thirty (30) days of receiving such statement, review the statement and pay all approved charges thereon.

3.3.3 Reimbursement for Expenses. Consultant shall not be reimbursed for any expenses unless authorized in writing by City.

3.3.4 Extra Work. At any time during the term of this Agreement, City may request that Consultant perform Extra Work. As used herein, "Extra Work" means any work which is determined by City to be necessary for the proper completion of the Project, but which the parties did not reasonably anticipate would be necessary at the execution of this Agreement. Consultant shall not perform, nor be compensated for, Extra Work without written authorization from the City Manager.

3.4 Accounting Records.

3.4.1 Maintenance and Inspection. Consultant shall maintain complete and accurate records with respect to all costs and expenses incurred under this Agreement. All such records shall be clearly identifiable. Consultant shall allow a representative of City during normal business hours to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement. Consultant shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of three (3) years from the date of final payment under this Agreement.

3.5 General Provisions.

3.5.1 Termination of Agreement.

3.5.1.1 Grounds for Termination. City may, by written notice to Consultant, terminate the whole or any part of this Agreement at any time either for cause or for the City's convenience and without cause by giving written notice to Consultant of such termination, and specifying the effective date thereof, at least seven (7) days before the effective date of such termination. Consultant may only terminate this Agreement for cause upon giving the City not less than seven (7) calendar days' written notice.

Upon termination, Consultant shall be compensated only for those services which have been adequately rendered to City, and Consultant shall be entitled to no further compensation. The City shall within fifteen (15) calendar days following termination pay the Consultant for all services adequately rendered and all reimbursable costs incurred by Consultant up to the date of termination, in accordance with the payment provisions of this Agreement.

The following reasons shall constitute "cause" for which either party may terminate this Agreement as provided herein:

- Substantial failure by the other party to perform in accordance with the terms of this Agreement and through no fault of the terminating party;

- Assignment of this Agreement or transfer of the Project by either party to any other entity without the prior written consent of the other party;

- Suspension of the Project or the Consultant's Services by the City for more than ninety (90) calendar days, consecutive or in the aggregate, without good cause;

- Material changes in the conditions under which this Agreement was entered into, the Scope of Services or the nature of the Project, and the failure of the parties to reach agreement on the compensation and schedule adjustments necessitated by such changes.

3.5.1.2 Effect of Termination. If this Agreement is terminated as provided herein, City may require Consultant to provide all finished or unfinished Documents and Data and other information of any kind prepared by Consultant in connection with the performance of Services under this Agreement. Consultant shall be required to provide such Documents and Data and other information within fifteen (15) days of the City's request.

3.5.1.3 Additional Services. In the event this Agreement is terminated in whole or in part as provided herein, City may procure, upon such terms and in such manner as it may determine appropriate, services similar to those terminated.

3.5.2 Delivery of Notices. All notices permitted or required under this Agreement shall be given to the respective parties at the following address, or at such other address as the respective parties may provide in writing for this purpose:

Consultant:

CathyJon Enterprises, Inc., DBA HB Staffing
7711 Center Avenue, Suite 670
Huntington Beach, CA 92647.
Attn: Megan Ignacio, General Manager

Email: mignacio@hbstaffing.com
Phone: (657) 660-4116 (direct) or (714) 960-2800 (office)
Fax: (650) 241-1385

City:

City of Downey
11111 Brookshire Avenue
Downey, California 90241
Phone: (562) 904-7286
Fax: (562) 904-7292
Attn: James McQueen, Human Resources Director

With a courtesy copy to:

City of Downey
City Attorney's Office
11111 Brookshire Avenue
Downey, California 90241

Such notice shall be deemed made when personally delivered or when mailed, forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed to the party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

3.5.3 Ownership of Materials and Confidentiality.

3.5.3.1 Documents & Data; Licensing of Intellectual Property. This Agreement creates a non-exclusive and perpetual license for City to copy, use, modify, reuse, or sublicense any and all copyrights, designs, and other intellectual property embodied in plans, specifications, studies, drawings, estimates, and other documents or works of authorship fixed in any tangible medium of expression, including but not limited to, physical drawings or data magnetically or otherwise recorded on computer diskettes, which are prepared or caused to be prepared by Consultant under this Agreement ("Documents & Data"). Consultant shall require all subcontractors to agree in writing that City is granted a non-exclusive and perpetual license for any Documents & Data the subcontractor prepares under this Agreement. Consultant represents and warrants that Consultant has the legal right to license any and all Documents & Data. Consultant makes no such representation and warranty in regard to Documents & Data which were prepared by design professionals other than Consultant or provided to Consultant by the City. City shall not be limited in any way in its use of the Documents and Data at any time, provided that any such use not within the purposes intended by this Agreement shall be at City's sole risk.

3.5.3.2 Confidentiality. All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written

information, and other Documents and Data either created by or provided to Consultant in connection with the performance of this Agreement shall be held confidential by Consultant. Such materials shall not, without the prior written consent of City, be used by Consultant for any purposes other than the performance of the Services. Nor shall such materials be disclosed to any person or entity not connected with the performance of the Services or the Project. Nothing furnished to Consultant which is otherwise known to Consultant or is generally known, or has become known, to the related industry shall be deemed confidential. Consultant shall not use City's name or insignia, photographs of the Project, or any publicity pertaining to the Services or the Project in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of City.

3.5.4 Cooperation; Further Acts. The Parties shall fully cooperate with one another, and shall take any additional acts or sign any additional documents as may be necessary, appropriate or convenient to attain the purposes of this Agreement.

3.5.5 Attorney's Fees. In the event of any litigation, whether in a court of law, administrative hearing, arbitration, or otherwise, arising from or related to this Agreement of the services provided under this Agreement, the prevailing party shall be entitled to recover from the non-prevailing party all reasonable costs incurred, including staff time, court costs, attorneys' fees and all other related expenses in such litigation.

3.5.6 Indemnification.

3.5.6.1 General Indemnification. Except as provided in subdivision 3.5.6.2 below which is applicable to "design professionals" only, Consultant shall defend (with counsel acceptable to City), indemnify and hold the City, its officials, officers, employees, volunteers and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons, including wrongful death, in any manner arising out of or incident to any alleged negligent acts, errors, omissions or willful misconduct of Consultant, its officials, officers, employees, agents, consultants and contractors arising out of or in connection with the performance of the Services, the Project or this Agreement, including without limitation the payment of all consequential damages and attorneys' fees and other related costs and expenses. The Consultant's duty to indemnify shall extend to any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity that Consultant and/or its personnel are employees of the City, have been misclassified as an independent contractors, or failed to pay any or all necessary state or federal withholdings and/or taxes. Consultant shall defend, at Consultant's own cost, expense and risk, any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against City, its directors, officials, officers, employees, agents or volunteers. Consultant shall pay and satisfy any judgment, award or decree that may be rendered against City or its directors, officials, officers, employees, agents or volunteers, in any such suit, action or other legal proceeding. Consultant shall reimburse City and its directors, officials, officers, employees, agents and/or volunteers, for any and all legal expenses and costs incurred by each of them

in connection therewith or in enforcing the indemnity herein provided. Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the City, its directors, officials officers, employees, and agents or volunteers. Consultant shall not be obligated to defend, indemnify or hold the City harmless in any manner whatsoever for any claims or liability arising solely out of the City's own negligent acts, errors or omissions or willful misconduct.

3.5.6.2 Design Professionals. The provisions of this subdivision 3.5.6.2 shall apply only in the event that Consultant is a "design professional" within the meaning of California Civil Code section 2782.8(c). If Consultant is a "design professional" within the meaning of Section 2782.8(c), then, notwithstanding subdivision 3.5.6.1 above, to the fullest extent permitted by law (including, without limitation, Civil Code sections 2782 and 2782.6), Consultant shall defend (with legal counsel reasonably acceptable to City), indemnify and hold harmless City and City's officers, officials, employees, volunteers and agents from and against any Claim that arises out of, pertains to, or relates to, directly or indirectly, in whole or in part, the negligence, recklessness, or willful misconduct of Consultant, any subconsultant, subcontractor or any other person directly or indirectly employed by them, or any person that any of them control, arising out of Consultant's performance of any task or service for or on behalf of City under this Agreement. The Consultant's duty to indemnify shall extend to any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity that Consultant and/or its personnel are employees of the City, have been misclassified as an independent contractors, or failed to pay any or all necessary state or federal withholdings and/or taxes. Such obligations to defend, hold harmless and indemnify City or any City officers, officials, employees or volunteers shall not apply to the extent that such Claims are caused in part by the sole active negligence or willful misconduct of City or such City officers, officials, employees, volunteers and agents. Consultant's cost to defend City and/or City's officers, officials, employees or volunteers against any such Claim shall not exceed Consultant's proportionate percentage of fault with respect to that Claim; however, pursuant to Civil Code section 2782.8(a), in the event that one or more defendants is unable to pay its share of defense costs due to bankruptcy or dissolution of the business, Consultant shall meet and confer with City (and, if applicable, other parties) regarding any unpaid defense costs. To the extent Consultant has a duty to indemnify City or any City officers, officials, employees, volunteers and/or agents under this subdivision 3.5.6.2, Consultant shall be responsible for all incidental and consequential damages resulting directly or indirectly, in whole or in part, from Consultant's negligence, recklessness or willful misconduct.

3.5.7 Entire Agreement. This Agreement contains the entire Agreement of the parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements.

3.5.8 Governing Law. This Agreement shall be governed by the laws of the State of California. Venue shall be the courts in Los Angeles County.

3.5.9 Time of Essence. Time is of the essence for each and every provision of this Agreement.

3.5.10 City's Right to Employ Other Consultants. City reserves right to employ other consultants in connection with this Project.

3.5.11 Successors and Assigns. This Agreement shall be binding on the successors and assigns of the parties.

3.5.12 Assignment or Transfer. Neither party shall assign, hypothecate, or transfer, either directly or by operation of law, this Agreement or any interest herein without the prior written consent of the other party. Any attempt to do so shall be null and void, and any assignees, hypothecates or transferees shall acquire no right or interest by reason of such attempted assignment, hypothecation or transfer.

3.5.13 Construction; References; Captions. Since the Parties or their agents have participated fully in the preparation of this Agreement, the language of this Agreement shall be construed simply, according to its fair meaning, and not strictly for or against any Party. Any term referencing time, days or period for performance shall be deemed calendar days and not work days. All references to Consultant include all personnel, employees, agents, and subcontractors of Consultant, except as otherwise specified in this Agreement. All references to City include its elected officials, officers, employees, agents and volunteers except as otherwise specified in this Agreement. The captions of the various articles and paragraphs are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content, or intent of this Agreement.

3.5.14 Amendment; Modification. No supplement, modification, or amendment of this Agreement shall be binding unless executed in writing and signed by both Parties.

3.5.15 Waiver. No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit,

privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.

3.5.16 No Third Party Beneficiaries. There are no intended third party beneficiaries of any right or obligation assumed by the Parties.

3.5.17 Invalidity; Severability. If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

3.5.18 Prohibited Interests. Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working

solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

3.5.19 Equal Opportunity Employment. Consultant represents that it is an equal opportunity employer and it shall not discriminate against any subcontractor, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. Consultant shall also comply with all relevant provisions of any City Minority Business Enterprise program, Affirmative Action Plan or other related programs or guidelines currently in effect or hereinafter enacted.

3.5.20 Labor Certification. By its signature hereunder, Consultant certifies that it is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of that Code, and agrees to comply with such provisions before commencing the performance of the Services.

3.5.21 Authority to Enter Agreement. Consultant has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each Party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and bind each respective Party.

3.5.22 Counterparts. This Agreement may be executed in counterparts, each of which shall constitute one and the same instrument.

3.5.23 Effect of Conflict.

In the event of any conflict, inconsistency, or incongruity between any provision of this Agreement, any of its exhibits, attachments, purchase order, or notice to proceed, the provisions of this Agreement will govern and control.

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3.6 Subcontracting.

3.6.1 Prior Approval Required. Consultant shall not subcontract any portion of the work required by this Agreement, except as expressly stated herein, without prior written approval of City. Consultant shall require and verify that all subcontractors maintain insurance meeting all of the requirements set forth in this Agreement. Consultant shall ensure that City is an additional insured as required in Section 3.2.10.4. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement.

CITY OF DOWNEY,
a California municipal corporation and charter city

By: _____
Claudia Frometa, Mayor

ATTEST:

By: _____
Maria Alicia Duarte, City Clerk

APPROVED AS TO FORM:

By: Signed by: John M. Funk 2113120E28854FB... _____
John Funk, City Attorney

CATHYJON ENTERPRISES, dba HB Staffing a California Corporation

By: Signed by: Megan Ignacio 5AD88477CE934E2... _____
Megan Ignacio
General Manager

ATTEST:

By: _____
Secretary

APPROVED AS TO FORM:

By: _____
Legal Counsel

EXHIBIT "A"
SCOPE OF SERVICES
SCHEDULE OF SERVICES
COMPENSATION



City of Downey

2025 Temporary Staffing Services

PREPARED BY CATHYJON ENTERPRISES, INC. DBA HB STAFFING

Due Date: August 15, 2025

SUBMITTED BY:

Megan Ignacio, General Manager

7711 Center Ave, Suite 670, Huntington Beach, CA 92647
Email: mignacio@hbstaffing.com • Direct Number: (657) 660-4116
Fax: (650) 241-1385 • Office Number: (714) 960-2800

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1. Executive Summary

Provide a high-level overview of your proposal, highlighting your agency's qualifications, express your interest in this RFP and how it meets the City's needs.

HB Staffing Overview

CathyJon Enterprises, Inc., DBA HB Staffing, a subsidiary of Array Corporation, submits this proposal for the City of Downey's (the City's) 2025 Temporary Staffing Services RFP. Founded in 2000, HB Staffing has 25 years of experience delivering high-quality staffing solutions. We foster an innovative, diverse culture to meet the evolving needs of clients and employees.

Our acquisition by Array Corporation in October 2021 enhances our capabilities with innovative technology and training, aligning with the City's need for reliable, competent temporary staff across departments such as Building and Safety, Police, Fire, and Public Works. HB Staffing's team of 18 professionals is supported by more than 250 HR, Payroll, Marketing, Technology, and Risk Management professionals with Array.

HB Staffing Qualifications

HB Staffing is a public agency specialist, with more than 50 active contracts across cities (e.g., West Hollywood, Los Angeles – Mayor's Office of Community Safety, Santa Monica, Anaheim), counties (e.g., Los Angeles RR/CC, San Bernardino, San Diego, Orange), and authorities (e.g., Housing Authority of San Bernardino County). Since its inception, the company has placed thousands of talented individuals with over 1,000 businesses and government organizations.

Our experience includes, but is not limited to:

- Working with centralized and decentralized agencies;
- Assisting clients in ensuring that temporary employee assignment limits are followed;
- Adhering to hiring rules related to former employees and/or public pension participants;
- Working with dozens of departments within a single agency;
- Staffing a wide range of job classifications (including bilingual roles);
- Providing customized invoices and reporting; and
- Engaging in high-volume recruitment to successfully meet agency needs.

In 2024, these were primarily the job categories we placed:

Office/Clerical/Administrative — 1000+
Professional Services (largely Accounting and HR) — 120+
Office Technology — 35+
Creative Design — 3
Maintenance/General Labor — 200
Election / Event Staff — 500
Drivers — 40

HB Staffing maintains an up-to-date, innovative, and highly trained culture through active memberships in the American Staffing Association, California Staffing Association, NISA (National Independent Staffing Association), and the Society of Human Resources Management. We have an exceptional reputation in the staffing industry and with our clients.

Meeting the City's Needs

HB Staffing is a public agency specialist and is **currently serving sixteen (16) city clients**, primarily in Southern California. We also have contracts with the Counties of Los Angeles, Orange, and San Bernardino, among others. Our large pool of vetted employees adjacent to the City enables us to draw on proven talent quickly. We understand the importance of meeting City timelines, supplying qualified employees to multiple departments at varying locations, providing invoicing and reporting according to City specifications and, most importantly, vetting candidates to align with City requirements and individual department cultures.

We are committed to supporting the City's mission to provide exceptional municipal services to its 112,000 residents across 12.5 square miles. By leveraging Array's technology-enabled workforce solutions, we offer a pathway for employee growth while meeting the City's diverse staffing requirements. Our re-award success with clients like the City of Anaheim (2015, re-awarded 2020 and 2024), City of West Hollywood (awarded 2019, re-awarded 2023), and County of Orange (awarded in 2011, re-awarded in 2016 and 2023) reflects our trusted reputation, making us an ideal partner to enhance the City's resource management and service delivery.

HB Staffing is headquartered in Huntington Beach and has additional offices in Redlands and San Diego. Our dedicated Talent Engagement Manager shall remain closely aligned with all assigned employees to ensure positive job progress. We attribute our customer service performance to matching the right staff with client needs, resolving customer concerns quickly, managing contracts, and providing qualified personnel within client timeline requirements. Unlike large staffing firms, our compact size allows our team the flexibility to respond quickly to work orders and questions on a daily basis. We tailor the customer service experience to meet the unique needs of each client.

We look forward to supporting the City. HB Staffing stands ready to deliver an exceptional experience as we accommodate your requirements and requests.

I, Megan Ignacio, certify that I am authorized to legally bind CathyJon Enterprises, Inc. DBA HB Staffing, to a contract resulting from 2025 Request for Proposals for Professional Services Temporary Staffing and that this proposal, with the total fixed price contained therein, shall remain firm for a period of number of days (120) after the proposal closing date. I acknowledge all addenda.

		8/15/2025
Signature:	**Megan Ignacio, General Manager**	**Date**

2. Company Profile

Legal Name, Address, and Primary Contact Information

CathyJon Enterprises, Inc., DBA
7711 Center Avenue, Suite 670
Huntington Beach, CA 92647.

The primary contact during the proposal process is Megan Ignacio, General Manager, reachable via email at mignacio@hbstaffing.com, phone at (657) 660-4116 (direct), (714) 960-2800 (office), or fax (650) 241-1385.

Years in Business and Experience

Founded in April 2000, HB Staffing has 25 years of experience providing temporary staffing services, with a strong focus on public sector entities. Over the past 14 years, we have served dozens of public agencies, including cities, counties, districts, and authorities, managing high-volume staffing needs such as the 2020 election cycle support for Los Angeles County Registrar-Recorder/County Clerk.

Organizational Structure and Key Personnel:

HB Staffing operates as a subsidiary of Array Corporation, with day-to-day management led by Megan Ignacio, General Manager. Key personnel assigned to the City account include: Megan Ignacio, General Manager (oversight and escalation); Cristia Kish, Government Account Manager (primary liaison with the City); Paige McAllister, Director of Recruitment (sourcing and vetting candidates); and Heather Robertson, Talent Engagement Manager (employee support and performance management). **Our key team members providing the services and ongoing support are as follows: (See resumes starting on page 18)**

- **Megan Ignacio, General Manager —** Megan will coordinate the recruiting, account management, and operations teams to meet and exceed the City's needs successfully.
- **Cristia Kish, Government Account Manager —** Cristia serves as a liaison for our public agency clients to ensure contract compliance and overall client satisfaction. She will be the primary point of contact for the City, managing job orders, coordinating with the Director of Recruiting, and ensuring reporting and invoicing requirements are met while addressing client concerns and leading quality assurance meetings.
- **Paige McAllister, Director of Recruitment —** Paige will assign recruiting tasks to her team members and ensure that job orders are filled with qualified candidates promptly. Paige McAllister, Director of Recruiting, will work with her team to source and vet qualified candidates for the City, ensuring they understand job duties, policies, and schedules.
- **Heather Robertson, Talent Engagement Manager —** Heather will engage regularly with our temporary employees and provide ongoing coaching and training opportunities. Heather will guide temporary employees for the City from

pre-hire to post-hire, boosting employee/client experiences and identifying redeployment opportunities.

References

List of three (3) client references for similar services provided within the last five (5) years, including contact names, titles, organizations, phone numbers, and email addresses.

Reference #1: City of West Hollywood, CA (Prime) Jenny Lu, Human Resources Analyst I (323) 848-6824 I jlu@weho.org
Services: Supplier of temporary Admin Specialist I-IV, Accounting Finance/ Specialist, Network Administrator, Admin Analyst, Maintenance Technician, & Code Compliance Officer.
Contract Period: Oct. 2019 – June 2023; ***Re-awarded*** June 2023 – June 2026, with options Accounting Specific Contract - Nov. 2021-Nov. 2025

Reference #2: City of Anaheim, CA (Prime) Luz Flores, Principal Human Resources Analyst I (714) 765-4572 I lflores@anaheim.net
Services: Supplier of temp clerical, administrative, accounting, customer service, & housing personnel
Contract Period: Dec. 2016 – Dec. 2019; ***Re-awarded*** Jan. 2020 – Dec. 2023*;* ***Re-awarded*** Jan. 2024 – Dec. 2025 with a 3-year option.

Reference #3: City of Santa Ana, CA (Prime) Cindi Sangenito, Executive HR Secretary I (714) 647-5374 I csangenito@santa-ana.org
Services: Supplier of temporary clerical and administrative personnel.
Contract Period: Dec. 2016 – Dec. 2019; ***Re-awarded*** Jan. 2020 – Dec. 2023*;* ***Re-awarded*** Jan. 2024 – Dec. 2025 with a 3-year option.

3. Understanding of Services and Approach

Approach to Fulfilling the Scope of Services

HB Staffing is equipped to fulfill the City's 2025 Temporary Staffing Services RFP, delivering cost-effective, high-quality temporary employees for administrative, HR specialist, accounting and building permit technicians. Our tailored approach ensures operational efficiency, seamless integration, and compliance with regulations during vacancies, projects, or leaves. Our strategy involves:

HB Staffing Solutions Approach
Customized Staffing Solutions: Leveraging our 25 years of experience, we specialize in filling roles such as administrative, accounting, professional (legal, HR, IT), engineering, and general labor positions, aligning with the City's diverse staffing requirements.
Employer of Record Responsibilities: As the Employer of Record, HB Staffing manages payroll, taxes, insurance, unemployment compensation, and compliance with federal and state laws (e.g., Title VII, ADA, ADEA, FCRA, FEHA), ensuring the City is relieved of administrative burdens.
Rapid Response to Staffing Needs: We commit to delivering vetted candidates within 24–48 hours for standard roles and 2–5 days for specialized positions, ensuring minimal disruption to City operations.
Proactive Employee Management: We address performance issues, on-the-job injuries, and terminations promptly, notifying the City within 24 hours of any incidents and providing immediate replacements using our "Two on the Bench" policy.

Recruitment, Screening, and Vetting Processes

HB Staffing's recruitment, screening, and vetting processes are designed to deliver highly qualified, diverse candidates who meet the City's specific job requirements. Our methodology combines advanced technology, inclusive outreach, and rigorous evaluation to ensure precision and efficiency.

Recruitment

- **Kick-Off Meeting**: Post-award kick-off meeting with City representatives to ensure alignment.
- **Sourcing Candidates**: We search our database of over 20,000 vetted candidates and utilize platforms like Indeed, ZipRecruiter, and social media (LinkedIn, Facebook). Array's GoToro Recruitment Technology, with its Leading Edge Optimization (L.E.O.) platform, enhances sourcing by targeting active and passive candidates across job boards, search engines, and social media, reducing time-to-hire by 20% and improving job matching accuracy by 75%.

- **Local and Diverse Outreach**: As an Equal Opportunity Employer, we engage diverse community agencies, churches, LGBTQ+ organizations, and job boards to attract a representative candidate pool, evidenced by providing bilingual speakers in 17 languages for the 2020 Los Angeles County election cycle.

Screening and Vetting

- **Pre-Screening Interviews**: Recruiters conduct initial interviews to assess qualifications, interest, and availability, ensuring alignment with the City's needs.
- **Quantum Gut Rubric**: We use a standardized interview rubric tailored to each job's Precision Job Description (PJD), evaluating skills, aptitudes, mindsets, and expertise. This minimizes bias by asking consistent questions and applying a uniform rating system. (See Appendices page 14 for more information).
- **Skills Assessments**: Using Talevation, we administer tailored assessments for software proficiency (e.g., Microsoft Suite, Oracle/PeopleSoft) and other job-specific skills. For language proficiency, we use ALTA Language Services, offering tests in over 100 languages, critical for roles requiring multilingual capabilities.
- **Background Checks**: Through Checkr, we conduct comprehensive background checks covering all counties of residence, ensuring no felonies, sex offenses, or misdemeanors within seven years. Additional checks (e.g., DMV, education, 4 Panel Drug Screen and TB testing via Concentra and a physical if the job requires it) are performed as required, at no cost to the City.
- **Reference and Credential Verification**: We verify references using Terefic and credentials via Assurant, ensuring qualifications align with job requirements, including equivalency evaluations for foreign degrees.

Onboarding
Our process ensures 3–5 vetted candidates per position are submitted within 1–2 business days, with urgent requests filled within four hours. Resumes, test results, and credentials are provided for City review, and we coordinate interviews if requested.
• **Efficient Forms**: Candidates complete onboarding through Efficient Forms, a cloud-based platform handling tax forms, I-9, E-Verify, and City-specific policies. • **Customized Orientation**: Employees undergo mandatory orientation covering the City's policies, dress code, work hours, ethics, security protocols, and sexual harassment prevention training (with a certificate of completion within 30 days). We ensure our employees understand they are employees of HB Staffing, not the City.

Communication Strategy with City Departments

HB Staffing's communication strategy ensures seamless coordination with City's departments, fostering transparency, responsiveness, and accountability. Our approach includes:

- **Single Point of Contact**: Cristia Kish, Government Account Manager, serves as the primary liaison, ensuring consistent communication across departments. She is available via phone (657-660-4116), email (ckish@hbstaffing.com), or fax (650-241-1385), with 24/7 access for urgent needs.

- **Kick-Off Meeting**: We initiate a post-award kick-off meeting to establish protocols, clarify department-specific needs, and align on communication channels, ensuring mutual understanding from the outset.

Regular Updates and Quality Assurance
First-Day Check-Ins: Our Talent Engagement Manager, Heather Robertson, follows up with both the department's hiring manager and the temporary employee to ensure a smooth start.
Ongoing Quality Assurance Calls: We maintain regular communication with employees and department managers to monitor job progress, proactively address concerns.
Semi-Annual/Annual Meetings: We schedule quality assurance meetings with department representatives to review performance, set goals, and suggest improvements, tailored to the City's preferences
Client Portal: Departments access a secure, 24/7 portal to review and approve timecards, as well as view invoices.
Reporting: We provide monthly reports detailing request dates, placement dates, job titles, departments, costs, and hours worked, customized to the City's format preferences (e.g., PDF, XLS). Invoices include timecards and are submitted electronically or as hard copies to the requesting department
Dispute Resolution: Our Problem Escalation Procedure (PEP) ensures rapid issue resolution. Problems are logged, resolution options are brainstormed, and a plan is developed with department input. Follow-ups confirm satisfactory outcomes.
Emergency Response: For urgent needs (e.g., call-outs, no-shows), our team responds within 15–60 minutes, coordinating replacements within 2–4 hours using our "Two on the Bench" policy.

4. Proposed Fee Schedule

- **Provide a comprehensive fee schedule for various position types/levels (e.g., administrative assistant, accounting clerk, specialized technician, general labor).**

- **Clearly outline bill rates, mark-up percentages, and any additional charges (e.g., for background checks, drug screening, if not included in the mark-up). Specify any minimum hour requirements or cancellation policies.**

HB Staffing's markup is fully burdened by all costs, including payroll taxes (such as social security, withholding taxes, and unemployment contributions as required by federal, state, and local laws), administrative expenses, insurance, paid leave, benefits, labor, materials, equipment, facilities, and management oversight. This comprehensive pricing structure ensures compliance, quality service delivery, and a well-supported workforce, ultimately driving better outcomes for our clients.

* Classifications	Pay Rate Range		Markup	Bill Rate Range	
Administrative Assistant	$28.00	$33.00	48%	$41.44	$48.84
Office Assistant I/II	$17.00	$19.50	48%	$25.16	$28.86
Administrative Clerk I/II	$19.50	$25,00	48%	$28.86	$37.00
HR Specialist	$32.00	$37.00	48%	$47.36	$54.76
Senior Account Clerk	$26.00	$31.00	48%	$38.48	$45.88
Building Permit Technician	$25.00	$30.00	50.4%	$37.60	$45.12

*If the City requests jobs beyond what is listed above, most positions shall either have a 48% markup (WC code 8810) or a 50.4% markup (WC code 9410).

Contract-To-Perm Services

HB Staffing will provide assigned personnel to perform the specific job(s) requested by the City under the applicable contract. While working under the City's direction, Assigned Employees will remain HB Staffing employees. The City may convert assigned personnel to their payroll for a conversion fee as outlined below:

With HB Staffing, our temp-to-hire, or "buy-out" conversion hours are customized based on the volume of placements projected. The City can convert an HB Staffing temporary

employee to its payroll for no fee after 640 hours of service or, if less than 640 hours, according to the calculations set forth below:

Conversion Rates Based on Number of Hours Worked	
• **641 Hours**	**Client may convert with no fee**
• 1 to 160 Hours =	20%
• 161 to 320 Hours =	15%
• 321 to 480 Hours =	10%
• 481 to 640 Hours =	5%

The City would track said hours and notify HB Staffing of the desired date to hire/convert.

The City cannot hire an HB Staffing temporary employee within 365 days of said referral without an express written waiver by HB Staffing or completion of the 640-work hour conversion period. If this Agreement were breached by the City, it would agree to pay HB Staffing a fee of 20% of the employee's 1st year's annual base salary as a direct-hire fee.

Direct Hire Services

HB Staffing will source Candidates for specific roles as identified by the City. Should a candidate be hired by the City, its affiliates, parents, or subsidiaries within six (6) months of being presented, the City agrees to pay a Direct Hire Fee of 20% of the Candidate's first-year base salary.

If a Candidate hired by the City resigns within 30 days or is terminated for cause, HB Staffing will make a commercially reasonable effort to provide a replacement Candidate at no additional charge. Terminations due to reductions in force or material job changes will not qualify as "for cause."

5. Insurance and Compliance

Provide proof of required insurance coverage (e.g., General Liability, Workers' Compensation, Professional Liability).

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 9/1/2025 — 5/15/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER: Lockton Companies, LLC DBA Lockton Insurance Brokers, LLC in CA CA license #0F15767 444 W. 47th St., Ste. 900 Kansas City MO 64112-1906 (816) 960-9000 kcasu@lockton.com	CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS:
INSURED 1541643 CATHYJON ENTERPRISES INC. DBA HB STAFFING 7711 CENTER AVENUE, SUITE 670 HUNTINGTON BEACH CA 92647	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A : Philadelphia Indemnity Insurance Co. — 18058 INSURER B : SUNZ Insurance Company — 34762 INSURER C : Beazley Insurance Company, Inc. — 37540 INSURER D : --- SEE ATTACHMENT --- INSURER E : INSURER F :

COVERAGES **CERTIFICATE NUMBER:** 20565118 **REVISION NUMBER:** XXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC OTHER:	N	N	PHPK2713505-000	5/15/2025	5/15/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 200,000 $ 10,000 $ 1,000,000 $ 3,000,000 $ 3,000,000 $
A	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [X] HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY	N	N	PHPK2713505-000..	5/15/2025	5/15/2026	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ XXXXXXX $ XXXXXXX $ XXXXXXX $ XXXXXXX
A	[X] UMBRELLA LIAB [X] OCCUR EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $ 10,000	N	N	PHUB919987-000.	5/15/2025	5/15/2026	EACH OCCURRENCE AGGREGATE	$ 5,000,000 $ 5,000,000 $ XXXXXXX
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N [N] (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	N	WC092-00002-025	5/1/2025	5/1/2026	[X] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 1,000,000 $ 1,000,000 $ 1,000,000
C	CRIME (+EMP THFT)	N	N	V39A7C250101...	5/15/2025	5/15/2026	$2M OCC/AGG	
A	PROF LIAB			PHPK2713505-000	5/15/2025	5/15/2026	$1M OCC/$2M AGG	
C	EMP PRAC LIAB			V39A53250101	5/15/2025	5/15/2026	$2M OCC/$2M AGG	
D	CYBER			--- SEE ATTACHMENT ---	9/1/2024	9/1/2025	SEE ATTACHMENT	

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

CERTIFICATE HOLDER

20565118
EVIDENCE OF INSURANCE

CANCELLATION See Attachments

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE: Joseph M Agnello

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ACORD 25 (2016/03) The ACORD name and logo are registered marks of ACORD

Attachment Code: D646109 Master ID: 1541643, Certificate ID: 20565118

Coverage	Policy#	Limits	Insurer	NAIC
Cyber Liability	720002265-000	$5,000,000 OCC & AGG	Homeland Insurance Co. of Delaware	14231
Technology E&O	720002265-000	$2,500,000	Homeland Insurance Co. of Delaware	14231
Excess Cyber Liability	EKI3542749	$3,000,000 OCC & AGG	Scottsdale Indemnity Company	15580

Attachment Code: D658503 Certificate ID: 20565118

POLICY NUMBER: PHPK2713505-000 **COMMERCIAL GENERAL LIABILITY**

CG 20 26 04 13

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

Name Of Additional Insured Person(s) Or Organization(s):
Any person or organization where required by a written contract executed prior to the occurrence of a loss. Such person or organization is an additional Insured for "bodily injury", "property damage" or "personal and advertising injury" but only for liability arising out of the negligence of the Named Insured.

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. Section II — Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:
1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:
1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III — Limits Of Insurance:**
If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:
1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.
This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

CG 20 26 04 13 © Insurance Services Office, Inc., 2012 **Page 1 of 1**

Confirm compliance with all applicable federal, state, and local labor laws and regulations:

HB Staffing certifies that it is in compliance with all applicable federal, state, and local labor laws and regulations.

6. Appendices

Include any supporting documentation, certifications, or additional relevant information.

Case Studies

Nearly 70% of HB Staffing's business is with public agencies. We serve public agencies throughout California, from Placer County in the North to San Diego County in the South. Each public agency has differing requirements, organizational structures, and job order processes. Our service approach and processes to support excellent service are tailored to the needs of each specific client. Below, we have highlighted our service approach to four current clients:

Case Study: City of West Hollywood, CA	
Length of Service	Temporary Staffing Contract — October 2019 through June 2022, with renewal options. Re-awarded June 2023 – June 2026, with options. Accounting Specific Contract — November 2021 through November 2026.
Scope of Services	Temporary Staffing Contract — Supplier of temporary Administrative Specialist I-IV, Accounting Finance/Specialist, Network Administrator, Administrative Analyst, Maintenance Technician, and Code Compliance Officer. Accounting Specific Contract — Supplier of accounting technician, accounting finance/specialist, accounting coordinator, finance & insurance coordinator, accountant, senior accountant, compensation & benefits analyst, senior financial management analyst, accounting manager, and revenue manager.
Client Needs	In 2019, HB Staffing was awarded a temporary staffing contract with the City of West Hollywood to ensure consistent availability for on-call employees when they would be in need.
HB Staffing Solutions	HB Staffing started working with the City in 2019 and provided the needed temporary employees as requested. We are still providing services today through the renewal options. In addition, in 2021, the City needed specialized help with Accounting/Finance positions that were not covered in our original contract. Due to our relationship, excellent services, and understanding of the City's needs, we were selected to provide these services until 2026.

Case Study: City of Newport Beach	
Length of Service	May 2017 - May 2020; re-awarded May 2020 - Present
Scope of Services	Staffing supplier of temporary maintenance, utility workers, and labor personnel.
Client Needs	The City of Newport Beach was having difficulty locating personnel to participate in Beach Cleanup efforts, and turned to HB Staffing to help fill labor, machine maintenance, and utility positions.
HB Staffing Solutions	Although these are often difficult roles to recruit for, HB Staffing met the City's needs through an aggressive recruitment campaign which targeted sites such as LinkedIn, Indeed, and ZipRecruiter. By offering more competitive rates than the City was able to, we were able to supply quality candidates dedicated to their work. We continuously offer staff on a rolling basis to avoid service gaps.

Case Study: City of Anaheim, CA	
Length of Service	Dec. 2016 – Dec. 2019; **Re-awarded** January 2020 – December 2023; **Re-awarded** January 2024 – December 2025 with a 3-year option
Scope of Services	Supplier of temporary clerical/admin, accounting, legal, library, housing, maintenance, customer service, procurement, and workers compensation personnel, among others
Client Needs	The City needed a staffing vendor that could place a wide range of positions and had the capacity to work with multiple departments. Vendors needed to have the capacity to adhere to the City's rules around CalPERS annuitants and ensure that employees did not work for the City for longer than six months in a fiscal year.
HB Staffing Solutions	We were awarded a contract with the City of Anaheim in 2016 to provide a multitude of classifications of personnel. Anaheim is a decentralized City; therefore, we work directly with individual City departments. Over the course of this contract, we have served 14 departments within the City. Per the City's requirement, we staff roles within eight (8) hours of notification. We must also ensure that we abide by all CalPERS rules regarding CalPERS retired annuitants and have incorporated these requirements into our client information system so that each prospective employee is questioned regarding their CalPERS status. We also track employees to ensure they do not work more than six months with the City in a fiscal year. Each City department has different rules that we must adhere to: for example, Police Department personnel need to have additional background investigations, including polygraph/fingerprinting. Due to our excellence in providing services, we were re-awarded this contract in 2020 and again in 2024, and continue to provide service today!

Quantum Gut Rubric

Our recruitment team builds a comprehensive and thorough Quantum Gut Rubric based on the details of the job description and the preferred skills and aptitudes of the hiring manager. This rubric is both an interviewing tool and an evaluation tool. Once the interview is complete, multiple HB Staffing employees rate the candidate based on their responses using the rubric. Our employees then are able to fairly judge the best candidates and their right fit with the City.

The Quantum Gut - Video Explanation			Quantum Gut Evaluation Average	#DIV/0!	#DIV/0!
Hiring Rubric: Receptionist Role			Date of Interaction		
Instructions: (ungroup to read detailed Instructions)			Interaction Type		
https://pid.arrayorg.com			Evaluator	Name	Name
Priority	Category	Competency (SAME)	Questions	Evaluatee	Evaluatee 1	Evaluatee 1
Role Overview						
		Receptionist I				
		Job Purpose	perform clerical tasks, usually within an office setting to support daily operations			
		Key Performance Indicators	360 Degree Reputation, Attendance, Punctuality			
	Introduction	**Integration of All**	NOTE: Once you're done with the interview, come back here and evaluate the person as a whole? 1-5 on our scale. Introduce yourself. Introduce the company and role as needed. Engage in the niceties of getting to know someone, then ask if there are any questions they have for you before you start. "I've reviewed your resume, but it's always helpful to hear a person's career and life journey from them. Can you tell me about your background and what what interests you about this role and our company?			
	Morale	**Potential**	What are you looking for in your next position? What other opportunities are you looking at? If this opportunity didn't work out, what is next on your list? What questions do you have for me about our Career Value Proposition and what a career is like here?			
Minimum Requirements						
		General Physical Ability	Consider the general physical requirements of the role and evaluate whether or not the candidate seems able to meet those requirements.			
		General Cognitive Ability	Based on your Conversation, simply judge your view of their universal aptitudes. An amalgamation of Learning Velocity, Intellectual Agility, EQ-Interpersonal Savvy, Grit			
Work Context (Job Description)						
	Skill	**Customer Service Methods**	What do you think is most important in customer service? What are common mistakes you see customer service people make? ROLE PLAY!!!			
	Skill	**Tech Savvy**	What online resources do you use to help you do your job? How do you keep your technology skills current? How would you explain [a relevant technology] to someone with limited tech skills?			
	Skill	**Oral Communication**	Find something technical or specific about their background that they should really know about. Ask them to explain it to you in a way that a 5th grader would understand.			
	Skill	**Written/Email Etiquette**	I am a team leader in my company and have to communicate via email to several employees frequently. What is the appropriate protocol to cc another individual in an email?			
	Skill	**Active Listening**	How have you responded to verbal instructions from a supervisor in a previous job position? How have you handled a situation involving miscommunication in the workplace? How have you handled a situation involving miscommunication in the workplace?			
Soft Skills & Aptitudes						
	Skill	**Interpersonal Skill**	Tell me about a time when you had to work with a coworker you did not like or trust. When you've started a new job, how did you build relationships?			
	Skill	**Problem Solving**	What's a hard problem that you've solved and how did you solve it?			
	Aptitude	**Team-Orientation**	Tell me about your experience working on teams.			
	Aptitude	**Be a Great Teammate**	One of our Work Philosophies is that all employees should strive to "Be a Great Teammate". Give me some examples of ways that you work that make you a great teammate. How do you help you teammates to be a great teammate.			
	Aptitude	**Organization**	How do you prioritize your work? What are some organizational methods you feel are effective? How do you ensure you meet important deadlines? Can you describe a time when you had to complete multiple projects at once?			

Resumes (Not included in page count)



MEGAN IGNACIO

GENERAL MANAGER OF HB STAFFING & VP OF ARRAY CORPORATION

WORK EXPERIENCE

ARRAY CORPORATION, Huntington Beach, CA — October 2021 – Present
Vice President
- Manage a multi-million-dollar budget, ensuring fiscal responsibility and resource allocation in line with organizational objectives
- Ensured compliance with industry regulations and standards, mitigating legal risks and maintaining a positive corporate image.

HB STAFFING, Huntington Beach, CA — October 2021 – Present
General Manager
- Spearhead overall operations, strategic planning, and business development for a leading workforce solutions company
- Establish and maintain strong partnerships with our government, federal, and commercial clients, contributing to customer satisfaction and retention
- Lead a team of talent acquisition and sales professionals, providing mentorship and fostering collaborative efficiency

HB STAFFING, Huntington Beach, CA — August 2020 – Sept 2021
Senior Staffing Manager
- Responsible for sustaining and developing loyal relationships with over 30 public agency clients nationwide (including 11 cities, 4 counties, and 17 authorities/districts/associations/non-profits)
- Assist in hiring and training the recruitment, account management, and support team of our Government Division
- Oversee & support the government division team in achieving daily, monthly, quarterly, & annual goals
- Assist Team with the fulfillment of client job orders while supporting others to recruit, onboard, and place quality candidates

HB STAFFING, Huntington Beach, CA — October 2019 – August 2020
Government Account Manager
- Develop & expand relationships with Public Agency clients and their respective divisions/departments by phone, email, and site visits
- Ensured contract compliance and client satisfaction, expansion, and retention

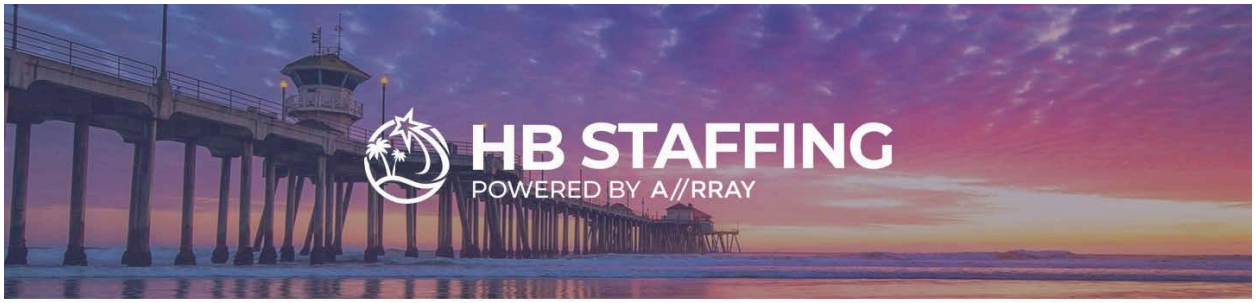
HB STAFFING, Huntington Beach, CA
HR Operations Coordinator — February 2018 – October 2019
Recruiter Assistant — May 2017 – February 2018

EDUCATION – CALIFORNIA STATE UNIVERSITY, Long Beach, CA — 2016 – 2019

Bachelor's Degree, Human Resources Management/Business Admin

PROFESSIONAL CREDENTIALS/CERTIFICATIONS

AMERICAN STAFFING ASSOCIATION – California Staffing Professional (CSP)



CRISTIA KISH

Government Account Manager

WORK EXPERIENCE

ARRAY CORPORATION (Parent Company of HB Staffing), Huntington Beach — March 2022 – Present
Government Account Manager

- Act as a liaison between Array Corporation's subsidiary companies (i.e., HireOne & HB Staffing) and government agency clients
- Addressing client questions and concerns in a timely and efficient manner
- Ensure that our services are in compliance with the contract and that contractual duties are being carried out

EXPERIS, San Francisco, CA — July 2016 – March 2022
Account Manager & Recruiter

- Subject matter expert for several VMS accounts ranging from Technology, Fashion, Finance, Healthcare, and E-Commerce- liaison between the client and Experis. Clients: Salesforce, Blue Shield of CA, Alibaba, American Express, The Gap Brand (Old Navy, Banana Republic, Athleta, Janie & Jack)
- Build relationships with managed service programs and hiring managers by getting to know their business, needs, and goals
- Work with delivery teams to understand clients/requisitions and provide recruiting strategies
- Prepare candidates for interviews by having thorough interview prep sessions
- Provide clients with market data to better understand the current candidate pool
- Recruit, source, and qualify candidates to present to clients

SAPVIX INC, San Francisco, CA & San Jose, CA — October 2015 – July 2016
Resource Manager

- Onsite Resource Manager for Experis' San Jose and San Francisco office
- Partnered with the Experis delivery team to support their VMS roles
- Worked with Sapvix delivery team to support Experis roles / deliver qualified candidates

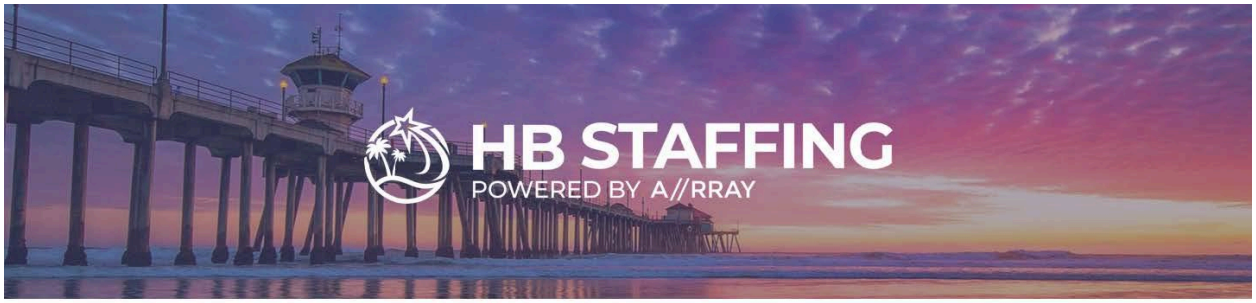
MODIS/KAISER PERMANENTE, San Francisco, CA — June 2014 – September 2015
Resource Development Manager

- Made connections with qualified IT and non-IT professionals who may be a good fit for various roles with Kaiser Permanente throughout the United States
- Sourced for qualified candidates by using job boards and social media outlets
- Negotiated pay rates, closed offers, and assisted with onboarding
- Assisted candidates with resume formatting/editing & provided advice on job search techniques
- Coordinated in-office and on-site client interviews

EDUCATION

UNIVERSITY OF PHOENIX, Oakland, CA — 2011 – 2015
B.S. Business, Human Resources Administration

SACRAMENTO STATE UNIVERSITY, Sacramento, CA — 2004 – 2005
General Education Courses



PAIGE MCALLISTER

DIRECTOR OF RECRUITING

WORK EXPERIENCE

HB STAFFING, Huntington Beach, CA — October 2019 – Present
Talent Acquisition Manager

- Supervise a team comprising of 3-6 Talent Acquisition professionals ranging from entry level to highly experienced individuals.
- Conduct training sessions for new members joining the Talent Acquisition department as well as employees involved in the OnBoarding process.
- Anticipate and inform the Talent Acquisition team about any incoming recruitment requirements.
- Provide effective coaching and constructive feedback to enhance performance.
- Collaborate closely with the General Manager to generate weekly reports on Gross Profit earnings, considering the number of request fills and job starts.
- Work closely with the Talent Engagement Manager to identify potential candidates in the pipeline who are ready for new assignments or will be available in the near future.
- Demonstrated the ability to independently and efficiently fill a substantial number of election positions, ranging from 45 to 50 individuals, within a tight timeframe of 24 to 48 hours.

BIG LOTS DISTRIBUTION CENTER, Rancho Cucamonga, CA — November 2018 – October 2019
Human Resources Assistant

- Meticulously input employee timecards, diligently review and submit production or performance reports, and promptly rectify any errors discovered.
- Develop comprehensive spreadsheets to organize and track referred candidates effectively.
- Conduct candidate interviews, evaluating qualifications and referring suitable candidates.
- Provide extensive support throughout the entire hiring process, including pre-selection activities, conducting interviews, extending job offers, and facilitating seamless onboarding procedures.
- Facilitate orientation sessions to ensure smooth integration of new hires.

SECURCARE SELF STORAGE, Moreno Valley, CA — January 2017 – November 2018
On-Boarding Specialist

- Assist in training newly hired employees across various roles, ranging from Assistant Store Managers, Store Managers, Maintenance personnel, call center staff, and more.
- Facilitate New Hire Orientations, ensuring all required paperwork is completed accurately and in compliance with state and federal regulations; maintain meticulous record-keeping.
- Provide comprehensive support throughout the entire hiring process, including pre-selection, conducting interviews, extending job offers, and facilitating seamless onboarding procedures.

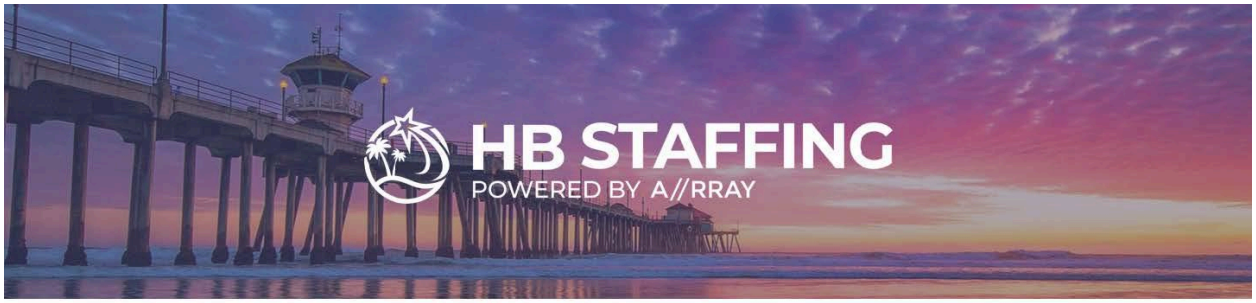
SECURCARE SELF STORAGE, Moreno Valley, CA — September 2016 – January 2017
Store Manager

- Manage and oversee lease agreements for storage units and business suites, ensuring compliance and proper documentation.

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EDUCATION

SAN BERNARDINO VALLEY COLLEGE, San Bernardino, CA — 2016 to Present
Associate in Business Administration



HEATHER ROBERTSON

Talent Engagement Manager

WORK EXPERIENCE

HB STAFFING, Huntington Beach, CA October 2020 – Present

Talent Engagement Manager January 2023 – Present

- Establishes relationships with candidates from pre- to post-hiring.
- Works with employees on assignment redeployment options near the end of the contract.
- Confirms arrival for starts and spreadsheets the activity through Excel and Pipedrive CRM.
- Performance manages 150+ deployed Rays; creates succession planning and career paths.
- Successful for over $83k in gross profit for Q3 2023 and over $50k in gross profit in Q2 2023, and continuing to trend up quarter over quarter.
- Collaborated with the COO on creating the foundations and measurable metrics for the Talent Engagement Department with Array Corporation.

Customer Success Manager July 2022 – January 2023

- Created a partnership between Workforce Solutions and Commercial clients; developed client profiles to learn about their business on a microbial level.
- Used CRM software to enter activities and job requisitions.
- Forecasted hiring trends for peak-season production.
- Completed on-site visits to promote healthy client engagement.
- Engaged in discussions to mitigate churn and promote talent retention.
- Calculated bill rates and renegotiated wages and billables.
- Increased NPS score from 38% to 71% in one quarter due to active communication with clients regarding service and delivery.

Account Manager January 2021 – July 2022

- Point of contact for clients regarding assigned job requisitions.
- Actively interviewed and pipelined candidates for job requisitions provided by Leadership.
- Conducted follow-up activities throughout the hiring process; communicated client feedback with potential candidates.
- Proactively marketed to the current pool of clients for workforce solutions.

Recruiter October 2020 – January 2021

- Created pipelines of candidates eligible for available positions.
- Interviewed 10-12 candidates per day utilizing virtual meeting rooms, FaceTime, and phone screening.
- Reviewed 100+ resumes sourced through Indeed, ZipRecruiter, Craig's List and LinkedIn.
- Accomplished a one-week billable of $60,000 for one client, which was a record for HB Staffing.

CVS PHARMACY, Redlands, CA December 2014 – May 2019

Store Manager

- Lead and managed day-to-day store operations, ensuring a seamless customer experience and optimal performance in sales and service.
- Spearheaded the recruitment, selection, and onboarding processes for new team members, strategically identifying and hiring top talent.

Item No. 7.

TO:	**HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**
FROM:	**OFFICE OF THE CITY MANAGER**
BY:	**MATTHEW BAUMGARDNER, DIRECTOR OF PUBLIC WORKS/CITY ENGINEER**
DATE:	**SEPTEMBER 22, 2026**
SUBJECT:	**APPROVAL OF A CONTRACT ADOPTION AGREEMENT WITH TACENERGY, LLC FOR FUEL PROCUREMENT AND DELIVERY SERVICES**

EXECUTIVE SUMMARY

The City Council will consider approving the execution of a Contract Adoption Agreement with TACenergy for fuel procurement and delivery services. The City has three fueling sites that provide fuel for a fleet of vehicles and heavy equipment units that support essential public services. The fuel purchased under this contract will utilize pricing from a competitively awarded cooperative purchasing contract.

RECOMMENDATION

That the City Council:

1. Authorize the City Manager, or his designee, to execute a Contract Adoption Agreement with TACenergy pursuant to Sourcewell Contract 121522-TAC as awarded to TACenergy in the amount of $666,500 for a term through February 10, 2027;

2. Authorize the City Manager, or his designee, to execute amendments to the Contract Adoption Agreement; and,

3. Authorize the City Manager to appropriate additional funds as needed.

BACKGROUND

The City operates three fueling sites that provide fuel for a fleet of more than 250 vehicles and heavy equipment units. These vehicles provide essential public services, including police patrol, fire response, street and facility maintenance, and water utility maintenance and repairs. Historically the City has procured fuel delivery through a direct purchase order with a vendor. In alignment with our purchasing policy, staff has researched potential vendors that have the staff, equipment, and experience to provide fuel delivery services for the newly proposed contact.

ANALYSIS

In compliance with the City of Downey's Cooperative Purchasing Policy, staff recommends awarding a contract adoption agreement to TACenergy, LLC, an independent wholesale fuel distributor who holds contract number 121522-TAC with Sourcewell.

Sourcewell is a local government and service cooperative that acts as a national cooperative purchasing organization that offers competitively solicited contracts that streamline procurement processes for government entities. Participation is open to eligible federal, state, and municipal governmental entities, education, nonprofit, tribal government, and other public entities located in the United States.

Sourcewell offers a network of awarded contracts that allow participants to take advantage of competitively priced labor, materials and equipment costs. It follows competitive contracting law processes to solicit, evaluate, and award cooperative purchasing contracts for goods and services and is authorized to establish competitively awarded cooperative purchasing contracts on behalf of itself and its participating agencies. Agencies take advantage of Sourcewell cooperative agreements because they ensure competitive pricing, reduce staff time developing and managing procurement through the traditional public bid process, which can add up to two months to a project timeline. Overall, this saves the City money and leads to increased efficiency for staff.

In 2022, Sourcewell issued a request for proposal (RFP) for fuel delivery and related services. In February of 2023, TACenergy LLC was awarded a contract with Sourcewell to provide fuel delivery and related services to Sourcewell and the entities that access Sourcewell's cooperative purchasing contracts. Sourcewell Contract 121522-TAC as awarded to TACenergy has a term that expires in February 2027 but has an option to extend the term for an additional one-year period through February 2028.

Public Works staff recommends awarding a contract adoption agreement to TACenergy, LLC for fuel procurement and delivery services. With more than 60 years in the industry, TACenergy is one of the leading independent wholesale energy suppliers providing a high level of logistics, technology, training and service to both public and private entities. This company has the staff, equipment and experience necessary to provide fuel delivery services to ensure continuity of essential public services.

CITY COUNCIL PRIORITIES

Fiscal Responsibility

FISCAL IMPACT

Approval of the recommended actions will result in an estimated annual expenditure of $666,500 in the Equipment Fund, as previously approved in the Fiscal Year 2026-2027 operating budget as indicated in the table below:

Account No.	**Amount**
62-4-2610-0200	$79,000
62-4-5210-0200	$7,000
62-4-1210-0200	$3,000
62-4-2110-0200	$300,000
62-4-1731-0200	$55,000
62-4-3105-0200	$150,000
62-4-3550-0200	$65,000
62-4-4305-0200	$1,500
62-4-1380-0200	$2,500
62-4-2120-0200	$3,500

Total	**$666,500**

Attachments

Attachment A: Sourcewell Contract Adoption Agreement
Attachment B: TACenergy Sourcewell Contract

Docusign Envelope ID: CB5A3557-FEE8-81B0-82DD-4B8FC4813E72

TACenergy

100 Crescent Court, Suite 1600
Dallas, Texas 75201
800-375-3835

SOURCEWELL CONTRACT ADOPTION AGREEMENT

This Contract Adoption Agreement ("Agreement") is entered into by and between **TACenergy, LLC** ("TACenergy") and **City of Downey CA** ("Agency").

1. Purpose. The purpose of this Agreement is to confirm the Agency's election to purchase goods and/or services from TACenergy pursuant to Sourcewell Contract No. 121522-TAC ("Sourcewell Contract").

2. Adoption of Sourcewell Terms. The Agency hereby adopts, accepts, and agrees to be bound by all applicable terms, conditions, pricing, and requirements of the Sourcewell Contract 121522-TAC, as awarded to TACenergy by Sourcewell. The Sourcewell Contract is incorporated herein by reference as though fully set forth.

3. Relationship of the Parties. This Agreement is between the Agency and TACenergy only. Sourcewell is not a party to this Agreement and bears no responsibility for Agency orders, payments, or performance obligations.

4. Order of Precedence. In the event of a conflict between this Agreement and the Sourcewell Contract, the terms of the Sourcewell Contract shall control, unless otherwise required by applicable law.

5. Term. This Agreement shall remain in effect for the duration of the Sourcewell Contract, including any extensions, unless terminated earlier in accordance with the Sourcewell Contract or applicable law.

6. Authority. Each party represents that the individual signing below has full authority to bind the respective organization.

AGREED AND ACCEPTED

TACenergy, LLC

By: Signed by: Mark Anderle
C5805C4A1296431...

Name: Mark Anderle

Title: Vice President of Supply and Trading

Date: 8/27/2026

City of Downey CA

By: _____

Name: Roger Bradley

Title: City Manager

Date: _____

DON'T JUST BUY FUEL
FUEL YOUR FUTURE

APPROVED AS TO FORM:

BY: John M. Funk

JOHN M. FUNK
CITY ATTORNEY

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Sourcewell

Solicitation Number: RFP #121522

CONTRACT

This Contract is between Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and TACenergy, LLC, dba TACenergy, 100 Crescent Court, Suite 1600, Dallas, TX 75201 (Supplier).

Sourcewell is a State of Minnesota local government unit and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to eligible federal, state/province, and municipal governmental entities, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada. Sourcewell issued a public solicitation for Fuel Delivery with Related Services from which Supplier was awarded a contract.

Supplier desires to contract with Sourcewell to provide equipment, products, or services to Sourcewell and the entities that access Sourcewell's cooperative purchasing contracts (Participating Entities).

1. TERM OF CONTRACT

A. EFFECTIVE DATE. This Contract is effective upon the date of the final signature below.

B. EXPIRATION DATE AND EXTENSION. This Contract expires February 10, 2027, unless it is cancelled sooner pursuant to Article 22. This Contract may be extended one additional year upon the request of Sourcewell and written agreement by Supplier.

C. SURVIVAL OF TERMS. Notwithstanding any expiration or termination of this Contract, all payment obligations incurred prior to expiration or termination will survive, as will the following: Articles 11 through 14 survive the expiration or cancellation of this Contract. All other rights will cease upon expiration or termination of this Contract.

2. EQUIPMENT, PRODUCTS, OR SERVICES

A. EQUIPMENT, PRODUCTS, OR SERVICES. Supplier will provide the Equipment, Products, or Services as stated in its Proposal submitted under the Solicitation Number listed above.

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Supplier's Equipment, Products, or Services Proposal (Proposal) is attached and incorporated into this Contract.

Unless agreed to by the Participating Entities in advance, Products must be delivered to the Participating Entity's site.

This Contract offers an indefinite quantity of sales, and while substantial volume is anticipated, sales and sales volume are not guaranteed.

B. WARRANTY. Supplier warrants that all Equipment, Products, and Services furnished are free from liens and encumbrances, and are free from defects. In addition, Supplier warrants the Equipment, Products, and Services are suitable for and will perform in accordance with the ordinary use for which they are intended. Supplier's dealers and distributors must agree to assist the Participating Entity in reaching a resolution in any dispute over warranty terms with the Supplier. Any warranty that extends beyond the expiration of the Supplier's warranty will be passed on to the Participating Entity.

C. DEALERS, DISTRIBUTORS, AND/OR RESELLERS. Upon Contract execution and throughout the Contract term, Supplier must provide to Sourcewell a current means to validate or authenticate Supplier's authorized dealers, distributors, or resellers relative to the Equipment, Products, and Services offered under this Contract, which will be incorporated into this Contract by reference. It is the Supplier's responsibility to ensure Sourcewell receives the most current information.

3. PRICING

All Equipment, Products, or Services under this Contract will be priced at or below the price stated in Supplier's Proposal.

When providing pricing quotes to Participating Entities, all pricing quoted must reflect a Participating Entity's total cost of acquisition. This means that the quoted cost is for delivered Equipment, Products, and Services, and includes all costs to the Participating Entity's requested delivery location.

Regardless of the payment method chosen by the Participating Entity, the total cost associated with any purchase option of the Equipment, Products, or Services must always be disclosed in the pricing quote to the applicable Participating Entity at the time of purchase.

A. SHIPPING AND SHIPPING COSTS. In the event of the delivery of nonconforming Equipment and Products, the Participating Entity will notify the Supplier as soon as possible and the Supplier will replace nonconforming Equipment and Products with conforming Equipment and Products.

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Supplier must arrange for and pay for the removal of Equipment and Products that arrive in a non-conforming or defective condition.

Sourcewell may declare the Supplier in breach of this Contract if the Supplier intentionally delivers non-conforming, substandard, defective, or inferior Equipment or Products.

B. SALES TAX. Each Participating Entity is responsible for supplying the Supplier with valid tax-exemption certification(s). When ordering, a Participating Entity must indicate if it is a tax-exempt entity.

4. PRODUCT AND PRICING CHANGE REQUESTS

Supplier may request Equipment, Product, or Service changes, additions, or deletions at any time. All requests must be made in writing by submitting a signed Sourcewell Price and Product Change Request Form to the assigned Sourcewell Supplier Development Administrator. This approved form is available from the assigned Sourcewell Supplier Development Administrator. At a minimum, the request must:

- Identify the applicable Sourcewell contract number;
- Clearly specify the requested change;
- Provide sufficient detail to justify the requested change;
- Individually list all Equipment, Products, or Services affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and
- Include a complete restatement of pricing documentation in Microsoft Excel with the effective date of the modified pricing, or product addition or deletion. The new pricing restatement must include all Equipment, Products, and Services offered, even for those items where pricing remains unchanged.

A fully executed Sourcewell Price and Product Request Form will become an amendment to this Contract and will be incorporated by reference.

5. PARTICIPATION, CONTRACT ACCESS, AND PARTICIPATING ENTITY REQUIREMENTS

A. PARTICIPATION. Sourcewell's cooperative contracts are available and open to public and nonprofit entities across the United States and Canada; such as federal, state/province, municipal, K-12 and higher education, tribal government, and other public entities.

The benefits of this Contract should be available to all Participating Entities that can legally access the Equipment, Products, or Services under this Contract. A Participating Entity's authority to access this Contract is determined through its cooperative purchasing, interlocal, or joint powers laws. Any entity accessing benefits of this Contract will be considered a Service Member of Sourcewell during such time of access. Supplier understands that a Participating

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Entity's use of this Contract is at the Participating Entity's sole convenience and Participating Entities reserve the right to obtain like Equipment, Products, or Services from any other source.

Supplier is responsible for familiarizing its sales and service forces with Sourcewell contract use eligibility requirements and documentation and will encourage potential participating entities to join Sourcewell. Sourcewell reserves the right to add and remove Participating Entities to its roster during the term of this Contract.

B. PUBLIC FACILITIES. Supplier's employees may be required to perform work at government-owned facilities, including schools. Supplier's employees and agents must conduct themselves in a professional manner while on the premises, and in accordance with Participating Entity policies and procedures, and all applicable laws.

6. PARTICIPATING ENTITY USE AND PURCHASING

A. ORDERS AND PAYMENT. To access the contracted Equipment, Products, or Services under this Contract, a Participating Entity must clearly indicate to Supplier that it intends to access this Contract; however, order flow and procedure will be developed jointly between Sourcewell and Supplier. Typically, a Participating Entity will issue an order directly to Supplier or its authorized subsidiary, distributor, dealer, or reseller. If a Participating Entity issues a purchase order, it may use its own forms, but the purchase order should clearly note the applicable Sourcewell contract number. All Participating Entity orders under this Contract must be issued prior to expiration or cancellation of this Contract; however, Supplier performance, Participating Entity payment obligations, and any applicable warranty periods or other Supplier or Participating Entity obligations may extend beyond the term of this Contract.

Supplier's acceptable forms of payment are included in its attached Proposal. Participating Entities will be solely responsible for payment and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.

B. ADDITIONAL TERMS AND CONDITIONS/PARTICIPATING ADDENDUM. Additional terms and conditions to a purchase order, or other required transaction documentation, may be negotiated between a Participating Entity and Supplier, such as job or industry-specific requirements, legal requirements (e.g., affirmative action or immigration status requirements), or specific local policy requirements. Some Participating Entities may require the use of a Participating Addendum, the terms of which will be negotiated directly between the Participating Entity and the Supplier or its authorized dealers, distributors, or resellers, as applicable. Any negotiated additional terms and conditions must never be less favorable to the Participating Entity than what is contained in this Contract.

C. SPECIALIZED SERVICE REQUIREMENTS. In the event that the Participating Entity requires service or specialized performance requirements not addressed in this Contract (such as e-commerce specifications, specialized delivery requirements, or other specifications and

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requirements), the Participating Entity and the Supplier may enter into a separate, standalone agreement, apart from this Contract. Sourcewell, including its agents and employees, will not be made a party to a claim for breach of such agreement.

D. TERMINATION OF ORDERS. Participating Entities may terminate an order, in whole or in part, immediately upon notice to Supplier in the event of any of the following events:

1. The Participating Entity fails to receive funding or appropriation from its governing body at levels sufficient to pay for the equipment, products, or services to be purchased; or
2. Federal, state, or provincial laws or regulations prohibit the purchase or change the Participating Entity's requirements.

E. GOVERNING LAW AND VENUE. The governing law and venue for any action related to a Participating Entity's order will be determined by the Participating Entity making the purchase.

7. CUSTOMER SERVICE

A. PRIMARY ACCOUNT REPRESENTATIVE. Supplier will assign an Account Representative to Sourcewell for this Contract and must provide prompt notice to Sourcewell if that person is changed. The Account Representative will be responsible for:

- Maintenance and management of this Contract;
- Timely response to all Sourcewell and Participating Entity inquiries; and
- Business reviews to Sourcewell and Participating Entities, if applicable.

B. BUSINESS REVIEWS. Supplier must perform a minimum of one business review with Sourcewell per contract year. The business review will cover sales to Participating Entities, pricing and contract terms, administrative fees, sales data reports, performance issues, supply issues, customer issues, and any other necessary information.

8. REPORT ON CONTRACT SALES ACTIVITY AND ADMINISTRATIVE FEE PAYMENT

A. CONTRACT SALES ACTIVITY REPORT. Each calendar quarter, Supplier must provide a contract sales activity report (Report) to the Sourcewell Supplier Development Administrator assigned to this Contract. Reports are due no later than 45 days after the end of each calendar quarter. A Report must be provided regardless of the number or amount of sales during that quarter (i.e., if there are no sales, Supplier must submit a report indicating no sales were made).

The Report must contain the following fields:

- Participating Entity Name (e.g., City of Staples Highway Department);

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- Participating Entity Physical Street Address;
- Participating Entity City;
- Participating Entity State/Province;
- Participating Entity Zip/Postal Code;
- Participating Entity Contact Name;
- Participating Entity Contact Email Address;
- Participating Entity Contact Telephone Number;
- Sourcewell Assigned Entity/Participating Entity Number;
- Item Purchased Description;
- Item Purchased Price;
- Sourcewell Administrative Fee Applied; and
- Date Purchase was invoiced/sale was recognized as revenue by Supplier.

B. ADMINISTRATIVE FEE. In consideration for the support and services provided by Sourcewell, the Supplier will pay an administrative fee to Sourcewell on all Equipment, Products, and Services provided to Participating Entities. The Administrative Fee must be included in, and not added to, the pricing. Supplier may not charge Participating Entities more than the contracted price to offset the Administrative Fee.

The Supplier will submit payment to Sourcewell for the administrative fee calculated as stated in the Proposal on the total sales of all Equipment, Products, and Services purchased by Participating Entities under this Contract during each calendar quarter. Payments should note the Supplier's name and Sourcewell-assigned contract number in the memo; and must be mailed to the address above "Attn: Accounts Receivable" or remitted electronically to Sourcewell's banking institution per Sourcewell's Finance department instructions. Payments must be received no later than 45 calendar days after the end of each calendar quarter.

Supplier agrees to cooperate with Sourcewell in auditing transactions under this Contract to ensure that the administrative fee is paid on all items purchased under this Contract.

In the event the Supplier is delinquent in any undisputed administrative fees, Sourcewell reserves the right to cancel this Contract and reject any proposal submitted by the Supplier in any subsequent solicitation. In the event this Contract is cancelled by either party prior to the Contract's expiration date, the administrative fee payment will be due no more than 30 days from the cancellation date.

9. AUTHORIZED REPRESENTATIVE

Sourcewell's Authorized Representative is its Chief Procurement Officer.

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Supplier's Authorized Representative is the person named in the Supplier's Proposal. If Supplier's Authorized Representative changes at any time during this Contract, Supplier must promptly notify Sourcewell in writing.

10. AUDIT, ASSIGNMENT, AMENDMENTS, WAIVER, AND CONTRACT COMPLETE

A. AUDIT. Pursuant to Minnesota Statutes Section 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices relevant to this Contract are subject to examination by Sourcewell or the Minnesota State Auditor for a minimum of six years from the end of this Contract. This clause extends to Participating Entities as it relates to business conducted by that Participating Entity under this Contract.

B. ASSIGNMENT. Neither party may assign or otherwise transfer its rights or obligations under this Contract without the prior written consent of the other party and a fully executed assignment agreement. Such consent will not be unreasonably withheld. Any prohibited assignment will be invalid.

C. AMENDMENTS. Any amendment to this Contract must be in writing and will not be effective until it has been duly executed by the parties.

D. WAIVER. Failure by either party to take action or assert any right under this Contract will not be deemed a waiver of such right in the event of the continuation or repetition of the circumstances giving rise to such right. Any such waiver must be in writing and signed by the parties.

E. CONTRACT COMPLETE. This Contract represents the complete agreement between the parties. No other understanding regarding this Contract, whether written or oral, may be used to bind either party. For any conflict between the attached Proposal and the terms set out in Articles 1-22 of this Contract, the terms of Articles 1-22 will govern.

F. RELATIONSHIP OF THE PARTIES. The relationship of the parties is one of independent contractors, each free to exercise judgment and discretion with regard to the conduct of their respective businesses. This Contract does not create a partnership, joint venture, or any other relationship such as master-servant, or principal-agent.

11. INDEMNITY AND HOLD HARMLESS

Supplier must indemnify, defend, save, and hold Sourcewell and its Participating Entities, including their agents and employees, harmless from any claims or causes of action, including attorneys' fees incurred by Sourcewell or its Participating Entities, arising out of any act or omission in the performance of this Contract by the Supplier or its agents or employees; this indemnification includes injury or death to person(s) or property alleged to have been caused by some defect in the Equipment, Products, or Services under this Contract to the extent the

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Equipment, Product, or Service has been used according to its specifications. Sourcewell's responsibility will be governed by the State of Minnesota's Tort Liability Act (Minnesota Statutes Chapter 466) and other applicable law.

12. GOVERNMENT DATA PRACTICES

Supplier and Sourcewell must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by or provided to Sourcewell under this Contract and as it applies to all data created, collected, received, maintained, or disseminated by the Supplier under this Contract.

13. INTELLECTUAL PROPERTY, PUBLICITY, MARKETING, AND ENDORSEMENT

A. INTELLECTUAL PROPERTY

1. *Grant of License.* During the term of this Contract:

   a. Sourcewell grants to Supplier a royalty-free, worldwide, non-exclusive right and license to use the trademark(s) provided to Supplier by Sourcewell in advertising and promotional materials for the purpose of marketing Sourcewell's relationship with Supplier.

   b. Supplier grants to Sourcewell a royalty-free, worldwide, non-exclusive right and license to use Supplier's trademarks in advertising and promotional materials for the purpose of marketing Supplier's relationship with Sourcewell.

2. *Limited Right of Sublicense*. The right and license granted herein includes a limited right of each party to grant sublicenses to their respective subsidiaries, distributors, dealers, resellers, marketing representatives, and agents (collectively "Permitted Sublicensees") in advertising and promotional materials for the purpose of marketing the Parties' relationship to Participating Entities. Any sublicense granted will be subject to the terms and conditions of this Article. Each party will be responsible for any breach of this Article by any of their respective sublicensees.

3. *Use; Quality Control.*

   a. Neither party may alter the other party's trademarks from the form provided and must comply with removal requests as to specific uses of its trademarks or logos.

   b. Each party agrees to use, and to cause its Permitted Sublicensees to use, the other party's trademarks only in good faith and in a dignified manner consistent with such party's use of the trademarks. Upon written notice to the breaching party, the breaching party has 30 days of the date of the written notice to cure the breach or the license will be terminated.

4. *Termination*. Upon the termination of this Contract for any reason, each party, including Permitted Sublicensees, will have 30 days to remove all Trademarks from signage, websites, and the like bearing the other party's name or logo (excepting Sourcewell's pre-printed catalog of suppliers which may be used until the next printing). Supplier must return all

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marketing and promotional materials, including signage, provided by Sourcewell, or dispose of it according to Sourcewell's written directions.

B. PUBLICITY. Any publicity regarding the subject matter of this Contract must not be released without prior written approval from the Authorized Representatives. Publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Supplier individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Contract.

C. MARKETING. Any direct advertising, marketing, or offers with Participating Entities must be approved by Sourcewell. Send all approval requests to the Sourcewell Supplier Development Administrator assigned to this Contract.

D. ENDORSEMENT. The Supplier must not claim that Sourcewell endorses its Equipment, Products, or Services.

14. GOVERNING LAW, JURISDICTION, AND VENUE

The substantive and procedural laws of the State of Minnesota will govern this Contract. Venue for all legal proceedings arising out of this Contract, or its breach, must be in the appropriate state court in Todd County, Minnesota or federal court in Fergus Falls, Minnesota.

15. FORCE MAJEURE

Neither party to this Contract will be held responsible for delay or default caused by acts of God or other conditions that are beyond that party's reasonable control. A party defaulting under this provision must provide the other party prompt written notice of the default.

16. SEVERABILITY

If any provision of this Contract is found by a court of competent jurisdiction to be illegal, unenforceable, or void then both parties will be relieved from all obligations arising from that provision. If the remainder of this Contract is capable of being performed, it will not be affected by such determination or finding and must be fully performed.

17. PERFORMANCE, DEFAULT, AND REMEDIES

A. PERFORMANCE. During the term of this Contract, the parties will monitor performance and address unresolved contract issues as follows:

1. *Notification.* The parties must promptly notify each other of any known dispute and work in good faith to resolve such dispute within a reasonable period of time. If necessary,

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Sourcewell and the Supplier will jointly develop a short briefing document that describes the issue(s), relevant impact, and positions of both parties.

2. *Escalation.* If parties are unable to resolve the issue in a timely manner, as specified above, either Sourcewell or Supplier may escalate the resolution of the issue to a higher level of management. The Supplier will have 30 calendar days to cure an outstanding issue.

3. *Performance while Dispute is Pending*. Notwithstanding the existence of a dispute, the Supplier must continue without delay to carry out all of its responsibilities under the Contract that are not affected by the dispute. If the Supplier fails to continue without delay to perform its responsibilities under the Contract, in the accomplishment of all undisputed work, the Supplier will bear any additional costs incurred by Sourcewell and/or its Participating Entities as a result of such failure to proceed.

B. DEFAULT AND REMEDIES. Either of the following constitutes cause to declare this Contract, or any Participating Entity order under this Contract, in default:

1. Nonperformance of contractual requirements, or
2. A material breach of any term or condition of this Contract.

The party claiming default must provide written notice of the default, with 30 calendar days to cure the default. Time allowed for cure will not diminish or eliminate any liability for liquidated or other damages. If the default remains after the opportunity for cure, the non-defaulting party may:

- Exercise any remedy provided by law or equity, or
- Terminate the Contract or any portion thereof, including any orders issued against the Contract.

18. INSURANCE

A. REQUIREMENTS. At its own expense, Supplier must maintain insurance policy(ies) in effect at all times during the performance of this Contract with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" rating of A- or better, with coverage and limits of insurance not less than the following:

1. *Workers' Compensation and Employer's Liability.*

Workers' Compensation: As required by any applicable law or regulation.

Employer's Liability Insurance: must be provided in amounts not less than listed below:

Minimum limits:
$500,000 each accident for bodily injury by accident
$500,000 policy limit for bodily injury by disease
$500,000 each employee for bodily injury by disease

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2. *Commercial General Liability Insurance.* Supplier will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition), or equivalent. At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including construction defect, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Contract.

Minimum Limits:
$1,000,000 each occurrence Bodily Injury and Property Damage
$1,000,000 Personal and Advertising Injury
$2,000,000 aggregate for products liability-completed operations
$2,000,000 general aggregate

3. *Commercial Automobile Liability Insurance.* During the term of this Contract, Supplier will maintain insurance covering all owned, hired, and non-owned automobiles in limits of liability not less than indicated below. The coverage must be subject to terms no less broad than ISO Business Auto Coverage Form CA 0001 (2010 edition or newer), or equivalent.

Minimum Limits:
$1,000,000 each accident, combined single limit

4. *Transportation Pollution Liability Insurance*. During the term of this Contract, Supplier will maintain transportation pollution liability insurance, with coverage for loading and unloading, and endorsement of form MCS-90.

Minimum Limits:
$1,000,000

5. *Umbrella Insurance*. During the term of this Contract, Supplier will maintain umbrella coverage over Employer's Liability, Commercial General Liability, and Commercial Automobile.

Minimum Limits:
$2,000,000

6. *Network Security and Privacy Liability Insurance*. During the term of this Contract, Supplier will maintain coverage for network security and privacy liability. The coverage may be endorsed on another form of liability coverage or written on a standalone policy. The insurance must cover claims which may arise from failure of Supplier's security resulting in, but not limited to, computer attacks, unauthorized access, disclosure of not public data – including but not limited to, confidential or private information, transmission of a computer virus, or denial of service.

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Minimum limits:
$2,000,000 per occurrence
$2,000,000 annual aggregate

Failure of Supplier to maintain the required insurance will constitute a material breach entitling Sourcewell to immediately terminate this Contract for default.

B. CERTIFICATES OF INSURANCE. Prior to commencing under this Contract, Supplier must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Contract. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 or sent to the Sourcewell Supplier Development Administrator assigned to this Contract. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf.

Failure to request certificates of insurance by Sourcewell, or failure of Supplier to provide certificates of insurance, in no way limits or relieves Supplier of its duties and responsibilities in this Contract.

C. ADDITIONAL INSURED ENDORSEMENT AND PRIMARY AND NON-CONTRIBUTORY INSURANCE CLAUSE. Supplier agrees to list Sourcewell and its Participating Entities, including their officers, agents, and employees, as an additional insured under the Supplier's commercial general liability insurance policy with respect to liability arising out of activities, "operations," or "work" performed by or on behalf of Supplier, and products and completed operations of Supplier. The policy provision(s) or endorsement(s) must further provide that coverage is primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.

D. WAIVER OF SUBROGATION. Supplier waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses paid under the insurance policies required by this Contract or other insurance applicable to the Supplier or its subcontractors. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance maintained by the Supplier or its subcontractors. Where permitted by law, Supplier must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.

E. UMBRELLA/EXCESS LIABILITY/SELF-INSURED RETENTION. The limits required by this Contract can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies), or self-insured retention.

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19. COMPLIANCE

A. LAWS AND REGULATIONS. All Equipment, Products, or Services provided under this Contract must comply fully with applicable federal laws and regulations, and with the laws in the states and provinces in which the Equipment, Products, or Services are sold.

B. LICENSES. Supplier must maintain a valid and current status on all required federal, state/provincial, and local licenses, bonds, and permits required for the operation of the business that the Supplier conducts with Sourcewell and Participating Entities.

20. BANKRUPTCY, DEBARMENT, OR SUSPENSION CERTIFICATION

Supplier certifies and warrants that it is not in bankruptcy or that it has previously disclosed in writing certain information to Sourcewell related to bankruptcy actions. If at any time during this Contract Supplier declares bankruptcy, Supplier must immediately notify Sourcewell in writing.

Supplier certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Supplier certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Contract. Supplier further warrants that it will provide immediate written notice to Sourcewell if this certification changes at any time.

21. PROVISIONS FOR NON-UNITED STATES FEDERAL ENTITY PROCUREMENTS UNDER UNITED STATES FEDERAL AWARDS OR OTHER AWARDS

Participating Entities that use United States federal grant or FEMA funds to purchase goods or services from this Contract may be subject to additional requirements including the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. § 200. Participating Entities may have additional requirements based on specific funding source terms or conditions. Within this Article, all references to “federal” should be interpreted to mean the United States federal government. The following list only applies when a Participating Entity accesses Supplier’s Equipment, Products, or Services with United States federal funds.

A. EQUAL EMPLOYMENT OPPORTUNITY. Except as otherwise provided under 41 C.F.R. § 60, all contracts that meet the definition of “federally assisted construction contract” in 41 C.F.R. § 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. §60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 C.F.R. §, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing

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regulations at 41 C.F.R. § 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.” The equal opportunity clause is incorporated herein by reference.

B. DAVIS-BACON ACT, AS AMENDED (40 U.S.C. § 3141-3148). When required by federal program legislation, all prime construction contracts in excess of $2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. § 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. § 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. § 3145), as supplemented by Department of Labor regulations (29 C.F.R. § 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency. Supplier must be in compliance with all applicable Davis-Bacon Act provisions.

C. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. § 3701-3708). Where applicable, all contracts awarded by the non-federal entity in excess of $100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. § 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. This provision is hereby incorporated by reference into this Contract. Supplier certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

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D. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT. If the federal award meets the definition of "funding agreement" under 37 C.F.R. § 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 C.F.R. § 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency. Supplier certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

E. CLEAN AIR ACT (42 U.S.C. § 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. § 1251-1387). Contracts and subgrants of amounts in excess of $150,000 require the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. § 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). Supplier certifies that during the term of this Contract will comply with applicable requirements as referenced above.

F. DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689). A contract award (see 2 C.F.R. § 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. §180 that implement Executive Orders 12549 (3 C.F.R. § 1986 Comp., p. 189) and 12689 (3 C.F.R. § 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. Supplier certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

G. BYRD ANTI-LOBBYING AMENDMENT, AS AMENDED (31 U.S.C. § 1352). Suppliers must file any required certifications. Suppliers must not have used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Suppliers must disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. Suppliers must file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).

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H. RECORD RETENTION REQUIREMENTS. To the extent applicable, Supplier must comply with the record retention requirements detailed in 2 C.F.R. § 200.333. The Supplier further certifies that it will retain all records as required by 2 C.F.R. § 200.333 for a period of 3 years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

I. ENERGY POLICY AND CONSERVATION ACT COMPLIANCE. To the extent applicable, Supplier must comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

J. BUY AMERICAN PROVISIONS COMPLIANCE. To the extent applicable, Supplier must comply with all applicable provisions of the Buy American Act. Purchases made in accordance with the Buy American Act must follow the applicable procurement rules calling for free and open competition.

K. ACCESS TO RECORDS (2 C.F.R. § 200.336). Supplier agrees that duly authorized representatives of a federal agency must have access to any books, documents, papers and records of Supplier that are directly pertinent to Supplier's discharge of its obligations under this Contract for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Supplier's personnel for the purpose of interview and discussion relating to such documents.

L. PROCUREMENT OF RECOVERED MATERIALS (2 C.F.R. § 200.322). A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. § 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds $10,000 or the value of the quantity acquired during the preceding fiscal year exceeded $10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

M. FEDERAL SEAL(S), LOGOS, AND FLAGS. The Supplier cannot use the seal(s), logos, crests, or reproductions of flags or likenesses of Federal agency officials without specific pre-approval.

N. NO OBLIGATION BY FEDERAL GOVERNMENT. The U.S. federal government is not a party to this Contract or any purchase by a Participating Entity and is not subject to any obligations or liabilities to the Participating Entity, Supplier, or any other party pertaining to any matter resulting from the Contract or any purchase by an authorized user.

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O. PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS. The Contractor acknowledges that 31 U.S.C. 38 (Administrative Remedies for False Claims and Statements) applies to the Supplier's actions pertaining to this Contract or any purchase by a Participating Entity.

P. FEDERAL DEBT. The Supplier certifies that it is non-delinquent in its repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowance, and benefit overpayments.

Q. CONFLICTS OF INTEREST. The Supplier must notify the U.S. Office of General Services, Sourcewell, and Participating Entity as soon as possible if this Contract or any aspect related to the anticipated work under this Contract raises an actual or potential conflict of interest (as described in 2 C.F.R. Part 200). The Supplier must explain the actual or potential conflict in writing in sufficient detail so that the U.S. Office of General Services, Sourcewell, and Participating Entity are able to assess the actual or potential conflict; and provide any additional information as necessary or requested.

R. U.S. EXECUTIVE ORDER 13224. The Supplier, and its subcontractors, must comply with U.S. Executive Order 13224 and U.S. Laws that prohibit transactions with and provision of resources and support to individuals and organizations associated with terrorism.

S. PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT. To the extent applicable, Supplier certifies that during the term of this Contract it will comply with applicable requirements of 2 C.F.R. § 200.216.

T. DOMESTIC PREFERENCES FOR PROCUREMENTS. To the extent applicable, Supplier certifies that during the term of this Contract will comply with applicable requirements of 2 C.F.R. § 200.322.

22. CANCELLATION

Sourcewell or Supplier may cancel this Contract at any time, with or without cause, upon 60 days' written notice to the other party. However, Sourcewell may cancel this Contract immediately upon discovery of a material defect in any certification made in Supplier's Proposal. Cancellation of this Contract does not relieve either party of financial, product, or service obligations incurred or accrued prior to cancellation.

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Sourcewell

DocuSigned by:
By: Jeremy Schwartz
C0FD2A139D06489...
Jeremy Schwartz
Title: Chief Procurement Officer
Date: 2/2/2023 | 8:32 AM CST

TACenergy, LLC, dba TACenergy

DocuSigned by:
By: FRED SLOAN
4331341A30F4419...
Fred Sloan
Title: Chief Operating Officer
Date: 2/9/2023 | 7:18 AM PST

Approved:

DocuSigned by:
By: Chad Coauette
7E42B8F817A64CC...
Chad Coauette
Title: Executive Director/CEO
Date: 2/9/2023 | 10:06 AM CST

DocuSign Envelope ID: B9B82721-CC3B-4973-85A4-79C8232B0E83

RFP 121522 - Fuel Delivery with Related Services

Vendor Details

Company Name:	TACenergy, LLC
Does your company conduct business under any other name? If yes, please state:	TACenergy
Address:	100 Crescent Court Suite 1600 Dallas, Texas 75201
Contact:	Colby Hoffer
Email:	sales@tacenergy.com
Phone:	972-807-7903
HST#:	87-4665900

Submission Details

Created On:	Thursday October 27, 2022 09:52:19
Submitted On:	Thursday December 15, 2022 15:54:53
Submitted By:	Jonathan Wolfe
Email:	jwolfe@tacenergy.com
Transaction #:	4fdc6060-fc4e-4a35-b814-e9046adc9e03
Submitter's IP Address:	72.24.2.100

Specifications

Table 1: Proposer Identity & Authorized Representatives

General Instructions (applies to all Tables) Sourcewell prefers a brief but thorough response to each question. Do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; respond “N/A” if the question does not apply to you (preferably with an explanation).

Line Item	Question	Response *	
1	Proposer Legal Name (one legal entity only): (In the event of award, will execute the resulting contract as "Supplier")	TACenergy, LLC	*
2	Identify all subsidiary entities of the Proposer whose equipment, products, or services are included in the Proposal and, if applicable, supply the US DOT number of each such subsidiary.	N/A	*
3	Identify all applicable assumed names or DBA names of the Proposer or Proposer's subsidiaries in Line 1 or Line 2 above.	TACenergy	*
4	Provide your CAGE code or Unique Entity Identifier (SAM):	TACenergy CAGE code is 9APM5	*
5	Proposer Physical Address:	100 Crescent Court, Suite 1600 Dallas, TX 75201	*
6	Proposer website address (or addresses):	https://www.tacenergy.com/	*
7	Proposer's Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the “Proposer’s Assurance of Compliance” on behalf of the Proposer and, in the event of award, will be expected to execute the resulting contract):	Fred Sloan Chief Operating Officer 100 Crescent Court Suite 1600 Dallas, TX 75201 fsloan@tacenergy.com 972-807-7873	*
8	Proposer's primary contact for this proposal (name, title, address, email address & phone):	Colby Hoffer Director of Operations 100 Crescent Court Suite 1600 Dallas, TX 75201 choffer@tacenergy.com 972-807-7903	*
9	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	Jonathan Wolfe Bid Manager 100 Crescent Court Suite 1600 Dallas, TX 75201 sales@tacenergy.com 972-807-7973	

Table 2: Company Information and Financial Strength

Line Item	Question	Response *	
10	Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested equipment, products or services.	What started as a mindset of one man and a fuel truck serving the northeast corner of the state of Texas and the area surrounding Texarkana, has seen decades of growth, resilient change and sustained redefining of the company. Historically known as Truman Arnold Companies, TACenergy started in 1964 as a Texarkana, Texas-based Conoco Distributor. Founded on principles that stressed steady growth and a passion for customer service, the result has been sustained growth and reinvention. Almost 60 years later TACenergy has become one of the leading independent wholesale energy suppliers providing the highest level of logistics, technology, training and unsurpassed service in the United States. Headquartered in Dallas, Texas and supported by its original offices in Texarkana and 12 strategically placed sales offices across the lower 48 states TACenergy defines the industry expectation of service, innovation and success under its current leadership of Greg Arnold, CEO and Fred Sloan, COO. Today, TACenergy continues to redefine not only the service levels that exceed expectations across a complex and faceted sector of the energy business from up-stream, mid-stream, transportation and storage to the downstream retail delivery sector. No matter the industry served, TACenergy places its customers first and strives to be the best service provider. Chief Executive Officer, Greg Arnold states when sharing company philosophy, "Be the best. We don't need to be the biggest, but let your passion for what you do, show in your level of service." Working to supply and manage logistics for every industry or consumer sector that needs fuel and refined petroleum products, TACenergy pioneers service processes, use of technology in logistics and leads operations in the highest level of efficiency that benefits its customers through execution and service. At TACenergy, we take the purchasing muscle and flexibility of our national terminal network, support it 24/7/365 and combine it with the most efficient logistical and information technology tools. The result is a fuel supply chain that is optimized for every customer's needs in ways big oil is simply not equipped to provide.	*
11	What are your company's expectations in the event of an award?	TACenergy has a long history of supporting schools, municipalities, non-profits, and government agencies. We aim to be the most reliable, knowledgeable, convenient, and lowest cost fuel supplier in the nation. If awarded, the TACenergy Operations team will work closely with participating agencies to develop cost-saving fuel programs while ensuring operability to the agency's fleets and services. TACenergy is committed to helping participating agencies realize the overall value and benefit the Sourcewell contract provides.	*
12	Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response.	As a privately-held company, TACenergy does not disclose financial statements. TACenergy reports to Dun & Bradstreet (D&B), a service often referenced by lenders and potential business partners to help predict the reliability and/or financial stability of a company. The TACenergy D&B company profile can be found using the following DUNS number: 11-855-2448 Bank, trade, and customer references can be provided upon request. To obtain a list of references, please forward your request to: sales@tacenergy.com	*
13	What is your US market share for the solutions that you are proposing?	TACenergy is one of the nation's largest unbranded fuel marketers with more than 2 billion gallons of annual sales for refined and renewable products. This total puts TACenergy around 1% of the total US consumption of these fuels.	*
14	What is your Canadian market share for the solutions that you are proposing?	TACenergy does not conduct business in Canada.	*
15	Has your business ever petitioned for bankruptcy protection? If so, explain in detail.	TACenergy has never petitioned for bankruptcy protection.	*
16	If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.	TACenergy holds the appropriate federal, state, and county licenses to sell and distribute fuel in each state the company services. TACenergy employs a staff of in-house tax professionals that ensure the company maintains all applicable licenses and certifications to continue serving our customers.	*
17	Provide all "Suspension or Debarment" information that has applied to your organization during the past ten years.	TACenergy does not have any suspensions or debarments in our history.	*

Table 3: Industry Recognition & Marketplace Success

Line Item	Question	Response *	
18	Describe any relevant industry awards or recognition that your company has received in the past five years	TACenergy has been recognized by Sinclair Oil as a Top Performer 2018 through 2021. TACenergy was recognized by Valero for Commitment to Excellence (CTE) in 2015. Customer and trade references can be provided upon request to sales@tacenergy.com to share counterparty success with TACenergy.	*
19	What percentage of your sales are to the governmental sector in the past three years	Sales to the governmental sector has contributed to 5% of the total TACenergy sales portfolio over the past five years.	*
20	What percentage of your sales are to the education sector in the past three years	Sales to the education sector has contributed to 0.20% of the total TACenergy sales portfolio over the past three years.	*
21	List any state, provincial, or cooperative purchasing contracts that you hold. What is the annual sales volume for each of these contracts over the past three years?	TACenergy currently holds an award for OMNIA Partners, Contract #53317 - Motor and Aviation Fuels and Related Services. In addition, we hold numerous fuel supply contracts with various public and government agencies in the States of CA, TX, NM, FL, WA, MD, MS, CT, TN, GA, MT, LA, MA, SC, RI, OK, OR, AR, VA, NY, KS, DE, WI, AZ, WY. TACenergy considers sales reporting data for these contracts to be proprietary.	*
22	List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold. What is the annual sales volume for each of these contracts over the past three years?	TACenergy does not currently hold any GSA or Standing Offers and Supply Arrangements (SOSA).	*

Table 4: References/Testimonials

Line Item 23. Supply reference information from three customers who are eligible to be Sourcewell participating entities.

Entity Name *	Contact Name *	Phone Number *	
City of San Antonio, TX	LD McGarity	210-207-2078	*
Santa Barbara Metropolitan Transit District	Valerie White	805.963.3364 x244	*
City of Dallas, TX	Jeff Glover	214-670-1549	*

Table 5: Top Five Government or Education Customers

Line Item 24. Provide a list of your top five government, education, or non-profit customers (entity name is optional), including entity type, the state or province the entity is located in, scope of the project(s), size of transaction(s), and dollar volumes from the past three years.

Entity Name	Entity Type *	State / Province *	Scope of Work *	Size of Transactions *	Dollar Volume Past Three Years *	
City of Albuquerque	Government	New Mexico - NM	Unleaded Gasoline and ULSD motor fuels	4,000-8,500 Gallons	$106 Million	*
City of San Antonio	Government	Texas - TX	Unleaded Gasoline and ULSD motor fuels	7,500-8,500 Gallons	$80 Million	*
City of Dallas	Government	Texas - TX	Unleaded Gasoline	8,500 Gallons	$13 Million	*
Rio Metro Regional Transit District	Education	New Mexico - NM	ULSD motor fuels	4,000-7,500 Gallons	$7 Million	*
County of Ventura	Government	California - CA	Unleaded Gasoline, ULSD, and Renewable Diesel motor fuels	1,000-8,500 Gallons	$4 Million	*

Table 6: Ability to Sell and Deliver Service

Describe your company's capability to meet the needs of Sourcewell participating entities across the US and Canada, as applicable. Your response should address in detail at least the following areas: locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *	

25	Sales force.	Organization chart and US territory map are provided as attachment. NATIONAL COVERAGE The TACenergy Operations team will be responsible for the holistic account management of an awarded Sourcewell contract. This team is responsible for implementing the overall sales and service strategy and conveys all messaging regarding terms, products, process, and requirements of the contract. In addition, a highly trained logistics staff is available 24/7/365 to support participating agencies from our Dallas, TX headquarters with their fuel orders. REGIONAL FOCUS The TACenergy sales force consists of fourteen strategically located sales and support offices with experienced professionals fully equipped to support an awarded Sourcewell contract. Led by General Managers, each regional sales team serve as subject matter experts for the product offerings and logistics in their respective region LOCAL SUPPORT Within each regional sales team, Sales Managers and Account Managers are assigned to territories and accounts to support the end users. It is the responsibility of the Sales and Account Managers to provide consultation and training to the end users. Training and consultation are provided as needed by each agency via phone, online video conference (MS Teams, Zoom, etc.), or in some cases in-person.	*
26	Dealer network or other distribution methods.	Our relationships with transportation, storage and terminal/rack partners are continually monitored and competitively renegotiated based on capabilities, price and minimum liability & performance standards. The net result of these services for our customers is a reliable fuel supply, consistently on time, at the lowest possible final delivered cost.	*
27	Service force.	Our advanced data management system is managed and operated by the most capable personnel in the industry. TACenergy carrier partnerships are competitively negotiated for optimum liability coverage and performance standards and monitored on a regular basis. With TACenergy, customers can expect a reliable fuel supply, consistently on time and at the lowest possible final delivered cost.	*
28	Describe the ordering process. If orders will be handled by distributors, dealers or others, explain the respective roles of the Proposer and others.	TACenergy provides extensive hands-on training to a team of logistics professionals dedicated to the specific needs of each client and service order. The Supply & Logistics toll-free phone lines are supported 24 hours a day, seven days a week for all 365 days of the year. Easy phone or online ordering through a proprietary portal is available to meet customer needs. With one of the largest nationally geographically diverse terminal networks in the industry, the TACenergy Supply & Logistics call center manages and coordinates every load of fuel by fine-tuning the optimal combination of pull points, supply, carriers and price.	*
29	Describe in detail the process and procedure of your customer service program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.	TACenergy has a 24/7/365 customer service group that manages all fuel deliveries and will be standing by to take all orders. Each customer is established internally at TACenergy via a 36 step setup process that is double checked by individual account and sales managers to make sure your fuel is delivered on time and billed correctly.	*
30	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in the United States. Identify the geographic areas of the United States that you will fully serve through the proposed contract.	TACenergy is able and willing to provide products and services to participating agencies in the lower 48 United States.	*
31	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in Canada. Identify the geographic areas of Canada that you will fully serve through the proposed contract.	TACenergy does not conduct business in Canada.	*
32	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed contract.	TACenergy is prepared to serve the lower 48 United States. Hawaii, Alaska, and Canada are not within the service area of TACenergy at this time.	*
33	Identify any Sourcewell participating entity sectors (i.e., government, education, not-for-profit) that you will NOT be fully serving through the proposed contract. Explain in detail. For example, does your company have only a regional presence, or do other cooperative purchasing contracts limit your ability to promote another contract?	There are not any current sectors that we are not able to fully serve.	*

34	Define any specific contract requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	Alaska, Hawaii, and the US Territories are not currently in the TACenergy service area.	*

Table 7: Marketing Plan

Line Item	Question	Response *	
35	Describe your marketing strategy for promoting this contract opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.	TACenergy marketing strategy includes multiple content and messaging platforms, executions, and outreach programs designed to support the brand, its partners, and the changes that take place in the market, on a daily basis. The execution of the marketing is a synergistic approach between the outward communication of the brand story by the marketing department and the hands-on storytelling and support provided by the sales team. You can say, we utilize the basic media and communication outlets for strong B2B programs to be live and available 24/7 with online and printed materials, while the sales team provides in-depth selling and sharing to prospects and current customers. Uploaded in the document section is an electronic version of a corporate sales brochure available in digital download from the TACenergy.com website and that is also provided in print form on sales calls, at trade shows, and through written/mailed communication. Online Marketing A daily email blast, social post, and website news post of market activity is pushed each morning from the TACenergy trading desk to opt-in lists and targeted social audiences. When appropriate Press Releases and special news are included in marketing messages on the website and social. Social media weekly enhances the story of the brand, partners, industry activities, and customers as appropriate with posts across platforms that include LinkedIn, Facebook, Instagram, and Twitter. Promotional landing pages are utilized from the TACenergy.com website to provide additional information for key time periods or message pushes. Partner representation can be included when these are executed to include brand identification for Sourcewell. In addition, Sourcewell will be added to the cooperative purchasing industry section of the TACenergy website identified with a logo and written content describing the relationship. The logo will hyperlink to the appropriate page within the Sourcewell website. Sales Operations Ongoing training of all sales representatives and the Supply & Logistics teams is conducted on a weekly basis. Selling processes, partner relationships, best practices and resources are reviewed on a regular basis with all members of each team. As needed, special communication and materials on how best to sell appropriate customers into cooperative purchasing resources are shared at these training meetings for partners like Sourcewell. Electronic Marketing Utilizing the extensive opt-in database of TACenergy, email marketing programs can be executed to introduce Sourcewell and its benefits to the appropriate audience. Additional email marketing can be considered utilizing Sourcewell database of potential customers from other categories to share the news of new relationships and support being provided to Sourcewell clients.	*

36	Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	TACenergy maintains and fosters a strong online presence through social media platforms, website promotional management, and electronic email communication. Social Media Presence on LinkedIn, Facebook, Instagram, and Twitter. Email Marketing Maintain and administer daily communication through the Constant Contact management system Direct Marketing Utilize key market lists to print and mail targeted communication to prospective customers including postcards, sales flyers, promotional gifts, and business changes by account. Website TACenergy maintains a brand-specific website that provides customer access to communication, an online sales portal, electronic account management and ordering site. Target industries and partners within those industries are promoted on the website. Sourcewell would be featured as part of the cooperative purchasing section and provide a direct link to Sourcewell website. As a part of the website, search engine optimization tools are deployed to provide additional outreach and opportunities for discovery. Sourcewell would be included in meta tags and part of the SEO efforts to provide key content that would attract interested parties.	*
37	In your view, what is Sourcewell's role in promoting contracts arising out of this RFP? How will you integrate a Sourcewell-awarded contract into your sales process?	TACenergy would hope that Sourcewell would promote the awarded sales contract to their existing and previous client's while TACenergy would integrate the awarded sales contract into our marketing strategy and outreach programs.	*
38	Are your products or services available through an e-procurement ordering process? If so, describe your e-procurement system and how governmental and educational customers have used it.	The TACenergy customer portal allows agencies to request fuel deliveries and see the status of their order requests. Additionally, product quotes, invoices, and other reporting are available on-demand from a computer, tablet, or smart phone.	*

Table 8: Value-Added Attributes

Line Item	Question	Response *	
39	Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell participating entities. Include details, such as whether training is standard or optional, who provides training, and any costs that apply.	Given the scope of this RFP, our training would focus on how the agencies can use our online portal to place fuel orders, view quotes and invoices, and export spend data. When an agency is onboarded as a TACenergy customer, we provide all the necessary information for successful order requests. Training is generally optional but the TACenergy Operations is available to customize training materials to meet the needs of the agency. In some cases, customers will require additional consulting to develop a customized fuel program to include winter additives, performance additives, and/or renewable fuels. Any customer training provided is always free of charge.	*
40	Describe any technological advances that your proposed products or services offer.	We offer one of the most advanced collections of web-based tools available, managing your fuel supply and support data is easier with TACenergy. We can customize a suite of web tools unique to your supply and back-office support needs; both historical and in real time including Fuel Quoting; Consumption & Spend History; Customer A/R Data. TACenergy also offers Inventory Intelligence that has the ability to monitor a customer's tank inventory, accurately anticipate demand and automatically dispatch reorders. We advance or delay loads where operationally possible to minimize fuel costs by constantly watching the market and placing your order when trends are most favorable, saving you money.	*
41	Describe any "green" initiatives that relate to your company or to your products or services, and include a list of the certifying agency for each.	TACenergy is one of the country's largest distributors of ethanol, biodiesel, and renewable diesel, primarily sold in blended quantities. We can develop a customized fuel program to meet the end user's sustainability goals with operability and cost in mind. As an authorized distributor of Neste MY Renewable Diesel (RD) and one of the first RD Distributors in California, TACenergy brings the expertise and experience to help you determine the best use of RD for your business needs within your fleet. Available at multiple accessible rack locations in Northern and Southern California, the decision to use renewable diesel will help your business lead the way to a cleaner emissions solution for the state of California. With a diverse group of industries including freight liners, local trucking, waste haulers, municipalities, first responders and construction companies utilizing Renewable Diesel today, TACenergy can help you develop a plan that is right for your future. Neste MY meets and exceeds CARB diesel specifications and technical standards. It is a direct replacement fuel suitable for all diesel engines, no modifications needed.	*

42	Identify any third-party issued eco-labels, ratings or certifications that your company has received for the equipment or products included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.	The Neste MY Renewable Diesel product we distribute in select markets has been certified by the industry's TOP TIER program for its quality and performance. Many OEM vehicle manufacturers have approved Neste MY Renewable Diesel for use in their vehicles.	*
43	Describe any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation of certification (as applicable) in the document upload section of your response.	TACenergy does not qualify as a small or disadvantaged business. However, we make a great effort to work with certified minority and disadvantaged vendors downstream to support our customer base where possible. We have working relationships with WMBE, SBE, ACDBE, and HUB certified vendors and carriers.	*
44	What unique attributes does your company, your products, or your services offer to Sourcewell participating entities? What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?	TACenergy has an in-house 24/7/365 Supply & Logistics department based in Dallas, TX ready to support participating agencies whenever needed. Our Inventory Intelligence program provides the ability to monitor a customer's tank inventory on their behalf, accurately anticipate demand and automatically dispatch reorders. We advance or delay loads where operationally possible to minimize fuel costs by constantly watching the market and placing your order when trends are most favorable, saving end users money. The TACenergy Supply & Trading teams publishes a daily market update ("Market Talk") which serves to keep customers informed on up-to-date market trends and news. The TACenergy customer portal was developed to meet the on-demand needs of our customers from a computer or smart phone. The online portal customized to the customer so that only the correct products can be ordered to prevent any retains or fuel cross-drops of incorrect product. We have a wide variety of fuel products that meet local regulations including products with performance additives, winter additives, and renewable or bio-blended fuel. We manage the entire logistics of fuel deliveries allowing TACenergy to be a one-stop solution for end user's fuel needs.	*

Table 9A: Warranty

Describe in detail your manufacturer warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may upload representative samples of your warranty materials (if applicable) in the document upload section of your response in addition to responding to the questions below.

Line Item	Question	Response *	
45	Do your warranties cover all products, parts, and labor?	TACenergy guarantees the fuel products sold will meet or exceed all required federal, state, and local specifications at the time of transfer to the customer's tanks. Each Participating Agency shall be responsible for having the proper fuel fill and transfer vapor recovery system(s) operating on their storage tanks in accordance with participating agency's state and local regulations. TACenergy and our carriers have the responsibility of reporting faulty equipment to the end users and the appropriate regulatory agencies.	*
46	Do your warranties impose usage restrictions or other limitations that adversely affect coverage?	Yes, exclusions include but not limited to improper use of fuel, equipment malfunction, poor tank maintenance, and forces of nature.	*
47	Will you cover warranty service for products produced by others that are part of your proposal, or are warranty issues typically passed on to the producer?	No, TACenergy will not cover warranty service for products produced by others. Should fuel delivered by TACenergy not meet quality standards at the time of delivery, TACenergy will rectify the issue with a pump-out and replacement of fuel. Exclusions and restrictions apply.	*
48	Describe any service contract options for the items included in your proposal.	There are no additional contract service options beyond the scope of Fuel Delivery with Related Services RFP in our proposal.	*

Table 9B: Performance Standards or Guarantees

Describe in detail your performance standards or guarantees, including conditions and requirements to qualify, claims procedure, and overall structure. You may upload representative samples of your performance materials (if applicable) in the document upload section of your response in addition to responding to the questions below.

Line Item	Question	Response *	
49	Describe any performance standards or guarantees that apply to your services	At TACenergy, we champion a high-performance standard. Strategically managed supply and logistics processes are performed every day to ensure the correct fuel is delivered to the correct place at correct time and invoiced at the correct price. Our delivery, invoicing, and compliance performance is second to none.	*
50	Describe any service standards or guarantees that apply to your services (policies, metrics, KPIs, etc.)	TACenergy measures customer success with several key metrics. Most importantly, we measure on-time deliveries to each customer. Getting the right fuel to the right location at the right time ensures operations are not interrupted for the end user. Using real-time bill-of-lading (BOL) information and logistical data, we are able to track whether deliveries are completed within the request order window. Additionally, invoice accuracy is important to us and our customers. We maintain an invoice accuracy rate of 98% or better on average across the enterprise. We monitor at the individual customer level to ensure billing errors are mitigated. Invoice accuracy saves the participating agencies time and money when processing payments. We also measure days to bill on the individual account level to ensure customers are not waiting more than two business days for a delivery invoice. Routine pricing audits are conducted to ensure that contract customers are receiving the correct pricing. Invoices are frequently reviewed by Sales Managers and Account Managers before final transmission to the customer.	*

Table 10: Payment Terms and Financing Options

Line Item	Question	Response *	
51	Describe your payment terms and accepted payment methods.	TACenergy standard payment terms is Net 10 Days from Invoice Date. Extended terms, but no more than 30 days, may be evaluated but must be approved on case-by-case basis. Payment methods are either buyer-initiated ACH payment or TACenergy-initiated EFT payment. Checks are not accepted.	*
52	Describe any financing options available for use by educational or governmental entities.	TACenergy does not offer any financing options.	*
53	Describe any standard transaction documents that you propose to use in connection with an awarded contract (order forms, terms and conditions, service level agreements, etc.). Upload a sample of each (as applicable) in the document upload section of your response.	All Sourcewell orders will be managed by the TACenergy 24/7/365 Supply & Logistics team in Dallas, TX. Orders can be placed online, by phone, or by email to orders@tacenergy.com. Invoices will be transmitted via email to the agency after fuel delivery has been completed, generally within two business days. An invoice example is provided in the attachments.	*
54	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcewell participating entities for using this process?	We can accept Government P-cards provided they are Visa, Mastercard, Discover, or American Express. An additional fee of 3% of the total invoice amount will apply to these types of payment transactions.	*

Table 11: Pricing and Delivery

Provide detailed pricing information in the questions that follow below. Keep in mind that reasonable price and product adjustments can be made during the term of an awarded Contract as described in the RFP, the template Contract, and the Sourcewell Price and Product Change Request Form.

Line Item	Question	Response *	

55	Describe your pricing model (e.g., quoted adjustment from index or benchmark, line-item, product-category percentage discounts, or a combination of methods). Upload your pricing materials (if applicable) in the document upload section of your response.	TACenergy is proposing a pricing model that is a quoted adjustment (+/-) from a third-party index or benchmark. Our standard pricing method for fuel would apply a negotiated adjustment to a daily OPIS Rack benchmark (for example, OPIS Contract Average Gross) for the product delivered (Regular, Premium, ULSD #2, etc.) at the nearest OPIS rack city. Recognizing that there are variations in costs to transport and provide fuel to many regions or markets of the United States, the benchmark index will be established by agency rather than using one index for all participating agencies. Freight charges will be assessed at cost and will be a line item on the invoice.	*
56	If your pricing model includes quoted adjustment from index or benchmark, identify the applicable index(es) or benchmark(s) for Sourcewell Participating Entities by region, delivery method, and product type. Detailed pricing data is to be included in Proposer's pricing upload materials (including the stated index or benchmark, adjustment discount or increase, frequency of index or benchmark update [daily, weekly, etc.], delivery method alternative pricing, freight, additional charges, etc.) on all of the items that you want Sourcewell to consider as part of your RFP response.	TACenergy proposes an adjustment from the daily OPIS Rack Contract Average Gross for the neared OPIS rack city as standard. Alternative indexes or timing may be evaluated to best serve the needs of the participating agency. TACenergy has the flexibility to utilize DTN Fastracks, Platts, Argus, and OPIS Rack and OPIS Spot indexes. In addition, weekly benchmark updates can be utilized if desired. Freight charges will be an 100% pass through to the participating agency.	
57	If your pricing model includes line-item or product-category percentage discounts, quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range. Detailed pricing data is to be included in Proposer's pricing upload materials (including standard or list pricing and the Sourcewell discounted price) on all of the items that you want Sourcewell to consider as part of your RFP response.	It is the goal of TACenergy to offer competitive pricing to the participating agencies without the need for additional line-item discounts.	*
58	Describe any volume or quantity discounts or rebate programs that you offer.	Volume discounts may be evaluated on a case-by-case basis for committed volume from participating agencies.	*
59	Propose a method of facilitating “sourced” products or related services, which may be referred to as “open market” items or “nonstandard options”. For example, you may supply such items “at cost” or “at cost plus a percentage,” or you may supply a quote for each such request.	Freight charges will be invoiced to participating agencies at cost. Demurrage or delay charges caused by the agency's staff or location will be charged at cost. This is when a carrier is unable to complete the delivery in a timely manner due to site access, issues with site equipment, retaining of product due to tanks being too full, etc. Delay charges caused by TACenergy will not be passed to the agency.	*
60	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like set-up, mandatory training, split-load or multiple drop site charges, unscheduled, expedited or emergency delivery fees, dye charges, or taxes. Identify any parties that impose such costs and their relationship to the Proposer.	There are no set-up or training fees with TACenergy. Freight costs and demurrage fees will be invoiced to the agency at cost, when applicable. Split-load or multi-drop deliveries will incur a $100 flat fee. Retain fee of $150 will be assessed when all or a portion of the order quantity will not fit in the agency's tank when caused by the agency. ULSD Dyed products will be charged a $0.0075 dye adder fee per gallon. Winter additive will be charged at cost per gallon. Any and all applicable taxes will be charged to the agency. The agency must notify TACenergy of any tax exemptions during the customer onboarding phase.	*
61	If freight, delivery, or shipping is an additional cost to the Sourcewell participating entity, describe in detail the complete freight, shipping, and delivery program.	At TACenergy, we utilize vetted third-party common carriers to deliver our fuel to our customers. We will charge the Sourcewell participating entity all freight at cost. This includes base rates, fuel surcharge, pump fees, tolls, and entity-caused demurrage charges. Freight is charged at a 7,500 gallon minimum for diesel products and at an 8,500 gallon minimum for gasoline products regardless of requested quantities from the agency in most markets. In some markets where a higher truck load capacity is standard then the prevailing market minimum will be assessed. For example, Boston MA has a higher freight minimum for gasoline deliveries at 12,000 gallons.	*
62	Specifically describe freight, shipping, and delivery terms or programs applicable to Sourcewell Participating Entities in Alaska, Hawaii, and Canada.	Alaska, Hawaii, and Canada are currently outside of the TACenergy service area.	*
63	Describe any unique distribution and/or delivery methods or options offered in your proposal.	With committed volume from a participating agency, TACenergy can lock in freight charges for a year at a time for the agency.	*

Table 12: Pricing Offered

Line Item	The Pricing Offered in this Proposal is: *	Comments
64	c. better than the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.	TACenergy understands the value and convenience of cooperative purchasing contracts and seeks to help participating agencies realize the same value and convenience.

Table 13: Audit and Administrative Fee

Line Item	Question	Response *	
65	Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with Sourcewell. This process includes ensuring that Sourcewell participating entities obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to Sourcewell. Provide sufficient detail to support your ability to report quarterly sales to Sourcewell as described in the Contract template.	The TACenergy Operations team self-audits all cooperative purchasing contracts for compliance. We assign category codes to each participating agency to ensure reporting is accurate and that proper administrative fees are calculated. The administrative fee report is independently calculated by the Operations team and Accounts Payable department to ensure accuracy and timely payment to Sourcewell. The Operations team will be the single point-of-contact for all aspects of the Sourcewell program.	*
66	If you are awarded a contract, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the contract.	TACenergy measures customer success with several key metrics. Most importantly, we measure on-time deliveries to each customer. Getting the right fuel to the right location at the right time ensures operations are not interrupted for the end user. Using real-time bill-of-lading (BOL) information and logistical data, we are able to track whether deliveries are completed within the request order window. Additionally, invoice accuracy is important to us and our customers. We maintain an invoice accuracy rate of 98% or better on average across the enterprise. We monitor at the individual customer level to ensure billing errors are mitigated. Invoice accuracy saves the participating agencies time and money when processing payments. We also measure days to bill on the individual account level to ensure customers are not waiting more than two business days for a delivery invoice. Routine pricing audits are conducted to ensure that contract customers are receiving the correct pricing. Invoices are frequently reviewed by Sales Managers and Account Managers before final transmission to the customer.	*
67	Identify a proposed administrative fee that you will pay to Sourcewell for facilitating, managing, and promoting the Sourcewell Contract in the event that you are awarded a Contract. The administrative fee is calculated on total sales under the Contract and may be expressed as a percentage, per-unit or flat fee; it is not a line-item addition to the Participating Entity's cost of goods. (See the RFP and template Contract for additional details.)	TACenergy proposes an administrative fee of $0.01 (one penny) per gallon sold to participating agencies.	*

Table 14A: Depth and Breadth of Offered Equipment Products and Services

Line Item	Question	Response *	
68	Provide a detailed description of the equipment, products, and services that you are offering in your proposal.	24/7/365 Supply & Logistics Highly trained logistics professionals are available in the national call center to help answer questions, manage orders and provide consistent monitoring and coordination of every order. With one of the largest national terminal networks in the industry, TACenergy keeps a very close eye on every load of fuel by fine-tuning the optimal combination of pull points, supply, carriers and price. This is achieved through a unique combination of one of the most advanced data management systems managed and operated by the most capable associates in the industry. Our carrier relationships are continually monitored and competitively re-negotiated based on capabilities, price and minimum liability & performance standards. The net result of these services for our customers is a reliable fuel supply, consistently on time, at the lowest possible final delivered cost. Custom Web Tools With one of the most advanced collections of web-based tools available, managing your fuel supply and support data is easier with TACenergy. We can customize a suite of web tools unique to your supply and back-office support needs; both historical and in real-time including Fuel Quoting; Consumption & Spend History; Customer A/R Data; Customized Detailed or Summary Invoices available in various formats; “Rich Reporting” using your terminology and operational breakouts per your specifications; Flexible downloads of invoice information available of analysis, and reporting; Ad-hoc queries Inventory Intelligence Inventory Intelligence with TACenergy has the ability to monitor a customer’s tank inventory, accurately anticipate demand and automatically dispatch reorders. We advance or delay loads where operationally possible to minimize fuel costs by constantly watching the market and placing your order when trends are most favorable, saving you money. With our multiple transportation options, we are able to coordinate and manage just-in-time delivery, ship from multiple locations and utilize numerous carrier relationships. Price Assurance You control the degree of exposure to market volatility using a customized suite of price assurance tools and are rewarded with a fuel price assurance. Whether it’s gasoline, diesel, biodiesel, DEF, Jet A, ethanol, or any combination of such, with TACenergy, you have the most flexibility and reliable supply of any fuel company in the nation. You can even integrate a customized Inventory Intelligence program with automated trigger points based on inventory, market conditions, or consumption	*
69	Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.	Branded Partners - Sinclair (West Coast), Valero, VPRacing and Neste MY Renewable Diesel (West Coast)	*

Table 14B: Depth and Breadth of Offered Equipment Products and Services

Indicate below if the listed types or classes of equipment, products, and services are offered within your proposal. Provide additional comments in the text box provided, as necessary.

Line Item	Category or Type	Offered *	Comments	
70	Vehicle and equipment fuels, fluids, gases, gasolines, or additives (identify applicable formulations, grades, and blends in pricing upload material)	(•) Yes ( ) No	A complete range of branded and unbranded refined petroleum fuels including gasoline, diesel, heating oil, renewable diesel and aviation fuels are available, plus other renewable fuels like biodiesel and ethanol, as well as support products such as DEF.	*
71	Aviation fuels, fluids, gasolines, or additives (identify applicable formulations, grades, and blends in pricing upload material)	(•) Yes ( ) No	A complete range of branded and unbranded refined petroleum fuels including gasoline, diesel, heating oil, renewable diesel and aviation fuels are available, plus other renewable fuels like biodiesel and ethanol, as well as support products such as DEF.	*
72	Heating fuels or gases (identify applicable formulations, grades, and blends in pricing upload material)	(•) Yes ( ) No	A complete range of branded and unbranded refined petroleum fuels including gasoline, diesel, heating oil, renewable diesel and aviation fuels are available, plus other renewable fuels like biodiesel and ethanol, as well as support products such as DEF.	*
73	Hybrid or alternative fuels (identify applicable hybrid or alternative fuel types in pricing upload material)	(•) Yes ( ) No	TACenergy is an authorized distributor of Neste MY Renewable Diesel. Ethanol, renewable, and bio-blended products are available to meet sustainability goals of the end user.	*
74	Support services related to the supply and delivery of the products described in Lines 70 - 73 above.	(•) Yes ( ) No	In our Supply & Logistics call center located in Dallas, TX our experienced logistics professionals are available 24/7. Dedicated sales teams pro	*

Table 15: Industry Specific Questions

Line Item	Question	Response *	
75	Describe your ability to fuel a mixed fleet during the same route.	TACenergy carrier partners have fuel trailers with multiple compartments to allow for delivery of multiple products (gas and diesel, for example) on a single truck. Split deliveries of a single truck to multiple agency locations can be provided but will incur a split delivery charge.	*
76	Describe any emergency fueling programs you offer.	TACenergy maintains a comprehensive emergency response plan that consists of supply and carrier redundancies. With over 800 supply terminals and over 1,400 carriers, we have the supply and logistics network to ensure end users remain supplied even during emergency situations. TACenergy possesses licenses to import and export fuel from other states when local supply points are hindered. Alternative logistics such as less-than-truckload (LTL) or mobile refueling ("wethosing") can be engaged when necessary to mitigate supply disruptions. Given the public service nature of the participating agencies, contracted agencies receive top priority during emergency events. Business continuity is guaranteed with our fourteen locations that act as backup operations centers should our primary Dallas, TX location get impacted in emergency situations. Redundant data centers are housed in several locations to ensure data management integrity.	*
77	Describe your carrier network.	We have a nationwide network of over 1,400 vetted carrier partners. Many of our carriers are contracted to service TACenergy customers with reliability.	*

Table 16: Exceptions to Terms, Conditions, or Specifications Form

Line Item 78. NOTICE: To identify any exception, or to request any modification, to the Sourcewell template Contract terms, conditions, or specifications, a Proposer must submit the exception or requested modification on the **Exceptions to Terms, Conditions, or Specifications Form** immediately below. The contract section, the specific text addressed by the exception or requested modification, and the proposed modification must be identified in detail. Proposer's exceptions and proposed modifications are subject to review and approval of Sourcewell and will not automatically be included in the contract.

Contract Section	Term, Condition, or Specification	Exception or Proposed Modification

Documents

Ensure your submission document(s) conforms to the following:

1. Documents in PDF format are preferred. Documents in Word, Excel, or compatible formats may also be provided.

2. Documents should NOT have a security password, as Sourcewell may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by Sourcewell.

3. Sourcewell may reject any response where any document(s) cannot be opened and viewed by Sourcewell.

4. If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding to. For example, if responding to the Marketing Plan category save the document as “Marketing Plan.”

- Pricing - Pricing.pdf - Thursday December 15, 2022 15:53:37
- Financial Strength and Stability - Financial Strength and Stability.pdf - Thursday December 15, 2022 12:14:51
- Marketing Plan/Samples - Marketing Plan.pdf - Thursday December 15, 2022 12:15:07
- WMBE/MBE/SBE or Related Certificates (optional)
- Warranty Information (optional)
- Standard Transaction Document Samples - Standard Transaction Document Sample.pdf - Thursday December 15, 2022 12:15:20
- Upload Additional Document - Organizational Chart_Territory Map.pdf - Thursday December 15, 2022 12:15:35

Addenda, Terms and Conditions

PROPOSER AFFIDAVIT AND ASSURANCE OF COMPLIANCE

I certify that I am the authorized representative of the Proposer submitting the foregoing Proposal with the legal authority to bind the Proposer to this Affidavit and Assurance of Compliance:

1. The Proposer is submitting this Proposal under its full and complete legal name, and the Proposer legally exists in good standing in the jurisdiction of its residence.

2. The Proposer warrants that the information provided in this Proposal is true, correct, and reliable for purposes of evaluation for contract award.

3. The Proposer, including any person assisting with the creation of this Proposal, has arrived at this Proposal independently and the Proposal has been created without colluding with any other person, company, or parties that have or will submit a proposal under this solicitation; and the Proposal has in all respects been created fairly without any fraud or dishonesty. The Proposer has not directly or indirectly entered into any agreement or arrangement with any person or business in an effort to influence any part of this solicitation or operations of a resulting contract; and the Proposer has not taken any action in restraint of free trade or competitiveness in connection with this solicitation. Additionally, if Proposer has worked with a consultant on the Proposal, the consultant (an individual or a company) has not assisted any other entity that has submitted or will submit a proposal for this solicitation.

4. To the best of its knowledge and belief, and except as otherwise disclosed in the Proposal, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest. An organizational conflict of interest exists when a vendor has an unfair competitive advantage or the vendor's objectivity in performing the contract is, or might be, impaired.

5. The contents of the Proposal have not been communicated by the Proposer or its employees or agents to any person not an employee or legally authorized agent of the Proposer and will not be communicated to any such persons prior to Due Date of this solicitation.

6. If awarded a contract, the Proposer will provide to Sourcewell Participating Entities the equipment, products, and services in accordance with the terms, conditions, and scope of a resulting contract.

7. The Proposer possesses, or will possess before delivering any equipment, products, or services, all applicable licenses or certifications necessary to deliver such equipment, products, or services under any resulting contract.

8. The Proposer agrees to deliver equipment, products, and services through valid contracts, purchase orders, or means that are acceptable to Sourcewell Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to Sourcewell Members under an awarded Contract.

9. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.

10. The Proposer understands that Sourcewell will reject RFP proposals that are marked "confidential" (or "nonpublic," etc.), either substantially or in their entirety. Under Minnesota Statutes Section 13.591, subdivision 4, all proposals are considered nonpublic data until the evaluation is complete and a Contract is awarded. At that point, proposals become public data. Minnesota Statutes Section 13.37 permits only certain narrowly defined data to be considered a "trade secret," and thus nonpublic data under Minnesota's Data Practices Act.

11. Proposer its employees, agents, and subcontractors are not:
    1. Included on the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: https://www.treasury.gov/ofac/downloads/sdnlist.pdf;

    2. Included on the government-wide exclusions lists in the United States System for Award Management found at: https://sam.gov/SAM/; or

    3. Presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated

by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this solicitation.

☑ By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - Colby Hoffer, Director of Operations, TACenergy, LLC

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the contractual obligations contemplated in the bid.

○ **Yes** ◉ **No**

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column "**I have reviewed this addendum"** below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
Addendum_1_Fuel_Delivery_RFP_121522 Tue November 8 2022 12:16 PM	☑	1

Item No. 8.

TO:	**HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**
FROM:	**OFFICE OF THE CITY MANAGER**
BY:	**JASON CHACON, DIRECTOR OF PARKS & RECREATION**
DATE:	**SEPTEMBER 22, 2026**
SUBJECT:	**APPROVAL OF THE CITY OF DOWNEY'S 13TH ANNUAL DIA DE LOS MUERTOS ART FESTIVAL STREET CLOSURE**

EXECUTIVE SUMMARY

The City Council will consider the approval of a street closure for the 13th Annual Dia De Los Muertos Art Festival. The Dia De Los Muertos Art Festival has become a popular local and regional event for over a decade. The festival will be held from 11am - 8pm on Sunday, November 1, 2026 and will feature food trucks, a community stage, vendors, arts and crafts, performers, and live music in and around the Downey Theatre and Civic Center outdoor areas.

RECOMMENDATION

That the City Council:

Approve the following street closures for the City of Downey's 13th Annual Dia De Los Muertos Art Festival scheduled for Sunday, November 1, 2026:

- Brookshire Ave. at 2nd St.; and,
- Civic Center Dr. at 3rd St.

BACKGROUND

Each year, the City of Downey offers a varierty of special events for the community to enjoy. The Dia De Los Muertos event has continued to bring the City a unique celebration of the Mexican culture and recognizes the large Mexican community that exists in Downey. The event will showcase Mexican cuisine, Mexican entertainment and activities for youth and families to experience together. The event continues to grow in popularity and brings an average of 25,000 participants each year to the Civic Center in Downey.

ANALYSIS

For the City of Downey's 13th Annual Dia De Los Muertos event, staff recommends closing 2nd St. and 3rd St. access to the Downey Civic Center area at Brookshire Ave. and Civic Center Dr. Additional recommended closures to vehicular traffic are proposed on the first and second parking rows in front of the Downey Civic Center. A map is attached for review.

The proposed closures of 2nd St. at Brookshire Ave. and the first and second parking rows will be on Saturday, October 31, 2026 starting from 5:00 pm until 3:00 am Monday, November 2, 2026. The proposed street closure for 3rd St. at Civic Center Dr. will be from 6:00am Sunday, November 1, 2026 through 3:00 am Monday, November 2, 2026 to allow staff time of set-up, breakdown, and clean-up. Parks and Recreation staff has met and received approval from the Embassy Suites regarding closure of the 2nd St. entrance as it relates to the hotel access to host this all-day event. Additionally, staff has coordinated with Downey Police and the Public Works Department for street closures support and staffing.

CITY COUNCIL PRIORITIES

Public Engagement

FISCAL IMPACT

Approval of the recommended action will result in an expenditure of approximately $2,500 from the General Fund, Parks and Recreation Department, Downtown Events budget, Account No.10-4-4322 as previously approved in the Fiscal Year 2026-2027 operating budget.

Attachments

Attachment A: Closure Map

CITY OF DOWNEY'S CIVIC THEATRE 13TH ANNUAL DIA DE LOS MUERTOS EVENT SUNDAY, NOVEMBER 1, 2026

PROPOSED STREET CLOSURE



ATTACHMENT A