GARDENA CITY COUNCIL

Adjourned Regular Meeting Notice and Agenda
Council Chamber at City Hall
1700 West 162nd Street, Gardena, California
Website: www.cityofgardena.org

Tuesday, November 18, 2025
Closed Session 7:00 p.m.
Open Session 7:30 p.m.

TASHA CERDA, *Mayor*
MARK E. HENDERSON, *Mayor Pro Tem*
RODNEY G. TANAKA, *Council Member*
PAULETTE C. FRANCIS, *Council Member*
WANDA LOVE, *Council Member*

MINA SEMENZA, *City Clerk*
GUY H. MATO, *City Treasurer*
CLINT OSORIO, *City Manager*
CARMEN VASQUEZ, *City Attorney*
LISA KRANITZ, *Assistant City Attorney*
IVY TSAI, *Assistant City Attorney*

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

1. **VIEW THE MEETING live on SPECTRUM CHANNEL 22 or ONLINE at** youtube.com/CityofGardena
2. **PARTICIPATE BEFORE THE MEETING** by emailing the Deputy City Clerk at publiccomment@cityofgardena.org by 5:00p.m. on the day of the meeting and write "Public Comment" in the subject line.
3. **ATTEND THE MEETING IN PERSON**
   PUBLIC COMMENT: The City Council will hear from the public on any item on the agenda or any item of interest that is not on the agenda at the following times:
   - Agenda Items - At the time the City Council considers the item or during Oral Communications
   - Non-agenda Items - During Oral Communications
   - Public Hearings - At the time of the Public Hearings listed on the Agenda

   If you wish to address the Council, please complete a “Speaker Request” form and present it to the City Clerk or Sergeant of Arms. You will be called to the podium by name when it is your turn to address the Council. The City Council cannot legally take action on any item not scheduled on the Agenda. Such items may be referred for administrative action or scheduled on a future Agenda. Members of the public wishing to address the City Council will be given three (3) minutes to speak.
4. The City of Gardena, in complying with the Americans with Disabilities Act (ADA), requests individuals who require special accommodations to access, attend and/or participate in the City meeting due to disability, to please contact the City Clerk's Office by phone (310) 217-9565 or email cityclerk@cityofgardena.org at least 24 business hours prior to the scheduled general meeting to ensure assistance is provided. Assistive listening devices are available.

STANDARDS OF BEHAVIOR THAT PROMOTE CIVILITY AT ALL PUBLIC MEETINGS

- Treat everyone courteously;
- Listen to others respectfully;
- Exercise self-control;
- Give open-minded consideration to all viewpoints;
- Focus on the issues and avoid personalizing debate; and
- Embrace respectful disagreement and dissent as democratic rights, inherent components of an inclusive public process, and tools for forging sound decisions

Thank you for your attendance and cooperation

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1. ROLL CALL

2. PUBLIC COMMENT ON CLOSED SESSION

3. CLOSED SESSION

3.A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Government Code Section 54957(b)(1)
Title: City Manager

3.B. CONFERENCE WITH LABOR NEGOTIATORS

Government Code Section 54957.6
City Designated Representative: Carmen Vasquez, City Attorney
Unrepresented employee: City Manager

3.C. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Government Code Section 54956.9
(One [1] Matter)

3.D. CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION

Government Code Section 54956.9(d)(1)
Mariya Wrightsman v. City of Gardena, et al. No. B344781 (Cal. Ct. App. 2d Dist.) and Los Angeles Superior Court Case No. 23STCP04453

RETURN FROM CLOSED SESSION ROLL CALL

CITY ATTORNEY REPORT OUT OF CLOSED SESSION

4. PLEDGE OF ALLEGIANCE

5. INVOCATION

Pastor Israel Campbell
Flourishing Church

6. PRESENTATIONS

6.A. Certificate of Commendation in Special Recognition of Retirement and Long-Time Service to the City of Gardena for Mary Moreland-Smith - Bus Operator with the Transportation Department - 28 years of service

6.B. Certificate of Commendation in Special Recognition of Retirement and Long-Time Service to the City of Gardena for Theodore Taylor Jr. - Bus Operator with the Transportation Department - 23 years of service

6.C. Certificates of Commendation presented to the members of the 2025 Citizens Leadership Academy (Candidates to be presented by City Manager Osorio)

6.D. Boards & Commissions Presentation - Human Services Commission

6.E. Gardena Events Video Presentation

7. PROCLAMATIONS

7.A. "Small Business Saturday" - Saturday, November 29, 2025 (To be proclaimed only)

8. APPOINTMENTS

Council Appointments to Commissions, Committees, Councils and Boards
(Appointees to be Ratified and Sworn In)

9. PUBLIC COMMENT ON CONSENT CALENDAR

10. CONSENT CALENDAR

NOTICE TO THE PUBLIC- Roll Call Vote Required On The Consent Calendar
All matters listed under the Consent Calendar will be enacted by one motion unless a Council Member requests Council discussion, in which case that item will be removed from the Consent Calendar and considered separately following this portion of the agenda.

Waiver of Reading in Full of All Ordinances Listed on this Agenda and that they be Read by Title Only

10.A. Waiver of Reading in Full of All Ordinances Listed on this Agenda and that they be Read by Title Only
CONTACT: CITY CLERK

10.B. Approve Minutes - Regular Meeting of the City Council, October 28, 2025
CONTACT: CITY CLERK

10.C. Approval of Warrants/Payroll Register, November 11, 2025
CONTACT: ADMINISTRATIVE SERVICES

10.D. Personnel Report P-2025-18 11-18-25
CONTACT: ADMINISTRATIVE SERVICES

10.E. Acceptance and Notice of Completion for the Rowley Park Improvements Basketball Court Rehab Phase 1, JN 530
CONTACT: PUBLIC WORKS

11. PLANNING & ENVIRONMENTAL QUALITY COMMISSION ACTION SHEET

11.A. NOVEMBER 4, 2025 - Meeting Cancelled

12. ORAL COMMUNICATIONS (LIMITED TO A 30-MINUTES PERIOD)

Oral Communications by the public will be heard for one-half hour during the oral communication segment of the agenda. Any additional speakers will be allowed to speak at the end of the meeting after Council Remarks. Speakers are limited to three minutes, unless otherwise stated by the Mayor. The timer will be displayed on the screen. Your cooperation is appreciated.

12.A. PUBLIC COMMENT

13. DEPARTMENTAL ITEMS - ADMINISTRATIVE SERVICES

14. DEPARTMENTAL ITEMS - COMMUNITY DEVELOPMENT

14.A. Award Contract with Willdan Engineering for Professional Services to Manage the Gardena Boulevard Revitalization Program in the Amount of $360,000

Staff Recommendation: Review and Approve the Award of the Contract

14.B. Consideration of Prequalified List for Environmental Consultants to Reduce the Processing Timeframe of Development Applications/Projects

Staff Recommendation:
-Review and approve the list of consultants to be used for environmental consulting services for three years ending November 18, 2028 that includes De Novo, Kimley-Horn, MIG, Rincon, and UltraSystems; and
-Provide the Director of Community Development the option to extend the validity of the list for up to two (2) years at their discretion

14.C. Award Contract with UltraSystems Environmental, Inc. for Environmental Consulting Services for Ponce Recycling Project Located at 1937 West 169th Street in the Amount of $119,280.00

Staff Recommendation: Review and Approve the Award of the Contract

15. DEPARTMENTAL ITEMS - ELECTED & CITY MANAGER'S OFFICES

16. DEPARTMENTAL ITEMS - POLICE

16.A. Authorization to Purchase Five (5) Ford Explorer Utility Vehicles and Two (2) Chevrolet Tahoe Vehicles from National Auto Fleet Group in the Amount of $417,015 and Build-Out Costs in the Amount of $271,695 for a Total of $688,710

Staff Recommendation: Authorize Purchase and Build-Out Costs

17. DEPARTMENTAL ITEMS - PUBLIC WORKS

17.A. Award Construction Contract for the Gardena City Hall Electrical Systems Upgrade Project, JN 541, to Mel Smith Electric, Inc. in the amount of $743,000, Approve the Project Plans and Specifications, Budget Appropriation, Project Contingency, Construction Support Services, and Declare California Environmental Quality Act (CEQA) Exemption.

Staff Recommendation:
- Approve Construction Contract to Mel Smith Electric, Inc., in the amount of $743,000.00
- Approve the Project Plans & Specifications
- Approve Budget Appropriation and Project Contingency
- Declare CEQA Exemption

17.B. Award the Gardena Community Aquatic and Senior Center Pool Maintenance Services Contract to Sea Clear Pools Inc., in the amount of $339,960, Approve 10% Contingency and Declare California Environmental Quality Act (CEQA) Exemption

Staff Recommendation:

- Award Aquatic Pool Maintenance Service Contract
- Approve 10% Contingency
- Declare CEQA Exemption

18. DEPARTMENTAL ITEMS - RECREATION & HUMAN SERVICES

19. DEPARTMENTAL ITEMS - TRANSPORTATION

20. COUNCIL ITEMS

21. COUNCIL DIRECTIVES

22. CITY MANAGER REMARKS RE: DIRECTIVES / COUNCIL ITEMS

23. COUNCIL REMARKS

1. COUNCIL MEMBER TANAKA
2. COUNCIL MEMBER LOVE
3. COUNCIL MEMBER FRANCIS
4. MAYOR CERDA
5. MAYOR PRO TEM HENDERSON

24. ANNOUNCEMENT(S)

25. REMEMBERANCES

Mr. Michael Skogh; Former Chief of Police with the Gardena Police Department. Mr. Skogh retired in 2002.

26. ADJOURNMENT

The Gardena City Council will adjourn to the Closed Session portion of the City Council Meeting at 7:00pm followed by the Regular City Council Meeting at 7:30pm on Tuesday, December 9, 2025.

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted in the City Hall lobby not less than 72 hours prior to the meeting. A copy of said Agenda is available on our website at www.CityofGardena.org.

/s/ MINA SEMENZA

MINA SEMENZA, City Clerk

Date Posted: November 14, 2025

Certificate of Commendation

presented to

Mary Moreland-Smith

In official acknowledgment and with deep appreciation for an exemplary, outstanding 28 years of service to the

City of Gardena

as a

Bus Operator

with the

Transportation Department

We, the Mayor and Members of the City Council of the City of Gardena, California, are pleased to present this special recognition to you for your long-time City service, and express our sincere, best wishes for a healthy, enjoyable, and rewarding retirement, effective November 4, 2025.

Presented ✧18th day of November, 2025

Mayor Tasha Cerda

Councilmember Mark E. Henderson

Councilmember Rodney G. Tanaka

Councilmember Paulette C. Francis

Councilmember Wanda Love

Certificate of Commendation

presented to

Theodore Taylor Jr.

In official acknowledgment and with deep appreciation for an exemplary, outstanding 23 years of service to the

City of Gardena

as a

Bus Operator

with the

Transportation Department

We, the Mayor and Members of the City Council of the City of Gardena, California, are pleased to present this special recognition to you for your long-time City service, and express our sincere, best wishes for a healthy, enjoyable, and rewarding retirement, effective November 9, 2025.

Presented ✧18th day of November, 2025

Mayor Tasha Cerda

Councilmember Mark E. Henderson

Councilmember Rodney G. Tanaka

Councilmember Paulette C. Francis

Councilmember Wanda Love

Certificate of Commendation

presented to

Sarahi Aceves

in official acknowledgement of your accomplishment and extending deep appreciation for your commendable service in the

2025 Citizens Leadership Academy

with the

City of Gardena

We, the Mayor and Members of the City Council of the City of Gardena, California, do hereby deem it a distinct honor and privilege to present this recognition and we offer our sincere congratulations and best wishes for continued success in all your future endeavors.

~ Presented this 18th day of November, 2025 ~

Tasha Cerda
Mayor Tasha Cerda

Mark E. Henderson
Councilmember Mark E. Henderson

Rodney G. Tanaka
Councilmember Rodney G. Tanaka

Paulette C. Francis
Councilmember Paulette C. Francis

Wanda Love
Councilmember Wanda Love

Certificate of Commendation

presented to

Stephen Bell

in official acknowledgement of your accomplishment and extending deep appreciation for your commendable service in the

2025 Citizens Leadership Academy

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City of Gardena

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Mayor Tasha Cerda

Councilmember Mark E. Henderson

Councilmember Rodney G. Tanaka

Councilmember Paulette C. Francis

Councilmember Wanda Love

Certificate of Commendation

presented to

Marco Cifuentes

in official acknowledgement of your accomplishment and extending deep appreciation for your commendable service in the

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Rodney G. Tanaka
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Paulette C. Francis
Councilmember Paulette C. Francis

Wanda Love
Councilmember Wanda Love

Certificate of Commendation

presented to

Mary Dixon

in official acknowledgement of your accomplishment and extending deep appreciation for your commendable service in the

2025 Citizens Leadership Academy

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Rodney G. Tanaka
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Paulette C. Francis
Councilmember Paulette C. Francis

Wanda Love
Councilmember Wanda Love

Certificate of Commendation

presented to

Aaron Green

in official acknowledgement of your accomplishment and extending deep appreciation for your commendable service in the

2025 Citizens Leadership Academy

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Councilmember Wanda Love

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Mayor Tasha Cerda

Councilmember Mark E. Henderson

Councilmember Rodney G. Tanaka

Councilmember Paulette C. Francis

Councilmember Wanda Love

Certificate of Commendation

presented to

Christian Merriner

in official acknowledgement of your accomplishment and extending deep appreciation for your commendable service in the

2025 Citizens Leadership Academy

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City of Gardena

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Rodney G. Tanaka
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Paulette C. Francis
Councilmember Paulette C. Francis

Wanda Love
Councilmember Wanda Love

Certificate of Commendation

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Paris Merriner

in official acknowledgement of your accomplishment and extending deep appreciation for your commendable service in the

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Paulette C. Francis
Councilmember Paulette C. Francis

Wanda Love
Councilmember Wanda Love

Certificate of Commendation

presented to

Renee Miramontes

in official acknowledgement of your accomplishment and extending deep appreciation for your commendable service in the

2025 Citizens Leadership Academy

with the

City of Gardena

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Mayor Tasha Cerda

Councilmember Mark E. Henderson

Councilmember Rodney G. Tanaka

Councilmember Paulette C. Francis

Councilmember Wanda Love

Certificate of Commendation

presented to

Julie Nystrom

in official acknowledgement of your accomplishment and extending deep appreciation for your commendable service in the

2025 Citizens Leadership Academy

with the

City of Gardena

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Mayor Tasha Cerda

Councilmember Mark E. Henderson

Councilmember Rodney G. Tanaka

Councilmember Paulette C. Francis

Councilmember Wanda Love

Certificate of Commendation

presented to

Shannon Ordaz

in official acknowledgement of your accomplishment and extending deep appreciation for your commendable service in the

2025 Citizens Leadership Academy

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City of Gardena

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~ Presented this 18th day of November, 2025 ~

Mayor Tasha Cerda

Councilmember Mark E. Henderson

Councilmember Rodney G. Tanaka

Councilmember Paulette C. Francis

Councilmember Wanda Love

Certificate of Commendation

presented to

Jessica Penegar

in official acknowledgement of your accomplishment and extending deep appreciation for your commendable service in the

2025 Citizens Leadership Academy

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City of Gardena

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Mark E. Henderson
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Rodney G. Tanaka
Councilmember Rodney G. Tanaka

Paulette C. Francis
Councilmember Paulette C. Francis

Wanda Love
Councilmember Wanda Love

Certificate of Commendation

presented to

Yesenia Perez

in official acknowledgement of your accomplishment and extending deep appreciation for your commendable service in the

2025 Citizens Leadership Academy

with the

City of Gardena

We, the Mayor and Members of the City Council of the City of Gardena, California, do hereby deem it a distinct honor and privilege to present this recognition and we offer our sincere congratulations and best wishes for continued success in all your future endeavors.

~ Presented this 18th day of November, 2025 ~

Mayor Tasha Cerda

Councilmember Mark E. Henderson

Councilmember Rodney G. Tanaka

Councilmember Paulette C. Francis

Councilmember Wanda Love

Certificate of Commendation

presented to

Charisse Glosson-Watson

in official acknowledgement of your accomplishment and extending deep appreciation for your commendable service in the

2025 Citizens Leadership Academy

with the

City of Gardena

We, the Mayor and Members of the City Council of the City of Gardena, California, do hereby deem it a distinct honor and privilege to present this recognition and we offer our sincere congratulations and best wishes for continued success in all your future endeavors.

~ Presented this 18th day of November, 2025 ~

Mayor Tasha Cerda

Councilmember Mark E. Henderson

Councilmember Rodney G. Tanaka

Councilmember Paulette C. Francis

Councilmember Wanda Love

TO BE PROCLAIMED ONLY

"2025 SMALL BUSINESS SATURDAY"

✧ NOVEMBER 29, 2025 ✧

The City of Gardena has always celebrated and supported our local small businesses and acknowledge the contributions they make to our local economy and community.

According to the U.S. Small Business Administration, the U.S. contains 36.2 million small businesses, which account for almost 46 percent of private sector employment. From March 2023 to March 2024, U.S. small businesses created approximately 9 out of every 10 net new jobs. Small businesses in the U.S. opened 1.1 million new establishments and created a net increase of 1.2 million new jobs.

Reports show that U.S. consumers agree that small businesses contribute positively by supplying jobs and generating tax revenue, and consumers also agree that small businesses are critical to the overall economic health of the United States.

The City of Gardena acknowledges that our local businesses create jobs, boost our local economy, and preserve our neighborhoods. Small Business Saturday has become an important part of small businesses' busiest shopping season of the year.

There are advocacy groups, public and private organizations across the country, who annually endorse the Saturday after Thanksgiving Day as "Small Business Saturday."

In support of this annual observance, the City of Gardena is hereby pleased to proclaim Saturday, November 29, 2025, as

2025

SMALL BUSINESS SATURDAY

and urge Gardena citizens, as well as citizens in communities across this nation, to support their local small businesses and merchants not only on Small Business Saturday, but throughout the year.

SHOP SMALL

MINUTES
Regular Meeting Notice
Gardena City Council
Tuesday, October 28, 2025

The Regular Meeting Notice and Agenda of the Gardena City Council of the City of Gardena, California was called to order at October 28, 2025, at 7:37 PM in the Council Chamber at City Hall 1700 West 162nd Street, Gardena, California, Mayor Tasha Cerda presiding.

1. ROLL CALL

Present: Mayor Tasha Cerda; Mayor Pro Tem Mark E. Henderson; Council Member Rodney G. Tanaka; Council Member Paulette C. Francis; and Council Member Wanda Love. Other City Officials and Employees present: City Manager Clint Osorio; City Attorney Carmen Vasquez; City Clerk Mina Semenza; and Deputy City Clerk Becky Romero. City Treasurer Guy Mato was not present.

2. PUBLIC COMMENT ON CLOSED SESSION

None

3. CLOSED SESSION

There was no Closed Session.

RETURN FROM CLOSED SESSION ROLL CALL

None

CITY ATTORNEY REPORT OUT OF CLOSED SESSION

None

4. PLEDGE OF ALLEGIANCE

Gardena Police Department Explorer Eduardo Hurtado led the Pledge of Allegiance. Explorer Hurtado is currently a Junior at Cal State University Dominguez Hills, He has been with the Explorer program for 2 years and holds the rank of Corporal. During his free time, he likes to workout. Explorer Hurtado aspires to be a great leader and a role model for his sibilings.

5. INVOCATION

Pastor Charles Williams led the Invocation. He comes from Grace Chapel in Inglewood.

6. PRESENTATIONS

6.A. Gardena Events Video Presentation

The video presentation highlighted the Recreation and Human Services Department's current and future events.

7. PROCLAMATIONS

None

8. APPOINTMENTS

8.A. Greater Los Angeles County Vector Control District Board of Trustees Appointment

City Manager Osorio presented the Staff Report.

Mayor Cerda asked if anyone had asked to speak on this item and if the Council had any questions or comments; there were no public speakers.

Mayor Cerda asked for confirmation of the number of years in the term. City Attorney Vasquez answered all questions.

A motion was made by Council Member Tanaka and was seconded by Mayor Pro Tem Henderson to Appoint Council Member Francis to a 2-year term. The motion passed by a vote of 5-0 (Yea: Tanaka, Henderson, Cerda, Francis, and Love).

9. PUBLIC COMMENT ON CONSENT CALENDAR

10. CONSENT CALENDAR

10.A. Waiver of Reading in Full of All Ordinances Listed on this Agenda and that they be Read by Title Only
CONTACT: CITY CLERK

10.B. Approval Minutes - Regular Meeting of the City Council, October 14, 2025
CONTACT: CITY CLERK

10.C. Approval of Warrants/Payroll Register, October 28, 2025
CONTACT: ADMINISTRATIVE SERVICES

10.D. Monthly Investment Report, September 2025
CONTACT: ADMINISTRATIVE SERVICES

10.E. Personnel Report P-2025-17 10-28-25
CONTACT: ADMINISTRATIVE SERVICES

10.F. Acceptance and Notice of Completion for the Annual Pedestrian Safety Improvements FY 2024-2025 - Sidewalk Trip Hazard Removal Phase, JN 545
CONTACT: PUBLIC WORKS

** Item was Removed from Consent

Item 10.F was pulled by Council Member Francis.

Questions and comments were made by Council Members Francis and Love. City Manager Osorio and Public Works Director Rigg answered all questions.

It was moved by Council Member Francis and seconded by Mayor Pro Tem Henderson to approve Item 10.F. The motion passed by a vote of 5-0 (Yea: Francis, Tanaka, Cerda, Henderson, and Love).

It was moved by Council Member Tanaka and seconded by Mayor Pro Tem Henderson to approve the Consent Calendar with the exception of 10.F. The motion passed by a vote of 5-0 (Yea: Francis, Henderson, Cerda, Tanaka, and Love).

11. PLANNING & ENVIRONMENTAL QUALITY COMMISSION ACTION SHEET

11.A. October 21, 2025 MEETING, ITEM 6.A

This Item was Received and Filed.

12. ORAL COMMUNICATIONS (LIMITED TO A 30-MINUTES PERIOD)

1) Delia Castro, representative from the Southern California Inka Lions Club; came out to speak about their Peace Poster contest taking place at the Mayme Dear Library on 11/15/2025 from 10:00a.m. to 12:30p.m. They are encouraging our youth ages 11-13 years old, to showcase their talent.

2) Andrea Simental, Library Manager of the Mayme Dear Library; came out to give announcements for both the Mayme Dear and Masao W. Sato Libraries.

13. DEPARTMENTAL ITEMS - ADMINISTRATIVE SERVICES

13.A. Approval of the 2025 - 2029 Memorandum of Understanding (MOU) between the City of Gardena and the Gardena Management Employees Organization (GMEO)

City Manager Osorio read the Staff Report.

Mayor Cerda asked if anyone had asked to speak on this item and if any members of the Council had any questions or comments; there were no public speakers and no comments from the Council.

A motion was made by Council Member Tanaka and seconded by Council Member Love to Approve and Adopt the GMEO MOU for the period of July 1, 2025-June 30, 2029. The motion passed by a vote of 5-0 (Yea: Tanaka, Love, Cerda, Henderson, and Francis).

14. DEPARTMENTAL ITEMS - COMMUNITY DEVELOPMENT

No Items

15. DEPARTMENTAL ITEMS - ELECTED & CITY MANAGER'S OFFICES

No Items

16. DEPARTMENTAL ITEMS - POLICE

No Items

17. DEPARTMENTAL ITEMS - PUBLIC WORKS

No Items

18. DEPARTMENTAL ITEMS - RECREATION & HUMAN SERVICES

No Items

19. DEPARTMENTAL ITEMS - TRANSPORTATION

19.A. Approve Contracts for the Renewable Energy and Storage System Project and Operations and Maintenance Agreement with Performance Guarantee and Warranty with SiteLogIQ, Inc. for a Total of $5,719,655.18 and a Project Total of $6,863,586.21; And declare this project to be categorically exempt under CEQA, Class 1, Section 15301(b)(3) - Common Sense, Section 15303 - New Construction of Small Structures, Section 15311 - Accessory Structures, and California Public Resources Code Section 21080.35

City Manager Osorio presented the Staff Report.

Mayor Cerda asked if anyone from the public had any questions or comments; there were no public speakers.

A slide was then presented by Director of Transportation Ernie Crespo, who spoke about the project.

Questions and comments were made by Council Members Love and Francis, and Mayor Pro Tem Henderson. City Manager Osorio and Director Crespo answered all questions.

A motion was made by Mayor Pro Tem Henderson and seconded by Council Member Francis to Approve Design and Construction Contract with Years 1-5 for Operations and Maintenance and Performance Guarantee Services in the amount of $5,565,481.53; Authorize the Option of Extended Warranty and Option Term (Years 6-10) of Operations and Maintenance and Performance Guarantee Services in the amount of $154,173.65; Approve Project Contingency of 20%, or $1,143,931.04; Declare this project to be catergorically exempt under CEQA, Class 1,

Section 15301(b)(3) - Common Sense, Section 15303 - New Construction of Small Structures, Section 15311 - Accessory Structures, and California Public Resources Code Section 21080.35. The motion passed 5-0 (Yea: Henderson, Francis, Cerda, Tanaka, and Love)

20. COUNCIL ITEMS

None

21. COUNCIL DIRECTIVES

None

22. CITY MANAGER REMARKS RE: DIRECTIVES / COUNCIL ITEMS

1) A memorandum regarding our California Cities Gaming Authority operations; there were questions asked by Council at our 9/9/2025 Council meeting; included in their packets are some agenda packets from the past meetings of the CCGA.

23. COUNCIL REMARKS

1) **COUNCIL MEMBER LOVE** – Since the last meeting, she commented that she took a well-needed vacation; and said she was not able to attend a lot of the city events, but got back just in time for her neighbor's 100th birthday drive-by celebration, where Gardena PD, LA County Fire, and a lot of the people in the community came out to show him an amazing amount of love.

2) **COUNCIL MEMBER FRANCIS** – Since the last meeting, she attended the Water Festival hosted by the West Basin Municipal Water District; the Beautification Commission meeting, where they selected the Halloween home decorating contest winner. She also attended the Halloween Senior Candlelight dinner; and the birthday drive-by for Mr. Suzuki. She thanked Council Member Love for the invitation. She reminded everyone that Halloween is on Friday, and as you know, a lot of our kids will be out trick-or-treating and attending different Halloween festivities, so please keep your eyes open and make sure that you drive slowly, and enjoy all the festivities.

3) **MAYOR PRO TEM HENDERSON** – Since the last meeting, He attended his SCAG Legislative Committee meeting; he commented that he did some business and community visits. He then asked Mr. City Manager, to please thank the Department Heads and the staff for all their support with his remote meetings. He congratulated his son Mark II and his wife Rio on the birth of their daughter Marley, and said he now has grandchild number four, and commented the squad is getting big, and he is excited.

4) **MAYOR CERDA** – Since the last Council meeting, she attended her CCGA meeting; the Gardena Carson Wilmington Rotary Club; her monthly LA County Sanitation meeting; the LA County Sanitation personnel meeting; the Senior Candlelight dinner; Gardena High School's homecoming game; the City of Refuge Harvest Festival day; the Dia de Los Muertos event at Roosevelt Cemetery; the celebration of Laity Day at United Methodist Church; the 70th anniversary of the Alpha Psi Zeta sorority. She mentioned there was a girls' camp for young girls who are interested in becoming firefighters, and this was put on through LA County Fire; it was a great event. She then invited the community to the Tossup Restaurant for her upcoming town hall this Friday at 5:00 p.m.;the speaker is going to be the Search and Rescue team with their K9.

5) **COUNCIL MEMBER TANAKA** – Since the last Council meeting, he attended the South Bay Cities Council of Governments (SBCCOG's) Legislative briefing; and the SBCCOG'S board meeting, where we were recognized; he then congratulated Allan Rigg, Director of Public Works for all they did; and told him his department should be proud. Lastly, he sent prayers and condolences to the San Bernardino Sheriff's Department and the family, whose officer was shot and killed in the line of duty.

24. ANNOUNCEMENT(S)

1) Too Cute to Spook, Friday, October 31, 2025 from 5:30p.m. to 8:00p.m. at Johnson Park;

2) Halloween Scare Zone, Friday, October 31, 2025 from 6:30p.m. to 9:30p.m. at Freeman Park;

3) The Dia de Los Muertos celebration, Saturday, November 1, 2025 from 5:30p.m. to 8:30p.m. at City Hall Complex; including a Community Ofrenda that will also be taking place.

4) Semi-Annual Clean up Event, Last day if your normal trash pickup day is Friday this event will be Saturday, November 1, 2025;

5) Operation Gobble, registration opens Monday, November 3, 2025, at www.cityofgardena.org/events; and

6) 55th Annual Veterans Day Service, Tuesday, November 11, 2025 starting at 11:00a.m. at the City Hall Lawn.

25. REMEMBERANCES

Sho Yonemura, 92 years old, who retired from the City of Gardena as a Park Maintenance Worker on June 29, 2018, after being employed with the City for over 28 years. He is survived by his son and daughter-in-law. He has now joined his dog Kai, who passed several months ago, who he loved dearly; and
Andrew Nunez, the San Bernardino County Sheriff's Deputy, who was shot and killed in the line of duty.

26. ADJOURNMENT

At 8:42 p.m. Mayor Cerda adjourned the Gardena City Council Meeting to the Closed Session portion of the City Council Meeting at 7:00p.m. followed by the Adjourned Regular City Council Meeting at 7:30 p.m. on Tuesday, November 18, 2025.

MINA SEMENZA
City Clerk of the City of Gardena and
Ex-officio Clerk of the Council

APPROVED:

_____
Tasha Cerda, Mayor

By:_____
Becky Romero, Deputy City Clerk

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: City Treasurer's Office

DATE: November 6, 2025

SUBJECT: WARRANT REGISTER
PAYROLL REGISTER

November 11, 2025	TOTAL WARRANTS ISSUED:	$3,807,973.70

Wire Transfer:	13118-13130
Prepay:	182755-182756
Check Numbers:	182757-182916
Checks Voided:	

Total Pages of Register: 18

October 31, 2025	TOTAL PAYROLL ISSUED:	$1,897,745.05

for Guy Mato, City Treasurer

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
13118	10/8/2025	112326 LWP CLAIMS SOLUTIONS INC.	100825		WORKERS' COMP CLAIMS	100,000.00
					Total :	**100,000.00**
13119	10/21/2025	101641 CALPERS	100000018073008		MISC GROUP UAL PAYMENT - OCTOBE	82,034.00
					Total :	**82,034.00**
13120	10/21/2025	101641 CALPERS	100000018073016		SAFETY CLASSIC UAL PAYMENT - OCT	137,246.75
					Total :	**137,246.75**
13121	10/21/2025	101641 CALPERS	100000018073025		SAFETY PEPRA UAL PAYMENT - OCTOI	2,729.92
					Total :	**2,729.92**
13122	10/23/2025	112441 ANTHEM BLUE CROSS LIFE &, HEALTH INSUF	365996906364		HEALTH INSURANCE CLAIMS	78,490.71
					Total :	**78,490.71**
13123	10/23/2025	112401 PINNACLE CLAIMS MANAGEMENT INC	102125		HEALTH INSURANCE CLAIMS	12,453.82
					Total :	**12,453.82**
13124	10/23/2025	112326 LWP CLAIMS SOLUTIONS INC.	102325		WORKERS' COMP CLAIMS	18,115.69
					Total :	**18,115.69**
13125	10/24/2025	619006 SOUTHERN CALIFORNIA EDISON	599738	024-01189	INSTALLATION OF DECORATIVE STREI	150,403.26
					Total :	**150,403.26**
13126	10/30/2025	112401 PINNACLE CLAIMS MANAGEMENT INC	NOVEMBER 2025		HEALTH & LIFE INSURANCE, SERVICE	111,547.18
				023-01625		
					Total :	**111,547.18**
13127	10/30/2025	111016 KAISER FOUNDATION HEALTH PLAN	NOVEMBER 2025		HEALTH INSURANCE	378,864.03
					Total :	**378,864.03**
13128	10/24/2025	112326 LWP CLAIMS SOLUTIONS INC.	102425		WORKERS' COMP CLAIMS	100,000.00
					Total :	**100,000.00**
13129	10/30/2025	112401 PINNACLE CLAIMS MANAGEMENT INC	103025		HEALTH INSURANCE CLAIMS	121,402.80
					Total :	**121,402.80**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
13130	10/30/2025	112441 ANTHEM BLUE CROSS LIFE &, HEALTH INSUF	365991692739		HEALTH INSURANCE CLAIMS	65,195.11
					Total :	**65,195.11**
182755	10/28/2025	113642 CES ENVIRONMENTAL, CONSULTANTS, INC.	25-243		CITY HALL ASBESTOS AND LEAD SUR\	2,815.00
					Total :	**2,815.00**
182756	11/6/2025	619005 GAS COMPANY, THE	058-854-91703 100725		CNG FUEL	1,174.56
					Total :	**1,174.56**
182757	11/11/2025	104606 2 BROTHERS TIRES & WHEELS	30340		PD VEHICLE TIRE SERVICES	20.00
			30355		PD VEHICLE TIRE SERVICES	44.00
					Total :	**64.00**
182758	11/11/2025	109582 A1 HIGHER GRAPHICS LLC	2615	035-01423	MOBILE COMMAND CENTER WRAP	14,411.64
					Total :	**14,411.64**
182759	11/11/2025	106086 ABC COMPANIES	3905963		GTRANS AUTO PARTS	2,583.84
			3906082		GTRANS AUTO PARTS	5,402.60
			3911437		GTRANS AUTO PARTS	517.49
					Total :	**8,503.93**
182760	11/11/2025	112361 ADDRESSERS	126897	023-01646	2026 B/L RENEWALS & ENVELOPES	630.24
			126898	023-01646	2026 B/L RENEWALS & ENVELOPES	564.85
			126899	023-01646	2026 B/L RENEWALS & ENVELOPES	1,474.57
			126900	023-01646	2026 B/L RENEWALS & ENVELOPES	2,537.19
			126901	023-01646	2026 B/L RENEWALS & ENVELOPES	1,719.91
			126902	023-01646	2026 B/L RENEWALS & ENVELOPES	2,806.51
			126903	023-01646	2026 B/L RENEWALS & ENVELOPES	472.76
			126904	023-01646	2026 B/L RENEWALS & ENVELOPES	1,650.72
					Total :	**11,856.75**
182761	11/11/2025	107712 AFFORDABLE GENERATOR SERVICES, INC.	27786		GENERATOR INSPECTION SERVICE	2,310.70
					Total :	**2,310.70**
182762	11/11/2025	101748 AFTERMARKET PARTS COMPANY LLC, THE	84002410	037-10469	GTRANS AUTO PARTS	3,642.27
			84002487	037-10469	GTRANS AUTO PARTS	249.02
					Total :	**3,891.29**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
182763	11/11/2025	113329 AIR AND LUBE SYSTEMS INC.	56159		GTRANS MAINT SERVICE	2,215.44
					Total :	**2,215.44**
182764	11/11/2025	112544 ALCARAZ, TIFFANY	102025		MGMT ANNUAL HEALTH BENEFIT	500.00
					Total :	**500.00**
182765	11/11/2025	100925 AMERICAN MOVING PARTS	01A175240		GTRANS AUTO PARTS	221.93
					Total :	**221.93**
182766	11/11/2025	103465 ANIMAL FRIENDS PET HOTEL	755196362		K-9 BOARDING SERVICES - GHOST	260.00
					Total :	**260.00**
182767	11/11/2025	101628 AQUA-FLO SUPPLY	SI2634178		PARK MAINT SUPPLIES	849.93
			SI2634975		PARK MAINT SUPPLIES	96.08
			SI2634979		PARK MAINT SUPPLIES	31.22
					Total :	**977.23**
182768	11/11/2025	108625 ARAD OIL INC.	SEPTEMBER 2025 PD		CAR WASH	48.00
					Total :	**48.00**
182769	11/11/2025	112640 ARELLANO ASSOCIATES, LLC	23121	037-10284	MICROTRANSIT SERVICE COMMUNITY	2,485.29
					Total :	**2,485.29**
182770	11/11/2025	101459 ASBURY ENVIRONMENTAL SERVICES	I500-01282848		HAZARDOUS WASTE DISPOSAL SERVI	215.48
			I500-01285940		HAZARDOUS WASTE DISPOSAL SERVI	227.45
					Total :	**442.93**
182771	11/11/2025	104687 AT&T	24225667		TELEPHONE	216.67
			24271500		TELEPHONE	26.08
					Total :	**242.75**
182772	11/11/2025	111170 AT&T FIRSTNET	287352273971X101025	023-01618	PW CELL PHONE ACCT #287352273971	273.54
					Total :	**273.54**
182773	11/11/2025	100474 AT&T LONG DISTANCE	101225		TELEPHONE	74.40
					Total :	**74.40**
182774	11/11/2025	100964 AT&T MOBILITY	287275680401X050123		PD CELL PHONE ACCT #287275680401	-4.63

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
182774	11/11/2025	100964 AT&T MOBILITY	(Continued)			
			287275680401X090122		PD CELL PHONE ACCT #287275680401	-9.41
			287275680401X110125		PD CELL PHONE ACCT #287275680401	147.63
			287275680401X120122		PD CELL PHONE ACCT #287275680401	146.37
					Total :	**279.96**
182775	11/11/2025	113186 A-Z TRANSPORT TECH	1000179		REPAIR SERVICE - UNIT 2015	680.00
					Total :	**680.00**
182776	11/11/2025	110686 AZTECH ELEVATOR COMPANY	AZ20369	037-10452	ELEVATOR MAINTENANCE - GTRANS	83.33
			AZ20371	037-10452	ELEVATOR MAINTENANCE - GTRANS	285.00
					Total :	**368.33**
182777	11/11/2025	102054 BAVCO	359611		(29) BACKFLOW VALVE INSPECTIONS	1,850.00
					Total :	**1,850.00**
182778	11/11/2025	102035 BD WHITE TOP SOIL CO., INC.	93461		TREE MAINT SUPPLIES	81.77
			93476		PARK MAINT SUPPLIES	38.12
			93477		TREE MAINT SUPPLIES	38.12
					Total :	**158.01**
182779	11/11/2025	103641 BECNEL UNIFORMS	81045		BUS UNIFORM SUPPLIES	563.79
			83607		BUS UNIFORM SUPPLIES	643.63
			83777		BUS UNIFORM SUPPLIES	601.78
			83778		BUS UNIFORM SUPPLIES	41.98
			83977		BUS UNIFORM SUPPLIES	544.09
			84156		BUS UNIFORM SUPPLIES	1,249.95
			84387		BUS UNIFORM SUPPLIES	41.98
			84793		BUS UNIFORM SUPPLIES	41.98
			85619		BUS UNIFORM SUPPLIES	55.38
			85839		BUS UNIFORM SUPPLIES	37.59
			85925		BUS UNIFORM SUPPLIES	29.58
			86033		BUS UNIFORM SUPPLIES	502.11
			86571		BUS UNIFORM SUPPLIES	41.98
			86606		BUS UNIFORM SUPPLIES	33.63
					Total :	**4,429.45**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
182780	11/11/2025	104302 BEE N' WASP NEST REMOVAL, SERVICE, LLC	969779		HONEY BEE NEST REMOVAL - 2145 W	124.00
					Total :	**124.00**
182781	11/11/2025	102331 BLUE DIAMOND MATERIALS	4352771		STREET MAINT SUPPLIES	635.02
					Total :	**635.02**
182782	11/11/2025	113412 BLUETRITON BRANDS INC	05J8710038701		DRINKING WATER FILTRATION SYSTEM	60.64
					Total :	**60.64**
182783	11/11/2025	111902 BPR CONSULTING GROUP LLC	3509	032-00231	CONSULTING SERVICES - AUGUST 202	69,017.60
					Total :	**69,017.60**
182784	11/11/2025	111902 BPR CONSULTING GROUP LLC	3491	032-00231	CONSULTING SERVICES - SEPTEMBEF	29,843.47
					Total :	**29,843.47**
182785	11/11/2025	111902 BPR CONSULTING GROUP LLC	3183	032-00231	CONSULTING SERVICES - JULY 2025	28,485.11
					Total :	**28,485.11**
182786	11/11/2025	102383 BROCK, DAVID	10/05-10/08		INTIME UNIVERSITY 2025 CONFERENC	150.00
					Total :	**150.00**
182787	11/11/2025	112674 BUCK SIGNS & GRAPHICS INC	2931		GTRANS BUS DECAL SUPPLIES	155.73
			2939		GTRANS BUS DECAL SUPPLIES	150.17
					Total :	**305.90**
182788	11/11/2025	113234 C2R PRODUCTIONS LLC	2016059	020-00067	VIDEOGRAPHY SERVICES - VIDEO OVI	2,000.00
					Total :	**2,000.00**
182789	11/11/2025	112600 CALIFORNIA ANIMAL WELFARE, ASSOCIATION	200008553		ANIMAL TRAINING WORKSHOP	450.00
					Total :	**450.00**
182790	11/11/2025	312330 CALIFORNIA DEPARTMENT OF, SOCIAL SERV	CCDP1043		FY2023-24 CHILD CARE AND DEVELOP	496,434.00
					Total :	**496,434.00**
182791	11/11/2025	103029 CALIFORNIA FENCE & SUPPLY	M17567		STREET MAINT SUPPLIES	695.27
					Total :	**695.27**
182792	11/11/2025	110538 CANNON COMPANY	93151	024-00821	RBB ARTERIAL IMPROVEMENT PROJE	7,494.75

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
182792	11/11/2025	110538 CANNON COMPANY	(Continued)			
			93516	024-00927	ARTESIA BLVD. STREET IMPROVEMEN	3,927.00
			93520-R	024-00821	RBB ARTERIAL IMPROVEMENT PROJE	19,354.45
					Total :	**30,776.20**
182793	11/11/2025	803420 CARPENTER, ROTHANS & DUMONT, LAW OFF	50468		LEGAL SERVICES	157.50
					Total :	**157.50**
182794	11/11/2025	303331 CDTFA	SEPTEMBER 2025		DIESEL FUEL EXEMPT BUS	75.00
					Total :	**75.00**
182795	11/11/2025	108378 CHARLES E. THOMAS COMPANY INC.	120107	037-10454	HEALY QUARTERLY INSPECTION	570.00
					Total :	**570.00**
182796	11/11/2025	104126 CHARTER COMMUNICATIONS	232843901102125	023-01640	SPECTRUM FIBER PEG CHANNELS	1,080.00
					Total :	**1,080.00**
182797	11/11/2025	103269 CINCO DE MAYO COMMITTEE	FRANCIS 25/26		COMMUNITY PROMOTION	100.00
					Total :	**100.00**
182798	11/11/2025	503960 CITY OF GARDENA	FRANCIS 25/26		COMMUNITY PROMOTION	100.00
					Total :	**100.00**
182799	11/11/2025	104338 CODE PUBLISHING, INC.	GCI0018664		MUNICIPAL CODE - WEB UPDATE	139.00
					Total :	**139.00**
182800	11/11/2025	103125 COMPLETE COACH WORKS	94309	037-10480	BUS BARRIER INSTALLATION	10,808.00
			94335	037-10480	BUS BARRIER INSTALLATION	17,280.00
					Total :	**28,088.00**
182801	11/11/2025	102388 COPYLAND, INC.	91846	037-10457	GTRANS - 5.5"X8.5" STATEMENT OF SC	1,976.29
			91864	037-10457	GTRANS - 11"X26" COLOR BUS CARDS	91.66
					Total :	**2,067.95**
182802	11/11/2025	103807 CPCA	12641		ANNUAL MEMBERSHIP DUES	2,140.00
					Total :	**2,140.00**
182803	11/11/2025	103461 CPS HR CONSULTING	TR-INV006726		TESTING MATERIALS	753.50

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
182803	11/11/2025	103461 CPS HR CONSULTING	(Continued)			
			TR-RTN005081		TESTING MATERIALS	-140.00
					Total :	**613.50**
182804	11/11/2025	113645 CRIME POINT INC	21605	035-01422	MULTI-USE DROP CAR CAMERA PLATF	21,955.19
					Total :	**21,955.19**
182805	11/11/2025	103353 CRM COMPANY, LLC.	LA28531		SCRAP TIRE DISPOSAL FEE	69.50
					Total :	**69.50**
182806	11/11/2025	106193 CUMMINS SALES AND SERVICE	07-251035751		GTRANS AUTO PARTS	928.20
			X4-251087418	037-10470	GTRANS AUTO PARTS	48.84
					Total :	**977.04**
182807	11/11/2025	110319 CWE DIRECTOR	F25596	024-01181	MS4 & NPDES MONITORING & COMPLI	18,707.64
					Total :	**18,707.64**
182808	11/11/2025	312558 DEPARTMENT OF ANIMAL CARE, & CONTROL	SEPTEMBER 2025		MONTHLY ANIMAL SERVICES - SEPTEM	4,754.91
					Total :	**4,754.91**
182809	11/11/2025	303377 DEPARTMENT OF TRANSPORTATION	SL260151		SIGNALS & LIGHTING - ARTESIA BLVD /	1,063.50
					Total :	**1,063.50**
182810	11/11/2025	312117 DEPARTMENT OF WATER & POWER	102425		LIGHT & POWER	133.23
			102925		LIGHT & POWER	90.40
					Total :	**223.63**
182811	11/11/2025	104500 DOOLEY ENTERPRISES, INC	70838	035-01396	PD AMMUNITION SUPPLIES	1,811.82
					Total :	**1,811.82**
182812	11/11/2025	110956 DURAN, BRANDON M.	102725		EDUCATIONAL REIMBURSEMENT	300.00
					Total :	**300.00**
182813	11/11/2025	109416 E S SPORTS	12353		CUSTOM GRAPHICS FOR UNIT P21	222.81
			12354		CUSTOM GRAPHICS FOR UNIT GT3	968.56
			12362		CUSTOM GRAPHICS FOR UNIT P08	284.86
					Total :	**1,476.23**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
182814	11/11/2025	105053 E.J. WARD	EJ-INV-2772	024-01177	FUEL MANAGEMENT SYSTEM	22,330.50
			EJ-INV-2806		FUEL SYSTEM SUPPLIES	395.89
					Total :	**22,726.39**
182815	11/11/2025	110534 EL DORADO NATIONAL	90883170		GTRANS BUS VEHICLE SUPPLIES	1,539.58
			90883218		GTRANS BUS VEHICLE SUPPLIES	435.30
			90883219		GTRANS BUS VEHICLE SUPPLIES	435.30
					Total :	**2,410.18**
182816	11/11/2025	107353 EMERGENCY RESPONSE CRIME SCENE, CLE	T2025-525		CLEAN AND SANITIZE JAIL CELL	750.00
					Total :	**750.00**
182817	11/11/2025	105418 EMPIRE CLEANING SUPPLY	S7355994	034-00713	CUSTODIAL SUPPLIES	783.67
			S7355996	034-00713	CUSTODIAL SUPPLIES	185.76
			S7365773.002	034-00713	CUSTODIAL SUPPLIES	1,779.15
			S7365773.003	034-00713	CUSTODIAL SUPPLIES	134.31
			S7365893	034-00713	CUSTODIAL SUPPLIES	265.65
					Total :	**3,148.54**
182818	11/11/2025	105392 ENTENMANN-ROVIN COMPANY	0191156		PD UNIFORM SUPPLIES	1,121.74
					Total :	**1,121.74**
182819	11/11/2025	112526 ESPARZA JR., JOSEPH P.	092925		EDUCATIONAL REIMBURSEMENT	450.00
					Total :	**450.00**
182820	11/11/2025	106129 FEDEX	9-041-08830		SHIPPING SERVICES	17.74
			9-050-44222		SHIPPING SERVICES	237.37
					Total :	**255.11**
182821	11/11/2025	111415 FILTERBUY, INC	BAFEC8C7-0043		GTRANS AUTO PARTS	1,013.90
					Total :	**1,013.90**
182822	11/11/2025	113647 FLYING LION PRODUCTIONS	25037	020-00068	VIDEO ASSETS FOR THE CITY OF GAR	9,920.00
					Total :	**9,920.00**
182823	11/11/2025	113058 FORMTECH PLASTICS INC.	12934	037-10444	BUS BARRIER SUPPLIES	48,472.45
					Total :	**48,472.45**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
182824	11/11/2025	106465 FOX FIRST AID & SAFETY INC	76084		STREET MAINT SUPPLIES	44.20
			76398		PARK MAINT SUPPLIES	165.75
			76418		STREET MAINT SUPPLIES	51.94
			76421		PARK MAINT SUPPLIES	344.76
			76430		STREET MAINT SUPPLIES	42.43
					Total :	**649.08**
182825	11/11/2025	206778 FOX, TODD M.	09/30-10/03		LACPCA STRATEGIC PLANNING WORK	225.00
					Total :	**225.00**
182826	11/11/2025	206509 FRANCIS, JOHN S.	10/16-10/18		CANINE PROGRAM MANAGEMENT CO	100.00
					Total :	**100.00**
182827	11/11/2025	107450 GALLAGHER BENEFIT SERVICES, INC	2025047552	023-01535	CLASSIFICATION & COMPENSATION S	54,612.00
					Total :	**54,612.00**
182828	11/11/2025	112566 GALLS, LLC	032896488		PD UNIFORM SUPPLIES	33.98
			032978027		PD UNIFORM SUPPLIES	48.98
					Total :	**82.96**
182829	11/11/2025	107436 GARDENA VALLEY JCI	FRANCIS 25/26		COMMUNITY PROMOTION	100.00
					Total :	**100.00**
182830	11/11/2025	107011 GARDENA VALLEY NEWS	00154178		BACK PAGE AD - GTRANS G LINE	1,643.00
			00154181		BACK PAGE AD - GTRANS G LINE	1,643.00
			00154697		DISPLAY AD - KEEP GARDENA BEAUTI	171.00
			00154698		DISPLAY AD - KEEP GARDENA BEAUTI	50.00
			00155706		NOTICE OF PUBLIC HEARING - RESOL	140.00
			00156539		NOTICE INVITING BIDS - JN 551	1,407.00
			00156909		NOTICE OF PUBLIC HEARING - SPR #2	161.00
			00156910		NOTICE OF PUBLIC HEARING - CUP #3	161.00
					Total :	**5,376.00**
182831	11/11/2025	109611 GARNER, ELENA	09/08-09/12		2025 CCUG TRAINING & TECHNOLOGY	200.00
					Total :	**200.00**
182832	11/11/2025	619005 GAS COMPANY, THE	103125		GAS	4,225.80

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
182832	11/11/2025	619005 619005 GAS COMPANY, THE	(Continued)		**Total :**	**4,225.80**
182833	11/11/2025	107056 GENFARE	90213523		GTRANS AUTO PARTS	3,660.66
					Total :	**3,660.66**
182834	11/11/2025	106470 GILLIG LLC	41356035	037-10409	GTRANS AUTO PARTS	93.08
			41361053		GTRANS AUTO PARTS	4,595.65
			41364323		GTRANS AUTO PARTS	141.31
					Total :	**4,830.04**
182835	11/11/2025	619004 GOLDEN STATE WATER CO.	102125		WATER	25,319.20
					Total :	**25,319.20**
182836	11/11/2025	112502 GORDON, CHRISTOPHER	102725		EDUCATIONAL REIMBURSEMENT	300.00
					Total :	**300.00**
182837	11/11/2025	107513 GRAINGER	9673078391		GTRANS MAINT SUPPLIES	27.65
			9678109647		GTRANS FACILITY SUPPLIES	313.76
			9681784410		GTRANS MAINT SUPPLIES	443.55
			9684964399		GTRANS MAINT SUPPLIES	459.01
					Total :	**1,243.97**
182838	11/11/2025	112374 GRIFFIN STRUCTURES, INC.	GSI-GCASC-31	024-00910	AQUATIC & SENIOR CENTER, JN978	69,432.50
					Total :	**69,432.50**
182839	11/11/2025	113136 GRUBER AND LOPEZ, INC.	4898	023-01630	AUDIT SERVICES FY 2024/2025	15,000.00
					Total :	**15,000.00**
182840	11/11/2025	207359 GUZZO, DANIEL	10/05-10/08		INTIME UNIVERSITY 2025 CONFERENC	150.00
					Total :	**150.00**
182841	11/11/2025	112848 HELPING OUR PETS EDUCATION, LLC	54752		POLICE K9 BOARDING	765.00
					Total :	**765.00**
182842	11/11/2025	112076 HERNANDEZ, ROSA	020 10/29/25		INTERN SERVICES - 10/16-10/23/25	840.00
					Total :	**840.00**
182843	11/11/2025	108434 HOME DEPOT CREDIT SERVICES	0562372		REC PROGRAM SUPPLIES	72.92

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
182843	11/11/2025	108434 HOME DEPOT CREDIT SERVICES	(Continued)			
			2340958		BLDG MAINT SUPPLIES	42.75
			4552853		REC PROGRAM SUPPLIES	100.93
			7738532		PD PROGRAM SUPPLIES	75.14
			7901421		PD PROGRAM SUPPLIES	38.65
			8361504		STREET MAINT SUPPLIES	114.02
			8521437		PD PROGRAM SUPPLIES	43.81
			8851816		CUSTODIAL SUPPLIES	32.53
					Total :	**520.75**
182844	11/11/2025	111593 INTER-CON SECURITY SYSTEMS INC	BD0638859	037-10420	GTRANS SECURITY SERVICES - SEPTI	7,161.60
			BD0638883		GTRANS SECURITY SERVICES - SEPTI	30.74
					Total :	**7,192.34**
182845	11/11/2025	108579 J.D. FIELDS LUMBER COMPANY	14917		STREET MAINT SUPPLIES	62.09
					Total :	**62.09**
182846	11/11/2025	110010 JANEK CORPORATION, THE	117347		GTRANS SHOP SUPPLIES	4,612.25
					Total :	**4,612.25**
182847	11/11/2025	211429 KEMP, TAMARA	OCTOBER 2025		DANCE INSTRUCTOR	1,558.00
					Total :	**1,558.00**
182848	11/11/2025	112812 KIMBALL MIDWEST	103827236		GTRANS SHOP SUPPLIES	493.88
					Total :	**493.88**
182849	11/11/2025	312039 L.A. COUNTY FIRE DEPARTMENT	C0013738	023-01601	FIRE PROTECTION SERVICES - DECEM	977,189.24
					Total :	**977,189.24**
182850	11/11/2025	312113 L.A. COUNTY SHERIFF'S DEPT	260693BL		INMATE MEAL DELIVERY PROGRAM - S	850.84
					Total :	**850.84**
182851	11/11/2025	112614 LAX AUTO REPAIR	20748		2023 FORD INTRCPTR #1661718 OIL CH	70.00
					Total :	**70.00**
182852	11/11/2025	109517 LOAD N' GO BUILDING MATERIALS	34410		STREET MAINT SUPPLIES	171.16
			34439		STREET MAINT SUPPLIES	227.53

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
182852	11/11/2025	109517 109517 LOAD N' GO BUILDING MATERIALS (Continued)			**Total :**	**398.69**
182853	11/11/2025	113613 LOPEZ, JESUS	102725		EDUCATIONAL REIMBURSEMENT	650.00
					Total :	**650.00**
182854	11/11/2025	112615 LU'S LIGHTHOUSE, INC.	01291404		GTRANS SHOP SUPPLIES	2,390.97
					Total :	**2,390.97**
182855	11/11/2025	105082 MAJESTIC LIGHTING, INC.	ML91564		BLDG MAINT SUPPLIES	361.34
					Total :	**361.34**
182856	11/11/2025	113064 MCMASTER-CARR SUPPLY COMPANY	53783056		GTRANS SHOP SUPPLIES	1,076.51
			53937750		GTRANS SHOP SUPPLIES	69.99
			54085464		GTRANS SHOP SUPPLIES	50.40
			54090760		GTRANS SHOP SUPPLIES	190.44
			54177155		GTRANS SHOP SUPPLIES	221.95
					Total :	**1,609.29**
182857	11/11/2025	112524 MDG ASSOCIATES, INC.	20128	032-00229	CDBG ADMINISTRATION - SEPTEMBER	12,631.50
			20129	032-00229	CDBG HOUSING REHAB PROGRAM - S	8,465.75
			20130	032-00229	CDBG HOUSING REHAB PROGRAM - S	80.00
			20131	032-00229	CDBG ADMINISTRATION SOFTWARE -	500.00
			20132	032-00229	CDBG HOUSING REHAB PROGRAM SC	500.00
					Total :	**22,177.25**
182858	11/11/2025	100078 MESSINA, BRIAN	GEPCO 2025		GEPCO LOAN	2,000.00
					Total :	**2,000.00**
182859	11/11/2025	111604 MICRO ELECTRONICS, INC	13969041	023-01632	COMPUTER REPLACEMENT PARTS	2,192.60
			13970842	023-01632	COMPUTER REPLACEMENT PARTS	18,445.53
					Total :	**20,638.13**
182860	11/11/2025	107505 MOUSER ELECTRONICS, INC.	86884472		GTRANS AUTO SUPPLIES	388.02
					Total :	**388.02**
182861	11/11/2025	109056 MULTICARD	77448	035-01419	MULTICARD SERVICE CONTRACT AGR	1,312.00
					Total :	**1,312.00**

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
182862	11/11/2025	105622 N/S CORPORATION	0129598	037-10465	GTRANS BUS WASH EQUIPMENT REP/	2,340.99
					Total :	**2,340.99**
182863	11/11/2025	105140 NMK CORPORATION	COG-045	023-01633	COMPUTER REPLACEMENT PARTS	3,351.47
					Total :	**3,351.47**
182864	11/11/2025	110575 OCCUPATIONAL HEALTH CENTERS, OF CALIF	88182383	023-01626	RANDOM TESTS	777.00
			88517299	023-01626	RANDOM TESTS	318.00
			88517301	023-01626	RANDOM TESTS	359.00
			88520108	023-01626	RANDOM TESTS	275.00
			88598265	023-01626	RANDOM TESTS	260.00
			88599607	023-01626	RANDOM TESTS	1,213.00
			88601413	023-01626	RANDOM TESTS	229.00
					Total :	**3,431.00**
182865	11/11/2025	115168 OFFICE DEPOT	438855860		BUS OFFICE SUPPLIES	109.81
			443133681-002		PD OFFICE SUPPLIES	27.77
			444352008		HR OFFICE SUPPLIES	722.05
			444396837		PD OFFICE SUPPLIES	345.91
			444749187		REC OFFICE SUPPLIES	166.37
			444750840		REC OFFICE SUPPLIES	3.82
			445303318		HR OFFICE SUPPLIES	82.26
			445492839		CM OFFICE SUPPLIES	99.73
			445874793		PD OFFICE SUPPLIES	163.14
					Total :	**1,720.86**
182866	11/11/2025	113324 ONWARD ENGINEERING	8436	024-01136	CRENSHAW BLVD STREET IMPROVEM	6,940.00
					Total :	**6,940.00**
182867	11/11/2025	111358 O'REILLY AUTO PARTS	198845		GTRANS AUTO PARTS	209.73
			200522		GTRANS AUTO PARTS	312.47
			200584		GTRANS AUTO PARTS	22.09
			202666		GTRANS FACILIITIES SUPPLIES	134.53
					Total :	**678.82**
182868	11/11/2025	115810 ORKIN PEST CONTROL	285824772		PEST CONTROL - ACCT #27336703	347.00
			285824773		PEST CONTROL - ACCT #27336703	347.00

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Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
182868	11/11/2025	115810	115810 ORKIN PEST CONTROL	(Continued)		**Total :**	**694.00**
182869	11/11/2025	108382	OSORIO, CLINT	10/08-10/10		LEAGUE OF CA CITIES CONFERENCE	1,029.28
						Total :	**1,029.28**
182870	11/11/2025	112845	PALICON GROUP	2495	035-01397	BACKGROUND INVESTIGATION SERVI(	3,670.00
						Total :	**3,670.00**
182871	11/11/2025	112189	PERFECT SCORE ATHLETIC, TRAINING CENT	10/01-10/15/25		GYMNASTICS INSTRUCTOR SERVICES	1,472.00
						Total :	**1,472.00**
182872	11/11/2025	116140	PETE'S ROAD SERVICE, INC.	856028		TIRE DISPOSAL CHARGE	198.00
				856437		STREET SWEEPER SUPPLIES	184.54
				884631		SERVICE CALL - STREET SWEEPER #7	-57.46
						Total :	**325.08**
182873	11/11/2025	108600	PHOENIX GROUP INFORMATION, SYSTEMS	0920251211	035-01399	ADMIN CITATION MGMT SERVICES - SE	88.59
				092025211	035-01399	PARKING CITATION MGMT SERVICES -	32,328.14
						Total :	**32,416.73**
182874	11/11/2025	106092	PRUDENTIAL OVERALL SUPPLY	43041235	034-00712	SUPPLY RENTAL - DUST MOPS, DELIVE	43.70
				43041236	024-01168	UNIFORM & SUPPLY RENTAL	173.99
					034-00712		
				43041237	034-00712	UNIFORM & SUPPLY RENTAL	32.85
				43041238	034-00712	SUPPLY RENTAL - MATS - GTRANS	51.20
				43041239	034-00712	SUPPLY RENTAL - MATS - NCC	13.65
				43041240	034-00712	SUPPLY RENTAL - MATS - CH	19.00
				43041241	034-00712	SUPPLY RENTAL - MATS - PD	91.60
				43041242	034-00712	SUPPLY RENTAL - MATS - HS	11.88
				43051662	034-00712	SUPPLY RENTAL - MATS - HS	11.88
				43067153	034-00712	CUSTODIAL SUPPLIES	1,292.44
				43067154	024-01168	UNIFORM & SUPPLY RENTAL	173.99
					034-00712		
				43067155	034-00712	UNIFORM & SUPPLY RENTAL	31.90
				43067156	034-00712	SUPPLY RENTAL - MATS - GTRANS	51.20
						Total :	**1,999.28**
182875	11/11/2025	116575	PSYCHOLOGICAL CONSULTING, ASSOCIATES	901047		INDIVIDUAL PSYCHOTHERAPY	289.00

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
182875	11/11/2025	116575 116575 PSYCHOLOGICAL CONSULTING, ASSOC	(Continued)		**Total :**	**289.00**
182876	11/11/2025	114143 QUADIENT LEASING USA, INC	Q2061983		POSTAGE MAILING MACHINE LEASE	793.34
					Total :	**793.34**
182877	11/11/2025	102283 QUICK COLOR PRINTING	16672		REC PROGRAM SUPPLIES	198.90
					Total :	**198.90**
182878	11/11/2025	111574 RACE COMMUNICATIONS	RC1855303	023-01621	FIBER INTERNET SERVICES - NOVEME	5,828.36
					Total :	**5,828.36**
182879	11/11/2025	100836 RESOURCE BUILDING MATERIALS	4074989		STREET MAINT SUPPLIES	65.13
			4097321		STREET MAINT SUPPLIES	86.50
					Total :	**151.63**
182880	11/11/2025	100387 RIVERA, ALEXANDER J.	10/16-10/18		CANINE PROGRAM MANAGEMENT CO	100.00
					Total :	**100.00**
182881	11/11/2025	102988 RODRIGUEZ, DANNY	GEPCO 2025		GEPCO LOAN	2,000.00
					Total :	**2,000.00**
182882	11/11/2025	113327 RWC GROUP	XA301237138		GTRANS AUTO PARTS	994.57
					Total :	**994.57**
182883	11/11/2025	119022 SAFE MART OF SOUTHERN, CALIFORNIA, INC	2277		PW MAINT SUPPLIES	97.79
			2283		PD PROGRAM SUPPLIES	4.03
			2285		GTRANS MAINT SUPPLIES	35.36
					Total :	**137.18**
182884	11/11/2025	112327 SAMI'S REFEREES LLC	10/16/25-10/31/25		SPORT REFEREE SERVICES	280.00
			10/16-10/31/2025		SPORT REFEREE SERVICES	700.00
			10/16-10/31/25		SPORT REFEREE SERVICES	560.00
					Total :	**1,540.00**
182885	11/11/2025	220288 SECOND TIME AROUND SENIORS, CLUB	FRANCIS 25/26		COMMUNITY PROMOTION	100.00
					Total :	**100.00**
182886	11/11/2025	104451 SELECT ADVANTAGE	10349617		PARATRANSIT OPERATOR ASSESSMEI	525.00

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
182886	11/11/2025	104451 SELECT ADVANTAGE	(Continued)			
			10349717		BUS OPERATOR ASSESSMENT SERVIC	1,225.00
					Total :	**1,750.00**
182887	11/11/2025	107006 SHAMROCK COMPANIES	2806489		PARK MAINT SUPPLIES	37.54
					Total :	**37.54**
182888	11/11/2025	110731 SHAW HR CONSULTING, INC	014752		PROFESSIONAL SERVICES	725.00
					Total :	**725.00**
182889	11/11/2025	109918 SHIGE'S FOREIGN CAR SERVICE, INC.	8103106	035-01400	2023 FORD INTRCPTR #1661718 SERVI	486.29
			8103137	035-01400	2023 FORD INTRCPTR #1661715 SERVI	1,226.61
					Total :	**1,712.90**
182890	11/11/2025	619003 SOUTHERN CALIFORNIA EDISON	102925		LIGHT & POWER	26,486.91
					Total :	**26,486.91**
182891	11/11/2025	119548 ST. JOHN LUTHERAN CHURCH	NOVEMBER 2025		SENIOR CITIZENS DAY CARE	1,100.00
					Total :	**1,100.00**
182892	11/11/2025	113242 TAIT & ASSOCIATES, INC.	166859	024-01123	CONSULTANT SERVICES - SEWER IMP	221.25
					Total :	**221.25**
182893	11/11/2025	100609 TANK SPECIALISTS OF CALIFORNIA	35522		CERTIFIED DESIGNATED OPERATOR S	198.00
					Total :	**198.00**
182894	11/11/2025	113297 TECHNICAL MASTERY SOCCER	10/01-10/29/25		SOCCER INSTRUCTOR	1,020.00
					Total :	**1,020.00**
182895	11/11/2025	107928 TELECOM LAW FIRM, P.C.	19964		PROFESSIONAL SERVICES - 14209 WE	2,756.00
					Total :	**2,756.00**
182896	11/11/2025	113237 TERMINIX	32886031		GTRANS TERMITE FUMIGATION SERVI	4,695.60
					Total :	**4,695.60**
182897	11/11/2025	111990 TOWNSEND PUBLIC AFFAIRS, INC	24305	023-01590	CONSULTING SERVICES - NOVEMBER	7,000.00
					Total :	**7,000.00**

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
182898	11/11/2025	111788 TRAN, CHUNG	12/22/2024-6/21/2025	035-01415	EMERGENCY OPERATIONS CENTER S	10,935.00
			6/23/2024-12/21/2024	035-01415	EMERGENCY OPERATIONS CENTER S	13,612.50
					Total :	**24,547.50**
182899	11/11/2025	111481 TRIO COMMUNITY MEALS, LLC	INV2230071508	034-00705	SENIOR FEEDING PROGRAM	5,386.50
			INV2230071966	034-00705	SENIOR FEEDING PROGRAM	9,114.00
			INV2230072200	034-00705	SENIOR FEEDING PROGRAM	9,014.25
			INV2230072375	034-00705	SENIOR FEEDING PROGRAM	10,714.95
					Total :	**34,229.70**
182900	11/11/2025	111481 TRIO COMMUNITY MEALS, LLC	INV2230071507	034-00705	SENIOR FEEDING PROGRAM	4,588.50
					Total :	**4,588.50**
182901	11/11/2025	109900 U.S. BANK CORPORATE PAYMENT, SYSTEMS	SANTIN 09/22/25		CAL CARD STATEMENT 08/23-09/22/25	44,498.30
				034-00723		
					Total :	**44,498.30**
182902	11/11/2025	109900 U.S. BANK CORPORATE PAYMENT, SYSTEMS	CDD 10/22/25		CAL CARD STATEMENT 09/23-10/22/25	441.12
			OROZCO 09/22/25		CAL CARD STATEMENT 08/23-09/22/25	7,628.05
			PD TRAINING 09/22/25		CAL CARD STATEMENT 08/23-09/22/25	371.41
			PD TRAINING 10/22/25		CAL CARD STATEMENT 09/23-10/22/25	472.07
			PD TRAINING2 102225		CAL CARD STATEMENT 09/23-10/22/25	5,608.35
			PD TRAINING2 9/22/25		CAL CARD STATEMENT 08/23-09/22/25	3,031.34
			PD TRAINING3 102225		CAL CARD STATEMENT 09/23-10/22/25	4,885.06
			PD TRAINING4 102225		CAL CARD STATEMENT 09/23-10/22/25	5,910.85
			PD TRAINING4 9/22/25		CAL CARD STATEMENT 08/23-09/22/25	3,823.46
			TSUJIUCHI 10/22/25		CAL CARD STATEMENT 09/23-10/22/25	1,045.60
					Total :	**33,217.31**
182903	11/11/2025	107596 UNION PACIFIC RAILROAD COMPANY	90149864	024-01008	ENGINEERING SERVICES - ARTESIA BI	3,363.25
					Total :	**3,363.25**
182904	11/11/2025	121407 UPS	0000649922415		SHIPPING SERVICE CHARGES	30.00
					Total :	**30.00**
182905	11/11/2025	106754 URBAN RESTORATION GROUP US, INC.	00050431		STREET MAINT SUPPLIES	1,215.89
					Total :	**1,215.89**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
182906	11/11/2025	122050 VERIZON WIRELESS	6125674968		PW CELL PHONE SERVICE	717.52
					Total :	**717.52**
182907	11/11/2025	105254 VISION TIRE	43869		CD VEHICLE TIRE SERVICES	25.00
					Total :	**25.00**
182908	11/11/2025	108657 VORTEX INDUSTRIES, LLC	07-2084358		SERVICE REPAIR - GTRANS GARAGE [	242.80
					Total :	**242.80**
182909	11/11/2025	112737 WELLS FARGO VENDOR FINANCIAL, SERVICE	5036198290	023-01622	CITYWIDE COPIER LEASE - NOVEMBEI	3,734.92
					Total :	**3,734.92**
182910	11/11/2025	123146 WEST BASIN WATER ASSOCIATION	251001-7		ANNUAL MEMBERSHIP DUES	500.00
					Total :	**500.00**
182911	11/11/2025	123050 WILLIAMS SCOTSMAN, INC.	9024434088	035-01414	MODULAR BUILDING RENTAL CPX-804	2,067.36
			9024648222	035-01414	MODULAR BUILDING RENTAL CPX-804	2,067.36
			9024860606	035-01414	MODULAR BUILDING RENTAL CPX-804	2,284.43
					Total :	**6,419.15**
182912	11/11/2025	110265 WILO'S FOOD	130522		GTRANS CATERING SERVICES	2,237.63
					Total :	**2,237.63**
182913	11/11/2025	125001 YAMADA COMPANY, INC.	85230		PARK MAINT SUPPLIES	48.02
					Total :	**48.02**
182914	11/11/2025	113347 ZECO, INC.	04	024-01140	ROWLEY PARK BASKETBALL COURT R	7,265.36
					Total :	**7,265.36**
182915	11/11/2025	113638 ZOLL MEDICAL CORPORATION	4336385	023-01642	AUTOMATED EXTERNAL DEFIBRILLAT(	34,054.33
					Total :	**34,054.33**
182916	11/11/2025	104934 ZUMAR INDUSTRIES, INC.	11116		SIGNS/SIGNALS SUPPLIES	811.21
					Total :	**811.21**

175 Vouchers for bank code : usb **Bank total : 3,807,973.70**

175 Vouchers in this report **Total vouchers : 3,807,973.70**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount

CLAIMS VOUCHER APPROVAL

I hereby certify that the demands or claims covered by the checks listed on pages 1 to 18 inclusive of the check register are accurate and funds are available for payment thereof.

By: _____

Director of Administrative Services

This is to certify that the claims or demands covered by checks listed on pages 1 to 18 inclusive of the check register have been audited by the City Council of the City of Gardena and that all of the said checks are approved for payment except check numbers:

_____

_____ 11/11/2025
Mayor Date

_____ _____
Councilmember Date

_____ _____
Councilmember Date

Acknowledged:

_____ _____
Councilmember Date

_____ _____
Councilmember Date

CITY of GARDENA

Report No. P-2025-18

TO: THE HONORABLE MAYOR AND CITY COUNCIL

SUBJECT: PERSONNEL REPORT

1. Report the appointment of the following individuals:
   a. ***ROSA HERNANDEZ,*** to the position of Case Management Supervisor Schedule 50 ($5,973 – $7,624/month), with the Police Department, effective October 26, 2025.

2. Report the Service Retirement of the following individuals:
   a. **MARY MORELAND-SMITH**, Bus Operator with the Transportation Department, effective November 4, 2025. Ms. Moreland-Smith provided 28 years of full-time service to the city.
   b. **THEODORE TAYLOR,** Bus Operator with the Transportation Department, effective November 9, 2025. Mr. Taylor provided 23 years of full-time service to the city.

3. Report the Recruitment for the Open/Competitive position of Account Clerk (Administrative Services Department). This recruitment is open until filled.

4. Report the Recruitment for the Open/Competitive position of Human Resources Coordinator (Administrative Services Department). This recruitment is open until filled.

5. Report the Recruitment for the Open/Competitive position of Lifeguard (Recreation and Human Services Department). This is a continuous recruitment.

6. Report the Recruitment for the Open/Competitive position of Lifeguard/Instructor (Recreation and Human Services Department). This is a continuous recruitment.

7. Report the Recruitment for the Open/Competitive position of Recreation Leader I/II (Recreation and Human Services Department). This is a continuous recruitment.

8. Report the Recruitment for the Open/Competitive position of Certified Nursing Assistant (Recreation and Human Services Department). This recruitment is scheduled to close November 26, 2025.

9. Report the Recruitment for the Open/Competitive position of Payroll/Personnel Technician (Transportation Department). This recruitment is open until filled.

10. Report the Recruitment for the Open/Competitive position of Bus Operator (Transportation Department). This is a continuous recruitment.

11. Report the Recruitment for the Open/Competitive position of On-Demand Operator (Transportation Department). This is a continuous recruitment.

12. Report the Recruitment for the Open/Competitive position of On-Demand Transit Dispatcher (Transportation Department). This is a continuous recruitment.

13. Report the Recruitment for the Open/Competitive position of Purchasing Specialist (Transportation Department). This recruitment is open until filled.

City of Gardena

Gardena City Council Meeting
AGENDA REPORT SUMMARY

Agenda Item No. 10D.
Section: CONSENT CALENDAR
Meeting Date: November 18, 2025

TO: THE HONORABLE MAYOR AND MEMBERS OF THE GARDENA CITY COUNCIL

AGENDA TITLE: Acceptance and Notice of Completion for the Rowley Park Improvements Basketball Court Rehab Phase 1, JN 530

COUNCIL ACTION REQUIRED:

Staff Recommendation:
- Accept the work and order the recordation of the Notice of Completion

RECOMMENDATION AND STAFF SUMMARY:

Staff respectfully recommends that the City Council accept the work and order the recordation of the Notice of Completion for the Rowley Park Improvements Basketball Court Rehab Phase 1 - Demolition, Drainage, Electrical, and Site Furnishing Project, JN 530.

The project included upgrading existing lighting to high efficiency LED fixtures, new upgraded poles/fixtures, replacement of basketball fixtures, drainage improvements, concrete repair, and replacement of sand in playground with poured in place resilient surfacing.

Phase 2 of the project was awarded on October 14, 2025 to Ferandell Tennis Courts, Inc. This phase includes the resurfacing and restriping of the basketball and pickleball courts, with construction anticipated to begin in December 2025.

Sufficient funds were appropriated to complete the project. Upon completion, 4% ($3,217.40) of the approved 15% ($88,000.00) contingency funds were expended, and the remaining savings will be returned to the original funding sources.

FISCAL IMPACT/COST:

Amount of Expense: $606,457.24 with remaining project fund balance of $328,246.76 for Phase 2
Source of Funds: Prop 68, Deferred Maintenance, and Measure A

APPROVED:

Clint Osorio, City Manager

Attachments

NOC_Rowley BB Improvements PH 1_JN 530.pdf

RECORDING REQUEST BY AND MAIL TO:

Mina Semenza, City Clerk
City of Gardena
1700 W. 162nd Street
Gardena, CA 90247

SPACE ABOVE THIS LINE RESERVED FOR RECORDER'S USE

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN, that:

1. The undersigned is the duly authorized representative of the City of Gardena, a Municipal Corporation of the State of California located within the County of Los Angeles in said State at 1700 West 162 Street, Gardena, California 90247.
2. That on the 25th day of February 2025, the City Council of said City entered into contract with Zeco Inc. whose address is 2845 Savi Ranch Parkway, Unit C. Yorba Linda CA 92887 for the improvement titled Rowley Park Improvements Basketball Court Rehabilitation Phase 1, JN 530 in accordance with City of Gardena Plans and Specifications.
3. That all of the work and improvement was located at 13220 Van Ness Ave. in said City. The owner of the location is the City of Gardena.
4. That all of the work and improvement contemplated in and under said contract was substantially completed on October 6th, 2025.
5. That the City Council formally accepted this work and improvement on November 18, 2025.

The undersigned, being first duly sworn, states: That he is the duly authorized representative of the City of Gardena, the political subdivision of the State of California which conducted the proceedings for the improvement titled Rowley Park Improvements Basketball Court Rehabilitation Phase 1, JN 530 in said City, that he has read the foregoing "Notice of Completion" and knows the facts recited therein are true.

IN WITNESS THEREOF, I have hereunto subscribed my name as the duly authorized representative of said City this ___ day of _____2025.

City of Gardena

_____
Jose Espinoza

CITY OF GARDENA

NOTICE OF CANCELLATION

PLANNING & ENVIRONMENTAL QUALITY COMMISSION

NOTICE IS HEREBY GIVEN that the regular meeting of the Planning & Environmental Quality Commission scheduled for Tuesday, November 4, 2025, has been cancelled.

NOTICE IS FURTHER GIVEN THAT the next regularly scheduled meeting of the Planning and Environmental Quality Commission will be held on Tuesday, November 18, 2025, at 7:00 p.m. in the Council Chamber at City Hall, 1700 West 162nd Street, Gardena, CA 90247.

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing notice was posted in the City Hall lobby not less than 72 hours prior to the meeting. A copy of said Notice is on file in the Office of the City Clerk.

Dated this 31st day of October 2025.

/s/ MINA SEMENZA
City Clerk

PUBLIC COMMENT #1
ORAL COMMUNICATION

'25 NOV 4AM 7:17
CITY CLERK'S OFC

Katherine Rhee

From: Zackary Young <zwyoung2024@gmail.com>
Sent: Tuesday, November 4, 2025 12:00 AM
To: Public Comment
Subject: RE: gaming opportunities

Caution! This message was sent from outside your organization.

I think Hustler is doing a great job managing two casinos in Gardena, even following Larry Flynt's death. These gaming opportunities are a boon to Gardena, and I strongly encourage their continued operation. Gaming should be seen as an opportunity for Gardena, with infrastructural investment and economic diversification as long-term goals. Thank you for you're time. I look forward to a productive conversation.

Zackary Warren Young
11-3-2025

City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 14A.
Section: DEPARTMENTAL ITEMS - COMMUNITY DEVELOPMENT
Meeting Date: November 18, 2025

TO: THE HONORABLE MAYOR AND MEMBERS OF THE GARDENA CITY COUNCIL

AGENDA TITLE: Award Contract with Willdan Engineering for Professional Services to Manage the Gardena Boulevard Revitalization Program in the Amount of $360,000

COUNCIL ACTION REQUIRED:

Staff Recommendation: Staff respectfully recommends that the City Council review and approve the award of the contract.

RECOMMENDATION AND STAFF SUMMARY:

On August 29, 2025, a Request for Proposal (RFP) was issued and released on PlanetBids to solicit qualified firms with construction management expertise to assist in implementing the Gardena Boulevard Revitalization Program.

The City received three (3) proposals in response to the RFP, and following the evaluation process, Willdan Engineering achieved the highest overall ranking among the proposers. The firm brings more than 60 years of experience in program and construction management services for local government agencies and is currently supporting nearby cities such as Bell, Long Beach, and Moreno Valley on similar revitalization projects.

Under the proposed contract, Willdan Engineering will provide comprehensive construction management services and assist with program outreach by participating in up to two (2) community meetings to present information to property and business owners. In addition, the firm will act as the City's liaison with program recipients and contractors to facilitate the successful implementation of the façade improvements.

Staff respectfully recommends that the City Council review and approve a two (2) year contract with Willdan Engineering in the amount of $360,000 to provide the professional services to assist in implementing the Gardena Boulevard Revitalization Program.

FISCAL IMPACT/COST:

An allocation of an amount of up to $360,000 is designated to be reimbursed from the $2 Million Gardena Boulevard Revitalization Funding.

APPROVED:

_____

Clint Osorio, City Manager

Attachments

Attachment No. 1 - Contract with Willdan

Staff Report - Gardena Blvd Revitalization 11-18-25 (002).pdf

Exhibit A - RFP 2026-001 Revised Gardena Blvd Facade Improvement RFP.pdf

Exhibit B - Willdan Proposal

AGREEMENT
BETWEEN THE CITY OF GARDENA
AND
WILLDAN ENGINEERING

This contract, hereinafter referred to as Agreement is entered into this_____day of _____, 2025, by and between THE CITY OF GARDENA, a California municipal corporation ("City") and WILLDAN ENGINEERING a California corporation ("Consultant"), collectively "the Parties". Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. Recitals.

A. City requires the services of a professional to provide professional construction management services for the Gardena Boulevard Façade Improvement Program.

B. Consultant has represented that it is qualified by virtue of experience, training, education and expertise to provide these services.

C. City has determined that the public interest, convenience and necessity require the execution of this Agreement.

D. No official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

2. Services.

A. Consultant agrees to provide the professional services described in the City's Request for Proposals (RFP) and any associated addendum, attached hereto as **Exhibit "A"** and Consultant's Response to City's RFP ("Consultant's Proposal"), attached hereto as **Exhibit "B",** both incorporated herein by this reference ("Services").

B. The Services shall be performed in accordance with the Project Schedule set forth in **Exhibit "B"**. Consultant shall not be liable for any failure or delay in furnishing proposed Services resulting from fire, explosion, flood, storm, Act of God, governmental acts, orders or regulations, hostilities, civil disturbances, strikes, labor difficulties, difficulty in obtaining parts, supplies, or shipping facilities, inability to obtain or delays in obtaining suitable material or facilities required for performance, temporary unavailability of qualified personnel, failure by City to provide appropriate access to equipment or personnel, or other causes beyond Consultant's reasonable control.

3. Additional Services. If City determines that additional Services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional Services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to

the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the amount agreed upon in writing by the Parties. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

4. Consultant's Proposal. This Agreement shall include Consultant's proposal or bid which is incorporated herein as **Exhibit "B"**. In the event of any inconsistency between the terms of the proposal and this Agreement, this Agreement shall govern.

5. Timing of Performance. Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement as set forth in **Exhibit "A".** City, in its sole discretion, may extend the time for performance of any Service.

6. Compensation. Compensation for the Services shall be billed as set forth in **Exhibit "B"**, attached hereto. The Compensation is inclusive of all costs that may be incurred by Consultant in performance of the Services, including but not limited to such items as travel, copies, delivery charges, phone charges, and facsimile charges, unless otherwise. In no event shall compensation under this Agreement exceed **THREE HUNDRED SIXTY THOUSAND and 00/00 ($360,000.00)** without the prior written authorization of the City Council.

7. Prevailing Wages. Consultant is aware of the requirements of Chapter 1 (beginning at Section 1720 et seq.) of Part 7 of Division 2 of the California Labor Code, as well as Title 8, Section 16000 et seq. of the California Code of Regulations ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on "public works" and "maintenance" projects. If the Services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the Total Compensation is $1,000 or more, Consultant and its subconsultants shall fully comply with the Prevailing Wage Laws for their employees and any others to whom such laws are applicable. Consultant and its subconsultants shall also be responsible for any and all violations and fines imposed on them pursuant to the Prevailing Wage Laws. Pursuant to SB 854, which amended the Prevailing Wage Laws, this Agreement would also be subject to compliance monitoring and enforcement by the California Department of Industrial Relations ("DIR"). Beginning April 1, 2015, no consultant or subconsultant may be awarded this Agreement unless registered with the DIR pursuant to Labor Code Section 1725.5. The City will report all necessary agreements to the DIR as required by the Prevailing Wage Laws. Consultant shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the Services available to interested parties upon request, and shall post copies at the Consultant's principal place of business and at the Project site. It is most efficient for the Consultant to obtain a copy of the prevailing wages in effect at the commencement of this Agreement from the website of the Division of Labor Statistics and Research of the DIR located at www.dir.ca.gov/dlsr/. In the alternative, Consultant may obtain a copy of the prevailing wages from the City's Representative.

Consultant shall defend, indemnify and hold the City, its elected officials, officers, employees and agents free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws.

8. Term of Agreement/Termination. This Agreement shall commence on the Effective Date and continue for a period of two (2) years, ending on November 19, 2027, unless previously terminated as provided herein or as otherwise agreed to in writing by the parties. This Agreement may be extended by one [1] additional periods upon mutual written agreement of both parties.

A. This Agreement shall be effective as of the date of execution by the City and shall remain in effect until all Services are completed or until terminated as provided for herein.

B. City may terminate this Agreement without cause by providing written notice to Consultant not less than ten days prior to an effective termination date. City's only obligation in the event of termination will be payment of fees and allowed expenses incurred up to and including the effective date of termination.

C. Unless for cause, Consultant may not terminate this Agreement. If Consultant is terminating this Agreement for cause, it must provide the City with thirty (30) days written notice.

D. Upon receipt of a termination notice, Consultant shall: (1) promptly discontinue all Services, unless the notice directs otherwise; and (2) within ten (10) days, deliver to City all files, data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the Services under this Agreement, whether completed or in progress. Consultant shall provide these documents by both hard copy and in electronic format if available. In the event of termination, Consultant shall be entitled to reasonable compensation for the Services it performs up to the date of termination, which work is accepted by the City, and shall be deemed released from liability for any work assigned but not completed as of the effective date of termination.

9. Agreement Administrator. For purposes of this Agreement, City designates Jackie Choi, Economic Development Manager, or designee, as the Agreement Administrator who shall monitor Consultant's performance under this Agreement. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by Agreement Administrator. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Agreement Administrator. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Agreement Administrator determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 8 - Term of Agreement/Termination. All notices, invoices or other documents shall be addressed to the Agreement Administrator, as well as all substantive issues

relating to this contract. City reserves the right to change this designation upon written notice to Consultant.

10. Invoices and Payments.

A. Payment shall be made upon receipt and approval of invoices for Services rendered. In order for payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs, and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced.

B. The Agreement Administrator shall review the invoices to determine whether services performed and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or the Agreement Administrator shall provide Consultant with a written statement objecting to the charges and stating the reasons therefore.

C. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

11. Records/Audit.

A. Consultant shall be responsible for ensuring accuracy and propriety of all billings and shall maintain all supporting documentation for a minimum of three (3) years from the completion date of the Services under this agreement the following records:

1. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assure proper accounting for all funds;

2. Records which establish that Consultant and any subconsultant who renders Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations

3. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

B. City shall have the right to audit Consultant's invoices and all supporting documentation for purposes of compliance with this Agreement for a period of three years following the completion of Services under this Agreement.

C. Upon reasonable notice from City or any other governmental agency, Consultant shall cooperate fully with any audit of its billings conducted by, or of, City and shall permit access to its books, records and accounts as may be necessary to conduct such audits.

12. Successors and Assignment. This Agreement covers professional services of a

specific and unique nature. Except as otherwise provided herein, Consultant shall not assign or transfer its interest in this Agreement or subcontract any services to be performed without amending this Agreement. This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

13. Change in Name, Ownership or Control. Consultant shall notify the Agreement Administrator, in writing, of any change in name, ownership or control of Consultant's firm or subconsultant. Change of ownership or control of Consultant's firm may require an amendment to the Agreement.

14. Key Personnel. City has relied upon the professional training and ability of Consultant to perform the Services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all Services under this Agreement. In the event that City, in its sole discretion, at any time during the Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City.

15. Performance By Consultant. Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

16. Use of Materials.

A. City shall make available to Consultant such materials from its files as may be required by Consultant to perform Services under this Agreement. Such materials shall remain the property of City while in Consultant's possession. Upon termination of this Agreement and payment of outstanding invoices of Consultant, or completion of work under this Agreement, Consultant shall return to City any property of City in its possession and any calculations, notes, reports, electronic files, or other materials prepared by Consultant in the course of performance of this Agreement.

B. City may utilize any material prepared or work performed by Consultant pursuant to this Agreement, including computer software, in any manner, which City deems proper without additional compensation to Consultant. Consultant shall have no responsibility or liability for any revisions, changes, or corrections made by City, or any use or reuse pursuant to this paragraph unless Consultant accepts such responsibility in writing.

17. Nonuse of Intellectual Property of Third Parties. Consultant shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Consultant has a license. Consultant shall indemnify and hold City harmless against all claims raised against City based upon allegations that Consultant has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property

developed by Consultant pursuant to this Agreement.

18. Ownership of Work Product. All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination of this Agreement.

19. Confidentiality Clause. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal statutes ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

"Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

20. Legal Requirements.

A. Consultant shall secure and maintain all licenses or permits required by law, including a City business license, and shall comply with all ordinances, laws, orders, rules, and regulations pertaining to the work.

B. Consultant warrants that it shall perform the Services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

C. Consultant covenants that there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin or ancestry, or any other category forbidden by law in performance of this Agreement.

21. Conflict of Interest and Reporting.

A. Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of Services to be performed under this Agreement.

B. Consultant and its representatives shall refrain from lobbying City of Gardena officials, employees and representatives for the duration of this Agreement.

22. Guarantee and Warranty.

A. Consultant warrants to City that the material, analysis, data, programs and Services to be delivered or rendered hereunder will be of the kind

and quality designated and will be performed by qualified personnel. Without waiver of City's other rights or remedies, City may require Consultant to re-perform any of said Services, which were not performed in accordance with these standards. Consultant shall perform the remedial Services at its sole expense.

23. Insurance.

A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverage required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all of the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than "A-:VII", unless otherwise approved by City.

C. Coverage, Limits and Policy Requirements. Consultant shall maintain the types of coverage and limits indicated below:

1. Commercial General Liability Insurance - a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance - a policy with coverage at least as broad as Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

a. The City, its appointed and elected officers, employees, agents and volunteers shall be added as additional insured to the policy.

b. The insurer shall agree to provide City with thirty (30) days prior written notice, return receipt requested, of any cancellation, non-renewal or material

change in coverage.

c. For any claims with respect to the Services covered by this Agreement, Consultant's insurance coverage shall be primary insurance as respects the City, its elected and appointed officers, employees, agents and volunteers. Any insurance or self-insurance maintained by the City, its elected and appointed officers, employees, agents and volunteers shall be excess of Consultant's insurance and shall not contribute with it.

4. Worker's Compensation and Employer's Liability Insurance - a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

5. Professional Errors & Omissions - a policy with minimum limits of one million dollars ($1,000,000.00) per claim and aggregate. This policy shall be issued by an insurance company which is admitted to do business in the State of California and Consultant shall contain a clause that the policy may not be canceled until thirty (30) days written notice, return receipt requested, is mailed to City.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder or to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retention over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing

payment of the premium therefore, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

24. Indemnity.

A. Consultant assumes all risk of injury to its employees, agents, and contractors, including loss or damage to property, except to the extent due to the sole negligence of City.

B. Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subcontractors, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subcontractors, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subcontractors under this Agreement, whether or not the Consultant, its employees, and/or authorized subcontractors are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

C. Parties agree that California Civil Code § 2782.8 shall apply to the design professional services within the scope of this agreement. For all services that include, as defined by Cal Civ Code § 2782.8, design professional services, all provisions, clauses, covenants, and agreements contained in, collateral to, or affecting any such services, and amendments thereto, that purport to indemnify, including the duty and the cost to defend, the indemnitee by a design professional against liability for claims against the indemnitee, are unenforceable, except to the extent that the claims against the indemnitee arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the design professional. In no event shall the cost to defend charged to the design professional

exceed the design professional's proportionate percentage of fault. However, notwithstanding the previous sentence, in the event one or more defendants is unable to pay its share of defense costs due to bankruptcy or dissolution of the business, the design professional shall meet and confer with other parties regarding unpaid defense costs.

D. No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

25. Independent Contractor. Consultant agrees to furnish consulting services in the capacity of an independent contractor and neither Consultant nor any of its employees shall be considered to be an employee or agent of City.

26. PERS Eligibility Indemnification. 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 (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS 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.

Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

27. Notices. Any notice or communication given under this Agreement shall be effective when deposited, postage prepaid, with the United States Postal Service and addressed to the contracting parties. Name, address, telephone and facsimile numbers of the parties are as follows:

City of Gardena:
1700 West 162nd Street
Gardena, California 90247-3732
Attn: Jackie Choi
Title: Economic Development Manager
Email: jchoi@cityofgardena.org
Telephone: (310) 217-9533

Willdan Engineering
2401 East Katella Avenue, Suite 3000
Anaheim CA 92806
Attn: Jennifer Maria

Email:
Jmaria@willdan.com
Telephone: (562) 743-9810

Either party may change the information to which notice or communication is to be sent by providing advance written notice to the other party.

28. Severability. If any provision of this Agreement shall be held illegal, invalid, or unenforceable, in whole or in part, such provision shall be modified to the minimum extent necessary to make it legal, valid, and enforceable, and the legality, validity, and enforceability of the remaining provisions shall not be affected thereby.

29. Jurisdiction and Venue. This Agreement shall be deemed a contract under the laws of the State of California and for all purposes shall be interpreted in accordance with such laws. Both parties hereby agree and consent to the exclusive jurisdiction of the courts of the State of California and that the venue of any action brought hereunder shall be Los Angeles County, California.

30. Waiver. No delay or failure by either Party to exercise or enforce at any time any right or provision of this Agreement shall be considered a waiver thereof or of such Party's right thereafter to exercise or enforce each and every right and provision of this Agreement. To be valid a waiver shall be in writing but need not be supported by consideration. No single waiver shall constitute a continuing or subsequent waiver.

31. Electronic Signatures. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

32. Joint Drafting. Each party acknowledges that it has had an adequate opportunity

to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

33. Public Records Act Disclosure. Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

34. Authority to Execute. The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

35. Attorney's Fees. In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. Section Headings. The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

37. Entire Agreement. This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement.

[Signatures on the following page]

IN WITNESS WHEREOF, the parties have hereunto affixed their names as of the day and year written below.

"City"
City of Gardena

By: _____
Tasha Cerda, Mayor

Date: _____

"Consultant"
Willdan Engineering

By: _____
Vanessa Muñoz, President

Date: _____

By: _____

Kate Nguyen, Secretary

Date: _____

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

City of Gardena
City Council Meeting

Agenda Item No.: 14A
Department: Community Development
Meeting Date: November 18, 2025

AGENDA STAFF REPORT

AGENDA TITLE: AWARD CONTRACT WITH WILLDAN ENGINEERING FOR PROFESSIONAL SERVICES TO MANAGE THE GARDENA BOULEVARD REVITALIZATION PROGRAM IN THE AMOUNT OF $360,000.

RECOMMENDATION:

Staff respectfully recommends that the City Council review and approve the award of the contract.

BACKGROUND:

On August 29, 2025, a Request for Proposal (RFP) for Professional Construction Management Services was issued and released on PlanetBids. The RFP solicited qualified firms with construction management expertise to assist in implementing the Gardena Boulevard Revitalization Program.

The City received three (3) proposals in response to the RFP from the following firms (listed in alphabetical order):

- ALLY Construction Services
- Proactive Engineering Consultants
- Willdan Engineering

City staff evaluated each proposal based on weighted criteria as outlined below:

- Qualifications of Firm – 25%
- Qualifications of Personnel – 25%
- Related Experience – 30%
- Completeness and Timeliness of Response – 10%
- Reasonableness of Cost and Price – 10%

Following the evaluation process, Willdan Engineering achieved the highest overall ranking among the proposers. The firm brings more than 60 years of experience in program and construction management services for local government agencies and is currently supporting nearby cities such as Bell, Long Beach, and Moreno Valley on similar revitalization projects.

Under the proposed contract, Willdan Engineering will provide comprehensive construction management services and assist with program outreach by participating in up to two (2)

community meetings to present information to property and business owners. In addition, the firm will act as the City's liaison with program recipients and contractors to facilitate the successful implementation of the façade improvements.

CONCLUSION:

Staff respectfully recommends that Council review and approve two (2) year contract with Willdan Engineering in the amount of $360,000 to provide the professional services to assist in implementing the Gardena Boulevard Revitalization Program.

FISCAL IMPACT:

An allocation of an amount of up to $360,000 is designated to be reimbursed from the $2 Million Gardena Boulevard Revitalization Funding.

ATTACHMENT:

1. Contract Agreement with Willdan Engineering, Inc.

Submitted by: **Greg S. Tsujiuchi** **Date: 11/18/2025**

REQUEST FOR PROPOSALS FOR GARDENA BOULEVARD REVITALIZATION FAÇADE IMPROVEMENT PROGRAM RFP 2026 - 001

Revised and Released August 29, 2025

Revised RFP
RFP #2026-001

The City of Gardena invites qualified proposals for:

City of Gardena
Bid & Construction Management Services
(Commercial Façade Improvement Program)

NOTICE IS HEREBY GIVEN that City of Gardena invites and shall receive proposals up to the hour of 5:00 PM (PST) on September 26th, 2025 from qualified firms consulting and construction management services.

In order to qualify for evaluation, prospective proposers shall have a minimum of five (5) engagements in the last five (5) years that are similar in organizational type, size, and complexity to the engagement described in the request for proposal. Proposers shall include client lists and website addresses of previous work for evaluators to review. In addition, proposer shall include plans of action to meet all requirements described in the Scope of Work.

Copies of the proposals and any addendums may be obtained by visiting City of Gardena's online procurement platform, "PlanetBids", which can be accessed via City of Gardena webpage at:

https://cityofgardena.org/purchasing-rfp/

Proposals shall only be accepted via PlanetBids and are due by no later than September 26th, 2025 at 5:00 PM (PST).

SECTION I

PROCUREMENT SCHEDULE

Responses to the Revised RFP must be submitted to the City of Gardena as outlined in this section. City of Gardena reserves the right to modify this schedule as needed.

Responses are due no later than
SEPTEMBER 26, 2025 AT 5:00 PM (PST)
Responses received after this date and time will not be considered.

Proposed RFP Schedule
RFP 2026 - 001

(Subject to change at City's discretion)

1.	Release of Revised RFP	August 29th, 2025
2.	Written Questions from Consultants due	September 12th, 2025 at 5:00 p.m.
3.	Responses from City Due	September 19th, 2025 at 5:00 p.m.
4.	Proposals Due (date & time)	September 26th at 5:00 p.m.
5.	RFP Evaluation Completed	October 3rd, 2025
6.	Consultant Selection and Award	October 10th, 2025

SECTION II

RFP INSTRUCTIONS

A. Pre-Proposal Meeting

"Not Applicable"

B. Examination of Proposal Documents

1. By submitting a proposal, consultants represent that they have thoroughly examined and become familiar with the work required under this RFP and that they are capable of performing quality work to achieve the City's objectives.

2. The City reserves the right to remove from its mailing list for future RFPs, for an undetermined period of time, the name of any consultant for failure to accept a contract, failure to respond to three (3) consecutive RFPs and/or unsatisfactory performance. Please note that submitting a "No Offer" letter is considered a response.

C. Addenda

Substantive City changes to the requirements will be made by written addendum to this RFP. Any written addenda issued pertaining to this RFP shall be incorporated into the terms and conditions of any resulting Agreement. The City shall not be bound to any modifications to or deviations from the requirements set forth in this RFP as the result of oral instruction.

D. Informed Consultants

Before submitting proposals, Consultants must fully inform themselves of the conditions, requirements and specifications of the work or materials to be furnished. Failure to do so will be at Consultants' own risk and they cannot secure relief on the plea of error.

E. Clarifications

1. **Examination of Documents**

Should a Consultant require clarifications of this RFP, the Consultant shall notify the City in writing in accordance with Section E.2 below. Should it be found that the point in question is substantive and is not clearly and fully set forth, the City shall issue a written addendum clarifying the matter which shall be sent to all known recipients of this RFP and will be posted on the City of Gardena website PlanetBids.

2. **Submitting Requests**

All questions, clarifications or comments shall be put in writing and must be received by the City no later than September 12th, 2025 at 5:00 p.m., and must be emailed to jchoi@cityofgardena.org. Inquiries received after this date and time indicated will not be accepted.

3. **City Responses**

a. Responses from the City will be communicated in writing to all known recipients of this RFP, by way of Addendum via e-mail and may be posted on the City's website, no later than September 19th, 2025.

b. It is the responsibility of Consultant to make sure they have received all addenda prior to submitting their proposal. The Tentative Schedule may change at any time. Any and all changes to the Tentative Schedule will be made by way of addendum. If an Addendum is issued less than 72 hours before the Proposal Due Date and Time, the Proposal Due date will be extended.

F. Date and Time

All proposals are to be submitted by 5:00 p.m PST on September 26th, 2025 via Planet Bids.

Proposals received after that date and time will be rejected by the City as non-responsive (NO EXCEPTIONS).

1. **Acceptance of Proposals**

a. The City reserves the right to accept or reject any and all proposals, or any item or part thereof, or to waive any informalities or irregularities in proposals.

b. The City reserves the right to withdraw this RFP at any time without prior notice and the City makes no representations that any contract will be awarded to any Consultant responding to this RFP.

c. The City reserves the right to postpone proposal opening for its own convenience.

G. Pre-Contractual Expenses

Pre-contractual expenses are defined as expenses incurred by the consultant in:

1. preparing its proposal in response to this RFP;
2. submitting the proposal to City;
3. negotiating with City any matter related to the proposal; or
4. any other expenses incurred by the consultant prior to date of award, if any, of the Agreement.

The City shall not, in any event, be liable for any pre-contractual expenses incurred by consultant in the preparation of its proposal. Consultant shall not include any such expenses as part of its proposal.

H. Contract Award

Issuance of this RFP and receipt of proposals does not commit the City to award an Agreement. The City reserves the right to postpone proposal opening for its own convenience, to accept or reject any or all proposals received in response to this RFP, to negotiate with other than the selected consultant(s) should negotiations with the selected consultant(s) be terminated, to negotiate with more than one consultant simultaneously, or to cancel all or part of this RFP.

I. Acceptance of Order

The successful consultant(s) will be required to accept a Purchase Order and execute a written Agreement (see Section VII, Form of Agreement) in accordance with and including as a part thereof the published notice of Request for Proposals and this Request for Proposals, including all requirements, conditions and specifications contained herein, with no exceptions other than those specifically listed in the written purchase order and/or Agreement.

J. City of Gardena Business License

The successful consultant(s) and any sub-consultants are required to obtain a City of Gardena Business License prior to award of Contract, and to maintain the license for the entire term of the Agreement. The Business License is not a prerequisite for submission of a proposal.

K. Prevailing Wage

Refer to Section VIII, Form of Agreement, Section 7 for Prevailing Wage requirements.

L. Public Records

Responses (proposals) to this Request for Proposal (RFP) and the documents constituting any contract entered into thereafter become the exclusive property of the City of Gardena and shall be subject to the California Public Records Act (Government Code Section 6250 et seq.). The City of Gardena's use and disclosure of its records are governed by this Act.

Those elements in each proposal which proposer considers to be trade secrets, as that term is defined in Civil Code Section 3426.1(d), or otherwise exempt by law

from disclosure, should be prominently marked as “Confidential,” “Proprietary,” or “Trade Secret” by proposer. The City of Gardena will use its best efforts to inform proposer of any request for disclosure of any such document. The City of Gardena, shall not in any way, be liable or responsible for the disclosure of any such records including, without limitation; those so marked if disclosure is deemed to be required by law or by an order of the Court.

In the event of litigation concerning disclosure of information the proposer considers exempt from disclosure, the City of Gardena will act as a stakeholder only, holding the information until otherwise ordered by a court or other legal process. If the City of Gardena is required to defend an action arising out of a Public Records Act request for any of the contents of a proposer’s proposal marked “Confidential,” “Proprietary,” or “Trade Secret” proposer shall defend and indemnify the City of Gardena from all liability, damages, costs, and expense, including attorneys’ fees, in any action or proceeding arising under the Public Records Act.

To ensure confidentiality, proposers are instructed to enclose all “Confidential,” “Proprietary,” or “Trade Secret” data in separate sealed envelopes, which are then included with the proposal documents. Because the proposal documents are available for review by any person after award of a contract resulting from an RFP, the City of Gardena shall not in any way be held responsible for disclosure of any “Confidential,” “Proprietary,” or “Trade Secret” documents that are <u>not</u> contained in envelopes and prominently marked.

SECTION III.

EVALUATION AND AWARD

The City is soliciting firms and/or individuals who have established knowledge and expertise in all aspects of the services requested in this RFP. Minimum requirements are as follows:

1. Have a minimum of three (3) similar projects within the last five (5) years providing the same or similar services requested in this RFP.
2. Have sufficient staff and/or sub-consultants available with experience in the disciplines required for this service.
3. Provide reference(s) of agencies you have contracted with, providing the same or similar services.
4. Have no outstanding or pending complaints as determined through the Better Business Bureau, State of California Department of Consumer Affairs.
5. Have the administrative and fiscal capability to provide and manage the proposed services.

A. EVALUATION CRITERIA

1. Qualifications of Firm - 25%

- Strength, stability, experience and technical competence of the firm and sub-consultants (if any). The City reserves the right to request specific sub- consultants for certain portions of the project;
- Logic of project organization; and
- Adequacy of labor and resource committed to the project.

2. Qualifications of Personnel - 25%

- Qualifications, education and experience of project staff; and
- Key personnel's level of involvement in performing related work.

3. Related Experience - 30%

- Experience in providing services similar to those requested herein;
- Experience working with public agencies; and
- Client references.

4. Completeness and Timeliness of Response - 10%

- Completeness of response in accordance with RFP instructions;
- Exceptions to or deviations from the RFP requirements; and
- Inclusion of required licenses and certifications of the firm and key personnel performing the project.

5. Reasonableness of Cost and Price - 10%

- Reasonableness of the individual firm-fixed prices and/or hourly rates, and competitiveness of quoted firm-fixed prices with other proposals received;

- Adequacy of the data in support of figures quoted; and
- Basis on which prices are quoted.

B. EVALUATION PROCEDURE

All proposals received as specified will be evaluated by City staff in accordance with the above criteria. During the evaluation period, the City may do any or all of the following:

- Generate a "short list" and conduct interviews with the top candidates;
- Conduct on-site visits and/or tours of the candidates' places of business; or
- Conduct negotiations with the most qualified candidate(s).

Consultants should be aware, however, that award may be made without consultant visits, interviews, or further discussions or negotiations.

C. AWARD

Depending on the dollar amounts of the proposals received, City staff will either select consultant(s) best meeting the above-specified criteria or submit a recommendation to City Council for consideration and selection, the proposal(s) evaluated by staff to be the most qualified.

In addition, negotiations may or may not be conducted with consultants; therefore, the proposal submitted should contain your most favorable terms and conditions, since the selection and award may be made without discussion with any consultant.

SECTION IV.

Construction Management Consultant for the Commercial Façade Improvement Program

INTENT: The nature of the work is the provision of professional Construction Management Services to the City of Gardena for the Commercial Façade Improvement Program. The consultant shall have knowledge and experience in all aspects of Construction Management.

Consultant to be paid from State Earmark funds received by the City from the State of California.

Grant Amount is up to $30,000 per applicant.

Improvement Program:

- The funds will be used for the improvement of the exterior of the commercial building. Façade Improvement elements include:
  - **Paint Program:** Colors must include a base color and one accent color for each building. Colors must be selected from the approved color palette, Exhibit A, adopted by the Program Guideline.
  - **Signage Program**: Pre-design will be provided for the blade signage.
  - **Awnings Program**: Pre-design will be provided for the awning.

Community Meeting:

- Participate in up to two (2) community meetings to present information on the program and application process to property owners and business owners.

Property Inspection & Work Specifications:

- Inspect Property
- Research City of Gardena records for Code/Health/Safety Violations
- Draft Construction Scope of Work (Work Write Up)
- Provide Construction Cost Estimates
- Consultant shall provide follow-up and related services as needed.
- Send Applicant WWU for review and revise as needed

Order Lead Inspection Report

Bid and Construction Process:

- City Liaison with program recipient and contractor(s)
- Provide technical support
- Coordination of Bid Process
  - Procure for Construction Services
  - Selection and Award of Contract
  - Verification of License and Insurance Documentation
  - Conduct Mandatory Bid-Walk with Homeowner and Contractors *(single bid-walk)*
  - Review Bids, Prepare BID comparison and follow-up with Contractors

    - Attend Pre-construction/Loan & Contract Signing Meeting
- Construction Management
    - Conduct up to three (3) progress inspections
    - Prepare and Submit Progress Payment requests (up to three)
    - Submit Change Order request(s)
    - Assist staff with project close out ie., lien review, lien releases, prepare Notice of Completion
- Assist in Owner/Contractor Mediation, if necessary.

SECTION V.

PROPOSAL CONTENT AND FORMS

A. PROPOSAL FORMAT AND CONTENT

1. Presentation

Proposals should not include any unnecessarily elaborate or promotional material. Information should be presented in the order in which it is requested. Lengthy narrative is discouraged, and presentations should be brief and concise. Proposals shall contain the following:

a. identification of Consultant, including name, address and telephone;

b. proposed working relationship between Consultant and sub-consultants, if applicable;

c. acknowledgment of receipt of all RFP addenda, if any;

d. name, title, address and telephone number of contact person during period of proposal evaluation;

e. a statement to the effect that the proposal shall remain valid for a period of not less than 90 days from the date of submittal; and

f. signature of a person authorized to bind Consultant to the terms of the proposal.

2. Technical Proposal

a. **Qualifications, Related Experience and References**

This section of the proposal should establish the ability of consultant to satisfactorily perform the required work by reasons of: experience in performing work of a similar nature; demonstrated competence in the services to be provided; educational qualifications; strength and stability of the firm; staffing capability; work load; record of meeting schedules on similar projects; and supportive client references.

Consultant shall:

(1) provide a brief profile of the firm, including the types of services offered; the year founded; form of the organization (corporation, partnership, sole proprietorship); number, size and location of offices; number of employees;

(2) provide a general description of the firm's financial condition; identify any conditions (e.g., bankruptcy, pending litigation, planned office closures, impending merger) that may impede consultant's ability to complete the project;

(3) describe the firm's experience in performing work of a similar nature to that solicited in this RFP, and highlight the participation in such work by the key personnel proposed for assignment to this project;

(4) identify sub-consultants by company name, address, contact person, telephone number and project function and describe consultant's experience working with each sub-consultant; and

(5) provide, at a minimum, three references from the projects cited as related experience; reference shall furnish the name, title, address and telephone number of the person(s) at the client organization who is most knowledgeable about the work performed. Consultant may also supply references from other work not cited in this section as related experience.

b. **Proposed Staffing and Project Organization**

This section of the proposal should establish the qualifications of the proposed project staff.

Consultant shall:

(1) provide education, experience and applicable professional credentials of proposed project staff;

(2) furnish brief resumes (not more than two [2] pages each) for the proposed Project Manager and other key personnel;

(3) indicate adequacy of labor resources, utilizing a table projecting the labor-hour allocation to the project by individual task;

(4) identify key personnel proposed to perform the work in the specified tasks and include major areas of sub-consultant

work;

(5) include a project organization chart which clearly delineates communication/reporting relationships among the project staff; and

(6) include a statement that key personnel will be available to the extent proposed for the duration of the project acknowledging that no person designated as "key" to the project shall be removed or replaced without the prior written concurrence of the City.

c. **Work Plan**

Consultant shall provide a narrative which addresses the Scope of Work and shows consultant's understanding of the City's needs and requirements.

Consultant shall:

(1) describe the approach to completing the tasks specified in the Scope of Work;

(2) outline sequentially the activities that would be undertaken in completing the tasks and specify who would perform them; and

(3) furnish a schedule for completing the tasks in terms of elapsed weeks from the commencement date.

Consultant may also propose enhancement or procedural or technical innovations to the Scope of Work which do not materially deviate from the objectives or required content of the project.

d. **Exceptions/Deviations**

State any exceptions to or deviations from the requirements of this RFP on the Price form where indicated. Consultants are cautioned that exceptions to or deviations from RFP requirements may cause their proposal to be rejected as non-responsive.

3. Appendices

Information considered by consultant to be pertinent to this project and which has not been specifically solicited in any of the aforementioned sections may be placed in a separate appendix section. Consultants are cautioned, however, that this does not constitute an invitation to submit large amounts of extraneous materials; appendices should be relevant and

brief.

B. LICENSING AND CERTIFICATION REQUIREMENTS

By submitting a proposal, consultant warrants that any and all licenses and/or certifications required by law, statute, code or ordinance* in performing under the scope and specifications of this RFP are currently held by consultant, and are valid and in full force and effect. Copies or legitimate proof of such licensure and/or certification shall be included in consultant's proposal. **Proposals lacking copies and/or proof of said licenses and/or certifications may be deemed non-responsive and may be rejected.**

*The successful consultant(s) and its sub-consultants are each required to obtain a City of Gardena Business License prior to award of Agreement. The Business License is not required for submission of a proposal.

C. PRICE FORMS

Consultant shall complete the Price Form in its entirety including: 1) all items listed and total price; 2) all additional costs associated with performance of specifications; and 3) Consultant's identification information including a binding signature.

Consultant shall state cash discounts offered. Unless discount payment terms are offered, payment terms shall be "Net 45 Days". Payment due dates, including discount period, will be computed from date of City acceptance of the equipment or materials or of a correct and complete invoice, whichever is later, to the date City's check is mailed. Any discounts taken will be taken on full amount of invoice, unless other charges are itemized and discount thereon is disallowed.

All prices shall be quoted F.O.B. destination, Gardena, California. All shipping, handling and freight charges must be shown separately on the Price Form.

Consultant shall include in all monthly invoices the running total of the amount billed to the City and the remaining contract balance.

D. MODIFICATIONS OF PROPOSALS

Each Consultant shall submit its Proposal in strict conformity with the requirements of the Contract Documents. Unauthorized additions, modifications, revisions, conditions, limitations, exclusions or provisions attached to a Proposal may render it non-responsive and may cause its rejection. Proposals shall neither delete, modify, nor supplement the printed matter on the Proposal Forms, nor make substitutions thereon. Oral, telephonic and electronic modifications will not be considered.

PARTY SUBMITTING PROPOSAL: _____

NON-COLLUSION DECLARATION
(TO BE EXECUTED BY CONSULTANT AND SUBMITTED WITH PROPOSAL)

The undersigned declares:

I am the _____ [title] of _____ [proposer], the party making the foregoing proposal.

The proposal is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The proposal is genuine and not collusive or a sham. The proposer has not directly or indirectly induced or solicited any other proposer to put in a false or sham proposal. The proposer has not directly or indirectly colluded, conspired, plotted, or agreed with any proposer or anyone else to put in a sham proposal, or to refrain from submitting a proposal. The proposer has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the proposal price of the proposer or any other proposer ,or to fix any overhead, profit, or cost element of the proposal price, or of that of any other proposer. All statements contained in the proposal are true. The proposer has not, directly or indirectly, submitted his or her proposal price, or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, proposal depository, or to any member or agent thereof to effectuate a collusive or sham proposal, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a proposer that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the proposer.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on _____ [date], at_____[city],_____[state].

_____
Signature

_____
Typed or Printed Name

_____
Title

_____
Party Submitting Proposal

ACKNOWLEDGMENT

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

State of California
County of _____)

On _____ before me, _____
(insert name and title of the officer)

personally appeared _____,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

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

WITNESS my hand and official seal.

Signature _____ **(Seal)**

ACKNOWLEDGMENT OF THE TERMS AND CONDITIONS OF THE CITY OF GARDENA PROFESSIONAL SERVICES AGREEMENT

This is to acknowledge that we have read the City of Gardena Professional Services Agreement and will sign the Agreement, as presented, without exception, for the City's RFP. Consultants are cautioned that exceptions to or deviations from RFP requirements may cause their proposal to be rejected as non-responsive.

_____
(Firm name)

_____
(Print name and title of person signing for firm)

_____
(Signature/date)

SECTION VI.

PRICE FORM

REQUEST FOR PROPOSALS: _____

DESCRIPTION OF WORK: Bid & Construction Management Service (Commercial Façade Improvement Program)

CONSULTANT'S NAME/ADDRESS:

_____

_____

_____

NAME/TELEPHONE NO. OF AUTHORIZED REPRESENTATIVE _____

_____

Please provide detailed Firm Fixed Lump Sum Price and any other incidental or additional costs required in the spaces provided below to complete the Scope of Work requirements. Firm Fixed Prices to complete each task shall include the costs of all administration and overhead, project site visits, pre-production costs, telephone usage, mailings, mileage and other administrative costs. NOTE: Price proposals submitted on forms other than those provided herein may cause rejection of the proposal as non- responsive.

Item	Description	U/M*	Qty.	Cost Unit/ hourly wage	Sub-Total
001	_____	_____		$ _____	$ _____
002	_____	_____		$ _____	$ _____
003	_____	_____		$ _____	$ _____
004	_____	_____		$ _____	$ _____
005	_____	_____		$ _____	$ _____
006	_____	_____		$ _____	$ _____
007	_____	_____		$ _____	$ _____

Total Price, written in numbers: $ _____

Total Price, written in words: _____
_____

*U/M = Unit of Measure

Are there any other additional or incidental costs which will be required by your firm in order to meet the requirements of the Technical Specifications? Yes / No (circle one). If you answered "Yes", please provide detail of said additional costs: _

_____

_____

Please indicate any elements of the Technical Specifications which cannot be met by your firm.

_____

_____

_____

_____

Have you included in your proposal all requested informational items and forms? Yes / No (circle one). If you answered "No", please explain: _

_____

_____

This offer shall remain firm for 90 days from RFP close date.

Terms and conditions as set forth in this RFP apply to this

proposal.

Cash discount allowable____%_____days. Unless otherwise stated, payment terms are: Net thirty (45) days.

In signing this proposal, Consultant warrants that all certifications and documents requested herein are attached and properly completed and signed.

From time to time, the City may issue one or more addenda to this RFP. Below, please indicate all Addenda to this RFP received by your firm, and the date said Addenda was/were received. It is the Consultant's responsibility to ensure that all addendums are received. Failure to acknowledge receipt of addenda may cause the City to reject the bid as non-responsive.

Verification of Addenda Received

Addenda No: _____ Received on: _____

AUTHORIZED SIGNATURE: _____

PRINT SIGNER'S NAME AND TITLE: _____

DATE SIGNED: _____

COMPANY NAME & ADDRESS: _____

PHONE:_____ FAX:_____

IF NOT SUBMITTING A PROPOSAL, PLEASE STATE REASON(S) BELOW:

SECTION VII.
Program Guideline

CITY OF GARDENA

GARDENA BOULEVARD REVITALIZATION FAÇADE IMPROVEMENT PROGRAM

PROGRAM GUIDELINES

February 2025

SECTION I - OVERVIEW OF PROGRAM

A. Purpose, Goal and Objective of Program

The purpose of the Commercial Façade Improvement Program ("Program") is to provide financial assistance to property and business owners with the renovation of commercial buildings and structures along Gardena Boulevard between Vermont Avenue and Budlong Avenue ("Target Areas").

The goal of this program is to facilitate commercial revitalization; stimulate private investment; upgrade the physical image of the City; and generate shopping, tourism, and a pleasant walking environment by improving the visual aesthetics of the Target Areas with enhancements in design, color schemes and building facades through the use of the 2022 State Budget Earmark received by the City of Gardena.

The program objective is to provide financial assistance to property or business owners to make listed facade improvements and correct certain code violations to commercial buildings and to revitalize the Gardena Boulevard.

B. Source of Funds and Relationship with Grantor

The source of funds for this program is the City through the 2022 State Budget Earmark. As a disbursing agent for these funds, the City will provide administrative services for the Program activities. As such, the City staff, with the assistance of a Program Consultant, will be marketing the Program by utilizing the City website, social media, and City's seasonal; brochure. Flyers and informational pamphlets will be distributed to potential program applicants. Additionally, a Program Consultant will be processing and packaging all improvement grants for the Program, performing on-site inspections, and acting as a quality control agent relative to Program activity. The City has established policies and procedures to conform with Federal, State, and local rules and regulations.

C. Types of Assistance Available

Assistance shall be available to eligible property owners, within the eligible areas, in the form of a grant. The City's staff will review each application to ensure that the Improvement work proposed will accomplish the goals set by the City. All grants will require majority approval by the City staff to obtain assistance.

Grant assistance shall be available to eligible commercial property and/or business owners who meet the requirements of Section II and III. Grants shall be provided as follows:

<u>If the City provides all the project funding without a match from the applicant, the maximum grant shall be up to $30,000.</u>

- <u>Grant – This grant provides the amount up to Thirty Thousand dollars ($30,000) for commercial building façade improvements with no match requirement. Projects must be completed within 6 months of Building Permit issuance.</u>

Additional grant funds may be awarded on a case-by-case basis, if needed to comply with the required compliance (i.e., ADA requirements) and approved by the Director of Community Development.

Program funds may also be used to pay for architectural services, City planning entitlement processing, and building plan check and permit fees associated with the Improvement work proposed under the Program. If the applicant withdraws their application for assistance or fails to implement the Improvement within 90 days after funds are used for payment of architectural services, and/or City application fees, the applicant shall be required to reimburse the City for all funds paid to the architect and/or City.

SECTION II - APPLICANT ELIGIBILITY REQUIREMENTS

A. Property Ownership

The applicant(s) must be either the current commercial property owner(s) or the current business owner(s) (tenant) to be eligible for Program assistance. Individuals, partnerships, corporations, nonprofit corporations and other legal entities may apply for assistance. The existing grant deed must list all current owners of the property. Property owner(s) shall be construed to be any person(s) or legal entity that holds title to the subject property. In the case of multiple ownership, the signature of each titleholder is required on all appropriate documents. The City will verify property ownership and require all persons currently on title to give written consent to all work proposed to be performed on the property prior to initiating such work.

If both the property owner and business owner (tenant) apply for participation in the Commercial Façade Improvement Program, the owner of the property will have priority over the business owner.

B. Utilization

As a result of participating in this Improvement program, it must be adequately demonstrated that the subject property will continue to be utilized for commercial purposes as provided by the City's adopted Land Use Element and Zoning Ordinance.

C. Program Exclusions

The following businesses are not eligible to receive Program assistance: residential rental buildings (apartments), unless connected to mixed use building, home-based businesses, structures not facing the public right-of-way, and banks.

SECTION III - PROPERTY ELIGIBILITY REQUIREMENTS

A. Eligible Area under the Program

To be eligible for the Program, the property to be rehabilitated must be located within the City limits of the City of Gardena.

B. Minimum Property Improvement Standards

All work performed under the provisions of this Program shall meet all applicable standards contained in the City's adopted zoning ordinance, local building and safety codes, and the Uniform Building Code and such other codes as designated by the Planning Department and Building and Safety Department. The City's Municipal and Zoning Ordinance can be viewed on the City's web site at https://www.codepublishing.com/CA/Gardena/.

C. Eligible Structures

Buildings or structures eligible for Improvement under this Program must be commercially zoned and developed for uses permitted by the local regulations. Non-conforming commercial buildings and uses may be assisted if the City finds that such assistance will be in the public's interest and consistent with local regulations and ordinances.

To be eligible for the Program assistance, the property to be rehabilitated must be located in Gardena and meet the following requirements:

- Commercial building must be dilapidated or blighted
- Storefront must be visible from the street

D. Improvement Program

The funds will be used for the improvement of the exterior of the commercial building. Façade Improvement elements include:

- Paint Program: Colors must include a base color and one accent color for each building. Colors must be selected from the approved color palette, Exhibit A, adopted by the Program Guideline.
- Signage Program: Pre-design will be provided for the blade signage.
- Awnings Program: Pre-design will be provided for the awning.

Program assistance may, at the discretion of the City, be used for Building Code violations and American with Disabilities Act (ADA) compliance requirements as identified by the City. ADA compliance must be met prior to project completion.

All improvements must be physically attached to the property and permanent in nature. City staff will recommend specific improvements based on site analysis or architectural design recommendations. Applicants must incorporate two or more eligible improvement elements. Only improvements made to the street-facing portion of the building are eligible.

Additionally, to participate in the Program, all non-permitted signage on the property to be rehabilitated, whether on the building or a pole/free standing sign, must be brought up to compliance with the City's Municipal Code and maintained in conformance with the Sign

Ordinance of the City.

E. Permit and Entitlement Fees

In addition to the eligible direct construction costs, grant funds may be used to pay Building Department plan check and building permit fees; Planning entitlement fees; and any other fee(s) determined by the City to be necessary and directly associated with the commercial Improvement work being performed under this program (see Section I).

Section IV – Program Procedures

A. Applicant Intake and Eligibility Determination

1. Application. Property owners and business owners may apply for program assistance by downloading an application form available online at www.cityofgardena.org or completing an application available at City Hall and submitting such materials to the City of Gardena's Community Development Department. Applications will be reviewed in the order in which they are received. The City will maintain a waiting list for all prospective participants.

2. Verification and Eligibility Determination. The City shall verify all information as necessary. Applicants will be notified in writing regarding eligibility status.

3. Improvement Feasibility Determination. Once an applicant has been determined to meet eligibility requirements, an initial inspection of the property will be made by the City to determine the extent of any code violations as well as any health and safety issues that need to be corrected pursuant to the provisions of this assistance program.

4. Processing. As a goal, processing time from the date the City determines that the applicant is eligible for assistance under the Program until a grant is approved or denied shall be ninety (90) days.

5. Approval and Notifications. Applications shall be reviewed by the City staff to ensure that the information provided is complete and accurate. Once the applicant's application has been deemed complete, the City staff will meet with the applicant to determine the Improvement work that is proposed for the building. The determination will include the site improvements that will be required by the applicant as part of the grant acceptance requirements.

   In order to obtain a grant, applicants must meet all property and eligibility guidelines in effect at the time of approval. Applicants will be provided with written notification of approval or denial. The applicant will be required to enter into a Participation Agreement with the City and a separate Construction Agreement with the contractor performing the work.

6. Grant Agreement: The Commercial Façade Improvement Grant Agreement is an agreement between the City and the Property Owner that links the grant documents to the completion

of the Façade Improvement Project by the Owner. It is a contract between the City and the applicant setting forth the terms and conditions of the grant of Program funds, specifically:

- Source of funding.
- Applicable funding source requirements.
- Conditions of program eligibility.
- Amount granted.
- Basic use of the funds.

Property owner and/or business owner must be aware that Program funds will not be committed or approved by the City until the designated Program representative signs the Grant Agreement.

7. Owners Indemnity: To the furthest extent allowed by law, Property Owner shall indemnify, hold harmless and defend City and each of its officers, officials, employees, agents, consultants and volunteers from any and all loss, liability, fines, penalties, forfeitures, costs and damages (whether in contract, tort or strict liability, including but not limited to personal injury, death at any time and property damage) incurred by City, Property Owner or any other person, and from any and all claims, demands and actions in law or equity (including attorney's fees and litigation expenses), arising or alleged to have arisen directly or indirectly out of participation in the Commercial Façade Improvement Program ("Program"). Property Owner's obligations under the preceding sentence shall apply regardless of whether City or any of its officers, officials, employees, agents, consultants or volunteers are negligent, but shall not apply to any loss, liability, fines, penalties, forfeitures, costs or damages caused solely by the gross negligence, or caused by the willful misconduct, of City or any of its officers, officials, employees, agents, consultants or volunteers.

   If Property Owner should contract all or any portion of the work to be performed under this Program, Property Owner shall require each consultant and/or contractor to indemnify, hold harmless and defend City and each of its officers, officials, employees, agents and volunteers in accordance with the terms of the preceding paragraph.

   This section shall survive termination or expiration of Property Owner's participation in the Program.

8. Insurance: During Property Owner's participation in the Commercial Façade Improvement Program ("Program") and specifically during the course of construction, Property Owner shall pay for and maintain in full force and effect all policies of insurance required hereunder with an insurance company(ies) either (i) admitted by the California Insurance Commissioner to do business in the State of California and rated not less than "A- VII" in Best's Insurance Rating Guide, or (ii) as may be authorized in writing by Director of Community Development or his/her designee at any time and in his/her sole discretion. The following policy of insurance is required:

   A. PROPERTY INSURANCE covering the Project premises against all risks of loss at full replacement cost with no coinsurance penalty provision.

Property Owner shall be responsible for payment of any deductibles contained in any insurance policies required hereunder and Property owner shall also be responsible for payment of any self-insured retentions. Any deductibles or self-insured retentions must be declared to, and approved by, the Director of Community Development or his/her designee. At no time shall City be responsible for the payment of any deductibles or self-insured retentions.

All policies of insurance required hereunder shall be endorsed to provide that the coverage shall not be cancelled, non-renewed, reduced in coverage or in limits except after 30 calendar day written notice has been given to City. Upon issuance by the insurer, broker, or agent of a notice of cancellation, non-renewal, or reduction in coverage or in limits, Property Owner shall furnish City with a new certificate and applicable endorsements for such policy(ies). In the event any policy is due to expire during the Property Owner's participation in the Program, Property Owner shall provide a new certificate, and applicable endorsements, evidencing renewal of such policy not less than 15 calendar days prior to the expiration date of the expiring policy.

The Property insurance policies shall name the City as a loss payee to the extent of the monetary value of the Grant.

Property Owner shall furnish City with all certificate(s) and applicable endorsements effecting coverage required hereunder. **All certificates and applicable endorsements are to be received and approved by Director of Community Development or his/her designee in his/her sole discretion prior to City's issuance of the Grant.** Upon request of City, Property Owner shall immediately furnish City with a complete copy of any insurance policy required hereunder, including all endorsements, with said copy certified by the underwriter to be a true and correct copy of the original policy. This requirement shall survive expiration or termination of Property Owner's participation in the Program.

Any failure to maintain the required insurance shall be sufficient cause for City to terminate Property Owner's participation in the Program.

B. Procurement and Contractor Selection

1. Pre-Bid Meeting. The City shall prepare a bid package including instructions to bidders, work description, and plans. The City shall also schedule an on-site mandatory pre-bid meeting for all projects to review site conditions and provide clarification of proposed scope of work.

2. Procurement. The City shall maintain a list of qualified contractors and subcontractors who have expressed interest in bidding on Improvement work and have been cleared by the State Contractors License Board and are not listed on the debarred, suspended or ineligible contractors list as per 24 CFR part 5. The City will coordinate with the property owner or business owner to obtain at least three (3) estimates from qualified contractors for each Improvement project. The property owner(s) or business owners shall be responsible for obtaining estimates for improvements. Estimates shall be submitted to the City in the prescribed form.

3. Selection. The applicant will make the final contractor selection from among three (3) qualified contractors who submit construction estimates. In case where the applicant desires to award the construction contract to an approved contractor other than the lowest responsible bidder, the City may set the amount of the award equal to the amount of the bid of the lowest responsible bidder. The applicant shall be responsible for any difference in the cost of construction.

4. Contractor Insurance/License File. The City shall maintain a file for each contractor performing work pursuant to the terms and conditions of this program. The applicant shall obtain these documents and as part of the file shall include the following information:

   A. Contractor's social security number or federal tax ID number;
   B. Completed W-9 form
   C. Copies of the contractor's current liability and workers compensation insurance policies in addition to others noted under "Insurance for Contractor" below;
   D. Copies of the contractor's current California Contractor's License;
   E. Contractor's certification regarding equal employment opportunity;
   F. All required Davis-Bacon information and certifications;
   G. Copy of contractor's City Business License; and
   H. A list of project sub-contractors (including State Contractors License number) to be used by the General Contractor.

   Any contractor with lapsed General Liability and/or Workers Compensation insurance or a valid state contractor's license shall be removed from the job until they are able to provide proof of current insurance and/or license. All contractors shall be required to obtain a City Business License prior to the issuance of a building permit.

5. Indemnity for Contractor. The following will be included in all contractor and subcontractor agreements and required of all contractors under the Commercial Façade Improvement Program:

   To the furthest extent allowed by law, Contractor shall indemnify, hold harmless and defend Property Owner, City and each of City's officers, officials, employees, agents, consultants and volunteers from any and all loss, liability, fines, penalties, forfeitures, costs and damages (whether in contract, tort or strict liability, including but not limited to personal injury, death at any time and property damage) incurred by Property Owner, City, Contractor or any other person, and from any and all claims, demands and actions in law or equity (including attorney's fees and litigation expenses), arising or alleged to have arisen directly or indirectly out of the participation in and performance of work under the Commercial Façade Improvement Program (Program"). Contractor's obligations under the preceding sentence shall apply regardless of whether Property Owner, City or any of City's officers, officials, employees, agents, consultants or volunteers are negligent, but shall not apply to any loss, liability, fines, penalties, forfeitures, costs or damages caused solely by the gross negligence, or caused by the willful misconduct, of Property Owner, City or any of City's officers, officials, employees, agents, consultants or volunteers.

If Contractor should subcontract all or any portion of the work to be performed under this Program, Contractor shall require each subcontractor to indemnify, hold harmless and defend Property Owner, City and each of City's officers, officials, employees, agents, consultants and volunteers in accordance with the terms of the preceding paragraph.

This section shall survive termination or expiration of Contractor's participation in and performance of work under this Program.

6. Insurance for Contractor. The following will be included in all contractor agreements and required of all contractors under the Commercial Façade Improvement Program:

Throughout Contractor's participation in and performance of work under the Commercial Façade Improvement Program ("Program"), Contractor shall pay for and maintain in full force and effect all policies of insurance required hereunder with an insurance company(ies) either (i) admitted by the California Insurance Commissioner to do business in the State of California and rated not less than "A- VII" in Best's Insurance Rating Guide, or (ii) as may be authorized in writing by Director of Community Development or his/her designee at any time and in his/her sole discretion. The following policies of insurance are required:

A. COMMERCIAL GENERAL LIABILITY insurance which shall be at least as broad as the most current version of Insurance Services Office (ISO) Commercial General Liability Coverage Form CG 00 01 and include insurance for "bodily injury," "property damage" and "personal and advertising injury" with coverage for premises and operations (including the use of owned and non-owned equipment), products and completed operations, and contractual liability (including, without limitation, indemnity obligations under the Agreement) with limits of liability of not less than the following:

$1,000,000 per occurrence for bodily injury and property damage
$1,000,000 per occurrence for personal and advertising injury
$2,000,000 aggregate for products and completed operations
$2,000,000 general aggregate

B. COMMERCIAL AUTOMOBILE LIABILITY insurance which shall be at least as broad as the most current version of Insurance Service Office (ISO) Business Auto Coverage Form CA 00 01, and include coverage for all owned, hired, and non-owned automobiles or other licensed vehicles (Code 1 - Any Auto) with limits of liability of not less than $1,000,000 per accident for bodily injury and property damage.

C. WORKERS' COMPENSATION insurance as required under the California Labor Code.

D. EMPLOYERS' LIABILITY insurance with limits of liability of not less than $1,000,000 each accident, $1,000,000 disease policy limit and $1,000,000 disease each employee.

In the event Contractor purchases an Umbrella or Excess insurance policy(ies) to meet the minimum limits of insurance set forth above, this insurance policy(ies) shall "follow form" and afford no less coverage than the primary insurance policy(ies).

Contractor shall be responsible for payment of any deductibles contained in any insurance policies required hereunder and Contractor shall also be responsible for payment of any self-insured retentions. Any deductibles or self-insured retentions must be declared to, and approved by, the Director of Community Development or his/her designee in his/her sole discretion. At the option of the City Manager or his/her designee, either (i) the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects City, its officers, officials, employees and agents; or (ii) Contractor shall provide a financial guarantee, satisfactory to the Director of Community Development or his/her designee in his/her sole discretion, guaranteeing payment of losses and related investigations, claim administration and defense expenses. At no time shall City be responsible for the payment of any deductibles or self-insured retentions.

All policies of insurance required hereunder shall be endorsed to provide that the coverage shall not be cancelled, non-renewed, reduced in coverage or in limits except after 30 calendar day written notice has been given to City. Upon issuance by the insurer, broker, or agent of a notice of cancellation, non-renewal, or reduction in coverage or in limits, Contractor shall furnish City with a new certificate and applicable endorsements for such policy(ies). In the event any policy is due to expire during the work to be performed for City, Contractor shall provide a new certificate, and applicable endorsements, evidencing renewal of such policy not less than 15 calendar days prior to the expiration date of the expiring policy.

The General Liability (including ongoing operations and products-completed operations), and Automobile Liability insurance policies shall be written on an occurrence form, and name the Property Owner, City, and City's officers, officials, employees, agents, and consultants as an additional insured as follows:

> *"The City, its elected or appointed officers, officials, employees and volunteers are covered as additional insureds."*

All such policies of insurance shall be endorsed so Contractor's insurance shall be primary, and no contribution shall be required of Property Owner, City or City's officers, officials, employees, agents, and consultants. Any Workers' Compensation insurance policy shall contain a waiver of subrogation as to Property Owner, City, and City's officers, officials, employees, agents, and consultants. The coverage(s) shall contain no special limitations on the scope of protection afforded to Property Owner, City and City's officers, officials, employees, agents, and consultants. Should Contractor maintain insurance with broader coverage and/or limits of liability greater than those shown above, Property Owner and City require and shall be entitled to the broader coverage and/or the higher limits of liability maintained by Contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to Property Owner and City.

Contractor shall furnish City with all certificate(s) and applicable endorsements effecting

coverage required hereunder. **All certificates and applicable endorsements are to be received and approved by Property Owner and Director of Community Development, or his/her designee in his/her sole discretion, prior to Property Owner's execution of the contract and before work commences**. Upon request of Property Owner or City, Contractor shall immediately furnish Property Owner and City with a complete copy of any insurance policy required under this Agreement, including all endorsements, with said copy certified by the underwriter to be a true and correct copy of the original policy. This requirement shall survive expiration or termination of Contractor's participation in and performance of work under this Program.

If at any time during Contractor's participation in and performance of work under this Program, Contractor or any of its subcontractors fail to maintain any required insurance in full force and effect, all work under shall be discontinued immediately, until notice is received by City that the required insurance has been restored to full force and effect and that the premiums therefore have been paid for a period satisfactory to City. Any failure to maintain the required insurance shall be sufficient cause for City to terminate Contractor's participation in and performance of work under this Program.

The fact that insurance is obtained by Contractor shall not be deemed to release or diminish the liability of Contractor, including, without limitation, liability under the indemnity provisions of this Program. The duty to indemnify Property Owner and City shall apply to all claims and liability regardless of whether any insurance policies are applicable. The policy limits do not act as a limitation upon the amount of indemnification to be provided by Contractor. Approval or purchase of any insurance policies shall in no way relieve from liability nor limit the liability of Contractor, its principals, officers, agents, employees, persons under the supervision of Contractor, vendors, suppliers, invitees, consultants, sub-consultants, subcontractors, or anyone employed directly or indirectly by any of them.

If Contractor should subcontract all or any portion of the services to be performed under this Agreement, Contractor shall require each subcontractor to provide insurance protection in favor of Property Owner, City and City's officers, officials, employees, agents, and consultants in accordance with the terms of each of the preceding paragraphs, except that the subcontractors' certificates and endorsements shall be on file with Contractor, Property Owner and City prior to the commencement of any work by the subcontractor.

7. Bonds: Upon the City's request, Contractor shall obtain, pay for and deliver or cause to be obtained, paid for and delivered good and sufficient surety bonds from a corporate surety, admitted by the California Insurance Commissioner to do business in the State of California and Treasury-listed, in a form satisfactory to the City and naming the City as Co-Obligee.

A. The "Faithful Performance Bond" shall be at least equal to 100% of Contractor's estimated construction costs to guarantee faithful performance of the Project, within the time prescribed, in a manner satisfactory to the City, and that all materials and workmanship will be free from original or developed defects.

B. The "Material and Labor Bond" shall be at least equal to 100% of Property Owner's estimated construction costs to satisfy claims of material supplies and of mechanics and laborers employed for this Project. The bond shall be maintained by Contractor in full force and effect until the Project is completed and accepted by the City, and until all claims for materials and labor are paid, and shall otherwise comply with any applicable provisions of Chapter 7, Title 15, Part 4, Division 3 of the California Civil Code.

C. The "Bid Bond" shall be at least equal to 10% of the amount set forth in the bid. The bid bond shall be given as a guarantee that the bidder shall execute the contract if it is awarded to him/her in conformity with the contract documents and shall provide the evidence of insurance and furnish the necessary bonds as specified in the contract documents, within 15 calendar days after written notice of the award.

8. Ineligible Contractors. The City and the applicant(s) shall agree not to award any contract for Improvement work, to be paid for in whole or in part with proceeds from a Program grant to any contractor who does not have a valid state contractors license, who cannot produce sufficient evidence of current Workers Compensation and Liability Insurance coverage.

All owner/builders, or any member of the applicant's family, are considered ineligible, regardless of credentials or license. Any ineligible contractor found working at the job site will be removed immediately, without compensation.

9. Award of Contract

a. Notification. The City shall notify the selected contractor of the award of bid and shall establish a date, time and place for the pre-construction conference. The City shall notify, in writing, the non-selected contractors.

b. Improvement Construction Agreement. The contract, for the approved Improvement work shall be prepared by the City and shall be entered into between the property owner and the selected contractor. The City may require the inclusion of certain contractual terms in accordance with federal requirements. In the event of any dispute arising under this program, the injured party shall notify the injuring party in writing of its intentions as specified in the agreement between the property owner and the contractor.

c. Private Arrangements. The City cautions the property owner/business owner and the contractor not to enter into "side deals" for additional work or deviations from the approved scope of work.

C. Pre-construction Meeting

Prior to construction, the City will arrange a preconstruction meeting which shall be attended by the contractor, subcontractor(s), if applicable, the property/business owner(s), and representative City staff. The purpose of this meeting is to explain all applicable requirements

including Labor Standard Requirements), explain all Program requirements and procedures, coordinate and schedule the work start date, and answer questions related to contract documents.

D. Start of Construction

No work shall commence until a **"Notice to Proceed"** has been issued to the contractor, signed by the property owner(s) and the City. In addition, no work shall commence until all required permits have been issued by the City's Building and Safety Department.

E. Contractor Payments

1. Inspections. To ensure the integrity of the authorized work, the Program Inspector shall conduct site inspections prior to the issuance of progress payments and prepare detailed inspection reports which identify any deficiencies in a contractor's materials or workmanship. The Program Inspector shall make regular and/or unannounced inspections of work-in-progress to identify the quality of the work and assess owner satisfaction. The building inspector shall conduct inspections to ensure compliance with Local Building Code.

2. Payment Request Packages. The Contractor shall submit payment request packages to the City in the prescribed format. All requests shall be signed by the contractor, property/business owner(s), and the Program Inspector, certifying that the work has been satisfactorily completed. All pertinent invoices, releases, certifications, warranties, list of subcontractors and materialmen, and copies of applicable permits shall be attached to the payment request. Final payment request shall also include the property/business owner's certification of acceptance, Building and Safety Department sign-off, and a Notice of Completion. Payment request packages shall be submitted to the City for approval. Progress payments will be paid for 90% of the job costs. The final payment for the 10% retention shall be paid 30 days after the Notice of Completion has been recorded.

F. Applicant Complaint Resolution Process

The City shall maintain a complaint log, documenting the date and nature of any project complaint, and corrective actions taken by City staff to resolve the matter. Complaints concerning the Program should first be made to the Program Administrator. If unresolved to the satisfaction of the applicant, an appeal may be made, in writing, to the Community Development Department.

The City will contact the property/business owner and attempt to resolve the problem. A written response will be made within ten (10) working days. If the problem cannot be resolved, it will be presented to the Director of Community Development for review and consideration. The decision of the Community Development Director shall be final.

G. Applicant Responsibilities

1. Property Maintenance. The property/business owner(s) is/are responsible for property maintenance during the Improvement work (contractor is responsible for keeping the property clean of all construction material). The property/business owner(s) is/are

responsible for ensuring that the Improvement work is not impeded because of their actions or the actions of their tenant(s). The City shall require the contractor and his/her employees to provide adequate pedestrian and property protection at the construction site.

2. Property Tax Bills. Current property tax bills for the subject property must be current. The property owner(s) is/are responsible for ensuring that the property taxes are current. The City will verify that the property taxes for the property are current. If the property's tax statement indicates a delinquency, at the time of the Program application, the City shall not proceed with grant processing until it is supplied with a Certificate of Redemption from the Los Angeles County Tax Assessor's Office or other appropriate documentation of proof of payment.

3. Notice of Completion: The property owner(s) is/are responsible for signing a Notice of Completion prepared by the City and the City is responsible for filing the Notice of Completion within 10 days of the completion of the work.

SECTION V - MISCELLANEOUS PROGRAMMATIC REQUIREMENTS

A. Bonus, Commission or Fee

The applicant shall not pay any bonus, commission or fee, for the purpose of obtaining approval of the grant application, or for any other approval or concurrence as may be required by the City pursuant to the provisions of this Program.

B. Conflict of Interest

No Program assistance will be provided to any member of the governing body of the City or any designee of the City, or the City of Gardena, who exercises any authority or responsibilities in connection with the administration of this program. No member of the aforementioned organizations shall have any interest, direct or indirect, in the proceeds from the Commercial Façade Improvement Program or in any contract entered into by the applicant for the performance of the work, financed, in whole or in part, with the proceeds of the grant.

C. Disclosure of Information

The City is a public entity and information or records (with the exception of financial information which falls under Government Code section 6250 (c), and section 7460 et seq.) submitted or released to the City by the applicant may be considered public records and subject to disclosure under the Public Records Act, Government Code section 6250 et seq.

D. Equal Opportunity Policy

The City shall not discriminate based upon sex, age, race, creed, color, religion, national origin, marital status, ancestry or physical handicap in in accepting applications and processing Program applications; or the awarding of a contract for Improvement of property assisted by this Program.

E. Fire and Flood Insurance Requirements

Applicants are obligated to carry sufficient fire insurance coverage on the subject property to be rehabilitated under the provisions of this Program. Prior to any grant assistance, minimum fire insurance coverage shall be provided in an amount which is equivalent to the value of the subject building or structure including the proposed Improvement improvements. Uninsured applicants must obtain coverage in the required amount prior to receiving grant assistance. Applicants in the "Flood Hazard Area" will be required to purchase flood hazard insurance.

F. Historic Preservation

In order to comply with section 106, National Historic Preservation Act of 1966 as amended (16 U.S.C. 470) and federal guidelines, the City shall prepare a Basic Property Identification Form for all structures to be assisted. Such a form shall be accompanied by photographs and shall be submitted to SHPO for review and clearance.

G. Environmental Review:

The California Environmental Quality Act (CEQA) requires that City funds may not be released until the City has certified that a review of the project activities demonstrates that no significant impact on the human environment is likely to occur or that actions have been initiated that would mitigate any potential impacts to the extent practicable.

As such, environmental forms must be completed and approved prior to releasing funds. A Determination of Categorical Exemption, Statutory Worksheet, and Level of Environmental Review form will generally address anticipated typical commercial rehabilitation activities contemplated under the Program. Staff shall ensure that appropriate documentation is prepared and signed by the City's authorized official prior to the commitment of Program funds. Copies of the environmental review documentation shall be maintained in the project file.

H. Substitution of Contractor

In the event that the selected contractor shall fail or refuse to complete the work, in a professional and workman like manner, as set forth in the Improvement Construction Contract, including its General Conditions and Standard Specifications, or fails to use due diligence in performing the required work, the property owner(s) may terminate the Improvement Construction Contract, upon providing proper notice, to such contractor. The City shall assist the property owner(s) in completing the necessary termination document(s) as needed. No further Improvement is to commence until an agreement releasing the original contractor from his/her contractual obligations, is on file with the City, and a new contract is signed between the substitute contractor and the property owner(s).

1. Non-commencement by Original Contractor. The owner shall notify the City by means of a registered letter, indicating that the original selected contractor will not be performing the Improvement work and the reason(s) why a substitution of contractor has been requested. Both the property owner(s) and the original contractor's signatures are required in this document. The property owner shall obtain additional bids from contractors willing to perform the Improvement work. A new Improvement Construction Contract Notice to Proceed, and Waiver and Hold Harmless Agreement shall be prepared by the Purchasing Department and appropriately signed.

2. Noncompliance by Original Contractor. The owner shall notify the City by means of a registered letter, indicating that the original selected contractor has not complied with the terms of the agreement and that a substitution of contractor is being requested. Both the property owner(s) and the original contractor's signatures are required in this document. The property owner shall obtain additional bids from contractors willing to complete the Improvement work. A new Improvement Construction Agreement Notice to Proceed, and Waiver and Hold Harmless Agreement shall be prepared by the City and appropriately signed. The City shall inspect the job site and compile a list of incomplete or unacceptable items to determine the extent of work to be completed by the substitute contractor.

   A meeting shall be held between the City, the property owner(s) and the original contractor to establish an amount and method of payment for any work which has been completed in accordance with the agreement. Funds withheld from the original contractor shall be identified. Lien releases and invoices from the original contractor and subcontractor(s) shall be provided. The City shall prepare a revised work write-up, based upon the City's inspection findings, which shall contain only those items necessary to complete the job. The property owner(s) shall obtain bids from contractors willing to perform such work, and to the extent possible, ensure that the new contract does not exceed available grant funding. A new Improvement Construction Contract Notice to Proceed, and Waiver and Hold Harmless Agreement shall be prepared by the City and appropriately signed.

I. Davis-Bacon Requirements

In accordance with federal or state regulations, Davis-Bacon and Related Acts (DBRA) requirements apply to the Improvement of all commercial buildings and structures. The applicant will be responsible for ensuring that the requirements are met and that a completed file is available for the City to review and monitor to ensure that all laborers are paid applicable prevailing wages. All cost for conducting the Davis-Bacon requirements can be paid for through the program proceeds.

J. Department of Industrial Relations (DIR) Requirements

A Contractor who fits within the definition of public works contractor is required to register with the DIR. Registration is required only to bid or work on public works projects that are subject to the prevailing wage requirements of the State of California. Federally funded or assisted projects that are controlled or carried out by awarding bodies in California are subject to the state's prevailing wage laws and therefore require registration.

K. Re-Application Requirements

Properties shall be eligible for a one-time grant under the program, irrelevant of change of ownership. Once provided with a grant, the property will no longer be eligible for a grant under the Commercial Façade Improvement Program. Property owners must maintain the property after a facade project has been completed.

SECTION VI - AMENDMENTS

Amendments to the Commercial Façade Improvement Program Guidelines may be made from time to time

by the City. Vested authority shall be granted to the Director of Community Development to grant a minor waiver or make minor amendments to these guidelines. All Substantial Amendments to these guidelines shall be approved by the City Council.

SECTION VIII.
Form of Agreement

AGREEMENT BETWEEN THE
CITY OF GARDENA
AND
_____

This contract, hereinafter referred to as Agreement is entered into this_____day of ____, 2025, by and between THE CITY OF GARDENA ("City") and _____, a [state] [type of entity] ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. Recitals.

A. Whereas, City requires the services of a professional to provide design services; and

B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to provide these services; and

C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement.

D. WHEREAS, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

2. Services.

A. The services to be performed by Consultant shall consist of the following ("Services"): As specified in **Exhibit "*"**, attached hereto and incorporated herein by reference, unless otherwise instructed by City.

B. The Services shall be performed in accordance with the Project Schedule set forth in **Exhibit ***. Consultant shall not be liable for any failure or delay in furnishing proposed Services resulting from fire, explosion, flood, storm, Act of God, governmental acts, orders or regulations, hostilities, civil disturbances, strikes, labor difficulties, difficulty in obtaining parts, supplies, or shipping facilities, inability to obtain or delays in obtaining suitable material or facilities required for performance, temporary unavailability of qualified personnel, failure by City to provide appropriate access to equipment or

personnel, or other causes beyond Consultant's reasonable control.

3. Additional Services. If City determines that additional Services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional Services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the amount agreed upon in writing by the Parties. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

4. Consultant's Proposal. This Agreement shall include Consultant's proposal or bid which is incorporated herein as **Exhibit ***. In the event of any inconsistency between the terms of the proposal and this Agreement, this Agreement shall govern.

5. Timing of Performance. Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement as set forth in **Exhibit *.** City, in its sole discretion, may extend the time for performance of any Service.

6. Compensation. Compensation for the Services shall be billed as set forth in **Exhibit ***, attached hereto. The Compensation is inclusive of all costs that may be incurred by Consultant in performance of the Services, including but not limited to such items as travel, copies, delivery charges, phone charges, and facsimile charges, unless otherwise. In no event shall compensation under this Agreement exceed SPELL OUT AMOUNT **and 00/00 ($*)** without the prior written authorization of the City Council.

7. Prevailing Wages. Consultant is aware of the requirements of Chapter 1 (beginning at Section 1720 et seq.) of Part 7 of Division 2 of the California Labor Code, as well as Title 8, Section 16000 et seq. of the California Code of Regulations ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on "public works" and "maintenance" projects. If the Services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the Total Compensation is $1,000 or more, Consultant and its subconsultants shall fully comply with the Prevailing Wage Laws for their employees and any others to whom such laws are applicable. Consultant and its subconsultants shall also be responsible for any and all violations and fines imposed on them pursuant to the Prevailing Wage Laws. Pursuant to SB 854, which amended the Prevailing Wage Laws, this Agreement would also be subject to compliance monitoring and enforcement by the California Department of Industrial Relations ("DIR"). Beginning April 1, 2015, no consultant or subconsultant may be awarded this Agreement unless registered with the DIR pursuant to Labor Code Section 1725.5. The City will report all necessary agreements to the DIR as required by the Prevailing Wage Laws. Consultant shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the Services available to interested parties upon

request, and shall post copies at the Consultant's principal place of business and at the Project site. It is most efficient for the Consultant to obtain a copy of the prevailing wages in effect at the commencement of this Agreement from the website of the Division of Labor Statistics and Research of the DIR located at www.dir.ca.gov/dlsr/. In the alternative, Consultant may obtain a copy of the prevailing wages from the City's Representative. Consultant shall defend, indemnify and hold the City, its elected officials, officers, employees and agents free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws.

8. Term of Agreement/Termination. This Agreement shall commence on the Effective Date and continue for a period of one (1) year, ending on _____, 20__, unless previously terminated as provided herein or as otherwise agreed to in writing by the parties. This Agreement may be extended by two [2] additional one [1] year periods upon mutual written agreement of both parties.]

A. This Agreement shall be effective as of the date of execution by the City and shall remain in effect until all Services are completed or until terminated as provided for herein.

B. City may terminate this Agreement without cause by providing written notice to Consultant not less than ten days prior to an effective termination date. City's only obligation in the event of termination will be payment of fees and allowed expenses incurred up to and including the effective date of termination.

C. Unless for cause, Consultant may not terminate this Agreement. If Consultant is terminating this Agreement for cause, it must provide the City with thirty (30) days written notice.

D. Upon receipt of a termination notice, Consultant shall: (1) promptly discontinue all Services, unless the notice directs otherwise; and (2) within ten (10) days, deliver to City all files, data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the Services under this Agreement, whether completed or in progress. Consultant shall provide these documents by both hard copy and in electronic format if available. In the event of termination for other than cause attributable to Consultant, Consultant shall be entitled to reasonable compensation for the Services it performs up to the date of termination and shall be deemed released from liability for any work assigned but not completed as of the effective date of termination.

9. Agreement Administrator. For purposes of this Agreement, City designates Stephany Santin, Director Recreation & Human Services, or designee, as the Agreement Administrator who shall monitor Consultant's performance under this Agreement. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by Agreement Administrator Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Agreement Administrator. All costs for such corrections shall be borne

by Consultant and shall not increase Consultant's fees due hereunder. Should the Agreement Administrator determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section- Term of Agreement/Termination. All notices, invoices or other documents shall be addressed to the Agreement Administrator, as well as all substantive issues relating to this contract. City reserves the right to change this designation upon written notice to Consultant.

10. Invoices and Payments.

A. Payment shall be made upon receipt and approval of invoices for Services rendered. In order for payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs, and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced.

B. The Agreement Administrator shall review the invoices to determine whether services performed and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or the Agreement Administrator shall provide Consultant with a written statement objecting to the charges and stating the reasons therefore.

C. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

11. Records/Audit.

A. Consultant shall be responsible for ensuring accuracy and propriety of all billings and shall maintain all supporting documentation for a minimum of three (3) years from the completion date of the Services under this agreement the following records:

1. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assure proper accounting for all funds;

2. Records which establish that Consultant and any subconsultant who renders Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations

3. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

B. City shall have the right to audit Consultant's invoices and all supporting documentation for purposes of compliance with this Agreement for a period of three years following the completion of Services under this Agreement.

C. Upon reasonable notice from City or any other governmental agency,

Consultant shall cooperate fully with any audit of its billings conducted by, or of, City and shall permit access to its books, records and accounts as may be necessary to conduct such audits.

12. Successors and Assignment. This Agreement covers professional services of a specific and unique nature. Except as otherwise provided herein, Consultant shall not assign or transfer its interest in this Agreement or subcontract any services to be performed without amending this Agreement. This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

13. Change in Name, Ownership or Control. Consultant shall notify the Agreement Administrator, in writing, of any change in name, ownership or control of Consultant's firm or subconsultant. Change of ownership or control of Consultant's firm may require an amendment to the Agreement.

14. Key Personnel. City has relied upon the professional training and ability of Consultant to perform the Services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all Services under this Agreement. In the event that City, in its sole discretion, at any time during the Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City.

15. Performance By Consultant. Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

16. Use of Materials.

A. City shall make available to Consultant such materials from its files as may be required by Consultant to perform Services under this Agreement. Such materials shall remain the property of City while in Consultant's possession. Upon termination of this Agreement and payment of outstanding invoices of Consultant, or completion of work under this Agreement, Consultant shall return to City any property of City in its possession and any calculations, notes, reports, electronic files, or other materials prepared by Consultant in the course of performance of this Agreement.

B. City may utilize any material prepared or work performed by Consultant pursuant to this Agreement, including computer software, in any manner, which City deems proper without additional compensation to Consultant. Consultant shall have no responsibility or liability for any revisions, changes, or corrections made by City, or any use or reuse pursuant to this paragraph unless Consultant accepts such responsibility in writing.

17. Nonuse of Intellectual Property of Third Parties. Consultant shall not use, disclose

or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Consultant has a license. Consultant shall indemnify and hold City harmless against all claims raised against City based upon allegations that Consultant has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Consultant pursuant to this Agreement.

18. Ownership of Work Product. All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination of this Agreement.

19. Confidentiality Clause. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal statutes ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

"Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use

personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

20. Legal Requirements.

A. Consultant shall secure and maintain all licenses or permits required by law, including a City business license, and shall comply with all ordinances, laws, orders, rules, and regulations pertaining to the work.

B. Consultant warrants that it shall perform the Services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

C. Consultant covenants that there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin or ancestry, or any other category forbidden by law in performance of this Agreement.

21. Conflict of Interest and Reporting.

A. Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of Services to be performed under this Agreement.

B. Consultant and its representatives shall refrain from lobbying City of Gardena officials, employees and representatives for the duration of this Agreement.

22. Guarantee and Warranty.

A. Consultant warrants to City that the material, analysis, data, programs and Services to be delivered or rendered hereunder will be of the kind and quality designated and will be performed by qualified personnel. Without waiver of City's other rights or remedies, City may require Consultant to re-perform any of said Services, which were not performed in accordance with these standards. Consultant shall perform the remedial Services at its sole expense.

23. Insurance.

A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverage required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all of the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverage, Limits and Policy Requirements. Consultant shall maintain the types of coverage and limits indicated below:

1. Commercial General Liability Insurance - a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance - a policy with coverage at least as broad as Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

a. The City, its appointed and elected officers, employees, agents and volunteers shall be added as additional insured to the policy.

b. The insurer shall agree to provide City with thirty (30) days prior written notice, return receipt requested, of any cancellation, non-renewal or material change in coverage.

c. For any claims with respect to the Services covered by this Agreement, Consultant's insurance coverage shall be primary insurance as respects the City, its elected and appointed officers, employees, agents and volunteers. Any insurance or self-insurance maintained by the City, its elected and appointed officers, employees, agents and volunteers shall be excess of Consultant's insurance and shall not contribute with it.

4. Worker's Compensation and Employer's Liability Insurance - a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

5. Professional Errors & Omissions - a policy with minimum limits of one million dollars ($1,000,000.00) per claim and aggregate. This policy shall be issued by an insurance company which is admitted to do business in the State of California and Consultant shall contain a clause that the policy may not be canceled until thirty (30) days written notice, return receipt requested, is mailed to City.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder or to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retention over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement.

The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefore, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

24. Indemnity.

A. Consultant assumes all risk of injury to its employees, agents, and contractors, including loss or damage to property.

B. Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subcontractors, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subcontractors, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subcontractors under this Agreement, whether or not the Consultant, its employees, and/or authorized subcontractors are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

C. No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

25. Independent Contractor. Consultant agrees to furnish consulting services in the capacity of an independent contractor and neither Consultant nor any of its employees shall be considered to be an employee or agent of City.

26. PERS Eligibility Indemnification. 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 (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS 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.

Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

27. Notices. Any notice or communication given under this Agreement shall be effective when deposited, postage prepaid, with the United States Postal Service and addressed to the contracting parties. Name, address, telephone and facsimile numbers of the parties are as follows:

City of Gardena:
1700 West 162nd Street
Gardena, California 90247-3732
Attn: Jackie Choi
Title: Economic Development Manager
Email: _____
Telephone: _____

To Consultant: Name of Consultant Street Address or P.O. Box
City, State Zip Code
Attn:_____
Email: _____
Telephone: (___) _____

Either party may change the information to which notice or communication is to be sent by providing advance written notice to the other party.

28. Severability. If any provision of this Agreement shall be held illegal, invalid, or unenforceable, in whole or in part, such provision shall be modified to the minimum extent necessary to make it legal, valid, and enforceable, and the legality, validity, and enforceability of the remaining provisions shall not be affected thereby.

29. Jurisdiction and Venue. This Agreement shall be deemed a contract under the

laws of the State of California and for all purposes shall be interpreted in accordance with such laws. Both parties hereby agree and consent to the exclusive jurisdiction of the courts of the State of California and that the venue of any action brought hereunder shall be Los Angeles County, California.

30. Waiver. No delay or failure by either Party to exercise or enforce at any time any right or provision of this Agreement shall be considered a waiver thereof or of such Party's right thereafter to exercise or enforce each and every right and provision of this Agreement. To be valid a waiver shall be in writing but need not be supported by consideration. No single waiver shall constitute a continuing or subsequent waiver.

31. Electronic Signatures. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

32. Joint Drafting. Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

33. Public Records Act Disclosure. Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California

Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

34. Authority to Execute. The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

35. Attorney's Fees. In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. Section Headings. The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

37. Entire Agreement. This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement.

IN WITNESS WHEREOF, the parties have hereunto affixed their names as of the day and year written below.

"City"
City of Gardena

By: _____
Tasha Cerda, Mayor

Date: _____

"Consultant"
Name of Consultant or Consultant Company

By: _____
Name and title of individual

Date: _____

By: _____

Name and title of individual

Date: _____

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

Cover Letter

September 25, 2025

Jackie Choi
Economic Development Manager
City of Gardena
1700 West 162nd Street
Gardena, CA 90247

RE: Proposal for Gardena Boulevard Revitalization Façade Improvement Program

Dear Jackie,

It is our firm's understanding that the City of Gardena is seeking a qualified consultant to manage its Gardena Boulevard Revitalization Façade Improvement Program. Willdan Engineering is confident that our project team is exceptionally prepared to support the City with implementation of its program initiatives, given our experience outlined below.

Strong Project Management Team Jennifer Maria will serve as the Project Manager. She will be the primary contact for the City and be responsible for the day-to-day management of services provided under the contract. Ms. Maria possesses over 20 years of experience at the federal, state, and local level – drafting, reviewing, and aligning program policies and regulations pursuant to applicable grant requirements. Ms. Maria possesses extensive knowledge of providing grant administration services for cities that participate in grant programs under the guidance and oversight of such agencies as the California Department of Housing and Community Development (HCD), as well as the Department of Housing and Urban Development (HUD), and more.

Project Manager
Jennifer Maria
Jmaria@willdan.com
562.743.9810

Unsurpassed Expertise in the City's Scope of Services: Our key personnel have extensive experience with federally and state-funded programs and can provide the City with consistently dependable, accurate, and responsive service. Willdan believes that our approach to fulfilling the required depth of experience is best met through our expert team of grant administration specialists. Willdan's highly trained and experienced staff is supported by technical experts in various disciplines throughout the company. As a result, Willdan offers a range of expertise that only a large firm can provide.

Extensive Grant Management and Administration Experience Willdan assists with overall management of grants, including State funded programs. Our proposed team members understand the grant cycle process from the proposal stage to grant/contract close-out. Willdan has administered all aspects of various state and federally funded programs for municipalities and has operated federally and state funded residential and/or commercial rehabilitation through grant programs such as CDBG, HOME, Cal HOME, PLHA, and NSP in a number of cities.

Salvador Lopez Jr., Director of Planning, is authorized to act as the principal/management contact representing Willdan Engineering. This proposal shall remain valid for a period of not less than ninety (90) days from the date of submittal. We appreciate the opportunity to present our experience and qualifications and are excited to possibly expand our working relationship with the City.

Respectfully submitted,

WILLDAN ENGINEERING

Salvador Lopez Jr.
Director of Planning
slopez@willdan.com

Jennifer Maria
Director of Planning
jmaria@willdan.com

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Technical Proposal

Qualifications, Related Experience and References

Comprehensive Firm Profile

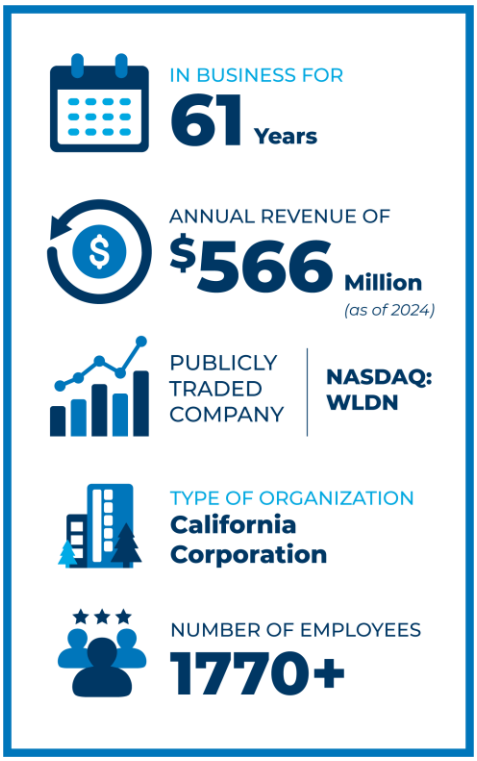
Willdan Engineering, a California corporation since 1964, is a subsidiary of Willdan Group, Inc. Throughout our 60+-year history, Willdan has been an industry leader providing all aspects of municipal, infrastructure, and transportation engineering; program management; financial consulting; municipal planning; environmental; energy-related services, along with a full complement of related disciplines.

Organizational Structure: Willdan operates as a California corporation, providing services to nationwide clientele through three subsidiary firms - Willdan Engineering, Willdan Energy Solutions, and Willdan Financial Services - that offer a portfolio of diversified strengths.

Office Locations and Size: Willdan maintains 50+ offices nationwide with our Los Angeles area office being located at 13191 Crossroads Parkway North, Suite 405, Industry, CA 91746-3443, strategically positioned to serve the City of Gardena and surrounding communities.

Employee Count: Willdan employs 1,700+ employees nationwide, providing the depth and breadth of expertise necessary for complex construction management projects.

Construction Management Services Offered: Willdan provides comprehensive construction management services including construction resident engineering/management, constructability review, public outreach, bid administration/analysis, project cost controls and scheduling, claims review and investigation, utility coordination and research, submittal and RFI coordination, and grant funding administration.



Financial Condition and Stability

There are no conditions such as bankruptcy, pending litigation, planned office closures, or impending mergers that would impede our ability to complete the Commercial Façade Improvement Program project. Our financial strength and operational stability ensure reliable project delivery and continuity of services throughout the project duration.

Specific Construction Management Experience

Willdan has extensive experience in construction management work similar to the Commercial Façade Improvement Program. Our construction management services focus on coordination, review, tracking, and reporting, coordinating the efforts of general contractors, design consultants, and client agencies in accepting construction and managing payments.

Key Personnel Participation in Similar Projects: Our proposed key personnel have participated extensively in construction management projects involving façade improvements and commercial property enhancements

Grant Administration Experience: Willdan is experienced in regulations pertaining to the expenditures of State, Federal, and Local funds, including Community Development Block Grant (CDBG) and various other funding sources. We coordinate, prepare, and submit all necessary documentation to assist cities in securing authorization and obligation of grant funds for projects.

Sub-Consultants

Willdan will utilize our in-house expertise and does not anticipate the need for sub-consultants. Our comprehensive team includes all necessary disciplines including construction management, inspection, labor compliance, and project administration.

References from Related Construction Management Experience

Project:	**CDBG/PLHA Program Administration (Commercial Façade Rehabilitation Program)**	
Client:	City of Bell 6330 Pine Ave Bell, CA 90201	Martin Rodriguez, Economic Development Specialist Email: Mrodriguez@cityofbell.org Phone: (323) 923-3669 Ext. 3669

Willdan is currently working on a Commercial Façade Rehabilitation Project, providing eligible property owners with up to $100,000 in grant funding to improve the exterior appearance of their commercial buildings. The project focuses on enhancing storefronts, signage, lighting, windows, doors, and other façade elements to support business district revitalization and improve overall curb appeal. Willdan also provides support with the administration of the City's Community Development Block Grant (CDBG) funded Housing Rehabilitation Program and Sewer Connection Programs.

Project:	**Home Improvement Grant Program- Inspection Services**	
Client:	City of Long Beach 411 W. Ocean Blvd., 3rd Fl Long Beach, CA 90802	Stephanie Harper, Development Project Manager Email: Stephanie.Harper@longbeach.gov Phone: (562) 570-6710

Willdan is currently providing housing program inspections services for the City of Long Beach. Our services involve performing initial home inspections, work write-up development, cost reasonability assessments, change order review, in progress and final program inspections, and assistance with closeout documentation.

Project:	**Grant Administration Services**	
Client:	City of Moreno Valley 14177 Frederick Street Moreno Valley, CA 92552	Joe Barron, Grants Division Manager Email: joeb@moval.org Phone: (951) 413-3098

Willdan is currently providing grant administration services to the city for various funding sources. Our services have included administration the City's Housing Community Development Block Grants (CDBG) Program, Community Development Block Grant – Corona Virus funds (CDBG-CV) Program, Home Investment Partnership Program (HOME), Emergency Solution Grant (ESG), and Neighborhood Stabilization Program Grant (NSP). We have assisted the city with project and construction management services, such as construction of affordable housing projects.

Proposed Staffing and Project Organization

Key Personnel Qualifications

Jennifer Maria - Project Manager Jennifer Maria brings 20+ years of public sector experience in community development, grant writing and administration, and program management. She holds a BS in Business Administration from Mount Saint Mary's University and a Certificate of Completion in Grant Writing & Administration from California State University, Dominguez Hills. Jennifer is experienced in implementing and administering State and Federally Funded programs such as Community Development Block Grant (CDBG) Programs and HOME Investment Partnership Programs, making her suited for managing the State Earmark funded Commercial Façade Improvement Program.

Salvador Lopez Jr. - Principal in Charge Salvador Lopez Jr. brings 25 years of planning experience spanning all aspects of planning, including current, advanced, and environmental planning, as well as housing and community development. He holds a BS in Urban & Regional Planning from California State Polytechnic University, Pomona. Salvador is experienced at managing multi-disciplinary teams in the development of policy and long-range planning documents for public agencies.

Mike Cravens – Program Inspector James Cravens brings 34 years of experience with public service, construction, plan review, and inspections on residential, commercial, and industrial construction projects for compliance with all building and fire codes, city regulations, and construction plans. He holds an AS in Fire Science from El Camino College and maintains certifications including Fire Prevention Officer 1, Fire Investigator I, and Hazardous Materials Technician from the California State Fire Marshal's Office.

Suzanne Ruelas- Housing Programs Coordinator Suzanne Ruelas is a seasoned professional with over 27 years of experience in community development and housing programs. She offers deep expertise in administering housing and economic development initiatives for public agencies, with a strong track record in managing grant funding and ensuring regulatory compliance. Suzanne is highly skilled in preparing and submitting detailed reports to key government entities, including the U.S. Department of Housing and Urban Development (HUD), the California Department of Housing and Community Development (HCD), and other similar agencies.

Jane Freij - Labor Compliance Manager Jane Freij is an experienced Labor Compliance Officer/Project Manager with 30 years of experience and a proven track record in comprehensive management of time and budget. She holds a BA in Linguistics from University of Kansas and completed Attorney Assistant Training Program at UCLA. Jane provides oversight of labor compliance monitoring services for federally funded projects under FHWA, FTA, HUD, and EPA, with specialized training in project reporting requirements and fraud detection and prevention procedures.

Amanda Perez - Labor Compliance Specialist Amanda Perez brings 15 years of experience performing labor compliance monitoring and enforcement services on local, county, state, and federally funded projects. She holds an AS in Human Resources Management and AS in Business Administration from Mount San Antonio College, with certificates in Business Management and Human Resources Management. Amanda verifies contractor licenses and certifications, monitors certified payrolls, audits prevailing wage compliance, and ensures proper payment of training fund contributions and fringe benefits.

Rina Galit- Grants Analyst Rina Galit is an Analyst within Willdan's Grants Administration/Housing Programs group. She provides analytical and compliance support across multiple municipalities, including the City of Moreno Valley. Her responsibilities include technical review of subrecipient invoices, participation in onsite monitoring, and ensuring adherence to grant regulations such as Davis-Bacon prevailing wage requirements and Section 3 compliance.

Lily Navarro, Grants Analyst, has over 20 years of management and administrative experience. She currently provides administrative support to the grants management team and is trained in administration of grant &

housing programs. Lily has extensive experience in a professional office setting and is skilled in rapidly acquiring knowledge of complex technical operations.

Key Personnel Commitment Statement

Willdan commits that the key personnel identified in this proposal will be available as proposed for the project duration. We acknowledge that no key personnel can be removed or replaced without the City's prior written concurrence. Our team members have been selected for their expertise in construction management, façade improvement programs, and grant-funded project administration, ensuring continuity and quality service delivery throughout the Commercial Façade Improvement Program.

Work Plan

Community Meeting Tasks

Approach to Community Meetings. Willdan will participate in up to two community meetings to present program information and application processes to property owners and business owners. Jennifer Maria will lead these presentations, drawing on her extensive experience in community development and grant program administration. Our approach includes preparing comprehensive presentation materials explaining the $30,000 grant opportunity, eligibility requirements, application procedures, and project timelines. We will coordinate with City staff to schedule meetings at convenient locations and times to maximize property owner and business owner participation. Jennifer will provide bilingual support as needed and ensure all questions regarding the program are addressed.

Property Inspection & Work Specifications

Comprehensive Property Assessment Approach. Mike Cravens will conduct property inspections utilizing his 34 years of experience in commercial and industrial construction project compliance. Our inspection process includes comprehensive visual assessment of existing façade conditions, identification of code compliance issues, and documentation of improvement opportunities. We will research City records for Code/Health/Safety violations, coordinating with relevant City departments to ensure all historical issues are identified and addressed in the improvement scope.

Bid and Construction Process

Comprehensive Bid Administration. Willdan will provide complete City liaison services and technical support throughout the bid process. Our approach includes coordinating procurement for construction services, managing contractor selection and award processes, and verifying all contractor licenses and insurance requirements. Mike Cravens will conduct mandatory bid-walks, ensuring all contractors understand project requirements and site conditions. We will review and prepare comprehensive bid comparisons, analyzing not only cost but also contractor qualifications, schedule, and approach.

Construction Management

Progress Inspection and Quality Control. Willdan will conduct up to three progress inspections per project, with Mike Cravens providing detailed construction observation and quality assurance. Our inspection approach includes verification of material compliance, workmanship quality, and adherence to approved plans and specifications. We maintain detailed photographic records and inspection reports documenting progress and any issues requiring attention.

Payment and Change Order Administration. Suzanne Ruelas and her supporting team will prepare and submit up to three progress payment requests, ensuring proper documentation and compliance with State Earmark fund requirements. Mike Cravens will review and submit change order requests as needed, providing detailed justification and cost analysis. Our change order process includes coordination with property owners and City staff to ensure all modifications are properly approved and documented.

Project Closeout Services. Willdan will assist with comprehensive project closeout including lien review and Notice of Completion preparation. Our closeout process includes final inspection coordination, warranty documentation collection, and preparation of as-built documentation.

Supplementary Information

Relevant Project Experience and Technical Capabilities

Willdan has extensive experience managing construction projects similar to the Commercial Façade Improvement Program, demonstrating our expertise in the following areas:

Façade Improvement and Building Renovation Projects

Paramount Community Center Expansion, City of Paramount, CA Willdan provided project management during the design phase and construction management and inspection services for this project. The exterior improvements included renovations associated with building expansion to tie into the existing roof and façade, with renovations to the furred-out columns and pilasters, and new metal panel screens.

Grant Administration and Compliance Experience

Willdan has extensive experience with grant administration and compliance procedures for state and federally funded projects:

Grant Administration Services Willdan is experienced in regulations pertaining to the expenditures of Federal funds, including Highway Safety Improvement Program (HSIP), Community Development Block Grant (CDBG), and various other funding sources.

Federal and State Labor Compliance Willdan's labor compliance team ensures projects meet all state and federal requirements: - Verification of applicable wage determinations - Jobsite posting of wage rate information and required posters - Monitoring workforce utilization and conducting labor compliance interviews - Reviewing certified payroll reports and fringe benefit statements - Monitoring apprentice/journeyman ratios - Creating and maintaining labor compliance files in conformance with government requirements

Fee Schedule

Pricing Information

Willdan provides the following not-to-exceed fee of **$360,000** to provide the City of Gardena with implementation services for its Revitalization Façade Improvement Program. Our pricing includes all administration, overhead, project site visits, pre-production costs, telephone usage, mailings, mileage, and other administrative costs as required in the RFP.

Cost Estimate –

Service Type	Cost Estimate
Gardena Boulevard Revitalization Façade Improvement Program	$360,000

Staff Hourly Rates

Willdan's current hourly rates (effective July 1, 2025 to June 30, 2026) for key personnel that would be involved in the Commercial Façade Improvement Program are as follows:

Staff Member	Project Role	Hourly Rate*
Salvador Lopez, Jr.	Principal-in-Charge	$261
Jennifer Maria	Program Administrator	$255
Suzanne Ruelas	Program Coordinator	$155
Mike Cravens	Program Inspector	$135
Rina Galit	Grant Analyst	$125
Lily Navarro	Grant Analyst	$125
Jane Freij	Labor Compliance Manager	$183
Amanda Perez	Labor Compliance Specialist	$146

Reimbursable Expenses

Willdan will be reimbursed for out-of-pocket expenses. Examples of reimbursable expenses include but are not limited to postage; travel expenses; mileage (current prevailing rate); and copying (currently 6¢ per copy). Any additional expense for reports or from outside services will be billed to the City. Charges for meeting and consulting with counsel, the City, or other parties regarding services not listed in the scope of work will be at our then-current hourly rates. In the event that a third party requests any documents, Willdan may charge such third party for providing said documents in accordance with Willdan's applicable rate schedule.

Jennifer Maria

Deputy Director

EDUCATION

BS, Business Administration, Mount Saint Mary's University, Los Angeles, CA

Undeclared, University of California, Los Angeles, CA

Certificate of Completion, Grant Writing & Administration, California State University, Dominguez Hills, Carson, CA

20 YEARS OF EXPERIENCE

Jennifer Maria is experienced in implementing and administering Federally Funded programs such as Community Development Block Grant (CDBG) Programs, HOME Investment Partnership Programs, as well as other grant programs funded under the U.S. Department of Housing and Urban Development (HUD). Jennifer is also well-versed in oversight and implementation of HUD-funded activities, including Housing Rehabilitation (Grant/Loan), Code Enforcement, Economic Development, Public Facilities, and Public Service Programs. Jennifer possesses 20+ years of public sector experience in disciplines including community development, grant writing and administration, recycling programs (including SB1383 compliance), and Human Resources Management.

Relevant Project Experience

CDBG Grant Administration & Minor Housing Rehabilitation Services, City of Sierra Madre, California. Jennifer assists the City of La Sierra Madre with general implementation and administration of the City's Community Development Block Grant Programs (CDBG), including implementation of the City's Senior Minor Home Repair Program.

CDBG Grant Administration & Housing Rehabilitation Services, City of Arcadia, California. Jennifer assists the City of Arcadia with general implementation and administration of the City's Community Development Block Grant Programs (CDBG), including implementation of the City's Home Improvement Program.

CDBG/PLHA Grant Administration & Commercial Rehabilitation Services, City of Bell, California. Jennifer assists the City of Bell with general implementation and administration of the City's Community Development Block Grant Programs (CDBG) & Permanent Local Housing Authority Program (PLHA). Jennifer also assists the City of Bell with implementation of its Commercial Rehabilitation Program.

Housing Rehabilitation Program Implementation Services, City of La Cañada Flintridge, California. Jennifer assists the City with implementation services for the CDBG-funded Housing Rehabilitation Program. She performs client intake processes, program eligibility determinations, and full project oversight for each participant's project file.

Grant Administration and Closeout (NSP1 & NSP3), City of Compton, California. Jennifer assists the City with grants management and closeout services for each funding source. She also assists the City with program file review, coordination with HUD representatives, and responds to monitoring requests as part of the closeout process. Jennifer maintains project data in the DRGR grants system.

Five-Year Consolidated Plan and Annual Action Plan Services, City of Pomona, California. Jennifer assists the City of Pomona with necessary data analysis, technical assistance, and report development of the City's 5-year Consolidation and Annual Action Plan.

Housing Rehabilitation Services, City of Santa Fe Springs, California. Jennifer assists the City of Santa Fe Springs with implementation services for an CDBG-funded Housing Rehabilitation Program. Jennifer assisted the City with program guideline development and marketing strategies. She currently assists the City with client intake processes, program eligibility determinations, home inspections, work write-ups, bid review, and project management for each participant file.

Housing Rehabilitation Services, City of La Verne, California. Jennifer assists the City of La Verne with implementation services for an ARPA-funded Housing Rehabilitation Program. Jennifer assisted the City with program guideline development and marketing strategies.

She currently assists the City with client intake processes, program eligibility determinations, home inspections, work write-ups, bid review, and project management for each participant file.

Grant Administration Services, City of Moreno Valley, California. Special Projects Support. Jennifer currently assists in the provision of on-call grant administration services to the City for their CDBG, HOME, NSP and ESG programs. She primarily assists with the implementation of the NSP1, NSP3 and HOME funded affordable housing projects, while providing as-needed technical advisement for inquiries related to CDBG program implementation/administration.

City of Cudahy, California. CDBG Coordinator/Human Resources Manager. Maintained the duties associated with the implementation and administration of Community Development Block Grant Programs (CDBG), including Housing Rehabilitation (Grant/Loan Program), Code Enforcement and Public Service Programs under the general direction of the Community Development Director. Monitored rules and administered, regulations, procedures, forms, applications, records, request for proposals, and reports in accordance with applicable federal, state and local laws, rules and regulations, as they applied to each individual CDBG Program. Developed, implemented and maintained program information, evaluation and reporting systems; prepared and submitted grantee performance reports, including project descriptions and program budgets. Maintained, prepared, and entered client data onto the CDBG Public Service and Housing Rehabilitation Modules for quarterly and annual reporting purposes. Conducted special studies and surveys, as need by the City, or as requested by the Los Angeles Community Development Commission (LACDC) for preparation of 5-year Consolidated Plan, Annual Action Plan, and CAPER. Assisted in the preparation of budgets, requests for proposals, and public hearing notices for the Community Development Department. Implemented and monitored contracts between the City and the appropriate agencies involved with CDBG administration; served as primary contact for the City with LACDC. Prepared public hearing notices and staff reports for the City Council and attended/presented at City Council Meetings and/or City Planning Commission meetings. Reviewed/prepared CDBG funding requests reimbursements (with and/or without supporting documentation), as needed by the Finance Department. Assisted the Finance Director with preparation for Financial Monitoring performed by LACD financial staff. Identified funding sources and prepared detailed proposals for various grant sources (i.e. data collection, research, narratives, budgets, scopes of work). Managed/tracked the return of Program Income for the Housing Rehabilitation Program. Processed reconveyance requests for past Housing Rehabilitation Program participants.

EDUCATION

BS, Urban & Regional Planning, California State Polytechnic University, Pomona, CA

26 YEARS OF EXPERIENCE

Salvador Lopez Jr.

Director of Planning

Salvador Lopez's planning experience spans all aspects of planning, including current, advanced, and environmental planning, as well as active transportation planning and housing and community development. Sal is highly experienced at managing multi-disciplinary teams in the development of policy and long-range planning documents for public agencies.

Relevant Project Experience

CDBG Program Administration, City of Temple City, California. Principal-in-Charge/Quality Assurance Manager responsible for ensuring staffing resource availability and implementing quality assurance/control on a case-by-case project basis. Willdan is administering and implementing the Emergency Small Business Assistance Program funded by the CARES Act.

CDBG Program Administration, City of Torrance, California. Principal-in-Charge/Quality Assurance Manager responsible for ensuring staffing resource availability and implementing quality assurance/control on a case-by-case project basis. Willdan is assisting with a special project involving a Los Angeles Urban County Community Development Block recipient to create and administer a CDBG-funded rental assistance program to alleviate the COVID19 rental housing crisis.

CDBG Program Administration, City of Moreno Valley, California. Principal-in-Charge/Quality Assurance Manager responsible for ensuring staffing resource availability and implementing quality assurance/control on a case-by-case project basis. Willdan is assisting with administration of HUD-funded programs such as Neighborhood Stabilization Program and HOME Investment Partnership Program – in particular, facilitating the NSP1 brant closeout process.

Contract Planning Services, City of Redlands, California. Project Manager responsible for overall project management and oversight for interim staffing resources provided to the City. Staff planners assist with current planning and other planning activities.

On-Call CEQA/NEPA Planning Services, City of Claremont, California. Project Manager responsible for overall project management and oversight for CEQA/NEPA documentation services necessary to implement the City's planned developments. Willdan's planning project managers prepare environmental documents pursuant to CEQA and NEPA and other environmental documentation or technical studies and assist with securing and complying with required regulatory permits. The range of environmental documents encompasses initial studies, negative/mitigated negative declarations, and environmental impact reports pursuant to CEQA, categorical exclusions, environmental assessments/findings of no significant impacts, and environmental impact statements pursuant to NEPA.

Contract Planning Services, City of Long Beach, California. Project Manager responsible for overall project management and oversight for staffing resources provided to the City. Staff planners assist with current planning, advance planning, special projects planning, development project review, entitlement processing, CEQA document preparation and review, historic assessments, community outreach, and other long-range planning activities.

Contract Planning Services, City of Cudahy, California. Project Manager responsible for overall project management and oversight for staffing resources provided to the City.

Willdan provides full-time contract planning services for the City's Planning Division as well as for Interim Community Development Director.

Contract Planning Services, City of Hawaiian Gardens, California. Project Manager responsible for overall project management and oversight for staffing resources provided to the City. Staff planners assist with resolving parking issues related to the Hawaiian Gardens Casino and its operations; disposition of RDA parcels; producing flyers and brochures; overseeing City improvement projects such as skate park, sidewalk, and fleet replacement plans; and other projects as assigned.

Contract Planning Services, City of South Gate, California. Project Manager responsible for overall project management and oversight for staffing resources provided to the City. Staff planners assist with day-to-day current planning activities, design review, entitlement processing, counter assistance, and environmental review. Willdan is providing on-call planning services – including contract staff augmentation – to assist the planning division with general current planning activities.

On-Call Current Planning Services, City of Elk Grove, California. Project Manager responsible for overall project management and oversight of planning services provided to the City. Assigned planners will be responsible for on-call current planning services for all types of projects requiring entitlements, including – but not limited to – conditional use permits, variances, design reviews, rezones, zoning and general plan amendments, and tentative subdivision maps.

Contract Planning Services, County of Sacramento, California. Project Manager responsible for overall project management and oversight for staffing resources provided to the City. Staff planners assist with current planning, advance planning, special projects planning, and environmental review. In addition, staff provides on-call environmental planning services.

On-Call Planning Services, City of El Monte, California. Project Manager responsible for overall project management and oversight of on-call planning services provided to the City. Contract planning services emphasize discretionary case processing and long-range advanced planning programs. Programs involved land use planning; complex land use development projects; general administration of City-initiated planning work and studies; conceptual plans; land use entitlement applications; general plan, specific plan, and zoning code updates and map amendments; and initial studies under the California Environmental Quality Act and related environmental documents. Associated staff reports, resolutions, and ordinances were prepared and presented as needed.

Special Project Planning Services, City of Artesia, California. Project Manager responsible for overall project management and oversight of on-call planning services provided to the City. Contract planning services encompass reviewing and processing land use entitlement applications; preparing general plan text or map amendments; preparing or amending specific plans; preparing zoning code text or map amendments; and preparing related environmental studies. Performance of these responsibilities requires expertise and knowledge in general plan compliance and implementation, CEQA/NEPA conformance, project management, and general planning procedures.

James (Mike) Cravens

Program Inspector

Mike Cravens brings over more than 30 years of experience working for various Southern California municipalities in the fields of Construction, Housing Rehabilitation, and Residential Inspections. He brings a high-level of proficiency involving inspections for HUD-funded housing projects and ensuring that dwellings subject to federal provisions adhere to required living standards to maintain ongoing compliance with applicable regulations.

CERTIFICATIONS

Building Inspector UBC – Combo

DHS Accredited LEAD Project Monitor/Supervise Course

HUD Davis-Bacon Compliance Training

ASSOCIATIONS

International Code Council

Los Angeles County Childhood Lead Poisoning Prevention (LACDA)

30 YEARS OF EXPERIENCE

Relevant Project Experience

Housing Rehabilitation Services, City of Arcadia, California. Mike assists the City of Arcadia with implementation services for a CDBG-funded Home Improvement Program. He currently assists the City with initial home inspections, work write-ups, bid review, and project management for each participant file.

Home Improvement Roof Grant Program, City of Long Beach, California. Mike currently provides program support services for the City of Long Beach by performing initial home inspections, work write-ups, cost reasonability assessments, change order & in-progress inspections.

Housing Rehabilitation Services, City of Sierra Madre, California. Mike assists the City of Sierra Madre with implementation services for a CDBG-funded Senior Minor Home Rehabilitation Program. He currently assists the City with initial home inspections, work write-ups, bid review, and project management for each participant file.

Housing Rehabilitation Services, City of Santa Fe Springs, California. Mike assists the City of Santa Fe Springs with implementation services for a CDBG-funded Housing Rehabilitation Program. He currently assists the City with client home inspections, work write-ups, bid review, and project management for each participant file.

Housing Rehabilitation Services, City of La Verne, California. Mike assists the City of La Verne with implementation services for an ARPA-funded Housing Rehabilitation Program. He currently assists the City with client home inspections, work write-ups, bid review, and project management for each participant file.

Housing Rehabilitation Implementation Services, City of La Cañada Flintridge, California. Mike assists the City with implementation services for the CDBG-funded Housing Rehabilitation Program. He currently assists the City with client home inspections, work write-ups, bid review, and project management for each participant file.

Interim Housing Supervisor/Housing Rehabilitation Specialist, City of Pomona, California. Mike was responsible for performing a variety of specialized and technical duties relating to inspecting properties based on Federal, State, City and Housing program standards. preparing deficiency lists, plans and work specifications, and developing cost estimates for homes in the City's various housing programs; to assist in the bidding and awarding of housing rehabilitation contracts; to monitor progress of housing rehabilitation and contractors' work.

Interim Housing Manager, City of Balwin Park, California. In an interim capacity, Mike was responsible for administration of federal and state funds including but not limited to Community Development Block Grant (CDBG), HOME Investment Partnership (HOME) and Redevelopment Housing Set Aside Funds, CalHOME, Neighborhood Stabilization Program (NSP), Homeless Prevention and Rapid Re-Housing Program (HPRP), Housing Choice Voucher Program (HCV), Public Housing and Project Based Voucher Program.

Housing Rehabilitation Coordinator, City of Balwin Park, California. Mike was responsible for performing a variety of complex tasks in the development, implementation, and delivery of Housing Rehabilitation Program activities. He took a lead role in performing and/or coordinating on-site housing/building inspections. Prepared work write-ups required to bring properties into conformance with building and safety codes. Assisted property owners in all areas concerning rehabilitation work to their property.

EDUCATION

Citrus College

CERTIFICATIONS

Nan & McKay Housing Certifications:

HCV Executive Management
Financial Accounting & Reporting
Family Self-Sufficiency (FSS)
Supervision and Management

27 YEARS OF EXPERIENCE

Suzanne Ruelas

Grants Coordinator

Suzanne Ruelas possesses in-depth expertise in community development and housing programs. Her experience encompasses administering public agency housing and economic development programs, managing grant funding, and preparing reports submitted to the U.S. Department of Housing and Urban Development, State of California Department of Housing and Community Development, and various City Councils.

Relevant Project Experience

Housing Rehabilitation Services, City of Arcadia, California. Suzanne assists the City of Arcadia with implementation services for a CDBG-funded Home Improvement Program. She currently assists the City with client intake processes, program eligibility determinations, home inspections, work write-ups, bid review, and project management for each participant file.

Housing Rehabilitation Services, City of Sierra Madre California. Suzanne assists the City of Sierra Madre with implementation services for a CDBG-funded Senior Minor Home Rehabilitation Program. She currently assists the City with client intake processes, program eligibility determinations, home inspections, work write-ups, bid review, and project management for each participant file.

Housing Rehabilitation Services, City of Santa Fe Springs, California. Suzanne assists the City of Santa Fe Springs with implementation services for a CDBG-funded Home Improvement Program. She currently assists the City with client intake processes, program eligibility determinations, home inspections, work write-ups, bid review, and project management for each participant file.

Housing Rehabilitation Services, City of La Verne, California. Suzanne assists the City of La Verne with implementation services for an ARPA-funded Housing Rehabilitation Program. She currently assists the City with client intake processes, program eligibility determinations, home inspections, work write-ups, bid review, and project management for each participant file.

Housing Rehabilitation Implementation Services, City of La Cañada Flintridge, California. Suzanne assists the City with implementation services for the CDBG-funded Housing Rehabilitation Program. She performs client intake processes, program eligibility determinations, and full project oversight for each participant's project file.

Housing Manager, City of Baldwin Park, California. *Housing Manager* responsible for administration of federal and state funds including but not limited to Community Development Block Grant (CDBG), HOME Investment Partnership (HOME) and Redevelopment Housing Set Aside Funds, CalHOME, American Recovery and Reinvestment (ARRA) Neighborhood Stabilization Program (NSP), Homeless Prevention and Rapid Re-Housing Program (HPRP), Housing Choice Voucher Program (HCV), Public Housing and Project Based Voucher Program. Prepared and submitted grant applications, Drafted and monitored final City and Housing Authority budgets, prepared guidelines, implemented and monitored new and existing programs; Prepared and presented staff reports to City Council and Commissions; prepared and submitted HUD monthly, annual and five-year reports, conduct and respond to audits. Directed supervision of up to eleven staff members. Responsible for oversight and monitoring of projects including, but not limited to Housing Rehabilitation, public service programs, First Time Homebuyer program, Family Self-Sufficiency Program, and Housing acquisition, rehabilitation and resale programs. Served as

liaison with non-profit partners, City Commissions, City Council, HUD and State Representatives and community members.

CDBG Coordinator, City of Baldwin Park, California. *CDBG Coordinator* responsible for administration of Community Development Block Grant (CDBG), HOME Investment Partnership (HOME), CalHOME and Redevelopment Housing Set Aside Funds. Responsible for preparation of staff reports and budgets, HUD annual reports and audits. Supervision of up to four employees. Responsible for oversight and monitoring of CDBG and HOME funded projects.

Executive Secretary, City of Baldwin Park, California. *Executive Secretary* responsible for assisting the Community Development Director in conducting their responsibilities such as the following: preparation and oversight of department budget, including accounts receivable and payable; preparation, review and revisions to bi-weekly status reports, staff reports, and inter-department memorandums; assisted consultant with relocation benefits and activities of residents in developing areas, performed property management for publicly-owned properties; loan application intake; loan committee member for Commercial and affordable housing loan programs; prepared City loan documents; prepared and reviewed department timesheets; recorded and transcribed minutes; prepared department policies and procedures; supervised part-time assistant and administrative clerks within the department; and performed notarial acts as requested.

Housing Specialist, City of Baldwin Park, California. *Housing Specialist* responsible for assisting with administration of the City's Community Development Block Grant (CDBG) programs, Home Improvement Loan program, HOME funded Tenant Based Rental Assistance program (TBRA), Housing Choice Voucher Program (HCV), First Time Homebuyer program and California Housing Financing Agency (CHFA) Help Program; assisted in the relocation process of tenants located in redevelopment areas; responsible for the intake and review of applications for all above-mentioned programs; determined eligibility; performed financial record keeping; accounts receivable and payable; performed property management duties; converted program documents to computer generated format; prepared City's program documents including deeds, promissory notes, agreements and SHPO's, recorded and transcribed minutes and acted as liaison for the Housing Commission and CDBG Joint Commission; prepared annual, monthly and year-end financial reports; supervised part time employees.

EDUCATION

BS, Business Administration & Marketing, San Diego State University

5 YEARS OF EXPERIENCE

Rina Galit

Grants Analyst

Rina Galit is a CDBG Analyst within Willdan's Grants Administration/Housing Programs group and served the City of Moreno Valley CDGB and ESG grant administration.

Relevant Project Experience

City of Moreno Valley, California. *Willdan Grant Analyst.* Ms. Galit currently serves as a grant analyst for the City of Moreno Valley and provides analytical support to the senior project team. She provides technical and compliance reviews of subrecipient invoices under agreement with the City. Ms. Galit also participates in conducting the onsite monitoring of the City's CDBG and ESG subrecipients providing technical support in review of agreements, Davis-Bacon prevailing wage compliance, Section 3 compliance and other HUD regulations affecting the program activity.

Willdan services include, but are not limited to, reviewing, scoring and preparing Council recommendation reports specific to grant applications for the City's annual CDBG, HOME and ESG entitlement awards; conducting pre- and post-award training sessions with subrecipients; reviewing sub-recipient invoices for payment; and entering various information into the HUD Integrated Disbursement of Information System (IDIS). The project team also oversees the preparation of the Annual Action Plan and the Consolidated Annual Performance Evaluation Report (CAPER), plans and conducts the annual onsite subrecipient monitoring, and interfaces with regional HUD representatives on technical issues for the City.

CDBG Grant Administration & Housing Rehabilitation Services, City of Arcadia, California. Rina provides administrative support to the City of Arcadia for tasks associated with general implementation and administration of the City's Community Development Block Grant Programs (CDBG), including implementation of the City's Home Improvement Program.

Housing Rehabilitation Services, City of Sierra Madre California. Rina assists the City of Sierra Madre with implementation services for a CDBG-funded Senior Minor Home Rehabilitation Program. She performs administrative support functions such as client intake processes and program eligibility determinations.

Housing Rehabilitation Services, City of Santa Fe Springs, California. Rina assists the City of Santa Fe Springs with implementation services for a CDBG-funded Home Improvement Program. She performs administrative support functions such as client intake processes and program eligibility determinations.

Housing Rehabilitation Implementation Services, City of La Cañada Flintridge, California. Rina assists the City with implementation services for the CDBG-funded Housing Rehabilitation Program. She performs administrative support functions such as client intake processes and program eligibility determinations.

Grant Administration Services, City of Moreno Valley, California. Sr. Grants Analyst. Rina currently assists in the provision of on-call grant administration services to the City for their CDBG, HOME, HOME-ARP, SAMSHA, NSP and ESG programs. She has previously also provided the City with assistance preparing its Annual Action Plans, CAPER, sub-recipient training/monitoring, activity set-up in IDIS, activity set up in HEROS for environmental, and more.

City of Moreno Valley, California. *Management Aide.* Prior to joining Willdan, Ms. Galit served the City of Moreno Valley as a management aide in the Special Districts division. While with the City she assisted in division budget preparation analysis, administration, and

review; maintained budget spreadsheets by entering prior year actuals; created and maintained reports, records and files required in connection with department work processes, as well as maintenance of the Eastern Municipal Water District (EMWD) water usage, various contract and budget tracking spreadsheets; processed Special Districts invoices, obtained approvals, ensured adherence to purchase order amounts; reconciled and audited contract amounts with actuals; prepared contracts, requisitions, change orders, and new vendor setup for Special Districts vendors as well as draft RFP for landscaping guidelines, and reviewed contracts up for renewal; and prepared and revised several division training manuals and other administrative materials, specifically for Special District processes in the Accela Civic Platform (ACP).

Liliana (Lily) Navarro

Grants Analyst

PROFESSIONAL EXPERIENCE

20 Years of Management and Administration

TRAININGS & CERTIFICATIONS

CDBG Administration Training

Housing Rehabilitation Training

20 YEARS OF EXPERIENCE

Lily Navarro, CDBG Grants Analyst, has over 20 years of management and administrative experience. She currently provides administrative support to the CDBG grants management team and is trained in administration of CDBG grant & housing programs. Lily has extensive experience in a professional office setting and is skilled in rapidly acquiring knowledge of complex technical operations.

Previous Work Experience

Employbridge, Carson, California. Branch Manager. Managed branch operations by monitoring performance, implementing sales strategies, and streamlining processes to increase profitability. Oversaw budgeting, forecasting, and expense tracking while leading recruitment, training, and performance evaluations to build high-performing teams. Handled payroll administration, including time tracking, compensation changes, and system updates, in collaboration with HR, Finance, and IT. Maintained compliance, resolved employee relations issues, and conducted internal investigations with confidentiality.

Relevant Project Experience

Home Improvement Roof Grant Program, City of Long Beach, California. Lily currently provides program support services for the City of Long Beach by coordinating administrative tasks associated with all program inspection processes for the CDBG funded Home Improvement Roof Grant Program.

CDBG Grant Administration & Minor Housing Rehabilitation Services, City of Sierra Madre, California. Lily provides administrative support to the City of Sierra Madre for tasks associated with general implementation and administration of the City's CDBG funded Senior Minor Home Repair Program.

Housing Rehabilitation Services, City of Santa Fe Springs, California. Lily provides administrative support to the City of Santa Fe Springs for tasks associated with general implementation of the City's CDBG funded Home Improvement Program.

CDBG Grant Administration & Commercial Rehabilitation Services, City of Bell, California. Lily provides administrative support to the City of Bell for tasks associated with general CDBG administration and implementation of the City's Commercial Rehabilitation Program.

EDUCATION

BA, Linguistics, University of Kansas, Lawrence, KS

Attorney Assistant Training Program, Litigation/ Corporations, University of California, Los Angeles, CA

35 YEARS OF EXPERIENCE

Jane Freij

Labor Compliance Manager

Jane Freij is an experienced Labor Compliance Officer/Project Manager with a proven track record of profitability achieved through comprehensive and effective management of time and budget. Her key areas of expertise include state and federal labor law compliance, scheduling and budgeting, contract administration/negotiation, policy and procedure development, and legal writing/editing. Jane provides oversight of labor compliance monitoring services for local, state, county, and federally funded projects under the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), the U.S. Department of Housing and Urban Development (HUD), and the U.S. Environmental Protection Agency (EPA). She is familiar with the FHWA federal funding administration process from field review and request for authorization to final invoicing. Jane has received specialized training in project reporting requirements and fraud detection and prevention procedures.

Jane's background includes developing and negotiating contracts, monitoring, and enforcing contractual compliance, risk management coordination, and managing a multi-state licensing project for an energy services subsidiary. She also possesses a strong legal background, having served as a paralegal and senior paralegal for real estate, land development, and contract law litigation attorneys.

Relevant Project Experience

Various Cities, Federal Highway Administration (FHWA) Labor Compliance, California. Jane has provided supervisory labor compliance services in the following cities:

- Azusa
- Baldwin Park
- Bell Gardens
- Bellflower
- Brea
- Burbank
- California City
- Calimesa
- Coachella
- Coalinga
- Commerce
- Corona
- Cudahy
- Davis
- Hawaiian Gardens
- Highland
- Huntington Park
- Inglewood
- Irwindale
- La Cañada Flintridge
- La Mirada
- La Puente
- Lakewood
- Manhattan Beach
- Maywood
- Monterey Park
- Orange
- Paramount
- Pico Rivera
- Pinole
- Pomona
- Rancho Palos Verdes
- Rialto
- Ridgecrest
- Rolling Hills Estates
- Rosemead
- Santa Clarita
- South Gate
- South Pasadena
- Thousand Oaks
- Westlake Village
- Winters
- Yorba Linda

Specific Project Experience

City of Long Beach, California. Jane currently serves as the labor compliance officer for nearly two dozen public works projects for the City of Long Beach, including: Artesia Great Boulevard, Municipal Urban Stormwater Treatment (MUST) facility construction, fire station improvements and repairs, Los Altos North Library HVAC replacement, and several

citywide on-call contracts for emergency plumbing, concrete/slurry, and elevator maintenance.

City of Los Angeles, California. Since 2017 Jane has served as the third-party Labor Compliance Officer for twelve major housing projects, both rehabilitation and new construction, in downtown Los Angeles valued at over $300 million. The projects are joint ventures between the City of Los Angeles and private developers. She provides oversight of dozens of subcontractors constructing the projects, serving as "Prime Approver" in the LCPtracker electronic payroll system, and providing Section 3, Local Hire, and Small Business Enterprise (SBE) enforcement services pursuant to the requirements of the City of Los Angeles, the State of California, and the U.S. Department of Housing and Urban Development (HUD).

City of Inglewood, La Brea Avenue Pavement Reconstruction, Phases II and III, California. Jane was the Labor Compliance Officer for these projects, with a construction cost of $12 million, funded through the Federal Highway Administration (FHWA) and administered by the California Department of Transportation (Caltrans). She enforced federal wage and Disadvantaged Business Enterprise (DBE) regulations, monitoring contractor/subcontractor submissions and resolving identified deficiencies.

City of Cerritos, Multiple ADA Park Accessibility Projects, California. Jane serves as the Labor Compliance Officer for the City on a multi-year program to upgrade accessibility features and playground surfacing at all City parks. The projects are funded by Community Development Block Grant (CDBG) funds and require coordination with the Los Angeles County Community Development Authority (LACDA) for labor compliance and Section 3 compliance monitoring and enforcement.

County of Orange, City of Irvine, Orange County Great Park, California. Jane served as the Labor Compliance Officer for the $95,000,000 "Sport Park" portion of this private/public 1,300-acre development. She monitored prevailing wage and state labor requirements on behalf of BrightView Landscape Development, with approximately 35 subcontractors, reviewing documentation, interviewing workers, and preparing monthly compliance reports.

City of Thousand Oaks, Street Rehabilitation Project, California. Jane served as the Labor Compliance Officer, enforcing prevailing wage requirements, monitoring certified payroll submittals, and reconciling site reports. The project was constructed with a $3 million FHWA grant and was constructed under critical time constraints, as the finish line for the Amgen Tour de California Bike Race was within the project limits.

City of Lakewood, Stormwater and Runoff Capture Projects at Bolivar and Mayfair Parks, California. Jane served as the City's Labor Compliance Officer for these two state- and locally-funded projects, at a total cost of $20 million, which installed state-of-the-art underground diversion, treatment, storage, and pumping systems that redirected all urban and stormwater runoff from adjacent flood control channels and, after treatment, used it to irrigate landscaped greenbelt areas in the parks.

Amanda Perez

Labor Compliance Specialist

EDUCATION

AS, Human Resources Management, Mount San Antonio College

AS, Business Administration, Mount San Antonio College

CERTIFICATIONS

Business Management I-III

Human Resources Management I-III

International Business I

13 YEARS OF EXPERIENCE

Amanda Perez currently performs labor compliance monitoring and enforcement services on a variety of local, county, state, and federally funded projects. She verifies that all primary and subcontractors possess active licenses and certifications. She establishes communication with primary contractor(s) concerning prevailing wage requirements and documentation requirements. She monitors that all certified payrolls are submitted on a timely basis, as well as audits payrolls during the life of the project for compliance and discrepancies concerning prevailing wage, certifications, non-performance, underpayments, and journeyman to apprentice ratios, and use of job classifications. She ascertains the submittal of training fund contributions and audits fringe benefits statements to ensure proper payment. Ms. Perez responds to inquiries concerning labor compliance rules and requirements and resolves all compliance-related issues. She reviews forms and reports from field personnel to ascertain missing CPRs, correct usage of classifications, and apprentice / journeyman ratios, as well as maintains files and all required documentation in accordance with applicable governmental requirements and organizes and prepares labor compliance files for submission to clients.

Relevant Project Experience

ADA Transition Plan – Phase I, City of Ridgecrest, California. Labor Compliance Specialist. Willdan provided project management, construction administration, and labor compliance services for this $500,000 HUD/CDBG funded ADA Improvements Project, involving the removal and reconstruction of pavement, curb, gutter, and sidewalk with ADA-compliant improvements.

CDBG Pavement Improvements – Section E, City of Highland, California. Labor Compliance Specialist. Willdan provided project management, construction administration, and labor compliance services on this $700,000 HUD/CDBG project. This project involves pavement rehabilitation including pavement griding, cold central plant recycling, pavement removal and replacement, and asphalt rubber overlay.

Residential Street Overlay, City of Hawaiian Gardens, California. Amanda served as the consulting Labor Compliance Officer, providing labor compliance monitoring and enforcement services for this Community Development Block Grant (CDBG) project, with a project cost of approximately $505,000, administered through the Los Angeles Community Development Authority (LACDA).

Skid Row Housing Trust, Los Angeles, California. Labor Compliance Specialist. Amanda is assisting the Labor Compliance Officer in providing labor compliance monitoring and enforcement services for nine major affordable housing projects, both rehabilitation and new construction, in downtown Los Angeles, valued at over $250 million. She receives and reviews subcontractor document submittals in support of certified payrolls that are entered into the LCPtracker electronic payroll system and the State DIR database; forwards documentation, as needed, to the City of Los Angeles; and provides guidance to subcontractor personnel regarding compliance requirements. The projects are subject to multi-jurisdictional oversight by local, county, state, and federal authorities.

Reconstruction of McGee Alleys, City of Whittier, California. Federal Labor Compliance Specialist. Responsible for providing labor compliance services for this Community Development Block Grant (CDBG) project, with a project cost of approximately $225,000 and administered through the Los Angeles Community Development Authority (LACDA).

Sidewalk Improvements Citywide, City of Pico Rivera, California. Federal Labor Compliance Specialist. Responsible for providing labor compliance services for this Community Development Block Grant (CDBG) project, which involved removing and replacing ADA-compliant wheelchair ramps citywide. The project has a construction cost of approximately $260,000 and was administered by the Los Angeles Community Development Authority (LACDA).

Traffic Signal at 12 Locations, City of Lynwood, California. Labor Compliance Specialist. Responsible for providing labor compliance services for this $1 million traffic signal improvements project funded with Proposition C funds and subject to State of California Department of Industrial Relations (DIR) labor compliance and prevailing wage requirements.

City of Gardena

Gardena City Council Meeting
AGENDA REPORT SUMMARY

Agenda Item No. 14B.
Section: DEPARTMENTAL ITEMS - COMMUNITY DEVELOPMENT
Meeting Date: November 18, 2025

TO: THE HONORABLE MAYOR AND MEMBERS OF THE GARDENA CITY COUNCIL

AGENDA TITLE: Consideration of Prequalified List for Environmental Consultants to Reduce the Processing Timeframe of Development Applications/Projects

COUNCIL ACTION REQUIRED:

Staff Recommendation: Staff respectfully recommend that the City Council take the following actions:

1. Review and approve the list of consultants to be used for environmental consulting services for three years ending November 18, 2028 that includes De Novo, Kimley-Horn, MIG, Rincon, and UltraSystems; and
2. Provide the Director of Community Development the option to extend the validity of the list for up to two (2) years at their discretion.

RECOMMENDATION AND STAFF SUMMARY:

Currently, when Planning Division staff receives a development application, staff drafts and releases a Request for Proposal (RFP) for each individual project. After reviewing the submitted proposals, staff prepares a report for City Council consideration and contract award. This process typically adds 2–3 months to the overall processing time for private development projects. To improve efficiency and shorten project timelines, it is recommended that the City Council approve a prequalified list of environmental consultants to prepare environmental documents in compliance with the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA).

On September 30, 2025, a Request for Qualifications (RFQ) was issued and released on PlanetBids for Environmental Consulting Services. On October 30, 2025, proposals were received from the following 16 firms (listed in alphabetical order):

- Casc Engineering
- De Novo
- ECORP
- ELMT
- Envicom Corporation
- First Carbon Solutions
- HDR
- Helix Environmental Planning
- Kimley-Horn and Associates
- Michael Baker International
- MIG
- Rincon Consultants

- Stantec
- SWCA Environmental Consultants
- TYPSA
- UltraSystems Environmental

The proposals were reviewed by staff for completeness, relevant experience, qualifications of the proposed team, references, project management and QA/QC approach, fee proposal, and understanding of the scope of services. The review was completed by three staff members of the Community Development Department. The results of the review indicated the selection of the five following consultants:

- De Novo
- Kimley-Horn and Associates
- MIG
- Rincon Consultants
- UltraSystems Environmental

De Novo, Kimley-Horn, and MIG are consulting firms (or have personnel) that completed projects for the City, have knowledge of the City processes and requirements, and have proven their ability to complete CEQA reviews. Rincon and UltraSystems have extensive experience in completing CEQA evaluations for other jurisdictions within the Los Angeles County area. The selected firms have a diversity of size and range of expertise.

Staff respectfully recommends that the City Council review and approve the prequalified list of Environmental Consultants, provide the Director of Community Development the option to extend the list for up to two (2) years at their discretion.

FISCAL IMPACT/COST:

There would be no fiscal impact to the City. The City would contract with one of the prequalified consultants for each development project as needed. The applicant for the development project would submit a deposit with the City in the amount of the proposal of the consultant to complete the study. The consultant would be paid from the amount deposited.

APPROVED:

_____

Clint Osorio, City Manager

Attachments

Staff Report - Prequalified Environmental Consultant List

Attachment No. 1 - RFQ 2026-03PL

Attachment No. 2 -De Novo Proposal

Attachment No. 3 - Kimley-Horn Proposal

Attachment No. 4 - MIG Proposal

Attachment No. 5 - Rincon Proposal

Attachment No. 6 - UltraSystems Proposal

City of Gardena
City Council Meeting

Agenda Item No.: 14B
Department: Community Development
Meeting Date: November 18, 2025

AGENDA STAFF REPORT

AGENDA TITLE: CONSIDERATION OF PREQUALIFIED LIST FOR ENVIRONMENTAL CONSULTANTS TO REDUCE THE PROCESSING TIMEFRAME OF PRIVATE DEVELOPMENT APPLICATIONS/PROJECTS

RECOMMENDATION:

Staff respectfully recommend that the City Council take the following actions:

1. Review and approve the list of consultants to be used for environmental consulting services for three years ending November 18, 2028 that includes De Novo, Kimley-Horn, MIG, Rincon, and UltraSystems; and

2. Provide the Director of Community Development the option to extend the validity of the list for up to two (2) years at his discretion; and

BACKGROUND:

Currently, when Planning Division staff receives a development application, staff drafts and releases a Request for Proposal (RFP) for each individual project. After reviewing the submitted proposals, staff prepares a report for City Council consideration and contract award. This process typically adds 2–3 months to the overall processing time for private development projects. To improve efficiency and shorten project timelines, it is recommended that the City Council approve a prequalified list of environmental consultants to prepare environmental documents in compliance with the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA).

On September 30, 2025, a Request for Qualifications (RFQ) was issued and released on PlanetBids for Environmental Consulting Services. On October 30, 2025, proposals were received from the following 16 firms (listed in alphabetical order):

- Casc Engineering
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- ELMT
- Envicom Corporation
- First Carbon Solutions
- HDR
- Helix Environmental Planning

- Kimley-Horn and Associates
- Michael Baker International
- MIG
- Rincon Consultants
- Stantec
- SWCA Environmental Consultants
- TYPSA
- UltraSystems Environmental

The proposals were reviewed by staff for completeness, relevant experience, qualifications of the proposed team, references, project management and QA/QC approach, fee proposal, and understanding of the scope of services. The review was completed by three staff members of the Community Development Department. The results of the review indicated the selection of the following top five scoring consultants:

- De Novo
- Kimley-Horn and Associates
- MIG
- Rincon Consultants
- UltraSystems Environmental

De Novo, Kimley-Horn, and MIG are consulting firms (or have personnel) that have completed projects for the City, have knowledge of the City processes and requirements, and have proven their ability to complete CEQA reviews. Rincon and UltraSystems have extensive experience in completing environmental evaluations for other jurisdictions within the Los Angeles County area. The selected firms have a diversity of size and range of expertise.

DISCUSSION:

Proposed Process for Hiring Consultant for Environmental Services

Upon receipt of a complete application for a private development project, staff reviews and determines the appropriate CEQA process. Staff then prepares an RFP that includes a detailed project description, project information, and the scope of work. The RFP is sent to the five selected consulting firms on the prequalified list. Based on the original RFQ, all consultants on the list will be given ten (10) days to submit a proposal. Staff will review the proposals and select the most appropriate proposal based on criteria such as expertise, cost, and timeframe. Staff then obtains the required funding from the applicant, contracts with the consultant (with City Manager signing authority), and then works with the consultant to prepare the necessary environmental report. For environmental documentation preparation that exceeds the City Manager's contract authority level, the contract will be scheduled for review and approval by the City Council.

The selected firms would not be restricted to an annual cost amount, but rather the threshold would be for each individual project.

CONCLUSION:

Staff respectfully recommend that the City Council review and approve the prequalified list of Environmental Consultants and provide the Director of Community Development the option to extend the list for up to two (2) years.

FISCAL IMPACT:

There would be no fiscal impact to the City. The City would contract with one of the prequalified consultants for each development project as needed. The applicant for the development project would submit a deposit with the City in the amount of the proposal to complete the study. The consultant would be paid from the amount deposited.

ATTACHMENT:

1. RFQ 2026-03PL
2. De Novo Proposal
3. Kimley-Horn Proposal
4. MIG Proposal
5. Rincon Proposal
6. UltraSystems Proposal

Submitted by: **Greg S. Tsujiuchi** **Date: 11/18/2025**

CITY OF GARDENA
REQUEST FOR QUALIFICATIONS (RFQ)
NO. 2026-03PL

ENVIRONMENTAL CONSULTING SERVICES

September 30, 2025

Inquiries regarding these projects
should be directed to:
Jo-Anne Burns,
Assistant Director of Community
Development
jburns@cityofgardena.org

Deadline: October 30, 2025, 4PM

Request for Qualifications (RFQ) for Environmental Consulting Services

I. INTRODUCTION

The City of Gardena ("City") is hereby soliciting Statements of Qualification from experienced firms interested in providing environmental consulting services for private development projects in the City. The City will maintain a list of pre-screened, qualified environmental consulting firms which may be selected by staff when a project requires the preparation of technical studies/analysis, documents and/or reports to ensure compliance with the California Environmental Quality Act (CEQA). Such documents would be in the form of but are not limited to the following: initial study, negative declaration, mitigated negative declaration or an environmental impact report.

II. RFQ SUBMISSION SCHEDULE

RFQ release: September 30, 2025
Questions due: October 9, 2025 at 4:00 PM
Responses to questions due: October 14, 2025 (Responses will be posted on PlanetBids)
RFQ due: October 30, 2025 at 4:00 PM

III. SUBMITTAL INSTRUCTIONS

A. For questions regarding this RFQ, submit all inquiries via email to jburns@cityofgardena.org or post directly on PlanetBids by the questions due date listed above. When submitting questions via email title the subject header as "RFQ NO. 2026-03PL Environmental Consulting Services." The City will not be responsible for or bound by any oral communication or contact that occurs outside the official communication process specified herein, unless confirmed in writing by the City Contract. Answers to all questions will be posted on PlanetBids.

B. **Method of Submission**
Electronic proposals in PDF format shall be submitted directly and uploaded to PlanetBids. The City will only accept those submittals that were transmitted successfully. The submittal cover page shall be signed in ink, scanned, and included as the first/top page of the narrative proposal in the electronic proposal submission.

By submitting a response to this RFQ, the prospective consultant waives all rights to protest or seek any legal remedies whatsoever regarding noncompliance to deadlines and/or errors within the prospective consultant's proposal. The City reserves the right to issue written notice to all participating firms of any changes in the proposal submission schedule should the City determine in its sole and absolute direction that such changes are necessary. Acceptance of any submittal pursuant to

this RFQ shall not constitute any implied intent to enter into a contract for consulting services. The City reserves the right to reject any and all submittals.

1. Statements of Qualifications must be received by **4:00 PM (PT) on Thursday, October 30, 2025**. Statements of Qualifications that are not received by the specified date and time WILL NOT BE CONSIDERED. The City will not be held responsible for mishandled submissions due to technical error.

IV. CONTENT OF SUBMITTALS

Statements of Qualifications are to be prepared in such a way as to provide a straightforward, concise delineation of capabilities to satisfy the requirements of this RFQ. The Statements of Qualifications shall include all information as set forth in this RFQ. Omission of any of the requested information or misleading and incomplete information may be grounds for rejection. The City, at its sole discretion, reserves the right to accept or reject in whole or in part submittals in response to this request, to negotiate with any qualified source, or to cancel in whole or in part this RFQ.

Section 1 – Cover Letter

Provide a cover letter and introduction, including the name and address of the organization or individual submitting the Statement of Qualifications, together with the name, address, telephone and fax numbers, and e-mail address of the contact person who shall be authorized to make representations for the organization, and an expression of the consultant's ability and desire to meet the requirements of this Request for Qualifications. The letter must be signed by an individual authorized to bind the firm contractually.

Section 2 – Table of Contents

This section shall include a detailed table of contents and an outline of the submittal, identified by sequential page number and by section reference number and section title as described herein.

Section 3 – Scope of Services

Proposers must comment on the firm's ability to provide the services listed in the scope of work. Provide comments, and suggest modifications, changes and/or additions as appropriate. Indicate how your firm/team would approach the project and what specialized services or unique insights you feel your team would contribute. Provide examples of your team's approach to the services requested.

Section 4 - Related Experience

Briefly discuss your firm's approach and what would make the firm the best qualified. Present a description of your firm's past performance on similar tasks. Include a brief project description, indicate the name of the city and provide contact information for the specific city project manager. Discuss the firm's experience in the accurate coordination of trades and subconsultants, and the quality control process. Address your firm's record of meeting schedules and controlling costs.

Section 5 – Sub-Consultants

Identify any subconsultants your firm will utilize. Include resumes of key individuals who will be directly involved in the environmental consulting services and briefly describe any past involvement in joint projects with these subconsultants. Indicate why the particular subconsultant has been selected to work on the project team. Indicate how the prime firm will ensure quality control and coordination of documents between the prime and the various subconsultants.

Section 6 – Qualifications and Capabilities

Provide a detailed discussion of the firm's qualifications and experience. Include resumes of key individuals (including subconsultants) who will be directly involved in the environmental consulting services, summarize their role in completing the project, and summarize their relevant qualifications/experience. Include a Peer Review sample that the consultant has completed for a similar city.

Section 7 – Fees/Cost

The consultant should include a fee schedule that lists hourly rates for each employee and subconsultants that will be performing the tasks associated with the duties described in Section V (Scope of Services). Include costs and expenses related to photocopying, postage, and/or other expenses. Note that the City will not pay for travel expenses associated with performing the required tasks.

Section 8 – Additional Information

Provide a summary of the insurance coverage maintained by the firm and any additional information relevant to evaluating the proposal.

V. SCOPE OF SERVICES

The City is seeking Statements of Qualifications from firms or individuals interested in providing environmental consulting services for private development projects in the city. The City will maintain a list of pre-screened, qualified environmental consulting firms which may be selected by staff when a project requires the preparation of a negative declaration, mitigated negative declaration or an environmental impact report.

The list will include a limited number of firms. The list will be revised every three (3) years with two (2) optional one- (1) year extensions at the discretion of the Director of Community Development. Placement on the list is neither intended nor to be construed as an offer to enter into a contract for any specific project. It is anticipated that a detailed scope of work will be developed for each individual project in consultation with the environmental consultants on the list.

All work prepared by the selected environmental consultant will be performed for, and at the direction of the City of Gardena Planning Division. Specific terms of the consultant's work will be included in the project specific contract with the City.

Qualifications and List Creation

All Statements of Qualifications submitted to the City will be reviewed by staff to ensure basic criteria are met:

- The firm is clearly qualified to prepare environmental documents, including EIRs and similar documents, and has a demonstrated track record preparing these documents.
- The firm can provide references from recent clients (within the past five years) who will attest to its ability to provide competent services in a timely manner.
- The firm's staff includes professionals who were involved in the preparation of any environmental documents that are submitted as proof of competence.

Staff will present the list of recommended environmental consultants to the City Council for approval. All firms approved by the City Council will be placed on an alphabetical list to be maintained by the Planning Division.

The environmental consultants selected for the list shall have the technical expertise and experience to be able to provide the full array of services typically involved in the preparation of CEQA documents. The work will require familiarity with all aspects of CEQA, relevant regulatory frameworks of responsible federal, state, and local agencies, and with the City of Gardena General Plan, Municipal Code, and other relevant planning documents. In addition to preparation of the CEQA documents, the Consultant (or their Subconsultants) may be asked to conduct supporting studies, technical analyses, or to peer review applicant-provided studies in a range of areas including, but not limited to: aesthetics, noise, air quality, biological and cultural resource evaluation, traffic/transportation, and geotechnical and hydrological analysis. Depending on the project, the City may, from time to time, also request the inclusion or exclusion of specific subconsultant(s) on the project team.

Pursuant to CEQA procedures and guidelines, the City anticipates that the preparation of environmental document(s) may be required for potential future residential, commercial, and industrial projects including, but not limited to, the following types:

- Affordable Housing Projects
- Small Infill Development Projects
- Large Infill Development Projects
- New Construction Commercial/Industrial Projects
- New Construction Residential Projects

Due to sensitive timing and/or the potential for project schedules to overlap, the City may ask several Consultants to provide consulting services and the Consultant(s) may subsequently be asked to provide written proposals for more than one project. Typical environmental impacts which will need to be assessed include, but are not limited to:

- Aesthetics
- Agricultural Resources

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

The Consultant may be asked to provide any number of services pertaining to the City's implementation of CEQA, including, but not limited to, the following:

- Prepare CEQA documents for the City's Planning Division, including, but not limited to:
    - Initial Studies in support of Mitigated Negative Declarations, Negative Declarations and Mitigation Monitoring and Reporting Program (MND/ND/MMRP)
    - Addendums to Environmental Impact Reports
    - Environmental Impact Reports
    - Notices of Intent/Preparation/Determination/Exemption
- Provide filing services with the Los Angeles County Clerk and/or the State Clearinghouse
- Provide peer review of CEQA documents prepared by project applicants
- Conduct and /or support CEQA review for the following potential projects:
    - Large and small-scale development applications such as zoning amendments, use permits, and vesting tentative maps
    - Potential updates/amendments to the General Plan
    - Potential updates/amendments to Specific Plans
    - Potential updates to the Zoning Code
- Review and comment on adequacy of CEQA/NEPA documents from neighboring jurisdictions/agencies
- Required consultations (i.e. NAHC)
- Conduct scoping meetings
- In person attendance of public hearings
- General CEQA Consulting

Process and Required Timelines

When it is determined that a project will require a Negative Declaration, Mitigated Negative Declaration, Environmental Impact Report, or other specialized environmental analyses, staff will request a proposal from all consultants on the City Council approved list.

To reduce cost and delays, the City has committed to the following timelines. Please make sure that you can meet the following timeline before you submit your firm's Statement of Qualifications:

- The City will inform the applicant as soon as a decision has been made regarding the environmental level of review required by the City as the Lead Agency at the time that the project is deemed complete.
- The City will provide the project information/scope and request a proposal from the consultants(s) within the City Council approved list based on the project description.
- All consultants will be given ten (10) calendar days to submit a proposal.
- City staff will review the submitted proposals within one (1) week after they are received and select the most qualified firm for the work to be performed based on the project's needs.
- The City will enter into a contract with the consultant once the funds to cover the work to be performed by the consultant(s) have been received from the applicant.

Once the Consultant is retained for a project, the consultant will meet with City staff and selected individuals to discuss the approach and expectations. The Consultant will meet on a regular basis with City staff to review the progress of any work product and to discuss any changes in direction or needed details. The selected Consultants must be prepared to effectively assist City staff in managing the environmental processing for private development projects and City initiated projects, including preparation of environmental documents, attendance at public meetings, regular interface with City staff and other City Consultants, and attendance at regularly scheduled coordination meetings as necessary when work is in progress.

VI. EVALUATION CRITERIA

An Evaluation Committee comprised of City staff will perform an initial screening evaluation to identify and eliminate any Statement of Qualifications that are not responsive to the solicitation, do not meet the minimum requirements set forth in the solicitation, or are submitted by Consultants that lack appropriate creditworthiness, sufficient financial resources, or qualifications to provide dependable and reliable work as contemplated under this solicitation. The City and Evaluation Committee shall reserve the right to submit follow-up questions or inquiries to request clarification of information submitted and to request additional information from any one or more of the Consultant(s). Evaluations will be based on the following criteria:

A. Firm's qualifications - 35 points

1. Experience with an emphasis on environmental consulting services performed for similarly sized cities for different sized projects.

2. Management, experience, and organization capabilities
3. Quality and knowledge of staff
4. Familiarity with policies, standards, and procedures related to the work
5. Knowledge of local conditions, where appropriate
6. Sample Peer Review provided

B. Project Management & QA/QC Approach - 25 points
1. Consultant's understanding of the Scope of Work
2. Ability to provide services on an as needed basis
3. Overall Statement of Qualifications format, structure, and completeness

C. Fee Proposal - 20 points

D. References – 20 points
1. Consultant's experience working with local government agencies
2. Client feedback on rate, quality, and timeliness of service
3. Reputation of company with responsiveness to customers and comprehensiveness of report

TOTAL 100 points

VII. BUSINESS LICENSE REQUIREMENT

After City Council approval, all consultants shall obtain a business license from the City. All consultants on the list shall maintain their business license for the duration of the entire term. Failure to obtain a business license will result in the consultant being removed from the list. It is unlawful for any person to furnish supplies or services or transact any kind of business in the City without first obtaining a City business license. Business license applications are available at www.cityofgardena.org or contact the Business Licensing Division of the City at (310) 217-9530 for further information.

Attachment on Drive:

- Attachment A - Draft Consultant Agreement

ATTACHMENT A

AGREEMENT BETWEEN THE
CITY OF GARDENA
AND
_____

This contract, hereinafter referred to as Agreement is entered into this_____day of ____, 2025, by and between THE CITY OF GARDENA ("City") and _____, a [state] [type of entity] ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. Recitals.

A. Whereas, City requires the services of a professional to provide design services; and

B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to provide these services; and

C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement.

D. WHEREAS, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

2. Services.

A. The services to be performed by Consultant shall consist of the following ("Services"): As specified in **Exhibit "*"**, attached hereto and incorporated herein by reference, unless otherwise instructed by City.

B. The Services shall be performed in accordance with the Project Schedule set forth in **Exhibit ***. Consultant shall not be liable for any failure or delay in furnishing proposed Services resulting from fire, explosion, flood, storm, Act of God, governmental acts, orders or regulations, hostilities, civil disturbances, strikes, labor difficulties, difficulty in obtaining parts, supplies, or shipping facilities, inability to obtain or delays in obtaining suitable material or facilities required for performance, temporary unavailability of qualified personnel, failure by City to provide appropriate access to equipment or personnel, or other causes beyond Consultant's reasonable control.

3. Additional Services. If City determines that additional Services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional Services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to

the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the amount agreed upon in writing by the Parties. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

4. Consultant's Proposal. This Agreement shall include Consultant's proposal or bid which is incorporated herein as **Exhibit ***. In the event of any inconsistency between the terms of the proposal and this Agreement, this Agreement shall govern.

5. Timing of Performance. Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement as set forth in **Exhibit *.** City, in its sole discretion, may extend the time for performance of any Service.

6. Compensation. Compensation for the Services shall be billed as set forth in **Exhibit ***, attached hereto. The Compensation is inclusive of all costs that may be incurred by Consultant in performance of the Services, including but not limited to such items as travel, copies, delivery charges, phone charges, and facsimile charges, unless otherwise. In no event shall compensation under this Agreement exceed SPELL OUT AMOUNT **and 00/00 ($*)** without the prior written authorization of the City Council.

7. Prevailing Wages. Consultant is aware of the requirements of Chapter 1 (beginning at Section 1720 et seq.) of Part 7 of Division 2 of the California Labor Code, as well as Title 8, Section 16000 et seq. of the California Code of Regulations ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on "public works" and "maintenance" projects. If the Services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the Total Compensation is $1,000 or more, Consultant and its subconsultants shall fully comply with the Prevailing Wage Laws for their employees and any others to whom such laws are applicable. Consultant and its subconsultants shall also be responsible for any and all violations and fines imposed on them pursuant to the Prevailing Wage Laws. Pursuant to SB 854, which amended the Prevailing Wage Laws, this Agreement would also be subject to compliance monitoring and enforcement by the California Department of Industrial Relations ("DIR"). Beginning April 1, 2015, no consultant or subconsultant may be awarded this Agreement unless registered with the DIR pursuant to Labor Code Section 1725.5. The City will report all necessary agreements to the DIR as required by the Prevailing Wage Laws. Consultant shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the Services available to interested parties upon request, and shall post copies at the Consultant's principal place of business and at the Project site. It is most efficient for the Consultant to obtain a copy of the prevailing wages in effect at the commencement of this Agreement from the website of the Division of Labor Statistics and Research of the DIR located at www.dir.ca.gov/dlsr/. In the alternative, Consultant may obtain a copy of the prevailing wages from the City's Representative. Consultant shall defend, indemnify and hold the City, its elected officials, officers,

employees and agents free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws.

8. Term of Agreement/Termination. This Agreement shall commence on the Effective Date and continue for a period of one (1) year, ending on _____, 20__, unless previously terminated as provided herein or as otherwise agreed to in writing by the parties. This Agreement may be extended by two [2] additional one [1] year periods upon mutual written agreement of both parties.]

A. This Agreement shall be effective as of the date of execution by the City and shall remain in effect until all Services are completed or until terminated as provided for herein.

B. City may terminate this Agreement without cause by providing written notice to Consultant not less than ten days prior to an effective termination date. City's only obligation in the event of termination will be payment of fees and allowed expenses incurred up to and including the effective date of termination.

C. Unless for cause, Consultant may not terminate this Agreement. If Consultant is terminating this Agreement for cause, it must provide the City with thirty (30) days written notice.

D. Upon receipt of a termination notice, Consultant shall: (1) promptly discontinue all Services, unless the notice directs otherwise; and (2) within ten (10) days, deliver to City all files, data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the Services under this Agreement, whether completed or in progress. Consultant shall provide these documents by both hard copy and in electronic format if available. In the event of termination for other than cause attributable to Consultant, Consultant shall be entitled to reasonable compensation for the Services it performs up to the date of termination and shall be deemed released from liability for any work assigned but not completed as of the effective date of termination.

9. Agreement Administrator. For purposes of this Agreement, City designates Stephany Santin, Director Recreation & Human Services, or designee, as the Agreement Administrator who shall monitor Consultant's performance under this Agreement. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by Agreement Administrator Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Agreement Administrator. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Agreement Administrator determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section- Term of Agreement/Termination. All notices, invoices or other documents shall be addressed to the Agreement Administrator, as well as all substantive issues relating to this contract. City reserves the right to change this

designation upon written notice to Consultant.

10. Invoices and Payments.

A. Payment shall be made upon receipt and approval of invoices for Services rendered. In order for payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs, and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced.

B. The Agreement Administrator shall review the invoices to determine whether services performed and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or the Agreement Administrator shall provide Consultant with a written statement objecting to the charges and stating the reasons therefore.

C. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

11. Records/Audit.

A. Consultant shall be responsible for ensuring accuracy and propriety of all billings and shall maintain all supporting documentation for a minimum of three (3) years from the completion date of the Services under this agreement the following records:

1. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assure proper accounting for all funds;

2. Records which establish that Consultant and any subconsultant who renders Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations

3. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

B. City shall have the right to audit Consultant's invoices and all supporting documentation for purposes of compliance with this Agreement for a period of three years following the completion of Services under this Agreement.

C. Upon reasonable notice from City or any other governmental agency, Consultant shall cooperate fully with any audit of its billings conducted by, or of, City and shall permit access to its books, records and accounts as may be necessary to conduct such audits.

12. Successors and Assignment. This Agreement covers professional services of a specific and unique nature. Except as otherwise provided herein, Consultant shall not

assign or transfer its interest in this Agreement or subcontract any services to be performed without amending this Agreement. This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

13. Change in Name, Ownership or Control. Consultant shall notify the Agreement Administrator, in writing, of any change in name, ownership or control of Consultant's firm or subconsultant. Change of ownership or control of Consultant's firm may require an amendment to the Agreement.

14. Key Personnel. City has relied upon the professional training and ability of Consultant to perform the Services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all Services under this Agreement. In the event that City, in its sole discretion, at any time during the Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City.

15. Performance By Consultant. Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

16. Use of Materials.

A. City shall make available to Consultant such materials from its files as may be required by Consultant to perform Services under this Agreement. Such materials shall remain the property of City while in Consultant's possession. Upon termination of this Agreement and payment of outstanding invoices of Consultant, or completion of work under this Agreement, Consultant shall return to City any property of City in its possession and any calculations, notes, reports, electronic files, or other materials prepared by Consultant in the course of performance of this Agreement.

B. City may utilize any material prepared or work performed by Consultant pursuant to this Agreement, including computer software, in any manner, which City deems proper without additional compensation to Consultant. Consultant shall have no responsibility or liability for any revisions, changes, or corrections made by City, or any use or reuse pursuant to this paragraph unless Consultant accepts such responsibility in writing.

17. Nonuse of Intellectual Property of Third Parties. Consultant shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Consultant has a license. Consultant shall indemnify and hold City harmless against all claims raised against City based upon allegations that Consultant has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Consultant pursuant to this Agreement.

18. Ownership of Work Product. All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination of this Agreement.

19. Confidentiality Clause. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal statutes ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

"Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for

return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

20. Legal Requirements.

A. Consultant shall secure and maintain all licenses or permits required by law, including a City business license, and shall comply with all ordinances, laws, orders, rules, and regulations pertaining to the work.

B. Consultant warrants that it shall perform the Services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

C. Consultant covenants that there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin or ancestry, or any other category forbidden by law in performance of this Agreement.

21. Conflict of Interest and Reporting.

A. Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of Services to be performed under this Agreement.

B. Consultant and its representatives shall refrain from lobbying City of Gardena officials, employees and representatives for the duration of this Agreement.

22. Guarantee and Warranty.

A. Consultant warrants to City that the material, analysis, data, programs and Services to be delivered or rendered hereunder will be of the kind and quality designated and will be performed by qualified personnel.

Without waiver of City's other rights or remedies, City may require Consultant to re-perform any of said Services, which were not performed in accordance with these standards. Consultant shall perform the remedial Services at its sole expense.

23. Insurance.

A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverage required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all of the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverage, Limits and Policy Requirements. Consultant shall maintain the types of coverage and limits indicated below:

1. Commercial General Liability Insurance - a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance - a policy with coverage at least as broad as Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

a. The City, its appointed and elected officers, employees, agents and volunteers shall be added as additional insured to the policy.

b. The insurer shall agree to provide City with thirty (30) days prior written notice, return receipt requested, of any cancellation, non-renewal or material change in coverage.

c. For any claims with respect to the Services covered by this Agreement, Consultant's insurance coverage shall be primary insurance as respects the City, its elected and appointed officers, employees, agents and volunteers. Any insurance or self-insurance maintained by the City, its elected and appointed officers, employees, agents and volunteers shall be excess of Consultant's insurance and shall not contribute with it.

4. Worker's Compensation and Employer's Liability Insurance - a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

5. Professional Errors & Omissions - a policy with minimum limits of one million dollars ($1,000,000.00) per claim and aggregate. This policy shall be issued by an insurance company which is admitted to do business in the State of California and Consultant shall contain a clause that the policy may not be canceled until thirty (30) days written notice, return receipt requested, is mailed to City.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder or to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retention over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefore, or accompanied by other proof of payment satisfactory

to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

24. Indemnity.

A. Consultant assumes all risk of injury to its employees, agents, and contractors, including loss or damage to property.

B. Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subcontractors, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subcontractors, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subcontractors under this Agreement, whether or not the Consultant, its employees, and/or authorized subcontractors are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

C. No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

25. Independent Contractor. Consultant agrees to furnish consulting services in the capacity of an independent contractor and neither Consultant nor any of its employees shall be considered to be an employee or agent of City.

26. PERS Eligibility Indemnification. 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 (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any

employee and/or employer contributions for PERS 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.

Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

27. Notices. Any notice or communication given under this Agreement shall be effective when deposited, postage prepaid, with the United States Postal Service and addressed to the contracting parties. Name, address, telephone and facsimile numbers of the parties are as follows:

City of Gardena:
1700 West 162nd Street
Gardena, California 90247-3732
Attn: Jo-Anne Burns
Title: Assistant Director of Community Development
Email: _____
Telephone: _____

To Consultant: Name of Consultant Street Address or P.O. Box
City, State Zip Code
Attn:_____
Email: _____
Telephone: (___) _____

Either party may change the information to which notice or communication is to be sent by providing advance written notice to the other party.

28. Severability. If any provision of this Agreement shall be held illegal, invalid, or unenforceable, in whole or in part, such provision shall be modified to the minimum extent necessary to make it legal, valid, and enforceable, and the legality, validity, and enforceability of the remaining provisions shall not be affected thereby.

29. Jurisdiction and Venue. This Agreement shall be deemed a contract under the laws of the State of California and for all purposes shall be interpreted in accordance with such laws. Both parties hereby agree and consent to the exclusive jurisdiction of the courts of the State of California and that the venue of any action brought hereunder shall be Los Angeles County, California.

30. Waiver. No delay or failure by either Party to exercise or enforce at any time any right or provision of this Agreement shall be considered a waiver thereof or of such Party's right thereafter to exercise or enforce each and every right and provision of this Agreement. To be valid a waiver shall be in writing but need not be supported by consideration. No single waiver shall constitute a continuing or subsequent waiver.

31. Electronic Signatures. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

32. Joint Drafting. Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

33. Public Records Act Disclosure. Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq.*). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

34. Authority to Execute. The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

35. Attorney's Fees. In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. Section Headings. The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

37. Entire Agreement. This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement.

IN WITNESS WHEREOF, the parties have hereunto affixed their names as of the day and year written below.

"City"
City of Gardena

By: _____
Tasha Cerda, Mayor

Date: _____

"Consultant"
Name of Consultant or Consultant Company

By: _____
Name and title of individual

Date: _____

By: _____

Name and title of individual

Date: _____

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

De Novo Planning Group

A Land Use Planning, Design, and Environmental Firm

Proposal for RFQ No. 2026-03PL Environmental Consulting Services

City of Gardena | October 30, 2025

SUBMITTED TO:

City of Gardena
Attention: Jo-Anne Burns
Assistant Director of Community Development
1700 West 162nd Street
Gardena, CA 90247
jburns@cityofgardena.org

SUBMITTED BY:

De Novo Planning Group
Starla Barker, AICP, Principal Planner
180 E Main Street, Suite 108
Tustin, CA 92780
sbarker@denovoplanning.com
949.396.8193

CITY OF GARDENA
REQUEST FOR QUALIFICATIONS (RFQ)
NO. 2026-03PL

ENVIRONMENTAL CONSULTING SERVICES

September 30, 2025

Inquiries regarding these projects
should be directed to:
Jo-Anne Burns,
Assistant Director of Community
Development
jburns@cityofgardena.org

Deadline: October 30, 2025, 4PM

1. COVER LETTER

City of Gardena
Attention: Jo-Anne Burns
Assistant Director of Community Development
1700 West 162nd Street
Gardena, CA 90247

SUBJECT: Proposal for RFQ No. 2026-03PL Environmental Consulting Services

Dear Ms. Burns:

On behalf of De Novo Planning Group, thank you for the opportunity to submit this Proposal to provide Environmental Consulting Services pursuant to the Request for Qualifications (RFQ) No. 2006-03PL. The City is seeking consultants to provide environmental consulting services for private development projects in the City. The City will maintain a list of pre-screened, qualified environmental consulting firms which may be selected by staff when a project requires the preparation of a negative declaration, mitigated negative declaration, or an environmental impact report. Requested services include preparation and/or peer review of all levels of documentation and technical studies prepared in accordance with the California Environmental Quality Act (CEQA), including but not limited to Categorical Exemptions, Initial Studies (IS), Negative Declarations, Mitigated Negative Declarations (MNDs), and Environmental Impact Reports (EIRs) (including Amendments or Addendums) for private development projects in the City of Gardena.

De Novo has extensive experience providing environmental consultant services for clients throughout California, including the City of Gardena. De Novo Planning Group (De Novo), a California S Corporation, is a land use and environmental planning firm specializing in community planning, environmental studies, design, and development services. The firm's principal-level staff have successfully completed hundreds of projects consisting of comprehensive general plans, specific plans, housing elements, environmental impact reports, negative declarations, initial studies, climate action plans, hazard mitigation plans, biological assessments, wetland delineations, and development projects throughout California. Our team will provide the City with an energetic and dedicated group of principal-level professionals with exceptional skills and qualifications. We are confident that our experience, record of success, and Principal-level attention to the Project will prove to be extremely valuable to the City. We have assembled a carefully selected team of experienced environmental practitioners to work with the City of Gardena to prepare the necessary environmental analysis and documents.

Our team includes some of our most trusted subconsultant teaming partners for transportation (Kittelson & Associates and MAT Engineering), biological assessments (South Environmental), cultural and tribal cultural studies (South Environmental), hydrology, water quality and utilities (Fuscoe), and geotechnical and hazard analysis (Verdantas), all of whom are leaders in their fields and have experience working on a wide range of projects throughout southern California. Our team members have worked together for several years on a variety of projects, providing a clear understanding of expectations that results in high quality deliverables and efficiencies.

Located in our Tustin office at 180 E. Main Street, Suite 108, Starla will serve as the primary point of contact for the City. Starla has had the privilege to serve as the Project Manager for all environmental

compliance documents previously prepared by De Novo Planning Group for the City of Gardena and appreciates the opportunity to continue this collaborative relationship for on-call environmental consulting services. Starla has extensive experience in managing on-call environmental consulting services contracts and preparing environmental compliance documents with specific focus in redevelopment and infill projects.

The key personnel identified in this proposal will have availability to carry out the assigned tasks, as required, to successfully prepare environmental documentation and review in accordance with CEQA requirements and in cooperation with the City of Gardena.

We truly appreciate being considered for this project and for the opportunity to work with the City of Gardena. Ben Ritchie, Principal and Co-Owner, is authorized to bind the firm. If you have any questions regarding this submittal, please contact Starla Barker at (949) 396-8193 | sbarker@denovoplanning.com or Ben Ritchie at (916) 949-3231 | britchie@denovoplanning.com.

Sincerely,

DE NOVO PLANNING GROUP
Ben Ritchie, Principal

DE NOVO PLANNING GROUP
Starla Barker, AICP, Principal Planner

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3. SCOPE OF SERVICES

PROJECT UNDERSTANDING

The City is seeking consultants to provide environmental consulting services for private development projects in the City. The City will maintain a list of pre-screened, qualified environmental consulting firms which may be selected by staff when a project requires the preparation of a negative declaration, mitigated negative declaration, or an environmental impact report.

Services may include a variety of tasks related to meeting CEQA requirements including, but not limited to, peer review of documents and technical studies provided by applicants; preparation of technical studies and CEQA compliance documentation, such as initial studies to support negative declarations and mitigated negative declarations, and preparation environmental impact reports; review and comment on adequacy of environmental documents from neighboring jurisdictions/agencies; and tasks associated with these efforts, including providing filing services, consultations, conducting scoping meetings, and attending hearings; and general CEQA consulting. There are no specific projects identified at this time; however, potential projects may include large and small-scale development applications such as zoning amendments, use permits, and vesting tentative maps, potential updates/amendments to the General Plan, potential updates/amendments to Specific Plans, and potential updates to the Zoning Code. Services will be provided on a task-order basis. De Novo has successfully served in this capacity for other municipalities and is committed to providing the City with exceptional technical analysis and environmental review services.

THE DE NOVO APPROACH

The De Novo team has provided environmental documentation and technical studies for a diverse range of development projects, as well as regulatory/policy documents, such as General Plans and zoning ordinances. We are proud of our history of working with local agencies on an on-call basis. We will work with the City to prepare a detailed and accurate scope of work tailored for the project being proposed at that time. Our scope of work will identify the specific tasks the De Novo team will undertake from project initiation to project closeout. The work program, including technical studies and level of analysis, will vary depending upon a project's location and characteristics. All technical studies and environmental documents will be completed in accordance with the adopted CEQA Guidelines.

Our Team, led by Starla Barker, AICP, Project Manager, is comprised of professionals with expertise in preparing technical studies and environmental analysis for CEQA compliance projects. Located in the Tustin office, Starla will be the primary contact for day-to-day project management of the environmental services consulting contract. Starla has over 20 years of experience preparing and managing environmental compliance documents, specializing in infill development and redevelopment projects within urbanized areas. Additionally, Starla has previously prepared environmental documentation for the City of Gardena and is familiar with the City's environmental issues and regulatory environment.

Starla will be responsible for coordinating the De Novo team to ensure the environmental analysis is thorough and complies with CEQA requirements. Starla will be supported by Firm Owners and Principals, Ben Ritchie and Steve McMurtry, who will further ensure supporting team members and resources are readily available and provide overall quality assurance. Depending upon the nature of future project assignments, Starla will be joined by one of De Novo's Principal Planners or Senior Planners to provide project management responsibilities. The Co-Project Manager will serve as a second point of contact to

the City and be responsible for ensuring De Novo's successful completion of each task, as well as ensuring that the City's goals and expectations are being met. This includes assisting with reviewing documents prior to formal submittal and providing quality assurance/quality control. Our Project Managers and Co-Project Managers pride themselves on being an integrated project manager throughout the duration of the project work program, conducting research, analyzing data, and writing sections. We will work closely with City staff, from contract execution and project inception, through to public hearings and completion of the CEQA process. This Principal-level attention to each detail of the Project ensures a high-quality work product as well as continuity throughout the project.

Typical on-call contracts follow a standard protocol to assess project requirements, including but not necessarily limited to project initiation/kick-off; data review and research; project description; and technical studies and environmental analysis. Working with the City as an extension of staff, De Novo will be responsible for preparation of draft and final environmental documents, including all supporting documentation such as the Notice of Preparation, Initial Study, Notice of Intent to Adopt, Notice of Availability, Response to Comments, Findings and Facts, Statement of Overriding Considerations, Mitigation Monitoring and Reporting Program, and Notice of Determination. We will circulate environmental documents for public review, as required, and participate in community meetings and public hearings, as needed. The De Novo team will provide AB 52 Native American consultation assistance, as needed. The De Novo team will prepare AB 52 letter templates and provide checklists, detailed instructions to ensure meaningful consultation with interested Native American groups in accordance with AB 52.

Deliverables are anticipated to include electronic Word and PDF files for each Administrative Draft and Review Draft document. Electronic copies of the kick-off meeting agenda and minutes, draft project description, schedule, and required notices will also be provided. We will coordinate with the City on any hard copies needed. De Novo will be responsible for submitting the Public Review Draft documents and notices to the State Clearinghouse through the CEQA Submit portal and filing CEQA notices with the County.

De Novo's project management team has a long history of working with local agencies on an on-call basis. Our staff can mobilize quickly and efficiently, meeting project schedules while ensuring our environmental documents are accurate, legally defensible, and cost-effective. While we anticipate future assignments will be conducted out of our southern California office, De Novo has highly skilled environmental planners and technical specialists within our firm that are accessible to meet the needs of any project and schedule. We understand the environmental review may be in the form of a variety of documents. Regardless of the environmental compliance document needed, the De Novo team will serve as an extension of City staff in all aspects of the environmental review process.

Technical studies can be prepared as stand-alone studies, but often are prepared to support an environmental document, including, but not limited to, a Categorical Exemption, an Initial Study, Negative Declaration, Mitigated Negative Declaration, or Environmental Impact Report (Project, Program, Supplemental, Addendum, etc.). The De Novo team has the experience and capacity to prepare the technical studies and analysis typically required for any project, as well as provide peer review for applicant-provided technical studies.

SCOPE OF WORK

Conceptual Work Program – Environmental Impact Report

The following is a typical scope of work for preparation of an Environmental Impact Report. All technical studies and environmental documents will be completed by the De Novo team in accordance with the adopted CEQA Guidelines. The work program, including necessary technical studies and level of analysis, will vary depending upon a project's location and characteristics. Upon receipt of future RFPs from the City, we will provide a project-specific scope of work tailored for the project being proposed at that time.

1.0 PROJECT SCOPING

1.1 PROJECT KICK-OFF MEETING

The work program will be initiated with a kickoff meeting with City representatives and the Applicant team (if appropriate) to discuss the project features in greater detail. This initial meeting will be a key milestone to confirm the parameters of the analysis, project construction program, buildout conditions, scheduling, and overall communications. Prior to the kickoff meeting, De Novo will distribute an agenda and detailed memorandum, which will identify information needs. Upon completion of the kickoff meeting, De Novo will prepare meeting minutes that detail action items for the team.

1.2 CEQA INITIAL STUDY/ASSESSMENT

De Novo will prepare the Initial Study in accordance with the CEQA Guidelines. The Initial Study will include detailed explanations of all checklist determinations and discussions of potential environmental impacts. The analysis will be in accordance with Public Resources Code Section 21080(c) and CEQA Guidelines Section 15063. The impact analysis will be in a consistent order of environmental factors, as presented in the recently updated Appendix G of the CEQA Guidelines.

The Administrative Draft Initial Study will be provided to the City for review. De Novo will revise the Initial Study, providing the City with a Second Administrative Draft Initial Study with revisions in tracked changes for ease of review. De Novo will also prepare the Notice of Preparation (NOP) for review by City staff. Upon acceptance by the City, De Novo will finalize the Initial Study/Notice of Preparation for public distribution.

1.3 SCOPING MEETING

A public scoping meeting is anticipated to occur during the NOP public review period. De Novo will prepare presentation materials and facilitate the meeting. The scoping meeting will include an overview of the project and the environmental review process, as well as identification of environmental issues that will be addressed in the EIR by De Novo. Although the format of the meeting may vary, typically it is a presentation, open house, or hybrid approach. After completion of the scoping meeting, De Novo will provide a summary of environmental issues raised.

2.0 ADMINISTRATIVE DRAFT EIR

2.1 EXECUTIVE SUMMARY

This section will provide a concise description of the project, the potential areas of controversy, issues to be resolved, project alternatives, and a summary of impacts and mitigation measures.

2.2 INTRODUCTION AND PURPOSE

The Introduction will serve as an overview of the EIR, describing its purpose and relevant environmental review procedures, the document organization, and the methodology used.

2.3 PROJECT DESCRIPTION

The Project Description is a critical element of the environmental review and establishes the foundation for the technical analysis. The Project Description will detail the project location and environmental setting, project characteristics (construction and operation), project objectives, phasing, discretionary actions, and required permits and approvals based on available information. Exhibits will identify the regional and local site vicinity. Project plans and details provided by the Applicant, will also be graphically depicted and referenced. De Novo will submit the Project Description to the City for review and approval prior to initiating technical analysis.

2.4 THRESHOLDS OF SIGNIFICANCE

Within each environmental topic subsection, a comprehensive description of the thresholds of significance for the environmental analysis will be described. The significance threshold criteria will provide the basis for conclusions of significance.

2.5 CUMULATIVE PROJECTS/ANALYSIS

De Novo will analyze the environmental impacts of the project when viewed in combination with other known, approved, or reasonably foreseeable projects in the region, determined in coordination with the City. The cumulative analysis will address each topic covered in the environmental analysis and will identify appropriate mitigation measures, if applicable.

2.6 ENVIRONMENTAL ANALYSIS

The Draft EIR will be prepared consistent with the requirements of CEQA, the CEQA Guidelines, and relevant case law. The Environmental Analysis section will address each environmental topical area determined to have the potential to result in a significant impact. Environmental issues raised during the scoping process (NOP responses, Public Scoping Meeting, and any other relevant and valid informative sources) will also be considered. The Environmental Analysis section will thoroughly discuss the existing conditions for each environmental issue area, identify short-term construction and long-term operational environmental impacts associated with the project, and their associated levels of significance. For each environmental topical area, the impact analysis subsection will begin with a list of all thresholds contained in CEQA Guidelines Appendix G and the thresholds for significance shall be identified for every environmental issue. For each environmental issue requiring analysis, the EIR will state the level of significance, and then provide the analysis discussion, mitigation measures specific to this environmental issue, and level of significance after mitigation.

The environmental factors and typical scope of analysis are provided below. De Novo will tailor the scope of the analysis based upon project-specific characteristics and environmental conditions.

A. Aesthetics

The existing aesthetic environment, including any scenic vistas or scenic resources will be identified. Photographs will be used to illustrate the visual character of a site and surrounding area. The analysis of construction activities will focus on the potential for sensitive uses to be impacted as a result of visible construction activities, including staging areas and construction vehicles. Potential visual impacts to scenic vistas and the potential for a project to result in substantial damage to scenic resources within a State scenic highway will be identified. The analysis will consider the proposed land use(s), overall design, including building form, mass, and height, and potential building materials as compared to the surrounding area. Since the City is in what is considered under CEQA an urbanized area, the potential for

a project to conflict with applicable zoning and other regulations, including the City's design guidelines, governing scenic quality will be reviewed and analyzed.

In the event the project warrants preparation of visual simulations, De Novo's in-house urban designers will prepare visual simulations using specific building designs provided to us by the project architect/engineer. The visual simulations would be created using state-of-the-art equipment including GPS georeferencing, ACAD, 3D modeling software, and Adobe Suite. We will provide visual simulations from public vantage points to be determined in coordination with City staff. The intent of the visual simulations is to provide a photo-realistic representation of what the site would look like under a before and after scenario from each vantage point.

The potential for a project to create a new source of substantial light or glare to the area will also be addressed. The existing environment as it pertains to light and glare will be identified. The analysis will discuss the potential for a project to impact sensitive uses from new light sources such as interior and exterior lighting, security lighting, parking lot lighting, and vehicle headlights associated with the development. Potential building materials and their ability to create glare which could adversely affect daytime views will also be considered.

Depending upon the location and nature of the project, a shade and shadow analysis may be conducted. De Novo can create shadow diagrams overlaid on a base map that show the building footprints of the project and the surrounding buildings. The intent of this work is to illustrate any change in shadow patterns that would be directly attributable to the project, and to visually demonstrate the effect of these shadows on surrounding land uses, particularly any adjacent residential or other sensitive uses.

B. Agriculture and Forestry Resources

The City of Gardena does not contain any mapped Prime Farmland, Unique Farmland, or Farmland of Statewide Importance as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program. Further, the City of Gardena does not contain zones for agricultural use or properties under a Williamson Act contract. Sites zoned for forest land, timberland, or timberland zoned Timberland Production are not anticipated. The analysis will address the potential for a project to cause a substantial adverse impact to agricultural resources.

C. Air Quality

De Novo will utilize our in-house environmental scientists to prepare an Air Quality analysis for the project. The analysis will be prepared consistent with South Coast Air Quality Management District (SCAQMD) and State and federal guidelines using the latest version of CalEEMod software. The Air Quality analysis will include the following:

- Regional air quality and local air quality in the vicinity of the project site will be described. Meteorological conditions in the vicinity of the project site that could affect air pollutant dispersal or transport will be described. Applicable air quality regulatory framework, standards, and significance thresholds will be discussed.
- Short-term (i.e., construction) increases in regional criteria air pollutants will be quantitatively assessed. The ARB-approved California Emissions Estimator Model (CalEEMod) emissions inventory computer model will be used to estimate regional mobile source and particulate matter emissions associated with the construction of the proposed project.

- Localized construction emissions at sensitive uses proximate to the project site will be quantified and assessed based on the Localized Significance Thresholds developed by the SCAQMD.
- Long-term (operational) increases in regional criteria air pollutants will be quantitatively assessed for area, mobile, and stationary sources. The CalEEMod computer model will be used to estimate emissions associated with the proposed project.
- Localized operations phase emissions at sensitive uses proximate to the project site will be quantified and assessed based on the Localized Significance Thresholds developed by the SCAQMD.
- Local mobile-source carbon monoxide (CO) concentrations will be assessed through a qualitative CO screening method detailed in Caltrans' *Transportation Project-Level Carbon Monoxide Protocol*. This document found that mobile sources of CO are conducive to the formation of CO hotspots when signalized intersections are expected to operate at unacceptable levels of service (i.e., LOS E or worse). No quantitative analysis of CO hotspots is included the analysis due to substantial reductions in CO emissions from vehicle catalytic converters and improved average vehicle fuel economy.
- Exposure to odorous or toxic air contaminants will be qualitatively assessed through a screening method as recommended by the SCAQMD. De Novo will engage with the City on the potential of recycling activities to exceed the public nuisance prohibitions under SCAQMD Rule 402 at the nearest industrial and residential land uses.

The impact analysis will provide discussions related to assessment methodology, SCAQMD thresholds of significance, a consistency analysis with air quality attainment plans and applicable sustainability measures, cumulative impact analysis, and a discussion of any needed mitigation measures to reduce significant impacts on air quality.

An assessment of toxic air contaminates (TAC) impacts (i.e., a Health Risk Assessment [HRA]) may be warranted depending on the potency, toxicity, quantity of emissions, and proximity of TACs to sensitive receptors such as hospitals, daycare centers, schools, work sites, and residences. De Novo's in-house air quality specialists will prepare an HRA, including an exposure assessment and risk calculations. The emissions of known sources of toxic air contaminants (TAC) from the project will be used to quantify localized public health risks including cancer and non-cancer risks. The HRA consists of two main efforts: Exposure Assessment and Risk Calculations.

- *Exposure Assessment*: The main steps involved in exposure assessment include estimating the emission rates of TACs and running an air pollutant dispersion model to calculate the concentration of TACs at each location in the modeling domain. The modeling domain would include the proposed project site and the nearby sensitive receptors. The main TAC associated with the project is diesel particulate matter (DPM). The emission rates of DPM will be calculated for both the construction and operations phases of the project. For the construction phase, both construction vehicles and haul trucks will be accounted for in the analysis. The assessment of potential operations phase impacts will be based on the annual heavy-duty truck traffic traveling and idling within the project site, and any other known source(s). The US Environmental Protection Agency's AERMOD air pollutant dispersion model with 5 years of meteorological data

collected at the closest monitoring station will be used to calculate local DPM concentrations proximate to the project site.

- *Risk Calculations*: The ARB's Hotspots Analysis and Reporting Program (HARP) is a software suite that addresses the programmatic requirements of the Air Toxics "Hot Spots" Program (Assembly Bill 2588). The HARP is a software suite that calculates the long-term cancer and non-cancer (i.e. acute and chronic) health risks using the CARB's HARP Air Dispersion Modeling & Risk Tool (ADMRT). The resulting cancer and non-cancer risk contours will be plotted graphically on an aerial exhibit to illustrate potential health risks at nearby land uses near the project. These risk levels will be assessed against the health risk thresholds adopted by the SCAQMD for the assessment and disclosure of health risk associated with development projects. Any necessary mitigation measures will be discussed with the client to reduce excessive levels of TAC exposure at nearby offsite land uses.

D. Biological Resources

De Novo teams with experts specializing in biological resources to prepare the technical analysis to support the environmental document. Depending upon the location and nature of the project site, qualified biologists will prepare a biological resources assessment for the project. The specific nature of the report and work program will vary depending upon a site's location and conditions. Typical work efforts for assessing biological resources include the following:

The California Natural Diversity Database (CNDDB) and California Native Plant Society (CNPS) Electronic Inventory of Rare and Endangered Vascular Plants of California will be used to conduct record searches of sensitive biological resources known to occur on and within the general vicinity of the project site. Additional information sources will be consulted including the California Department of Fish and Wildlife (CDFW), United States Fish and Wildlife Service (USFWS), and historic/current aerial photographs, as appropriate, to define the habitat requirements for sensitive species potentially occurring on-site. Topographic maps, soil surveys, flood maps, hydrology/climate information, and watershed data will also be reviewed.

A site visit will be conducted by qualified biologists in order to document the presence/absence of special-status biological resources, or to determine the potential for occurrence of such resources that may not be detectable when the literature review is conducted. The location of any special-status biological resources (i.e., plants, plant communities, drainage features, wildlife), if present on-site, will be documented. Additionally, the suitability of the vegetation on and surrounding the proposed project site will be surveyed for their ability to provide suitable avian nesting opportunities. Notes will be taken on all plant and wildlife species observed on-site during the survey. This survey will provide an understanding of the overall project setting and biological resources occurring in the area. This data will be used to devise an appropriate clearance/conservation strategy for implementation of the proposed project.

Following completion of background research and field surveys, the results of these studies will be summarized in a Biological Resources Assessment report. The report would identify the existing biological resources, potential project impacts on those resources, and proposed avoidance, minimization, and mitigation measures to minimize impacts. The report would also outline any future biological surveys, protected species consultations, and/or other anticipated regulatory agency requirements to obtain project approvals and/or environmental permits.

E. Cultural Resources

The analysis will address the potential for a project to cause a substantial adverse change in the significance of a historical, archaeological, or paleontological resource (although addressed here, paleontological resources will be discussed in Geology/Soils). Additionally, the potential for a project to disturb human remains will be discussed.

De Novo teams with experts specializing in cultural resources to prepare the technical analysis to support the environmental document. The specific nature of the report and work program will vary depending upon a site's location and conditions. Typical work efforts for assessing archaeological and paleontological resources include the following:

Cultural and Paleontological Resources Records Search. A records search for cultural resources within a 0.5-mile radius of the project area will be conducted. A review of all relevant archival records (e.g., historic maps and aerials) will be conducted, and all site records will be obtained. Local historical societies will be contacted. A Sacred Lands File search from the NAHC will also be requested. Project information letters will be sent to those individuals or entities provided by the NAHC that have not already been contacted through AB 52 consultation. A records search for paleontological resources will be requested and research to develop brief contexts for cultural and paleontological resources will be conducted.

Cultural Resources Survey. A cultural resources specialist will conduct a pedestrian survey of the proposed project site. The cultural resources specialist will inspect the project site for evidence of cultural resources that may be impacted by the proposed project. The survey will be conducted using transects spaced no greater than 10 meters apart with accuracy maintained by a hand-held GPS unit. Photographs will be taken of the project site and adjacent properties.

Cultural and Paleontological Resources Assessment Report. A cultural and paleontological resources assessment report will be prepared. The report will characterize the results of the records searches, consultation efforts to determine baseline conditions, assess potential impacts to cultural and paleontological resources resulting from the project, and make appropriate recommendations to avoid or minimize any potentially significant impacts.

If necessary, a determination of if any properties on a project site qualify as historical resources as defined by CEQA will be prepared. Historical resources in the vicinity of a project site will be identified and described, and the potential direct and indirect impacts the project may have on the identified historical resources will be assessed.

Records Search. A records search will be conducted to determine if the subject properties are currently listed under national, state, or local landmark or historic district programs or previously evaluated as eligible for listing in a historic resources survey of an area. The National Register of Historic Places, California Register of Historic Places, and local register (if applicable) will also be consulted to identify designated and previously surveyed historical resources in the vicinity.

Field Survey. A field survey will be conducted of the vicinity to photograph designated and previously surveyed historical resources. The physical integrity of buildings within the project site will be documented.

Research. General research will be conducted to determine the context(s) in which the subject properties should be evaluated. Property specific research will be conducted to determine the potential significance of the associated individuals such as owners, residents, builders, and architects.

Draft Report. The Historical Resources Technical Report will identify the criteria for determining historic significance and integrity under national, state, and local landmark and historic district programs; provide a brief history and description of each property and buildings; and evaluate each property for listing under national, state, and local landmark and historic district programs according to National Park Service, California Office of Historic Preservation, and local (if applicable) criteria. A summary of the designated and previously surveyed historical resources in the vicinity will be provided and the impact the project may have on the identified historical resources will be analyzed. If the project will have an impact on historical resources, the De Novo team will work with the City/Applicant to modify the project to avoid such an impact. Mitigation measures will be recommended, if necessary.

F. Energy

This section will include an energy analysis pursuant to the requirements of CEQA. This will include an evaluation of the energy consumption (electricity, oil, and natural gas) and a review of the project related to the Title 24, Part 6 of the California Code of Regulations, known as the Building Energy Efficiency Standards (Standards), including the CALGreen standards. To ensure that energy implications are considered in project decisions, Appendix F of the CEQA Guidelines requires that CEQA disclosure documents include a discussion of the potential energy impacts of proposed projects, with particular emphasis on avoiding or reducing inefficient, wasteful and unnecessary consumption of energy. The goal of conserving energy implies the wise and efficient use of energy.

- Per Appendix G of the State CEQA Guidelines, the proposed project would result in a significant impact on energy use if it would result in potentially significant environmental impact due to wasteful, inefficient, or unnecessary consumption of energy resources, during project construction or operation; or conflict with or obstruct a state or local plan for renewable energy or energy efficiency.

This section will provide discussions including the methodology, thresholds of significance, a consistency analysis, cumulative impact analysis, and a discussion of feasible mitigation measures that should be implemented to reduce impacts associated with energy consumption.

G. Geology and Soils

Utilizing existing resources and any previously prepared studies for a project site or surrounding area, as well as a peer review of the applicant-prepared studies if required, the analysis will identify existing regional and local geology and soils constraints (such as compressible soils, landslide hazards, disruptions, displacements, compaction, or over-covering of the soil, and areas subject to subsidence) and seismic hazards. A project will be evaluated for its potential to expose people or structures to potential substantial adverse effects involving fault rupture, strong seismic ground shaking, seismic-related ground failure, and landslides. The potential for a project to destroy a unique paleontological resource will also be discussed.

H. Greenhouse Gas Emissions

De Novo's in-house environmental scientists will prepare a Greenhouse Gas Emissions analysis pursuant to the requirements of Executive Order S-3-05 and The Global Warming Solutions Act of 2006 (AB 32). The analysis will meet all the requirements of CEQA Guidelines Section 15064.4. We will conduct the analysis

of potential greenhouse gas (GHG) emissions based on assessment methodologies developed by the SCAQMD and accepted industry standards. The GHG analyses will include the following:

- Regional air quality and local air quality in the vicinity of the project site will be described. Meteorological conditions in the vicinity of the project site that could affect air pollutant dispersal or transport will be described. Applicable air quality regulatory framework, standards, and significance thresholds will be discussed.
- Short-term (i.e., construction) increases in GHGs will be quantitatively assessed. The ARB-approved California Emissions Estimator Model (CalEEMod) emissions inventory computer model will be used to estimate regional mobile source and particulate matter emissions associated with the construction of the proposed project.
- Long-term (operational) increases in GHGs will be quantitatively assessed for area, mobile, and stationary sources. The CalEEMod computer model will be used to estimate emissions associated with the proposed project.

This impact analysis will provide discussions related to assessment methodology, SCAQMD thresholds of significance, a consistency analysis with the General Plan policies and the City of Gardena Climate Action Plan, cumulative impact analysis, and a discussion of any needed mitigation measures to reduce significant impacts on GHG emissions.

I. Hazards and Hazardous Materials

The hazardous materials analysis will include a summary of the existing regulatory conditions per the State Cortese Database Listing. Potentially hazardous materials conditions within a project site will be considered based on available resources, including any previous studies. The above referenced research will be used to analyze potential project-related impacts, as they pertain to hazards and hazardous materials per the CEQA thresholds of significance. Potential accidental conditions involving hazardous materials during construction and operations will be identified. If a project site is located within an airport land use plan or within two miles of an airport, the potential for excessive noise conditions will be discussed. Project emergency access and potential exposure to wildland fires will also be considered.

J. Hydrology and Water Quality

Existing and proposed hydrology and water quality data will be reviewed for a project area based upon available reference documents, including available information from the City and applicant. This section will evaluate water quality conditions and identify water quality (National Pollutant Discharge Elimination System [NPDES]) techniques/structures in accordance with local, State, and federal requirements. The potential for a project to degrade water quality, interfere with groundwater recharge or expose people to water-related hazards will be identified. The section will also address alteration of drainage conditions, potential for substantial erosion or siltation, potential for flooding, and the ability of a project to result in runoff that exceeds the capacity of the storm drain system. The analysis will consider the potential for a project to conflict with or obstruct implementation of a water quality control plan or sustainable groundwater management plan, as applicable.

K. Land Use and Planning

A proposed project will be reviewed for consistency with City standards and policies, as well as careful consideration of adjacent uses. Existing and proposed General Plan land use and zoning designations will

be identified; any proposed amendments to the land use and zoning for a site will be assessed. A proposed project will be reviewed in the context of land use plans, policies, and regulations adopted for the purpose of avoiding or mitigating an environmental impact. The potential for the project to conflict with these plans, policies or regulations will be assessed.

L. Mineral Resources

According to the Gardena General Plan, the State Division of Mines and Geology has not designated any lands within the City as a State classified mineral resources deposit area. Utilizing the City's General Plan and other State resources, the analysis will determine if the site is within a State-defined mineral resources zone (MRZ): MRZ-1, MRZ-2 and MRZ-3. The analysis will document whether the specific site is located within a MRZ and the potential for impacts.

M. Noise

The assessment of noise and vibration will be based on the CEQA Appendix G Checklist questions for noise and vibration as well as the regulations adopted by the lead agency within the Municipal Code and the General Plan Community Safety Element, Noise Plan. The noise analysis will include the following:

- To characterize the existing ambient noise environment, we will identify existing noise sources and noise-sensitive receptors.
- Temporary noise and vibration from the project's construction activities will be quantified based on noise levels provided in the Federal Transit Administration's *Transit Noise and Vibration Impact Assessment Manual*. Noise and vibration exposure levels will be evaluated against significance thresholds adopted either by the lead agency or criterion published by the FTA.
- Long-term Operations phase noise impacts to local noise sensitive receptors will be assessed for mobile and stationary sources attributable to the project. The operations phase of the project will generate noise by both mobile sources related to vehicle travel onsite and local roadways. Stationary on-site sources and their exposure to nearby land uses will also be analyzed. The analysis will compare these impacts against the standards outlined in the General Plan Noise Element and the relevant noise ordinances.
- Vibration exposure related to the operations phase will be evaluated qualitatively due to the absence of vibration intensive sources associated with the project.
- If necessary, mitigation measures will be recommended to reduce noise or vibration impacts during both construction and operational phases. In cases where noise and vibration levels surpass established thresholds of significance, we will collaborate with City staff to identify feasible mitigation options.

The findings of the noise and vibration analyses will be compiled in a comprehensive noise assessment, which will include summaries of noise terminology, applicable regulations, an overview of the ambient noise environment, and details on any increases in noise levels. The study will also include an appendix with supporting calculations and noise measurements.

N. Population and Housing

The analysis will consider the potential for a project to directly or indirectly induce substantial unplanned population growth in the area and the potential to displace a substantial number of people or housing, resulting in the need for replacement housing elsewhere. The section will identify population and housing projections for an area, including the anticipated and planned growth as identified in the City's General Plan and regional growth projections.

O. Public Services

Public service departments/agencies will be contacted to confirm existing service conditions and potential project impacts associated with a proposed development. The discussion will focus on the increased demand for services based on the proposed land uses and the potential alteration of existing facilities, extension or expansion of new facilities. The ability of a project to receive adequate service based on applicable standards will be evaluated. If necessary, mitigation measures to reduce impacts associated with providing new or altered facilities will be identified.

P. Recreation

Existing recreation facilities will be identified and the ability for these facilities to serve a proposed project will be assessed. The discussion will focus on the potential for the physical deterioration of existing facilities or potential adverse physical effects associated with the provision of new facilities proposed by the project.

Q. Transportation

With the implementation of Senate Bill (SB) 743, vehicle miles traveled (VMT) will be the required analysis metric to assess the potential for significant transportation impacts associated with proposed projects. The De Novo team will work with the City to determine the scope of the transportation analyses in accordance with the relevant policies and procedures, including the City's SB 743 Implementation Transportation Analysis Updates (June 2020).

The analysis will also address any potential conflicts with the City's programs, plans, ordinances or policies addressing the circulation system, including transit, roadway, bicycle and pedestrian facilities, potential of a project to increase hazards due to a geometric design feature or incompatible use, or result in inadequate emergency access.

R. Tribal Cultural Resources

The De Novo team will provide AB 52 Native American consultation assistance. It is assumed that the City maintains a list of contacts for consultation under AB 52, but the De Novo team may request an AB 52 consultation list from the NAHC on behalf of the City should the City choose to request such a list from the NAHC. The De Novo team will prepare AB 52 letter templates and provide checklists, detailed instructions to ensure meaningful consultation with interested Native American groups in accordance with AB 52. If an assessment of tribal cultural resources is needed, De Novo will involve our cultural resources teaming partner to provide these services; refer to the Cultural Resources discussion above.

S. Utilities and Service Systems

Utility/service system providers will be contacted to confirm existing service conditions and potential project impacts associated with a proposed development. The discussion will focus on the increased demand and/or generation of utilities/service systems based on the proposed land uses and if capacity and supplies are available to support the increased demand and/or generation. The analysis will also

consider the potential physical effects associated with the relocation or construction of new or expanded facilities, if applicable.

T. Wildfire

According to Cal Fire, the areas to the north and south of the City are located within a very high fire hazard severity zone within a State Responsibility Area (SRA) and the areas to the east and west are located within a very high severity zone within a Local Responsibility Area (LRA). The discussion will confirm whether that project site is not in or near State responsibility areas or lands classified as very high fire hazard severity zones, and that there would be no impacts relative to wildfires.

2.7 GROWTH INDUCEMENT

This section will discuss ways in which a proposed project could foster economic or population growth, or the construction of additional housing, either directly or indirectly, in the surrounding environment. The analysis addresses growth-inducing impacts in terms of whether a project influences the rate, location, or amount of growth.

2.8 ALTERNATIVES TO THE PROPOSED ACTION

The EIR will identify a reasonable range of alternatives which could attain most of a project's objectives but would avoid or substantially lessen any of the significant events of a project. The range of alternatives is anticipated to include a No Project Alternative, as required under CEQA, and additional alternatives focused on reducing the potential environmental impacts. The alternatives analysis will compare the environmental impacts for each alternative for the environmental topical areas analyzed in the EIR. The advantages and disadvantages of each alternative and the reasons for rejecting or recommending the respective alternative will be discussed; an environmentally superior alternative will be identified. A summary matrix will compare the impacts for each alternative environmental topical area and whether the alternative involves greater, reduced, or equivalent impacts when compared to a project.

2.9 ADDITIONAL SECTIONS

Additional EIR sections to meet CEQA and City requirements will be prepared and include the following: Significant Irreversible Environmental Changes That Would Be Involved In the Proposed Action Should It Be Implemented; Effects Found Not To Be Significant; Inventory of Unavoidable Adverse Impacts; and Organizations and Persons Consulted/Bibliography will be provided.

2.10 GRAPHIC EXHIBITS

The EIR will include exhibits to enhance the written text and clarify a proposed project's environmental impacts.

2.11 MITIGATION MONITORING AND REPORTING PROGRAM

A Mitigation Monitoring and Reporting Program (MMRP) will be prepared to identify appropriate monitoring steps/procedures and provide a basis for monitoring such measures during and upon project implementation. The Checklist will identify the mitigation measure outlined in the EIR, the Mitigation Measure/Condition of Approval, the Monitoring Milestone (what agency/department is responsible for verifying implementation of the measure), Method of Verification (documentation, field checks, etc.), and a verification section.

2.12 ADMINISTRATIVE DRAFT EIR SUBMITTAL

The previous tasks will result in the Administrative Draft EIR, which will be provided to City staff for review and comment.

3.0 DRAFT ENVIRONMENTAL IMPACT REPORT

3.1 SECOND ADMINISTRATIVE DRAFT EIR

De Novo will respond to one complete set of comments from City staff on the Administrative Draft EIR. The Second Administrative Draft EIR will be provided to City staff with all revisions made in track changes to assist in review of the document.

3.2 COMPLETION OF THE DRAFT EIR

De Novo will respond to a second review of the Administrative Draft EIR. Upon approval, De Novo will prepare the Draft EIR for the required 45-day public review period. In addition, the Notice of Completion (NOC) and Notice of Availability (NOA) will be prepared for submittal to the State Clearinghouse and the County Clerk, and for distribution to the City-approved distribution list. De Novo will file the notices with the State Clearinghouse and County Clerk.

4.0 FINAL ENVIRONMENTAL IMPACT REPORT

4.1 RESPONSE TO COMMENTS

At the conclusion of the Draft EIR public review period, the De Novo team will respond to written comments received by the City, as well as oral comments received during community meetings and public hearings. The Draft Responses to Comments will be prepared for review by City staff. De Novo will address one complete set of comments from City staff on the Draft Responses to Comments and will provide the revisions in track changes for ease of review. De Novo will respond to a second set of comments and finalize this section for inclusion in the Final EIR.

4.2 FINAL EIR COMPLETION

The Final EIR will consist of the Draft EIR and Response to Comments. Any revisions to the Draft EIR will be shown as an excerpt demarcated with underline for new text and strikethrough for deleted text.

4.3 FINDINGS AND STATEMENT OF OVERRIDING CONSIDERATIONS

CEQA Findings of Fact/Statement of Overriding Considerations (Findings) will be prepared that identify each potentially significant and significant impact, describe mitigation for the impact, and the resultant level of significance after mitigation. The Findings will identify each alternative and, if the alternative was not selected as the proposed project, identify why the alternative was not feasible and considerations for not selecting the alternative. For each significant and unavoidable impact, the Findings will identify economic, legal, social, technical, or other defensible reasons why the project should be approved in light of the significant effects of the project. De Novo will submit the Draft Findings for City review and will respond to one complete set of City comments.

4.4 NOTICE OF DETERMINATION

De Novo will prepare and file a Notice of Determination (NOD) with the County Clerk and State Clearinghouse within five days of EIR certification.

5.0 PROJECT MANAGEMENT AND MEETINGS

5.1 PROJECT MANAGEMENT

The De Novo Project Manager will direct preparation of and review the environmental document for compliance with CEQA requirements and guidelines and City CEQA procedures. The Project Manager will coordinate with City staff and/or other stakeholder representatives as well as internal technical staff, support staff and word processing toward the timely completion of the environmental document, serving as an extension of City throughout the duration of the project. In addition to weekly status updates, monthly progress reports will be included with invoices identifying the tasks accomplished, deliverables submitted, anticipated tasks/progress for the next month, and any pending issues. Any modifications/ updates to the project schedule based on progress meetings and activities will also be provided. Monthly invoices will include total contract amount; all costs (by task) incurred for the period (actual and percentage); all costs (by task) incurred to date (actual and percentage); estimated completion percentage for each task; and accounting by individual working on each task for that billing period.

5.2 MEETINGS AND HEARINGS

Close coordination with City staff is essential. The De Novo Project Manager will participate in progress/project conference calls and/or meetings with City staff, the applicant, and stakeholder representatives, as necessary to identify issues, assess impacts, and define mitigation. The De Novo team will participate in public hearings and make presentations, as necessary. De Novo Principals, Project Manager, and technical staff, as well as subconsultant team members will be available, as necessary, to provide expert testimony before decision-making bodies, including describing the environmental review process, analysis and findings, and responding to questions.

Conceptual Work Program – Initial Study/Mitigated Negative Declaration

The following is a typical scope of work for preparation of an Initial Study/Mitigated Negative Declaration. As with preparation of an EIR, the work program, including necessary technical studies and level of analysis, will vary depending upon a project's location and characteristics. Typical scopes of work for technical studies have been provided under Conceptual Work Program – Environmental Impact Report, above. Upon receipt of future RFPs from the City, the De Novo team will provide a project-specific scope of work tailored for the project being proposed at that time.

1.0 PROJECT INITIATION

The work program will be initiated with a kickoff meeting with City representatives and the Applicant team (if appropriate) to discuss the project features in greater detail. This initial meeting will be a key milestone to confirm the parameters of the analysis, project construction program, buildout conditions, scheduling, and overall communications. Prior to the kickoff meeting, De Novo will distribute an agenda and detailed memorandum, which will identify information needs. Upon completion of the kickoff meeting, De Novo will prepare meeting minutes that detail action items for the team.

2.0 CEQA INITIAL STUDY/ASSESSMENT

De Novo will prepare the Initial Study in accordance with the CEQA Guidelines. The Initial Study will include detailed explanations of all checklist determinations and discussions of potential environmental impacts. The analysis will be in accordance with Public Resources Code Section 21080(c) and CEQA Guidelines Section 15063. The impact analysis will be in a consistent order of environmental factors, as presented in the recently updated Appendix G of the CEQA Guidelines and as described in the conceptual EIR work

program, above. The determination page will conclude the appropriate CEQA action based upon the environmental analysis.

3.0 ADMINISTRATIVE DRAFT INITIAL STUDY

The Administrative Draft Initial Study will be provided to the City for review and will include a Mitigation Monitoring and Reporting Program (MMRP) to identify appropriate monitoring steps/procedures and provide a basis for monitoring such measures during and upon project implementation. De Novo will revise the Initial Study, providing the City with a Second Administrative Draft Initial Study with revisions in tracked changes for ease of review.

4.0 PUBLIC REVIEW DRAFT INITIAL STUDY/MITIGATED NEGATIVE DECLARATION

With the conclusion in the Initial Study that no significant environmental effects will occur as a result of implementation of the project, a Mitigated Negative Declaration will be prepared for the 30-day public review period. De Novo will prepare the Notice of Intent to Adopt a Negative Declaration (ND)/Mitigated Negative Declaration (MND) for public review. De Novo will file all necessary notices with the County Clerk and State Clearinghouse.

5.0 FINAL INITIAL STUDY/MITIGATED NEGATIVE DECLARATION

5.1 RESPONSES TO COMMENTS

Upon completion of the public review period, De Novo will prepare a written response to the public comments for review by the City.

5.2 FINAL INITIAL STUDY/MITIGATED NEGATIVE DECLARATION

Where necessary, appropriate revisions will be made to the IS/MND text. Any additional text will be marked in underline format and any deleted text will be marked in strikeout format. The Draft Final IS/MND will be provided to the City for review and approval. We will make any additional revisions as directed by the City and prepare a Final Initial Study MND for consideration. The Final Initial Study will include a Mitigation Monitoring and Reporting Program, and any other information necessary for the City's staff report to the Planning Commission and/or City Council.

5.3 NOTICE OF DETERMINATION

De Novo will prepare and file a Notice of Determination (NOD) with the County Clerk and State Clearinghouse within five days of IS/MND adoption.

6.0 PROJECT MANAGEMENT AND MEETINGS

The De Novo Project Manager will be responsible for management and supervision of the Project Team. The De Novo Project Manager will participate in progress/project conference calls and/or meetings with City staff, the Applicant, and stakeholder representatives, as necessary to identify issues, assess impacts, and define mitigation. The De Novo team will participate in public hearings and make presentations, as necessary. De Novo Principals, Project Manager, and technical staff, as well as subconsultant team members will be available, as necessary, to provide expert testimony before decision-making bodies, including describing the environmental review process, analysis and findings, and responding to questions.

Conceptual Work Program – Categorical Exemption

The following is a typical scope of work for preparation of a CEQA Guidelines Section 15332, In-fill Development Projects, Class 32 Categorical Exemption (CE) Report. The work program, including necessary technical studies and level of analysis, will vary depending upon a project's location and characteristics and the applicable CE. De Novo has experience preparing documentation to support a range of Categorical Exemptions pursuant to CEQA Guidelines Section 15300 to 15332. Additionally, De Novo has prepared streamlined environmental review pursuant to CEQA Guidelines Section 15182 and 15183. All technical studies and environmental documents will be completed by the De Novo team in accordance with the adopted CEQA Guidelines. Upon receipt of future RFPs from the City, we will provide a project-specific scope of work tailored for the project being proposed at that time.

TASK 1 PROJECT INITIATION AND PROJECT DESCRIPTION

1.1 Project Kickoff Meeting

The work program will be initiated with a kickoff meeting with City staff to discuss the Project features in greater detail. This meeting is anticipated to be held virtually. This initial meeting is vital to the success of the CEQA process and will be a key milestone to confirm the parameters of the analysis, Project construction program, buildout conditions, scheduling, and overall communications. Prior to the kickoff meeting, De Novo will distribute an agenda and detailed memorandum, which will identify information needs. Upon completion of the kickoff meeting, De Novo will prepare a meeting summary that details action items for the team.

1.2 Research and Investigation

De Novo will obtain and review project information and available reference data for the Project, including planning and policy documentation from the City, county, state, and federal agencies, and any other agencies that may be affected by the Project. This information, along with environmental data and information available from the City and other nearby jurisdictions, will become part of the environmental documentation's foundation and will be reviewed and incorporated into the analysis, as deemed appropriate. This task includes a visit to the Project site and its surroundings, which will include a detailed photographic recording of on- and off-site conditions.

1.3 Project Description

The Project Description is a critical element of the environmental review and establishes the foundation for the technical analysis. The Project Description will detail the project location and environmental setting, project characteristics (construction and operation), project objectives, phasing, discretionary actions, and required permits and approvals based on available information. Exhibits will identify the regional and local site vicinity. Project plans and details, provided by the Applicant, will also be graphically depicted, and referenced. De Novo will submit the Project Description to the City for review and approval. We have assumed that no modifications to the Project Description will occur after approval by the City.

TASK 2 PREPARATION AND REVIEW OF TECHNICAL STUDIES

2.1 Prepare Technical Studies

De Novo will prepare technical studies, including air quality, biological resources, cultural resources, noise and/or transportation to support the analysis, pursuant to CEQA Section 15332.

2.3 Technical Study Review

De Novo will review the applicant provided technical studies to ensure their appropriateness for use in the environmental analysis. This scope of work excludes any technical modeling or review of these studies for engineering purposes.

TASK 3 CATEGORICAL EXEMPTION REPORT

If the technical studies determine no impact to air quality, noise, transportation, and water quality, the De Novo team will prepare the CE Report, which will include the necessary analysis to demonstrate that: the Project is an in-fill development that would not have a significant effect on the environment, meeting the Class 32 conditions to be categorically exempt. The CE Report will also demonstrate that the Project does not meet the exceptions for a CE.

3.1 Introduction

The Introduction will cite the provisions of the CEQA Guidelines and the City's CEQA implementation procedures, to which the proposed Project is subject. This section will identify the purpose of the CE report and statutory authority.

3.2 Environmental Analysis

3.2.1 Class 32 In-Fill Development Project

This section will identify the Project's short-term construction and long-term operational impacts and their levels of significance to demonstrate that the Project meets the conditions for a Class 32 CE, pursuant to CEQA Guidelines Section 15332, *In-Fill Development Projects*. The impact analysis will be in a consistent order of environmental factors presented in CEQA Guidelines Section 15332, as outlined below.

<u>Conditions A, B, C, and E</u>

This section will provide narratives demonstrating the Project's compliance with these conditions concerning the following factors: General Plan land use, applicable General Plan policies, and applicable zoning designation and regulations; site location, size, and setting; habitat value; and ability to be served by existing utilities and public services.

<u>Conditions D</u>

This section will present the findings of the technical analyses detailed in Task 2 above. The technical analysis will be included as Appendices to the CE Report. This section will include discussions demonstrating the Project's compliance with Condition D and substantiating that the Project will not result in any significant effects concerning the following environmental issue areas: Air Quality; Noise; Transportation; and Water Quality.

3.2.2 Exceptions

It is assumed that none of the exceptions to CEs pursuant to CEQA Guidelines Section 15300.2 apply to the proposed Project. This section will provide brief narratives demonstrating that the proposed Project does not meet the conditions outlined in CEQA Guidelines Section 15300.2, *Exceptions*, concerning the following factors:

- Cumulative Impact;
- Significant Effect;
- Scenic Highways;
- Hazardous Waste Sites; and
- Historical Resources.

3.3 Revised and Final CE Report

De Novo will submit one (1) electronic copy of the Administrative Draft CE Report for review and comment by the City. We will respond to one consolidated set of comments on the Administrative Draft CE Report. De Novo will submit one (1) electronic "check copy" of the Revised Administrative Draft CE Report, which will incorporate one complete set of comments received from the City. Changes to the draft document will be made in track changes to assist the review. It is assumed that substantive comments will be received as part of the Administrative Draft review and any additional comments to the Revised Administrative Draft document will be minimal. Upon receipt of comments on the Revised Administrative Draft, De Novo will finalize the CE Report and provide one (1) electronic copy of the Final CE Report. De Novo will also prepare the Notice of Exemption for attachment to the CE Report.

TASK 4 CE PROJECT MANAGEMENT AND COORDINATION

4.1 Project Management

The Project Manager will be responsible for management and supervision of the De Novo team and will coordinate with City staff as well as internal staff toward the timely completion of the work program.

4.2 Project Conference Calls/Meetings

The Project Manager will participate in conference calls/meetings with City staff, as necessary.

Conceptual Work Program – Third Party Peer Review

In addition to preparing technical analysis and environmental compliance documentation, the De Novo team is often called upon to provide third party peer review services for our clients. Our approach to conducting peer reviews involve the following considerations: 1) compliance with the CEQA Guidelines; 2) technical accuracy of analysis in support of conclusions and findings of significance; and 3) internal consistency of the document. CEQA and technical specialists will conduct the review, with a Principal and/or Project Manager serving as the primary CEQA reviewer. Our reviews will result in a memorandum providing a determination of compliance, along with any suggested edits or noted deficiencies in the document. Following revisions to the draft technical studies and/or environmental compliance documents, De Novo will review the revised documents to ensure the comments provided in the third-party peer review have been adequately addressed and resolved. The De Novo team will also be available to participate in conference calls or in-person meetings, as necessary, to discuss any issues of concern, approach to analysis, and third-party peer review comments. De Novo Principals, Project Manager, and technical staff, as well as subconsultant team members will be available, as necessary, to provide expert testimony before decision-making bodies, including describing our review and findings, and responding to questions.

TIMELINES

Following is a typical schedule for preparation of an EIR, IS/ND or IS/MND, a categorical exemption, and peer review of applicant-prepared technical studies and third-party peer review of environmental documents. The timing for peer review of applicant-prepared technical studies and third-party peer review of environmental documents can vary depending on the number and complexity of the technical studies and the environmental topical areas addressed in the environmental document.

Typical EIR Schedule

Project Kick-off	Month 1
Notice of Preparation/Initial Study	Month 1
NOP 30-Day Public Review	Month 2
Prepare Technical Studies	Months 1 – 3
EIR Scoping Meeting	Month 2
De Novo Prepares Administrative Draft EIR	Months 2 – 5
City Review of Administrative Draft EIR	Month 6
De Novo Prepares Second Administrative Draft EIR	Month 7
City Review of Second Administrative Draft EIR	Month 7
De Novo Completes, Publishes, and Circulates Draft EIR	Month 8
EIR 45-Day Public Review Period	Months 8 – 9
Hearing during the Draft EIR Review to Receive Comments	Month 9
De Novo prepares Responses to Comments	Month 10
City Reviews Responses to Comments	Months 10 – 11
De Novo Prepares Administrative Final EIR	Months 11
City Reviews Administrative Final EIR	Month 11
De Novo Completes, Publishes, and Circulates Final EIR	Month 12
Certification Hearings	TBD

Typical IS/ND or IS/MND Schedule

Project Kick-off	Week 1
De Novo drafts Project Description	Week 1
City Reviews/Approves Project Description	Week 2
Preparation of Technical Studies	Weeks 1 – 8
De Novo Prepares Administrative Draft IS/ND or IS/MND	Weeks 2 – 10
City Reviews Administrative Draft IS/ND or IS/MND	Week 11
De Novo Completes Draft IS/ND or IS/MND	Week 12
City Reviews Check Copy Draft IS/ND or IS/MND	Week 13
De Novo Distributes Public Review IS/ND or IS/MND	Week 14
IS/ND or IS/MND 30-Day Public Review	Weeks 14 – 18
De Novo Prepares Final IS/ND or IS/MND	Week 19
De Novo Prints and Distributes Final IS/ND or IS/MND	Week 20
Hearing	TBD

Typical Categorical Exemption Schedule

Project Kick-off	Week 1
De Novo drafts Project Description	Week 1
City Reviews/Approves Project Description	Week 2
De Novo Conducts Peer Review of Applicant Studies	Weeks 3 – 4

Applicant Revisions to Studies (if required)	Week 5
Preparation and Review of Technical Analyses	Weeks 3 – 5
De Novo Prepares Administrative Draft CE Report	Weeks 6 – 7
City Review of Administrative Draft CE Report	Weeks 8 – 9
De Novo Prepared Revised Draft CE Report and NOE	Week 10
City Review of Revised Draft CE Report and NOE	Week 11
De Novo Prepares Final CE Report and CE	Week 12

Typical Technical Study Peer Review Schedule

De Novo Conducts Peer Review	Completed within 2 – 3 weeks of receipt
De Novo Conducts Review of Revised Technical Studies	Completed within 1 – 2 weeks of receipt

Typical Environmental Document Peer Review Schedule

De Novo Conducts Peer Review of IS/ND or IS/MND	Completed within 2 – 3 weeks of receipt
De Novo Conducts Review of Revised IS/ND or IS/MND	Completed within 1 – 2 weeks of receipt
De Novo Conducts Peer Review of EIR	Completed within 3 – 4 weeks of receipt
De Novo Conducts Review of Revised EIR	Completed within 1 – 2 weeks of receipt

4. RELATED EXPERIENCE

De Novo is committed to providing the City exceptional technical analysis and environmental review services. Our team will prepare technical analyses and write comprehensive and legally-defensible documents in compliance with all applicable federal, state, regional, and local legislation and requirements. Our team understands that as Lead Agency, the City of Gardena is responsible for preparing and approving environmental documents. De Novo will work side-by-side with City staff and provide principal-level attention to ensure the entire review process is conducted in a comprehensive manner and will consider recent legislation and reviewing agency requirements. Our approach outlines a collaborative process for preparation of sound environmental compliance documentation. De Novo prides itself on crafting a project-specific technical approach for each project it pursues. However, below is a summary of key considerations we apply in our approach to every project:

- Compliance with State legislation
- Close coordination with stakeholder, resource, and responsible agencies
- Principal attention to every aspect of the project
- Dedicated Principal (Account Manager), Project Manager and Co-Project Manager
- Strict Adherence to Schedule and Budget
- Quality Assurance and Quality Control

Compliance with State Legislation

The De Novo team is well-versed in the CEQA Statute (Public Resources Code Section 21000-21189) and the CEQA Guidelines (California Code of Regulations, Title 14, Division 6, Chapter 3, Sections 15000-15387). The firm's Principals regularly lecture on CEQA and have been asked to prepare and provide expert testimony on complex environmental topics on projects throughout California. The firm maintains a keen understanding of future legislation which has the potential to impact CEQA and environmental documents.

Close Coordination with Stakeholder, Resource, and Responsible Agencies

Given our experience in preparing environmental documents, we understand the strong need for early and on-going coordination with stakeholders and resource agencies as well as other agencies that regulate and/or permit activities within the City. Coordination with applicants/developers, neighborhood and civic groups may also be needed during the course of the Project. Our team will consult all relevant resource and regulatory agencies as part of the Project, as well as during the Notice of Preparation review and during the preparation of the draft documents. Consultations assure that the agencies have considered the Project and have provided input to the analysis and mitigation measures presented in the document.

Principal Attention to Every Aspect of the Project

We do not identify principal staff in our proposal, then hand your project out to junior staff members to complete for our review. Rather, our Principal and Senior staff identified in this proposal as the Project Manager(s) and Co-Project Managers will work on every aspect of the Project and will write and review each document we provide to the City. This senior-level attention to each detail of the Project ensures a high-quality work product, as well as continuity throughout the Project.

Dedicated Project Manager and Co-Project Manager

Our team dedicates De Novo Principals and/or Principal Planners as Project Manager and a Co-Project Manager who will be in attendance at public and stakeholder meetings and will be intimately involved in every aspect of the Project. Although the Project Manager will serve as the primary point of contact, we feel that the use of two managers will ensure that all members of our team are constantly up to speed regarding changes in Project direction, staff preferences, and all of the other nuances of CEQA projects. Additionally, having two project managers provides an exceptional level of quality control so that products reviewed by the City are technically accurate and complete. As a boutique planning firm, we find that this level of dedication does not result in increased costs but rather provides for improved efficiencies. We achieve cost savings through use of a streamlined team composed of De Novo Principals and principal- and senior-level staff of our subconsultants. Because we remain relatively small, we are able to offer our clients significantly lower rates, while still providing Principal-level attention to each project.

Schedule Control

Our project team is fully committed and has great success in bringing our projects to public hearings as quickly and effectively as possible while always delivering products of exceptional quality. We thrive under deadlines, and we have a track record of meeting or exceeding our project schedules. Our use of Principal-level staff throughout all stages of the project allows us to work quickly, efficiently, and produce preliminary draft documents of superior quality. Our project managers take a very active and hands-on role, and we diligently manage our team and coordinate with City staff to ensure that all parties are continuously aware of pending deadlines, outstanding tasks, and draft work products that will require staff review.

We are deliberate about the projects we pursue to ensure that our team is able to deliver the highest quality of work to all our clients; this process includes an analysis of our internal capacity and our ability to meet expectations on all aspects of the project. We also have weekly internal meetings on the allocation of staff resources to ensure all project deadlines are met. Our team has a strong history of accommodating and meeting specific scheduling needs of our clients, including expedited schedules. We proactively work with our clients to accommodate scheduling requests and establish expectations through the identification of key milestones, interdependent tasks, and responsibilities. Throughout the work program De Novo maintains and updates the project schedule so that all parties are aware in advance of the key milestones and can plan accordingly.

Our team has sufficient capacity and the necessary experience to provide on-call environmental consulting services to the City of Gardena. We are committed to delivering legally defensible products on time and on budget and will allocate our resources to exceed your expectations. De Novo will coordinate directly with City staff to understand any project-specific scheduling needs. A date-specific schedule is typically provided following the kickoff meeting based upon an understanding of any timing considerations.

Strict Adherence to Budget

We take tremendous pride in our ability to adhere to our project budgets. Our project managers are also principals and senior managers of the firm, and to this end, we have the authority to take any steps necessary to ensure that our projects remain on budget. We strongly encourage the City to call our references and specifically inquire about the extraordinary steps we take to ensure we do not modify or exceed our budgets. This regularly includes the addition of extra meetings and the allocation of staff time

and resources beyond the levels identified in our proposal, at no extra charge to the City. We know that this is a unique way of doing business, but it has proven to be a tremendously successful approach for our firm. We are in this business for the long term, and building trust and confidence with our clients is the single greatest thing we can do to build loyalty and repeat business.

Clear Communication with City of Gardena Staff

De Novo understands that the CEQA process will require extensive coordination and communication with City staff, as well as the responsible agencies, and general public. Our team is committed to continuous and comprehensive coordination throughout the CEQA process. De Novo has proposed a Project Management team with exceptional CEQA knowledge and local planning experience.

Our team serves as an extension of City staff to ensure the projects are delivered in a timely manner. Working closely with City staff throughout the project will ensure early identification and resolution of critical issues. Our approach ensures consistent and regular interaction and communication between City staff and the De Novo team. This allows for frequent exchange of information without loss of time or resources and will provide all parties with advance input on any issues that may arise. Early and consistent coordination with the City's Project Manager and between the De Novo Project Manager maintains the flow of data and allows for timely response to any issues and ensures the work program stays on track.

The De Novo team will work with the City at project initiation to create a detailed and realistic project schedule, making sure to identify all critical path items and any constraints. Throughout project development, we will review the status of all project tasks regularly to ensure they are progressing within the scheduled timeframe. A monthly progress report will identify the tasks accomplished, deliverables submitted, anticipated tasks/progress for the next month, and any pending issues. If issues arise that could result in schedule delays, we will make it a priority to coordinate with the City to find the necessary solutions to move the project forward.

GARDENA EXPERIENCE

Since early 2020, De Novo Planning Group has had the privilege of providing planning and environmental consulting services to the City of Gardena. In addition to preparing an update to the Gardena General Plan Public Safety Plan and preparing an Environmental Justice Element, our team has prepared several environmental compliance documents for both City-sponsored and private development projects.

De Novo prepared the EIR for the City of Gardena Land Use Plan, Zoning Code & Zoning Amendment Project. The project involved an amendment to the Land Use Plan of the Community Development Element of the General Plan with the addition of new land use designations. Other technical updates were included to reflect changes that had occurred since 2006. The General Plan Land Use Policy Map was proposed to be amended to apply new land use designations. New zones were also proposed to be created to provide consistency with the Land Use Plan update and additional changes were proposed to the Zoning Code, including objective Residential Design Standards. The Gardena Zoning Map was proposed to be amended to apply the new zones to specific parcels within the City and to rezone other properties to match the existing uses, densities, or intensities that already occur on those properties. As part of the project, the existing Artesia Corridor Specific Plan (ACSP) would be rescinded. The amendments would allow for new residential development or increased residential development when compared to existing conditions. As site-specific development proposals were not currently known, a programmatic analysis of the potential environmental impacts associated with new residential development consistent

with implementation of the proposed project was prepared in the EIR. De Novo staff includes Starla Barker (Project Manager), Josh Smith, and Erik Anderson. Teaming partners included Kittelson. Project Completion: July 2024.

De Novo prepared an IS/MND for the U-Haul Redevelopment Project. The Project proposed to remove the existing on-site structures and develop a new, modern U-Haul Moving and Storage Store with a 177,573 square foot, 5-story storage facility and a separate 8,000 square foot building for retail sales and office use. In addition to providing U-Haul truck and trailer sharing and retail sales, the location would house regional U-Haul marketing operations. The applicant requested a Zone Change from C-3 to Heavy Commercial (C-4), a Zone Text Amendment to allow for greater ground floor street frontage when a proposed self-storage facility has at least 600 feet of lot frontage on a major collector or arterial street, a Conditional Use Permit (CUP) to allow for the self-storage facility within the C-4 Zone, and Site Plan Review. The De Novo team prepared the environmental analysis, including the following technical studies: air quality, cultural resources, energy, greenhouse gas emissions, noise, sewer supply, and transportation, as well as peer review of several applicant-prepared technical studies. De Novo staff included Starla Barker, Ashley Brodkin, Josh Smith, and Erik Anderson. Teaming partners included Kittelson and Verdantas (previously Leighton). Project Completion: June 2022.

De Novo prepared environmental compliance documentation for National Environmental Policy Act (NEPA) clearance specific to United States Department of Housing and Urban Development (HUD) for the demolition of a City-owned building. The Project site consists of one parcel (APN 4059-018-900) located at 2501 W. Rosecrans Avenue in the City of Gardena. The site was developed with an existing two-story building that was approximately 13,600 square feet and was a former bank. The City proposed the demolition of the existing building prompted by health and safety concerns. De Novo prepared the Categorically Excluded Subject to Section 58.5 (CEST) form, which included the necessary analysis and documentation to demonstrate that the Project would not have a significant effect on the environment; meeting the CERT conditions to be categorically excluded. De Novo submitted the final CERT form to HUD through their HEROS submission system. De Novo staff included Ashley Brodkin. Project Completion: May 2024. De Novo prepared a CEQA Class 32 Categorical Exemption (CE) for a proposed Lab Five Soccer Center. The project proposed to construct a 5-a-side soccer center facility on an approximately 1.5-acre site. The proposed Lab Five Soccer Center would consist of seven 50-feet by 98-feet soccer fields with low rebound walls, netting, and 20-foot-high light poles illuminated by LED down lights. The existing office building (2,786 square feet) would be retained, and the storage building (200 square feet) would be removed to allow for an outdoor seating area. Minor interior improvements would be made to the existing office building and approximately 878 square feet of the existing 2,786-square-foot office would be converted to an incidental café use for patrons of the Lab Five Soccer Center. The CE Report assesses the project's consistency with each criterion, including a General Plan consistency analysis and assessment to confirm no significant effects relating to traffic, noise, air quality and water quality. De Novo staff included Starla Barker and Josh Smith. Teaming partners included Kittelson. Project Completion: November 2021.

De Novo prepared an IS/MND for the Hotel Standards General Plan & Zoning Code Amendment Project. The City of Gardena proposed to amend the General Plan and Zoning Code to provide for new and revised development standards specific to amenity hotels, provide clean-up language to the General Plan Land Use Plan to incorporate previous amendments to the Zoning Code, and to provide other minor clean-up language to the Zoning Code. De Novo staff included Starla Barker and Josh Smith. Teaming partners included Kittelson. Project Completion: April 2021.

De Novo prepared an IS/MND for the proposed 1108 W. 141st Street General Plan Amendment and Zone Change Project. The Project proposed a General Plan Amendment and Zone Change to redesignate the property as General Commercial with a Mixed-Use Overlay in the Land Use Plan and rezone the property as General Commercial (C-3) with a Mixed-Use Overlay (MUO) designation. The timing of the change in designation and zoning was due to the recent enactment of Government Code section 66300 which essentially requires that a city may only change a land use designation or zoning ordinance to a less intensive (residential) use, if it concurrently makes changes to other parcels within the city to ensure there is no net loss in residential capacity. Although a specific development is not being proposed at this time, based on the existing agreements and development standards that would be applicable to the site associated with the proposed General Plan Amendment and Zone Change, the CEQA analysis considered the potential for future development of a four-story hotel (65 feet high) with up to 126 rooms within a single structure of approximately 68,000 square feet and a separate 5,000 square foot restaurant on 2.0 acres of the 4.59-acre Project site. The remaining acreage would remain as required parking for the adjacent casino. De Novo staff included Starla Barker and Josh Smith. Teaming partners included Kittelson. Project Approval: December 2020.

De Novo prepared an IS/MND for the 141st and Normandie Project which proposed to remove an existing landscape nursery and two single family homes and develop 50 townhomes. The project included a General Plan Amendment, Zone Change, Tentative Tract Map, Site Plan Review and Variance to allow development of the residential uses. Key environmental issues included transportation, hydrology/drainage, hazards and hazardous materials, and noise. De Novo staff included Starla Barker and Josh Smith. Teaming partners included Kittelson. Project Approval: November 2020.

The Evergreen Residential Project proposed to remove an existing retail garden center/commercial container nursery and motel and develop 84 townhomes, including two affordable units. The project included a General Plan Amendment, Zone Change, Tentative Tract Map, and Site Plan Review to allow development of the residential uses. Key environmental issues include noise, transportation and hydrology/drainage. De Novo staff included Starla Barker and Josh Smith. Teaming partners included Kittelson. Project Approval: November 2020.

ADDITIONAL RELEVANT EXPERIENCE

The De Novo team has a wide range of experience providing on-call environmental services for public agency clients throughout California, including but not limited to: Aliso Viejo, Arcadia Culver City, Fountain Valley, Fullerton, Glendora, Laguna Beach, Laguna Hills, Lake Forest, Mission Viejo, Moreno Valley, Norwalk, Ontario, Rancho Santa Margarita, Rosemead, San Clemente, San Dimas, San Fernando, San Jacinto, Santa Ana, Signal Hill, South Gate, and West Hollywood. We understand the role of staff in the planning and CEQA compliance processes, and we pride ourselves on providing prompt and responsive services to our clients. Our past success has resulted in professional relationships that last years, and we continue to serve as resources for our clients well after individual projects have been completed. We strongly encourage you to contact our clients; we are confident they will speak highly of our capabilities and responsiveness, as well as the character and integrity of our firm and Principals.

Below are a sample of public agency clients and representative projects in southern California in which the De Novo team has provided similar environmental consulting services on an on-call and competitive basis.

Burbank Environmental Services

Since 2020, De Novo has provided environmental services, both on-call and competitive, for the City of Burbank.

De Novo is preparing an EIR for the 2500 N. Hollywood Way Dual Brand Hotel Project. The Project proposes a dual-brand hotel on a property with an existing Marriott and Convention Center, located across from the Hollywood Burbank Airport. The team conducted peer review of applicant-prepared technical studies, prepared additional technical studies, and provided the City with an Administrative Draft EIR. Subsequent to completion of the Administration Draft EIR, the Project was modified. The EIR and technical analysis was revised to address the Project modifications, and the EIR was made available for public review in December 2024. The Final EIR has been prepared and the Project is scheduled for hearings in November 2025. De Novo staff includes Starla Barker (Project Manager), Ashley Brodkin, Christine Abraham, and Josh Smith. Project Initiation: May 2020. Project Completion: Anticipated 2025. Project Applicant: AWH Partners. Project Contact: Daniel Villa, Senior Planner | 818-238-5250 | DVilla@burbankca.gov.

De Novo is preparing technical studies and an Initial Study/Mitigated Negative Declaration (IS/MND) for the 129 E. Providencia Hotel Project. The Project proposes removal of existing structures and development of an 84-room Home2Suites Hotel. Through our team's peer review of the technical studies, it was determined that additional site characterization was required to determine the potential for soil and groundwater contamination associated with previous land uses within the site and surrounding area. Project refinements were also required to comply with the City's development standards. The work program includes preparation of visual simulations and shade/shadow diagrams. De Novo Staff includes Starla Barker (Project Manager), Christine Abraham, Erik Anderson, and Josh Smith. Teaming partners included Verdantas. Project Initiation: November 2023. Project Completion: Anticipated late 2025. Project Applicant: Sukian, LLC. Project Contact: Karen Chavez, Assistant Planner | 818-268-5248 | kchavez@burbankca.gov.

De Novo prepared a CEQA Class 32 Categorical Exemption (CE) for the Madison Square Garden (MSG) Media Studios Project. The Project proposed to construct a prototype facility for MSG Entertainment's creative teams to develop and edit content prior to its ultimate use in Las Vegas productions. The Project involved construction of a spherical geodesic dome approximately 186 feet in diameter (with an approximately 28,664 gross square foot floor plate) on the approximately 1.95-acre site. The exterior dome would be installed on a base concrete slab and have a maximum height above grade of 95-feet 2-inches and an FAR of 0.37. The exterior dome would provide weather protection for the smaller second dome on the interior ("interior dome"), which will display MSG's content for post-production editing and sound mixing. The exterior dome would also house restrooms, a break room and pantry, meeting room, production space, a modular server room, loading dock and small lobby. The prototype would not be used for any "live studio audiences" experiences. The De Novo team prepared an air quality analysis, including a health risk assessment, noise assessment, and a transportation assessment to support the CE. De Novo staff included Starla Barker (Project Manager) and Josh Smith. Project Initiation: March 2021. Project Approval: June 2021. Project Applicant: MSG Entertainment. Project Contact: Greg Mirza-Avakyan, Associate Planner | 818-238-5250 | GMirzaAvakyan@burbankca.gov.

De Novo prepared a CEQA Class 32 Categorical Exemption (CE) for a mixed-use infill residential and retail/office development within the City of Burbank (624-628 San Fernando Boulevard Mixed-Use

Project). The project proposed a four-story mixed-use building consisting of 42 residential dwelling units above 3,500 square feet of retail space and 8,200 square feet of office space. Five of the units would be deed restricted affordable units. The CE Report assessed the project's consistency with each criterion, including a General Plan consistency analysis and assessment to confirm no significant effects relating to traffic, noise, air quality and water quality. De Novo staff included Starla Barker (Project Manager) and Josh Smith. Project Initiation: March 2020. Project Approval: August 2020. Project Applicant: Burbank Capital, LLC. Project Contact: Lisa Frank, Associate Planner | 818-238-5263 | LFrank@burbankca.gov.

Signal Hill On-Call Environmental Services

De Novo is currently providing on-call environmental services to the City of Signal Hill. In this capacity, De Novo has been retained to prepare environmental documents for the following private development projects.

De Novo prepared the ISMND for the 2550 Orange Avenue Industrial Project, which requests approval of a Zoning Ordinance Amendment to create a Specific Plan to provide for development of the site with an industrial/warehouse distribution use; Site Plan and Design Review; Development Agreement; and Tentative Parcel Map to develop a 100,886-square foot industrial/warehouse distribution building, including supporting office use and pump house. The building would consist of 93,386 square feet of warehouse space, 3,500 square feet of first floor office use, 3,500 square feet of second floor office use, and a 500-square foot pump house. The proposed building would have a building footprint of 97,386 square feet and a maximum height of 40 feet with a clear height of 35 feet within the warehouse; 17 dock-high doors and one (1) drive-in door would be located along the southern portion of the building. De Novo Staff included Starla Barker, Erik Anderson and Josh Smith. Project Initiation: January 2023 | Project Contact: Carlos Luis, Planning Manager | 562-989-7360 | cluis@cityofsignalhill.org.

De Novo is preparing an IS/MND for the 3201 Walnut Avenue Industrial Project. The Project proposes to develop an approximately 102,607-square-foot industrial warehouse/manufacturing building, including 10,000 square feet of supporting office use. The building would consist of approximately 92,607 square feet for warehouse/manufacturing use, 5,000 square feet of first floor office use, and 5,000 square feet of second floor office use. The proposed building would have a maximum height of 49.5 feet, with a clear height of 32 feet within the warehouse; 13 dock-high doors would be located along the proposed loading dock on the northwestern side of the building. As part of the Project, a vapor barrier would be installed with construction of the proposed structure and the existing soil vapor extraction system would continue to be conducted on the western portion of the site. The Project requests approval of a Specific Plan, Development Agreement, Site Plan and Design Review. The Administrative Draft IS/MND has been submitted to the City for review. Project Applicant: Xebec Realty Partners. Project Contact: Carlos Luis, Planning Manager | 562-989-7360 | cluis@cityofsignalhill.org.

De Novo is preparing an IS/MND for the 2599 E. Pacific Coast Highway Residential Project. The Applicant is proposing to remove existing on-site improvements and construct a 7-unit detached residential project on the approximately 0.39-acre site (APNs 7216-024-024, -025, and 026) located at the northwest corner of Pacific Coast Highway and Molino Avenue. The Project site is designated Commercial General by the City of Signal Hill General Plan and zoned SP-10 (Pacific Coasty Highway Specific Plan) by the City Zoning Map. The Project site is located within Area 1 of SP-10 and identified as a Residential Opportunity Area. SP-10 notes that the Molino Avenue Opportunity Area may be suitable for view oriented residential development due to the topography of the site and surrounding area. Within the Opportunity Areas, the

City may approve a subsequent specific plan to allow alternative development projects, such as residential. As the Project is proposing a residential development, a new Specific Plan will be required. The Project has recently been re-initiated pending the Applicant's revisions to the site plan. Project Contact: Susana Martinez, Associate Planner | 562-989-7341 | smartinez@cityofsignalhill.org.

South Gate On-Call Environmental Services

De Novo is currently providing on-call environmental services to the City of South Gate. In this capacity, De Novo has been retained to prepare environmental documents for the following private development projects.

De Novo is preparing a joint Initial Study/Environmental Assessment for the City of South Gate for the 9001-19 Long Beach Boulevard Residences Project. The Project is proposing the redevelopment of an existing commercial site with a 14-townhome affordable development. De Novo staff included Starla Barker, Ashley Brodkin, and Josh Smith. Teaming partners include MAT. Project Initiation: November 2022. Project Approval: Anticipated 2026. Project Applicant: Habitat for Humanity. Project Contact: Joshua Valdez, Associate Planner | 323-563-9514 | jvaldez@sogate.org.

De Novo prepared a CEQA Class 1 Categorical Exemption (CE) for a parcel delivery service facility at 3950 Rayo Avenue. The site is within the M3 Zone designation that specifies that a "Parcel Delivery Service" land use designation requires a Conditional Use Permit (CUP) The applicant requested a CUP for the continued operation of the facility. The CE Report assessed that the Project did not meet the conditions outlined in CEQA Guidelines Section 15300.2, Exceptions and provided an analysis of the Project's consistency with an "existing facility" and justification for and evaluation of the Project to be exempt from CEQA as a Class 1 Project. De Novo staff included Starla Barker. Project Initiation: December 2022. Project Completion: October 2023. Project Applicant: Amazon. Project Contact: Yalini Siva, Senior Planner | ysiva@sogate.org.

De Novo provided expedited preparation of technical studies and a CEQA Class 32 Categorical Exemption for the 10130 Adella Residential Project. The Project proposed Design Review for a 54-unit residential subdivision consisting of six three-story attached 9-plex townhome buildings located at 10130 Adella Avenue. The Project included a density bonus. The Project site is designated and zoned Industrial Flex. The CE Report assessed the project's consistency with each criterion, including a General Plan consistency analysis and assessment to confirm no significant effects relating to traffic, noise, air quality and water quality. De Novo staff included Starla Barker. Teaming partners include MAT. Project Initiation: January 2025. Project Completion: April 2025. Project Applicant: City Ventures. Project Contact: Rodrigo Pelayo, Senior Planner | 323-563-9526| rpelayo@sogate.org.

Norwalk On-Call Environmental Services

De Novo provided third party peer review services for the 14380 Carmenita Road Warehouse Project in the City of Norwalk. The proposed project requested a Precise Development Plan to remove two existing multi-tenant industrial warehouse buildings totaling 89,870 square feet and to construct a 144,901 square foot warehouse building to include warehouse, office, and mezzanine spaces and 22 dock doors, as well as 150 parking spaces, on an approximately seven-acre site. De Novo reviewed the applicant-prepared IS/MND and technical studies. Prior to consideration for approval, revisions were made to the Project. De Novo reviewed the applicant-prepared Recirculated Draft MND, which is currently out for public review. De Novo staff included Starla Barker (Project Manager), Christine Abraham, Josh Smith. Team Partners

included Kittelson and Associates. Project Initiation: April 2024. Project Contact: Carlos Rojas, Senior Planner | 562-929-5769 | crojas@norwalk.ca.gov.

Grevillea/Imperial Hotel Project Class 32 Exemption, City of Hawthorne

De Novo prepared a CEQA Class 32 Categorical Exemption for a proposed hotel project. The Project proposed to demolish the existing auto-related uses on the site and develop a 78 room, 5-story hotel. The applicant is requesting a Conditional Use Permit (CU-2023-0022) and Design Review (DR-2023-0020) to develop the Project. The site is designated Downtown Hawthorne Specific Plan (DHSP) by the City of Hawthorne General Plan and is zoned CR-MU (Regional Commercial/Mixed-Use). The CE Report assessed the Project's consistency with each criterion, including a General Plan consistency analysis and assessment to confirm no significant effects relating to traffic, noise, air quality and water quality. Technical studies to support the CE Report included air quality, cultural resources, noise, as well as a peer review of applicant-provided technical studies to ensure their appropriateness for use in the environmental analysis. De Novo staff included Starla Barker (Project Manager) and Erik Anderson. Teaming partners included South Environmental. Project Initiation: July 2024. Project Completion: July 2025. Project Contact: Maria Majcherek, Senior Planner | 310-349-2970 | mmajcherek@cityofhawthorne.org.

La Verne General Plan Update and EIR, City of La Verne

De Novo prepared the comprehensive update to the City of La Verne General Plan. The General Plan Update constitutes the policy and regulatory framework by which future development projects will be reviewed and public improvements will be implemented. The La Verne General Plan Update includes a comprehensive set of goals, policies, and actions (implementation measures), and the General Plan Update EIR analyzes future growth and development associated with the City's Land Use Map. The La Verne General Plan Update includes all of the State-mandated elements, and addresses optional topics: Economic Development, Community Facilities, Community Design, Fiscal Sustainability, and Community Health and Wellness. The comprehensive La Verne General Plan Update involved updating the City's environmental baseline conditions and updating the General Plan development projections for the year 2045. De Novo staff included Amanda Tropiano (Project Manager), Starla Barker, Christine Abraham, Ashley Brodkin, Josh Smith, and Erik Anderson. Project Approval: January 2025. Project Contact: Candice Bowcock, Principal Planner | cbowcock@cityoflaverne.org.

1941 White Ave Mixed-Use Project CEQA, City of La Verne

De Novo prepared technical analysis and a comprehensive Categorical Exemption (CE) report pursuant to CEQA Guidelines Section 15182, Projects Pursuant to a Specific Plan, which provide exemptions from CEQA for certain residential, commercial and mixed-use projects that are consistent with a specific plan and CEQA Guidelines Section 15332, In-fill Development Projects, which consists of projects characterized as in-fill development meeting specific conditions. The proposed 1941 White Avenue Mixed-Use Project site is located within the Old Town La Verne Specific Plan (OTLVSP) area. The OTLVSP was adopted and the OTLVSP FEIR was certified in March 2013. The Project proposes to remove all on-site improvements, including trees and landscaping, and construct a mixed-use development consisting of up to 367 residential units and approximately 1,588 square feet of ground floor retail within a five-story building partially surrounding a six-level parking structure. Of the 367 residential units, 44 would be deed restricted affordable units for lower income households, including 18 units restricted to very low-income households. The units would be comprised of 57 studio units, 183 one-bedroom units, 119 two-bedroom units and 8 three-bedroom units ranging in size from approximately 591 square feet to approximately

1,336 square feet. The Project site is located adjacent to the planned Metro A Line and in proximity to the La Verne Station, currently undergoing construction. De Novo staff included Starla Barker (Project Manager), Josh Smith, Erik Anderson and Abdul Jama. Teaming partners included Kittelson and Associates. Project Initiation: August 2023. Project Approval: June 2024. Project Applicant: Novipax. Project Contact: Candice Bowcock, Principal Planner | cbowcock@cityoflaverne.org.

Bell Gardens General Plan Circulation and Transportation Element Update Initial Study/Negative Declaration, City of Bell Gardens

De Novo prepared the Initial Study/Negative Declaration (IS/ND) for the update to the City's General Plan Circulation and Transportation Element. The Circulation and Transportation Element provides a blueprint for establishing a convenient, safe, and sustainable transportation network in Bell Gardens, which serves users of all modes including walking, biking, rolling, riding transit, and driving. The purpose of the element is to improve the current infrastructure in Bell Gardens as a foundation for an integrated and comprehensive transportation network, which will reduce reliance on the private automobile and enhance other transportation options. The element sets forth goals, policies, and programs to support connectivity in the context of the land uses set forth in the existing Land Use Element. The proposed Circulation and Transportation Element Update would not modify the City of Bell Gardens General Plan Land Use Map, land use designations, nor intensities/densities identified within the General Plan Land Use Element. Additionally, the proposed Circulation and Transportation Element Update would not result in any new roadways or increase existing roadway capacities. De Novo staff included Starla Barker (Project Manager) and Erik Anderson. Project Initiation: November 2021. Project Completion: February 2022. Project Contact: Grissel Chavez, Assistant City Manager, City of Paramount (formerly Public Works Director at Bell Gardens) | 562-220-2022 | gchavez@paramountcity.com.

Cherokee Court Residential Project IS/MND Peer Review, City of San Dimas

De Novo provided third-party peer review services to the City of San Dimas for the Cherokee Court Residential Project IS/MND prepared by the applicant team. The project applicant proposes a General Plan Amendment, Zone Change and Vesting Tentative Tract Map to subdivide 1.4 acres into seven residential lots and to construct seven single-family dwelling units ranging in size from 3,124 to 4,185 square feet, including infrastructure improvements. Although physical development activities would be limited to the 1.4 acres, the proposed General Plan Amendment and Zone Change would apply to additional parcels to provide consistency between the land use and zoning and existing on-site development. The De Novo team conducted the peer review to ensure the IS/MND and supporting technical studies considered recent CEQA legislation and agency requirements. De Novo staff included Starla Barker (Project Manager) and Josh Smith. Project Applicant: Development 1 Group, Inc. Project Contact: Kenneth Fichtelman, Associate Planner | 909-394-6256 | kfichtelman@sandimasca.gov.

Laguna Hills Housing Element Update and Addendum to the General Plan EIR, City of Laguna Hills

De Novo was contracted by the City of Laguna Hills to complete preparation of and obtain HCD approval for the 2021-2029 Housing Element. Subsequent to adoption of the Housing Element, minor revisions were made to the Housing Element, and the City initiated the required rezoning program to accommodate its Regional Housing Needs Allocation (RHNA) consistent with the programs outlined in the adopted 2021-2029 Housing Element, including minor revisions to the Land Use Element and amendments to the zoning text and zoning map, and the creation of objective design standards. De Novo prepared the Addendum to the General Plan Final Program EIR for the 2021-2029 Housing Element Update, Rezoning Program and Objective Design Standards Project. The work program included preparation of technical studies and

analysis to determine whether the Project could result in any new significant impacts or a substantial increase in the severity of previously identified significant impacts in the General Plan Final EIR. De Novo staff included Starla Barker (Project Manager) and Erik Anderson. Project Initiation: May 2023. Project Approval: March 2024. Contact: Jay Wuu, AICP, Senior Planner, | 949-707-2662 | jwuu@lagunahillsCA.gov.

Laguna Hills On-Call Environmental Services, City of Laguna Hills

As part of the on-call environmental services contract, De Novo has been retained to review two separate applications submitted under the Housing Accountability Act. The 23161 Mill Creek Project proposes to remove an existing office building and redevelop the site with 36 single-family attached residential units. Project Applicant: Manny Khoshbin. The Terravita Project proposes to remove seven existing office buildings and redevelop the site with 254 attached single-family units and 210 multi-family units. Project Applicant: Kingsbarns realty Capital.

The first phase involved review of the application and associated materials, including the applicant's proposal relative to the required CEQA documentation to assist the City's formal response to the application. The second phase includes coordination with City staff, including the City's CEQA attorney and peer review of all applicant-prepared technical studies and CEQA document submittals. The first phase has been completed. Under the second phase, De Novo has provided peer review of the Administrative Draft CEQA documents and technical studies. De Novo staff includes Starla Barker (Project Manager), Christine Abraham, and Tin Cheung. Project Initiation: February 2024. Contact: Jay Wuu, AICP, Senior Planner, | 949-707-2662 | jwuu@lagunahillsCA.gov.

Laguna Beach On-Call Environmental Services, City of Laguna Beach

De Novo is currently providing on-call environmental services to the City of Laguna Beach. In this capacity, De Novo has been retained to prepare environmental documents for various public and private projects in Laguna Beach.

De Novo prepared an IS/ND for the 749 Marlin Drive Extension Project (RD EXT-2021-10443/CDP-2022-2071). The Project applicant applied for a Road Extension and a Coastal Development Permit to extend the northerly end of Marlin Drive approximately one foot by 37 feet in order to provide access from Marlin Drive for the potential future development of a single-family residence. De Novo staff included Starla Barker (Project Manager), Ashley Brodkin, and Erik Anderson. Project Initiation: October 2022. Project completion: March 2023. Project Applicant: Merrick and Mary Lynn Leckey. Project Contact: Anthony Viera, Planning Manager | 949-497-0398 | aviera@lagunabeachcity.net

De Novo prepared a CEQA Class 5 and Class 32 Categorical Exemption Report for Riddle Field Park. Riddle Field Park is a City of Laguna Beach park with an illuminated baseball field, half basketball court, playground, picnic tables and restrooms. Riddle Field Park currently hosts little league baseball practices and games for Laguna Beach Little League (LBLL), permitted by a Field Use Permit. LBLL has requested to amend the Field Use Permit for the 2024 baseball season for the use of Riddle Field Park baseball field to accommodate increased demand for little league play during the baseball season. More specifically, LBLL requests to expand the number of days per week and the hours per day that lighting would be used at the ballfield. De Novo staff included Starla Barker (Project Manager) and Christine Abraham. Teaming partners included MAT Engineering. Project Initiation: February 2024. Project completion: May 2024. Project Applicant: City of Laguna Beach. Project Contact: Alexis Braun, Recreation Manager | 949-497-0762 | abraun@lagunabeachcity.net

De Novo is preparing an IS/MND for the 385 Nyes Place Project. The Project applicant is applying for a Design Review and a Coastal Development Permit to construct a new three-story, single-family residence, accessory dwelling unit, and two street-level garages. De Novo staff includes Starla Barker (Project Manager), Ashley Brodkin, and Erik Anderson. Primary environmental concerns include biological resources, cultural resources, geology and soils, tribal cultural resources and wildfire. The IS/MND was made available for public review in March 2025. De Novo has provided the City with the Draft Final IS/MND. Project Initiation: March 2023. Project completion: Anticipated Winter 2025. Project Applicant: Thomas Norris. Project Contact: Shaveta Sharma, Senior Planner | 949-497-0441 | ssharma@lagunabeachcity.net.

De Novo prepared an IS/MND for the 2354 San Clemente Street (DR-2021-8817, CDP-2021-8819, VAR-2021-8820) Project. The Project applicant is applying for a Design Review, a Variance, and a Coastal Development Permit to remove the existing single-family residence, detached guest house and associated site improvements, and construct a new two-story, 3,583 square-foot single-family residence, with attached 528 square-foot two-car garage, elevated deck, hardscaping and landscaping. De Novo staff included Starla Barker, Ashley Brodkin (Project Manager), and Erik Anderson. Primary environmental concerns include biological resources, cultural resources, geology and soils, tribal cultural resources and wildfire. Project Initiation: February 2023. Project completion: June 2025. Project Applicant: Kevin Aaronson. Project Contact: Shaveta Sharma, Senior Planner | 949-497-0441 | ssharma@lagunabeachcity.net.

De Novo prepared an IS/MND for the 820 Gainsborough Drive Project. The Project applicant is applying for a Design Review and a Coastal Development Permit to construct a new three-story, single-family residence and an attached two-car garage. De Novo staff included Starla Barker, Ashley Brodkin (Project Manager), and Erik Anderson. Primary environmental concerns include biological resources, cultural resources, geology and soils, tribal cultural resources and wildfire. Project Initiation: July 2023. Project completion: October 2025. Project Applicant: Laguna 3 Land, LLC. Project Contact: Shaveta Sharma, Senior Planner | 949-497-0441 | ssharma@lagunabeachcity.net.

De Novo is currently preparing the EIR for the Ceanothus Drive Project, which involves the development of five single-family residences with associated access, hardscape, and landscape/fuel modification improvements. The Project site includes a shared paved access roads, which provides access to the Halliburton House, identified by the City as a historically significant property, and within a designated Very High Fire Hazard Safety Zone within a Local Responsibility Area and within the City's Fuel Modification (FM) Zone. De Novo has prepared the Initial Study for City review. De Novo staff includes Starla Barker, Ashley Brodkin (Project Manager), Erik Anderson, and Abdul Jama. Teaming partners include MAT Engineering. Project Initiation: December 2023. Project Contact: Wendy Jung, Principal Planner | 949-497-0321 | wjung@lagunabeachcity.net.

Lake Forest On-Call Environmental Services, City of Lake Forest

After successful completion of the City's General Plan Update and EIR, the City selected De Novo Planning Group to provide additional planning services and on-call environmental services to the City.

In this capacity, De Novo has been retained to prepare environmental documents for a City-sponsored project and various private development projects in Lake Forest.

De Novo prepared a CEQA Class 32 Categorical Exemption (CE) for a proposed Extra Space Storage facility. The Project proposed to remove 91 uncovered RV storage spaces within the 1.96-acre northwest portion

of the property and construct a three-story, 90,512 square-foot climate-controlled self-storage building with 533 units. New landscaping would be provided at the corners of the proposed building and enhanced landscaping would be provided within the existing landscaped areas along the property's frontage, adjacent to the existing office building, and within the existing parking area. Existing light fixtures within the proposed improvement area would be removed to accommodate the proposed building and wall mounted light fixtures would be provided on the building exterior. Some of the existing fire hydrants would be relocated to accommodate the proposed building and a transformer would be installed between the proposed building and the existing two-story storage building. The CE Report assessed the project's consistency with each criterion, including a General Plan consistency analysis and assessment to confirm no significant effects relating to traffic, noise, air quality and water quality. De Novo staff included Starla Barker (Project Manager) and Erik Anderson. Project Initiation: March 2023. Project Approval: August 2023. Project Applicant: KSP Studio. Project Contact: Jennifer Mansur, AICP, Senior Planner | 949-461-3472 | jmansur@lakeforestca.gov.

De Novo prepared an IS/MND for the Applied Medical Expansion and Bridge Project (Site Development Permit 12-20-5391). The Project applicant applied for a Site Development Permit for the properties located at 20162 and 20202 Windrow Drive. The Project included a 73,168 square foot tenant improvement on the first floor, 7,339 square foot building addition on the first floor, and a new 26,756 square foot second floor to the L203 Building (20202 Windrow Drive), as well as a new 13,253 square foot bridge to connect the L203 Building with the L202 Building (20162 Windrow Drive). The new bridge proposed to serve as a location to house a mechanical central plant, as well as Cogen and central plant equipment. A walkway on the new bridge would allow team members to travel between the two buildings. To serve the new Cogen equipment, new electrical equipment would be installed at the parking lot level located between the L203 Building and the toll road. Site work would include new walkways, an extended ADA path of travel, new paving, new curbs and parking striping. De Novo also provided peer review of the applicant-prepared technical studies. De Novo staff included Starla Barker (Project Manager), Ashley Brodkin, Josh Smith, and Erik Anderson. Primary environmental concerns include air quality, noise, and transportation. Project Initiation: March 2021. Project Approval: December 2021. Project Applicant: Applied Medical. Project Contact: Ron Santos, Senior Planner | 949-461-3449 | rsantos@lakeforestca.gov.

De Novo prepared an IS/MND for the Lock & Leave Self-Storage Facility (Use Permit 01-20-5331). The Project applicant proposed to convert an existing 64,329 square foot warehouse building into a 108,148 square foot climate controlled, Class "A" two-story self-storage facility consisting of 635 units, including a sales and rental office, break rooms, restrooms, and loading bays. The exterior of the building would remain largely unchanged. The existing loading dock would be filled and repaved to match adjacent grades, two existing landscape planters would be expanded, a portion of the parking area on the west side of the building would be filled and repaved to match the grade of the building's first floor, and a new entry stair and pedestrian access ramp would be construction. The Project is consistent with the General Plan and Zoning designations, but would require a use permit. De Novo staff included Starla Barker (Project Manager) and Josh Smith. Primary environmental concerns include noise and hydrology/water quality. Project Initiation: September 2020. Project Approval: April 2021. Project Applicant: Makena Properties. Project Contact: Ron Santos, Senior Planner | 949-461-3449 | rsantos@lakeforestca.gov.

De Novo prepared an IS/MND for the Great Scott Landscape Facility (Plan Amendment 03-18-5155, Zone Change 03-18-5144, and Use Permit 03-18-5146). The Project applicant proposed a General Plan

Amendment from Regional Park/Open Space to Light Industrial, a Zone Change from A-1 General Agriculture to M-1 Light Industrial, and a Use Permit to allow for a Contractor/Landscape business (Great Scott Landscape Facility) to locate at 20865 Canada Road. Primary environmental concerns include biological resources, hydrology/water quality, and transportation. The IS/MND was been made available for public review. Subsequently, the Applicant modified the Project requiring additional environmental review to include updated technical studies and revisions to the IS/MND. De Novo prepared a revised IS/MND that was recirculated for public review. De Novo staff included Starla Barker (Project Manager), Erik Anderson, and Josh Smith. The work program was originally initiated in 2021 and completed in 2024. Project Applicant: Great Scott Tree Service. Project Contact: Marie Luna, Senior Planner | 949-461-3466 | mluna@lakeforestca.gov.

De Novo prepared the CEQA Section 15183 analysis for the proposed Zone Change 03-22-5511 Project. The proposed Project was a City-initiated zoning code amendment to amend the City's Zoning Map and various provisions of the Lake Forest Municipal Code regarding Mixed-Use zoning districts and associated regulations, development and design standards and amending the following planned community texts regarding the same: Foothill Ranch, Pacific Commercentre, Lake Forest, El Toro Planned Community, and Rancho de los Alisos. The Section 15183 analysis demonstrated the proposed Project was within the scope of the 2040 General Plan FEIR.

De Novo is currently in the process of preparing a Class 32 Categorical Exemption for a proposed Subaru dealership expansion Project and a CEQA Section 15183 analysis for a proposed Costco Warehouse Project in the City.

Fountain Valley On-Call Environmental Services

De Novo prepared an Addendum to the City of Fountain Valley General Plan EIR for the 16800 Magnolia Mixed-Use Residential Project. The Project proposes to construct a mixed-use development consisting of 657 residential units and 4,460 square feet of ground-floor commercial use within two seven-story buildings partially surrounding two seven-story parking structures with rooftop parking. Proposed Project entitlements include a Site Plan Review, Lot Merger and Density Bonus and Affordable Housing Agreement. The De Novo team is preparing technical studies to support the analysis and providing peer review of the applicant-prepared Transportation Study. De Novo staff included Starla Barker (Project Manager), Erik Anderson, and Josh Smith. Teaming partners included Kittelson and Associates. Project Initiation: June 2024. Project Completion: July 2025. Project Applicant: Holland Partner Group. Project Contact: Project Contact: Steven Ayers, Principal Planner | 714-593-4431 | Steven.Ayers@fountainvalley.org.

De Novo provided third-party peer review services to the City of Fountain Valley for the Moiola Park Residences IS/MND and technical studies prepared by the applicant team. The Project proposed a 74-lot residential subdivision and a one-acre park on an approximately 13-acre property. The Project site is the former Fred Moiola Elementary School Site, which is currently unoccupied, but the school improvements remain in place. Proposed Project entitlements included a General Plan Amendment, Zoning Map Amendment, Conditional Use Permit, Precise Plan, and Tentative Tract Map. The De Novo team conducted the peer review to ensure the IS/MND and supporting technical studies considered recent CEQA legislation and agency requirements, including consistency with SB 743 requirements. Project Manager, Starla Barker, attended the Planning Commission and City Council hearings on behalf of the City to respond to questions and provide CEQA expertise, as needed. Teaming partners included Kittelson and

Associates. Project Approval: April 2021. Project Applicant: Brookfield Residential. Project Contact: Steven Ayers, Principal Planner | 714-593-4431 | Steven.Ayers@fountainvalley.org.

De Novo provided third-party peer review services to the City of Fountain Valley for the Slater Investments Mixed-Use Project IS/MND and technical studies prepared by the applicant team. The Project proposes to construct a four and five story mixed-use development with 270 residential units (including 33 affordable housing units), a 5,000 square foot restaurant with 2,000 square feet of outdoor dining space, a parking garage, and associated amenities on a 3.34-acre property. Proposed Project entitlements include a Code Amendment to create new mixed-use zones in the City; General Plan Amendment to change the land use designation from General Commercial to Mixed Use; Zoning Map Amendment to change the zoning of the property from C1-Local Business to MU1-Mixed Use; Lot Line Adjustment to merge all parcels into one for construction of the Project; Precise Plan for the site layout and construction of the Project; and a Conditional Use Permit to allow for a large format restaurant with on-premises alcohol sales with the MU1 zone. The De Novo team conducted the peer review to ensure the IS/MND and supporting technical studies considered recent CEQA legislation and agency requirements, including consistency with SB 743 requirements. Project Manager, Starla Barker, attended the Planning Commission and City Council hearings on behalf of the City to respond to questions and provide CEQA expertise, as needed. Teaming partners included Kittelson and Associates. Project Initiation: November 2021. Project Approval: April 2022. Project Applicant: Slater Investments. Project Contact: Steven Ayers, Principal Planner | 714-593-4431 | Steven.Ayers@fountainvalley.org.

Fullerton On-Call Environmental Services, City of Fullerton

De Novo is currently providing on-call environmental services to the City of Fullerton. In this capacity, De Novo has been retained to prepare environmental documents for various private projects in Fullerton.

De Novo prepared an Environmental Checklist pursuant to CEQA Guidelines Section 15183 (Projects Consistent with a Community Plan or Zoning) of the 1901 Via Burton Industrial Project with respect to the Project's consistency with the Fullerton Plan, the analysis contained in the Fullerton Plan EIR, and any site-specific environmental impacts or cumulative impacts that may result from Project implementation. The Project proposes to remove the existing on-site structures and develop a new 139,269-square foot industrial building for warehousing/distribution uses, including a 4,500-square foot mezzanine designated for supporting office use. The building use would consist of 130,269 square feet for warehouse/distribution use and 9,000 square feet for office use. Although the specific end user is not currently known, the building size and design would provide for a light industrial end use; high intensity/distribution or uses requiring refrigeration would not occur within the site. The proposed building would have a building footprint of 134,769 square feet and a maximum height of 40 feet with a clear height of 32 feet within the warehouse; 18 dock-high doors would be located along the eastern side of the building. De Novo staff included Starla Barker (Project Manager), Ashley Brodkin and Josh Smith. Project Initiation: December 2021. Project Approval: June 2022. Project Applicant: Rexford. Project Contact: Chris Schaefer, Planning Manager | 714-738-6884 | chris.schaefer@cityoffullerton.com.

De Novo prepared an IS/MND and associated technical studies, including a Health Risk Assessment, for the 1500 South Raymond Street Project which proposes removal of an existing hotel and development of an approximately 135,000 square foot industrial building for warehousing/distribution uses. Although the specific end user is not currently known, the building size and design would provide for a light industrial end use; high intensity/distribution or uses requiring refrigeration would not occur within the site. It is

anticipated that the use would operate 24 hours a day, seven days a week and be accessed by trucks during these hours. An Alternative Site Plan was prepared in the event the end user involves manufacturing, that would provide for a slightly smaller building consisting of 138,257 square feet. De Novo staff included Starla Barker (Project Director), Ashley Brodkin (Project Manager), Josh Smith, and Erik Anderson. Project Initiation: March 2023. Project Approval: November 2023. Project Applicant: Rexford. Project Contact: Chris Schaefer, Planning Manager | 714-738-6884 | chris.schaefer@cityoffullerton.com.

Rancho Santa Margarita General Plan and EIR and Addendums, City of Rancho Santa Margarita

While at her previous firm, Starla Barker managed preparation of the City's General Plan Update and EIR. The Rancho Santa Margarita General Plan Update involved updating the City's environmental baseline conditions; updating the General Plan development projections for the year 2040; and providing new/updated goals and policies to address the community's vision for future development and growth. The mission of the General Plan Update is to uphold and honor the original Rancho Santa Margarita Planned Community Master Plan; prepare Rancho Santa Margarita for the next 20 years; maintain a balance of land uses; maintain and support quality of life, community satisfaction, and safety for all residents; and update the General Plan to meet new State requirements. A Programmatic EIR was prepared to analyze the impacts associated with implementation of the General Plan. The Program EIR serves as a tiering document for future development activities within the City. Key environmental issues included air quality, biological resources, cultural resources, and greenhouse gas emissions. Project Approval: March 2020.

De Novo prepared the update to the City's Housing and Safety Elements. The work program included preparation of comprehensive Addendum to the Rancho Santa Margarita General Plan Update EIR. Project Initiation: July 2020. Project Approval: February 2022. Contact: Wendy Starks, AICP, Senior Planner, | 949-635-1807 | wstarks@cityofrsm.

De Novo prepared a comprehensive Addendum to the Rancho Santa Margarita General Plan Update EIR for the City's 2021-2029 Housing Element Rezoning Program. De Novo staff includes Starla Barker and Erik Anderson. Project Initiation: March 2024. Project Approval: September 2024. Contact: Wendy Starks, AICP, Senior Planner, | 949-635-1807 | wstarks@cityofrsm.

De Novo prepared an Addendum to the Rancho Santa Margarita General Plan Update EIR for the City's Circulation Element Update. De Novo staff includes Starla Barker and Erik Anderson. Project Initiation: January 2025. Project Completion: Anticipated May 2025. Contact: Wendy Starks, AICP, Senior Planner, | 949-635-1807 | wstarks@cityofrsm.

Seraphina Residential Development, City of Temecula

De Novo prepared an Environmental Checklist pursuant to CEQA Guidelines Section 15183 (Projects Consistent with a Community Plan or Zoning) of the Seraphina Residential Project with respect to the Project's consistency with the Temecula General Plan, the analysis contained in the Temecula General Plan EIR, and any site-specific environmental impacts or cumulative impacts that may result from Project implementation. The Project proposes to develop 113 single-family residences (including six affordable units). The Project site is designated Low Medium Residential (3-6 dwelling units/acre) by the Temecula General Plan and is zoned Low Medium Density Residential (LM). The Project would be consistent with the General Plan and Zoning for the site. The work program included preparation of technical studies, including air quality, energy, and greenhouse gas emissions, noise, and transportation, and an Initial

Study/Environmental Checklist pursuant to CEQA Guidelines Section 15183 (Projects Consistent with a Community Plan or Zoning) to determine whether there are project-specific significant effects that are peculiar to the Project or the site and if the proposed Project meets the conditions for a streamlined environmental review process. De Novo staff included Starla Barker (Project Manager), Erik Anderson and Josh Smith. Teaming partners included MAT Engineering. Project Initiation: June 2024. Project Approval: March 2025. Project Contact: Scott Cooper, Senior Planner | 951-506-5137 | scott.cooper@temeculaca.gov.

Bedford Court Coffee Shop and Car Wash Project, City of Temecula

De Novo prepared a MND for the Bedford Court Coffee Shop and Car Wash Project, which proposes to subdivide the approximately 1.88-acre undeveloped parcel into two parcels. Parcel 1 is proposed to be developed with a Quick Quack Car Wash, and Parcel 2 is proposed to be developed with a Dutch Bros drive-thru coffee shop. Parcel 1 would be developed with an approximately 3,596-square-foot drive-thru express car wash with a covered tunnel. The proposed building would include an electrical room, equipment room, restroom, employee lounge, and covered pay area. A car vacuum area consisting of parking spaces with vacuum equipment and canopies would be located within the central portion of the site, east of the proposed car wash building. Parcel 2 would be developed with an approximately 950-square-foot drive-thru coffee shop. Two drive-thru aisles would extend along the southern and eastern property lines, merging east of the proposed building prior to accessing the drive-thru window. Mitigation measures were adopted for biological resources, cultural resources, geology and soils, tribal cultural resources, and mandatory findings of significance. De Novo staff included Starla Barker (Project Manager), Erik Anderson (Assistant Project Manager) and Josh Smith. Teaming partners included Kittelson and Associates. Project Initiation: November 2023. Project Approval: May 2025. Project Contact: Scott Cooper, Senior Planner | 951-506-5137 |scott.cooper@temeculaca.gov.

Paradise Chevrolet Dealership Project, City of Temecula

De Novo prepared a Mitigated Negative Declaration (MND) for the Paradise Chevrolet Dealership Project, which entails the development of an approximately 64,051-square-foot structure for commercial truck sales and service uses within a two-story building that includes rooftop parking (approximately 44,879 square feet). The proposed building would have a building footprint of 57,662 square feet and a maximum height of 38 feet. The building would be surrounded by a parking lot for customer and employee parking, service and repair, and vehicle storage and display. The first floor of the proposed building would be generally comprised of a reception area, customer lounge, sales offices, oil/compressor enclosure, service department, and parts department. The service department area includes 37 vehicle service bays. The second floor would be comprised of a parts department area. The rooftop of the proposed building would include a parking area with 107 parking spaces and would be accessed via a ramp within the southeastern portion of the site. The Project requests approval of a Development Plan approval for consistency with the Temecula General Plan and design standards and performance standards of the Development Code, and a Conditional Use Permit to allow for the commercial truck sales and service use within the SC Zone. Mitigation measures were adopted for biological resources, cultural resources, geology and soils, hazards and hazardous materials, tribal cultural resources, and mandatory findings of significance. De Novo staff included Starla Barker (Project Manager), Erik Anderson and Josh Smith. Teaming partners included MAT Engineering. Project Approval: October 2024. Project Contact: Scott Cooper, Senior Planner | 951-506-5137 |scott.cooper@temeculaca.gov.

Aliso Viejo On-Call Environmental Services

The De Novo team prepared an IS/MND for The Commons at Aliso Viejo Project in the City of Aliso Viejo. The Project proposes to remove the existing surface parking, landscaping, and improvements and construct a mixed-use development consisting of 343 residential units and 17,273 square feet of ground floor commercial use within a six-story building. The mixed-use building would wrap around a centrally located eight-level parking structure with a subterranean parking garage and rooftop residential amenity space. The Project includes a Specific Plan Amendment, Vesting Tentative Map, Site Development Permit, and Development Agreement to allow construction of the proposed mixed-use residential and retail development on an approximately 4.4-acre site. The Project site is designated High Density Residential/Town Center Commercial and Open Space and is zoned SP-2: The Commons Specific Plan. The Project site is located within The Commons at Aliso Viejo Town Center, Specific Plan No. 2, which envisions a mixed-use development project within the Aliso Viejo Commons portion of the Aliso Viejo Town Center. According to the Specific Plan Zoning Districts Map, the Project site is located within the SP2-RH Zoning District (Residential – High Density District) and SP2-CTC Zoning District (Commercial – Town Center District). De Novo staff include Starla Barker (Project Manager), Erik Anderson (Assistant Project Manager), Josh Smith, and Abdul Jama. The Applicant is considering site design modifications and the Project is ongoing. Project Initiation: January 2024. Project Applicant: Avalon Bay Communities, Inc. Project Contact: Rose Rivera, Senior Planner | rrivera@avcity.org.

The De Novo Team is preparing a comprehensive third-party peer review of the IS/MND and all technical studies, as well as AB 52 and SB 18 assistance, for the 95 Argonaut Residential Project in the City of Aliso Viejo. The Project is proposing to remove the existing office building and construct a new residential development consisting of up to 61 three-story townhome units within eight buildings. The proposed Project's density would be 21.6 dwelling units per acre (du/acre), which would comply with the maximum density allowed by the High Density Residential (HDR) land use designation (30 du/acre). The Project would include five percent deed restricted affordable homes (three very low-income homes) and as a result, the applicant is seeking certain concessions and waivers pursuant to the State's Density Bonus Law, including reduced parking, reduced setbacks, and increased retaining wall heights. De Novo staff include Starla Barker (Project Manager), Josh Smith, Christine Abraham, and Tin Cheung. Project Initiation: May 2025. Project is anticipated to completed in Fall 2025. Project Contact: So Kim, Director of Community Development | skim@avcity.org.

5. SUB-CONSULTANTS

De Novo would serve as the prime consultant for this contract, responsible for all coordination activities, including coordination of subconsultants and administrative tasks. We are joined by our talented team of expert subconsultants to provide project-specific technical studies for transportation (Kittelson & Associates and MAT Engineering), biological resources studies (South Environmental), cultural and paleontological studies (South Environmental), geotechnical and Phase I and Phase II ESAs (Verdantas), and hydrology and water quality studies (Fuscoe). Our team has worked together for many years preparing environmental compliance documentation and technical analysis. This continuity in staffing means that each team member knows our management team's expectations for concise writing style, analysis, documentation, and time management. Ultimately, this results in a more efficient process with fewer internal comments and revision cycles. Our team has a deep understanding of issues and areas of concern that may arise, and more importantly, how to address and appropriately resolve these issues. All members of our subconsultant partners are leaders in their fields and have experience working on a wide range of projects throughout southern California. Following are firm descriptions; staff resumes are included in Appendix A.

KITTELSON & ASSOCIATES, INC., will provide technical peer review of the traffic studies (VMT and LOS) and the wildfire evacuation plan. Kittelson has provided comprehensive transportation engineering, planning, and research services to government and private organizations since 1985. Their southern California regional office was established in 2014 in the City of Orange and serves clients throughout Los Angeles and Orange Counties. Through this work, Kittelson has developed deep familiarity with the local, regional, and state transportation planning processes and analysis requirements for transportation impact studies and environmental documents. In addition, the firm has been working closely with local and regional agencies to establish new transportation analysis metrics, consistent with SB 743 and the switch from intersection LOS to VMT as the transportation impact metric under CEQA. Kittelson's staff brings a demonstrated understanding of transportation and circulation requirements, travel demand modeling, and regional knowledge developed through more than 30 years of project experience in California including on recent general plans and specific plans in both northern and southern California. De Novo has teamed with Kittelson on numerous projects throughout southern California, and specifically in the City of Gardena. Kittelson is familiar with the City's traffic guidance and its implementation in the CEQA process.

MAT ENGINEERING, INC., provides engineering consulting services in the fields of transportation planning and traffic engineering. Founded by Alex Tabrizi, PE, TE, who brings approximately two decades of professional transportation consulting experience, MAT Engineering has the ability to successfully perform tasks related to preparation of engineering and traffic surveys, traffic studies, cost estimates, impact studies and analysis, feasibility studies, bicycle and pedestrian connectivity and planning, active transportation, Transportation Demand Management strategies, and preparing technical analyses for environmental documents. The experience of the firm's personnel in transportation planning and traffic engineering provides the special skills necessary for determining practical and meaningful solutions in the following technical fields: Transportation planning studies; Vehicle Miles Traveled (VMT) analysis; Traffic impacts analyses; Establishing Speed Limits - Engineering & Traffic Surveys (ET&S); Traffic engineering; Signal design; Signing & striping plans; and Parking demand, utilization, and impact analysis. Senior staff have successfully completed and reviewed hundreds of technical analyses in these areas and have

conducted work as part of the on-call consultant services to various jurisdictions and public agencies throughout southern California.

SOUTH ENVIRONMENTAL provides the full suite of cultural resources services for compliance with local, state and federal regulations and permitting processes, including analysis of project impacts to historical, archaeological, and tribal cultural resources under CEQA, as well as adverse effects to historic properties under Section 106 of the National Historic Preservation Act. South Environmental is a certified Woman-Owned Business Enterprise (WBE), Disadvantaged Business Enterprise (DBE), and Small Business Enterprise (SBE). Kevin Hunt is a cultural resources management professional with more than 30 years of experience and specific expertise in the cultural resources requirements of CEQA, CEQA-Plus, National Historic Preservation Act (NHPA), and NEPA. At his previous firm and continuing at South Environmental, Kevin Hunt has teamed with De Novo on numerous projects, and has a deep knowledge of the region.

VERDANTAS understands the importance of regulatory compliance and works closely with permitting authorities to ensure that projects meet and exceed all specifications, standards, and codes, with minimal disruptions to adjacent properties and water bodies. Verdantas offers a range of services, including environmental assessment, site remediation, and regulatory compliance and understands how the environmental characterization process supports CEQA review and documentation. De Novo has teamed with Verdantas on a variety of projects for both preparation of site-specific hazardous materials and geotechnical studies and providing peer review services.

FUSCOE Stormwater Management Division was formulated as a direct response to the demand for environmentally-sensitive land development practices — balancing the need for growth while protecting and enhancing our watersheds and resources. With complex and ever-increasing county and state regulations governing stormwater management and water quality, demand for these services became imperative. As the group expanded, so did the need for a more specialized design team – the LID group. Consisting of both engineers and environmental scientists, the LID group has expertise in sustainable design, runoff reduction measures and recycling strategies.

6. QUALIFICATIONS AND CAPABILITIES

De Novo Planning Group is a land use and environmental planning firm specializing in community planning, environmental studies, design, and development services. Starla has over 20 years of experience preparing and managing CEQA compliance documents throughout southern California. The firm's principal-level staff have successfully completed hundreds of projects consisting of environmental impact reports, negative declarations, initial studies, NEPA analyses, climate action plans, biological assessments, wetland delineations, general plans, specific plans, housing elements, and development projects throughout California. De Novo Planning Group has full service offices in northern and southern California. For over 17 years, De Novo has provided land use and environmental planning services specializing in community planning, environmental studies, design, and development services. De Novo has a long and successful history of providing on-call environmental services to public agency clients, as well as on a competitive basis.

Our Mission

Our mission is to provide municipal and private sector clients with world-class professional services, through principal-level attention to every project. We pride ourselves on our ability to work with clients to balance the often-conflicting goals of economic, social, environmental, legal, and political forces. Our services result in integrated planning and environmental solutions for every project that is technically sound, cost effective, and delivered within the client's schedule.

Our Philosophy

Our philosophy is to proactively plan and design projects in such a way that public and environmental concerns are addressed and accommodated early in the process. We strongly believe in the use of our knowledge for developing sensible and cost-effective solutions to concerns. Our solutions integrate local knowledge with the best available resources to achieve recognized national and international standards for planning and environmental management, to achieve a balance in local economic, social, and environmental goals. De Novo Planning Group is dedicated to fostering a partnership with each agency we serve, through listening to the community and stakeholders and reflecting the ideas and concerns we hear in the approach developed for each project.

Official Name
De Novo Planning Group

Primary Point of Contact
Starla Barker, AICP
Principal Planner
949-396-8193
sbarker@denovoplanning.com
Tustin, CA

Entity Type
California S-Corporation

Federal Employer ID
26-2962235

Firm Locations
Southern California:
180 E. Main Street, Suite 108
Tustin, CA 92780
(where work will be performed)

Northern California:
1020 Suncast Lane, Suite 106
El Dorado Hills, CA 95762
916-949-3231

Ownership
De Novo Planning Group is totally owned by Principals Ben Ritchie, Steve McMurtry, Beth Thompson, and Amanda Tropiano. Mr. Ritchie, Mr. McMurtry, and Ms. Thomson each have more than a 10% interest.

Years in Business/Providing Service
17

Other Lines of Business
None

PROJECT MANAGEMENT TEAM

The De Novo project team will be under the management of Starla Barker, AICP, serving as the On-Call Environmental Services Project Manager and primary/day-to-day point of contact for the City. Located in the Tustin office, Starla has over 20 years of experience preparing and managing environmental compliance documents throughout southern California, including the City of Gardena, specializing in infill development and redevelopment projects within urbanized areas.

Starla will be responsible for coordinating the De Novo team to ensure the environmental analysis is thorough and complies with CEQA requirements. Starla will be supported by Firm Owners and Principals, Ben Ritchie and Steve McMurtry, who will further ensure supporting team members and resources are readily available and provide overall quality assurance. Depending upon the nature of future project assignments, Starla will be joined by one of De Novo's Principal Planners or Senior Planners to provide project management responsibilities. The Co-Project Manager will serve as a second point of contact to the City and be responsible for ensuring De Novo's successful completion of each task, as well as ensuring that the City's goals and expectations are being met. This includes assisting with reviewing documents prior to formal submittal and providing quality assurance/quality control. Our Project Managers and Co-Project Managers pride themselves on being an integrated project manager throughout the duration of the project work program, conducting research, analyzing data, and writing sections. We will work closely with City staff, from contract execution and project inception, through to public hearings and completion of the CEQA process. This Principal-level attention to each detail of the Project ensures a high-quality work product as well as continuity throughout the project.

Our Project Managers will be supported by additional senior-level staff and technical team members with expertise in environmental services. De Novo's project management and technical staff have a deep knowledge of CEQA and have prepared environmental compliance documentation for a variety of projects throughout California. Our in-house team will undertake peer review of technical studies and preparation of air quality and greenhouse gas analyses, health risk assessments, energy, noise and vibration analyses, visual simulations, and light and glare assessments. Additionally, our team members have served as contract staff to local agencies and are familiar with the planning process and future uses of a CEQA document, which allows us to craft mitigation language that will be effective and straight-forward to implement. To complement our in-house services, we have well-established partnerships with highly experienced technical consultants who specialize in the areas of transportation, biological resources, and cultural resources, all of whom are leaders in their fields and have experience working on a wide range of projects throughout southern California. We propose the use of subconsultants for these services; however, we are prepared to work with any consultants identified by the City or future project applicants for technical studies as needed.

KEY PERSONNEL BIOGRAPHIES

This section includes brief biographies for De Novo key team members. Resumes for our team members are provided in Appendix A.

Starla Barker, AICP

Project Manager | Principal Planner | Primary Point of Contact

Starla Barker, AICP, is responsible for leading the firm's Southern California environmental services practice, including the management and preparation of all types of environmental documents (Categorical

Exemptions, Initial Studies, Negative (Mitigated) Negative Declarations, Environmental Impact Reports, and Environmental Assessments) pursuant to CEQA and NEPA. Starla has successfully managed a wide range of environmental compliance projects for public and private sector clients, with particular emphasis in urban infill, downtown, redevelopment, and policy projects, including General Plans, Zoning Code Updates, and Specific Plans. Through her extensive experience in both policy and environmental planning, Starla is keenly aware of the interaction between the two and consistently takes a proactive and comprehensive approach to understanding planning and environmental issues and developing solutions. Utilizing her experience in community planning, Starla frequently participates in outreach activities with members of the public and elected and appointed officials to help inform and facilitate the planning and environmental review process.

Ben Ritchie

Principal | Project Director – Planning and Environmental

Mr. Ritchie is a founding principal at De Novo Planning Group. Mr. Ritchie's expertise includes managing long-range planning documents, completing complex and controversial CEQA documents, and facilitating community outreach and public communications efforts for the firm. His experience includes a variety of land use, transportation, and sustainability projects throughout California. Mr. Ritchie has extensive knowledge of CEQA and has assisted jurisdictions in drafting and updating their local CEQA implementation guidelines. He served as the Environmental Coordinator for the City of Rancho Cordova, where he oversaw the environmental planning division and the preparation of all CEQA documents prepared by staff and outside consultants. This experience has given him the knowledge of how local agencies use and implement planning documents, and specifically general plans, on a day-to-day basis.

Steve McMurtry

Principal | Co-Project Manager/Biologist

Mr. McMurtry is a Principal with De Novo Planning Group and is responsible for project management, preparation of environmental documents, land use plans, air quality modeling, biological assessments, LESA modeling, regulatory permitting, litigation support, and expert witness testimony. He has successfully led multidisciplinary teams to complete hundreds of environmental, land use planning, and development projects in 32 California counties. Mr. McMurtry's experience includes service in engineering and planning firms, as well as in the building industry. He has served as the project manager for thirteen RTP EIRs in California and is known as an expert in transportation environmental planning. His environmental experience encompasses public outreach/facilitation, policy/program development, document writing/processing, and permitting. Mr. McMurtry has extensive experience preparing environmental documents and obtaining regulatory permits for state and federally funded projects, including projects within the State Highway System. Because of his expertise, he has been called on for litigation support and expert witness testimony relative to environmental and CEQA issues.

Christine Abraham, Esq.

Principal Planner | Co-Project Manager

Christine is a Principal Planner with De Novo Planning Group and is responsible for project management, preparation of environmental documents, regulatory permitting, peer-reviewing and quality control. Christine Abraham's career is focused on the management and preparation of all levels of CEQA documentation for private developers and public-sector clients throughout California, including

supporting multiple on-call municipal contracts. By providing strategic guidance to her clients on potential paths for environmental documentation, Christine provides personalized and thoughtful advice to ensure that her clients have the best information to make informed decisions regarding their important projects. She seeks out streamlining opportunities whenever possible, continually seeking solutions for complex scenarios. With a strong understanding of the technical studies required to support CEQA evaluations, including regulatory permitting and mitigation processes, Christine ensures that legally defensible findings are supported by data and science. Christine has prepared CEQA documents for many project types, including redevelopment and urban infill, education/institutional, warehouses/logistics, infrastructure and roadways, renewable energy installations, long-term planning documents, soil management plans, and projects with biological, cultural and tribal sensitivity. In addition to document preparation and project management, Christine draws from her legal background to provide thorough peer reviews and litigation support when needed. She manages staffing needs, understands when to delegate and when to lead, and provides thoughtful oversight for her projects to ensure efficiency and accuracy. Christine understands what it takes to successfully coordinate and lead multidisciplinary project teams for technically complex and controversial projects.

Ashley Brodkin

Senior Planner | Co-Project Manager

Ashley Brodkin is a Senior Planner with De Novo Planning Group and is responsible for project management, the preparation of environmental documents, as well as other long-range planning documents, including General Plans and Specific Plans. Ashley Brodkin brings a range of planning experience for public and private sector clients, including specific plans, general plans, land-use planning, policy development, outreach, zoning ordinance updates and CEQA projects. Ashley has prepared and managed a variety of CEQA and NEPA documents for capital improvements, new developments, redevelopment and urban infill, warehouse/logistics, and public policy document projects, and a variety of planning projects including General Plans, Housing Elements, Specific Plans, Development Ordinance Updates, and entitlements. With experience as both a private consultant and in public service, as well as experience in both policy and environmental planning, Ashley provides a holistic approach to projects and proactively problem solves.

Elise Laws

Senior Planner | Co-Project Manager

Elise has over 10 years of environmental consulting experience completing both CEQA and NEPA documentation in the public and private sectors, as well as collaborating on long-rang planning documents. Elise has worked on a variety of projects throughout California, including large-scale, controversial development projects, Specific and Master Plans, and General Plan Updates. Examples include the Costco Depot Annex Project EIR (City of Tracy), West Davis Active Adult Community EIR (City of Davis), College Park EIR (City of Rocklin), Sebastopol Zoning Code Update (City of Sebastopol), and City of Pittsburg General Plan Update. Her other skills include air quality modeling using the California Emissions Estimator Model (CalEEMod), California Natural Diversity Database and RareFind research, public outreach and facilitation, and project organization and management.

Tin Cheung

Principal Scientist | Technical Lead

Mr. Cheung is a Principal Scientist with De Novo Planning Group and is responsible for technical analyses related to air quality, greenhouse gas, noise, vibration, and energy. Mr. Cheung has 20 years of experience preparing air pollutant emissions inventories, dispersion modeling, climate change and health risk assessments using a variety of computer data models. He has worked on hundreds of projects which include large-scale industrial, commercial, residential, infrastructure, school and recreational developments. He has extensive knowledge of the CEQA\NEPA regulatory process and impact assessment methodology established by the EPA, California Air Resources Board and other air quality management districts. He leads our in-house air-quality, climate change, and noise/vibration services for CEQA\NEPA compliance. He also has performed third-party reviews for technical adequacy and CEQA compliance in support of legal efforts and government QA\QC. His substantial knowledge of impact quantification and regulations contributes to solutions for reducing air quality, climate change and health risk impacts. Because of his expertise, he has been called on for legal support and expert witness testimony relative to environmental and CEQA issues.

Josh Smith, AICP, LEED-AP

Senior Planner | Technical Lead

Josh is a Senior Planner with De Novo Planning Group. Josh Smith, AICP, is responsible for the management and preparation of CEQA/NEPA documents (Initial Studies, Negative Declaration, Environmental Impact Reports, and Environmental Assessments), as well as the development of air quality and greenhouse gas technical plans and reports, and climate change planning for local governments. Josh has extensive experience managing CEQA/NEPA documents. Josh also has immense technical expertise with air quality, greenhouse gas, and energy modeling, including criteria air pollutant and air dispersion modeling, as well as Climate Action Plans, Energy Action Plans, and toxic air contaminant (TAC) Health Risk Assessments. He served as the primary technical analyst on the Pleasanton, Oakdale, and Hughson Climate Action Plans, and has managed EIRs such as the Manteca Annexation #1 EIR, Placer County RTP EIR, and Amador County RTP EIR. Josh has additional expertise utilizing best-practice standards for developing greenhouse gas (GHG) inventories and context-specific GHG mitigation measures, as well as developing custom air pollutant emissions calculators for complex projects.

Megan Thorne, AICP, LEED-AP BD+C

Senior Planner | Designer

Megan Thorne brings a broad range of planning experience across both public and private sector projects, including specific plans, general plans, corridor plans, site plans, design guidelines, strategic plans, sustainability programs, visioning projects, transit-oriented development plans, zoning documents, outreach programs, and 3D visualizations. She has a talent for thinking creatively and envisioning change while keeping projects grounded with achievable benchmarks and implementable policy goals. Known for her clear communication and collaborative approach, Megan excels at managing complex projects and conveying policy ideas in a compelling and accessible way. As a designer, she stands out for her hand-drawing abilities as well as her technical skills, including 3D modeling, graphic design, and web design. She is always exploring new ways technology can improve traditional planning processes—from community outreach to the web-publication of planning documents.

Erik Anderson, AICP

Associate Planner

Erik is an Associate Planner with De Novo Planning Group. Erik has worked on a diverse range of projects for public and private sector clients, with a focus on land-use planning, policy development, and environmental and sustainability planning. Erik provides project support in the preparation of CEQA documentation and long-range planning documents, including General Plans, Housing Elements, Zoning updates, and Local Hazard Mitigation Plans. His background experience includes grassroots lobbying with a non-profit environmental organization and work in the legal field. Erik is passionate about serving communities and creating innovative work through place-based development strategies.

Abdul Jama

Assistant Planner

Abdul is an Assistant Planner with De Novo Planning Group. Abdul holds a Master's Degree in City and Regional Planning from Cal Poly, San Luis Obispo. He brings a strong interest and comprehensive experience in environmental and long-range planning. Abdul has contributed to a wide range of public and private sector projects, focusing on environmental review, land use planning, and policy development. His work includes CEQA document preparation such as initial studies, environmental impact reports, and mitigated negative declaration documents. His long-range planning efforts includes General Plan Update, Zoning Code Update, and Local Hazard Mitigation Plan preparation.

Mia Yuen

Assistant Planner

Mia is an Assistant Planner with De Novo Planning Group. Mia earned a Master's Degree in Urban and Regional Planning from the University of California, Irvine. Prior to joining De Novo, Mia gained experience in the public sector at the City of Rancho Santa Margarita. At De Novo, Mia provides project support including preparation of zoning code updates and research and policy development for General Plans and Local Hazard Mitigation Plans. She also prepares environmental analysis in support of CEQA documentation for a variety of policy and development projects. Mia is passionate about community engagement, equity, and facilitating sustainable cities. Mia currently serves as the Marketing Chair for the APA Orange Section and has been involved with the APA since 2021.

ORGANIZATIONAL CHART

Our team has worked together for many years preparing environmental compliance documentation and technical analysis. This continuity in staffing means that each team member knows our management team's expectations for concise writing style, analysis, documentation, and time management. Ultimately, this results in a more efficient process with fewer internal comments and revision cycles.

CITY OF GARDENA

De Novo Planning Group (Prime Consultant)

Starla Barker, AICP, Principal Planner/Project Manager, Day-to-Day Point of Contact - Resource Management - Lead document preparer - Issue area study preparer - QA/QC	**Ben Ritchie, Principal** - Resource Management - Lead document preparer - Issue area study preparer - QA/QC	**Steve McMurtry, Principal, Biologist** - Resource Management - Lead document preparer - Issue area study preparer - QA/QC
Christine Abraham, Principal Planner, Esq. Co-Project Manager - Lead document preparer - Issue area study preparer - Project management - Quality control	**Ashley Brodkin, Senior Planner Co-Project Manager** - Lead document preparer - Issue area study preparer - Project management - Quality control	**Elise Laws, Senior Planner Co-Project Manager** - Lead document preparer - Issue area study preparer - Project management - Quality control
Tin Cheung, Principal Scientist | Technical Lead - Air Quality Analysis - Health Risk Assessments - Energy Analysis - Greenhouse Gas Emissions Analysis - Noise and Vibration Analysis	**Josh Smith, AICP, LEED-AP, Senior Planner | Technical Lead** - Air Quality Analysis - Health Risk Assessments - Energy Analysis - Greenhouse Gas Emissions Analysis	**Megan Thorne, AICP, LEED-AP BD+C | Senior Planner/ Designer** - Visual Simulations - Shade and Shadow
Erik Anderson, AICP, Associate Planner - Task Manager - Issue area study preparer	**Abdul Jama, Assistant Planner** - Issue area study preparer	**Mia Yuen, Assistant Planner** - Issue area study preparer

Teaming Partners

Transportation Kittelson & Associates MAT Engineering	***Biological Resources*** South Environmental	***Cultural, Historical, Paleontological and Tribal Cultural Resources*** South Environmental
Geotechnical and Hazards Verdantas	***Hydrology and Water Quality*** Fuscoe	

REFERENCES

The De Novo team has a wide range of experience providing on-call environmental services for public agency clients throughout California. We strongly encourage you to contact our clients; we are confident they will speak highly of our capabilities and responsiveness, as well as the character and integrity of our firm and Principals.

Below are public agency clients in which the De Novo team has provided similar environmental consulting services on an on-call and competitive basis within the last five years. Detailed representative projects are provided in Section 4.

City of Burbank

Project Manager, Starla Barker, has been providing environmental services to the City of Burbank for over 15 years while at her prior firm and continuing at De Novo Planning. Services provided have involved preparation of several CEQA documents including Initial Study/Mitigated Negative Declarations, and Environmental Impact Reports.

Fred Ramirez
Assistant Community Development Director
City of Burbank
Phone: (818) 238-5273
Email: framirez@burbankca.gov

Projects prepared in the last five years include:

- 2500 North Hollywood Way Dual Brand Hotel Project EIR
- Madison Square Garden Media Studios Project Class 32 Categorical Exemption Report
- 129 East Providencia Hotel Project IS/MND

City of Signal Hill

De Novo is currently providing on-call environmental services to the City of Signal Hill. In this capacity, De Novo has been retained to prepare environmental documents for various public and private projects in Signal Hill.

Carlos Luis
Planning Manager
City of Signal Hill
Phone: (562) 989-7360
Email: cluis@signalhill.org

Projects prepared in the last five years include:

- 2550 Orange Avenue Industrial Project IS/MND
- 3201 Walnut Avenue Industrial Project IS/MND

City of Lake Forest Environmental Services

De Novo has provided on-call environmental services to the City of Lake Forest since 2019. In this capacity, De Novo has been retained to prepare environmental documents for various private projects in Lake Forest. Services provided have involved preparation of several CEQA documents including a Class 32 CEQA Exemption and Initial Study/Mitigated Negative Declarations.

Gayle Ackerman
Director of Community Development
City of Lake Forest
Phone: (949) 461-3463
Email: GAckerman@lakeforestca.gov

Projects prepared in the last five years include:

- 2040 General Plan and EIR
- 6th Cycle Housing Element CEQA Exemption
- Great Scott Landscape Facility IS/MND
- Lock & Leave Self-Storage Facility IS/MND
- Applied Medical Expansion and Bridge IS/MND
- Zone Change 03-22-551 Mixed-Use Zoning CEQA Exemption Report
- Extra Space Storage Facility Class 32 Categorical Exemption Report

City of Rancho Santa Margarita

De Novo has provided environmental documentation for the City of Rancho Santa Margarita's General Plan Update, including several addendums to the General Plan Update EIR.

Wendy Starks, AICP
Senior Planner
City of Rancho Santa Margarita
Phone: (949) 635-1807
Email: wstarks@cityofrsm.org

Projects prepared in the last five years include:

- Addendum to the Rancho Santa Margarita General Plan Update EIR for the Housing and Safety Elements Update
- Addendum to the Rancho Santa Margarita General Plan Update EIR for the City's 2021-2029 Housing Element Rezoning Program
- Addendum to the Rancho Santa Margarita General Plan Update EIR for the Circulation Element Update

City of Fullerton

De Novo is currently providing on-call environmental services to the City of Fullerton. In this capacity, De Novo has been retained to prepare environmental documents for various private projects in Fullerton. Services provided have involved preparation of several CEQA documents including an Environmental Checklist pursuant to CEQA Guidelines Section 15183 and Initial Study/Mitigated Negative Declarations.

Chris Schaefer
Planning Manager
City of Fullerton
Phone: (714) 738-6884
Email: chris.schaefer@cityoffullerton.com

Projects prepared in the last five years include:

- 1901 Via Burton Industrial Project 15183 CEQA Exemption Environmental Checklist
- 1500 South Raymond Street Project IS/MND

City of Laguna Beach Environmental Services

De Novo is currently providing on-call environmental services to the City of Laguna Beach. In this capacity, De Novo has been retained to prepare environmental documents for various public and private projects in Laguna Beach. Services provided have involved preparation of several CEQA documents including a Class 5 and Class 32 CEQA Exemption, Initial Study/Mitigated Negative Declarations, and Environmental Impact Reports.

Anthony Viera
Planning Manager
City of Laguna Beach
Phone: (949) 497-0398
Email: aviera@lagunabeachcity.net

Projects prepared in the last five years include:

- 749 Marlin Drive IS/ND
- 2354 San Clemente Street IS/MND
- Riddle Park Categorical Exemption Report
- 820 Gainsborough Drive IS/MND

THIRD-PARTY PEER REVIEW

Included as Appendix B to this proposal, is a third-party peer review of an IS/MND and associated technical studies for a proposed warehouse project that De Novo conducted for the City of Norwalk. The project applicant requested a Precise Development Plan to remove two existing multi-tenant industrial warehouse buildings totaling 89,870 square feet and to construct a 144,901 square foot warehouse building to include warehouse, office, and mezzanine spaces and 22 dock doors, as well as 150 parking space, on an approximately seven-acre site. An IS/MND was prepared to address the potentially significant environmental impacts which may result from the project.

7. FEES/COST

The cost estimate for an individual project is based on a variety of factors including the type of environmental compliance document, required technical studies, and site and project attributes. Due to the on-call nature of the RFP, a cost estimate cannot be specifically determined at this time. Rate sheets are provided in a separate submittal document pursuant to the PlanetBids submittal requirements. The identified rates would be for the length of the contract.

Additional fees not identified are anticipated to include any California Department of Fish and Wildlife Environmental Filing Fees. We request the City secure any meeting facilities and equipment necessary for any community meetings or hearings.

Typical Direct Costs

Typical direct costs associated with preparation of environmental documents include the following. Please note that all direct costs are billed at-cost and are not marked-up. We also do not mark-up the fees of our subconsultants.

- Printing
- Mileage
- Postage
- County Filing Fees
- Data Collection
- Vehicle Counts

8. ADDITIONAL INFORMATION

CERTIFICATE OF INSURANCE

A copy of our insurance certificate is provided on the following page.

CONTRACT ACKNOWLEDGEMENT

We request consideration of the revisions to the Professional Services Agreement identified below:

8. PERFORMANCE BY CONSULTANT.

Consultant shall perform all work under this Agreement with the care and skill used ~~maintain or exceed the level of competency presently maintained~~ by members of other similar practitioners working in the State of California~~, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement~~.

12. **INDEMNIFICATION.** Consultant shall ~~defend~~, indemnify and hold harmless City, its officers, agents, employees from any and all claims, liabilities, expenses, or consequential damages ~~of any nature~~, including reasonable attorney's fees to the extent resulting from any negligent act or any omission to act where a duty to act exists on the part of Consultant, its agents, officers, employees, subcontractors, or independent contractors hired by Consultant, in the performance of its obligations pursuant to this Agreement. This indemnity shall apply to all claims and liability regardless of whether any insurance policies are applicable. The policy limits do not act as a limitation upon the amount of indemnification to be provided by Consultant. This indemnity shall not apply if the claim arises out of the ~~sole~~ negligence or willful misconduct of City, its officers, agents, employees or volunteers. Consultant assumes all risk of injury to Consultant's employees, agents, and contractors, including loss or damage to property in the performance of its obligations pursuant to this Agreement. Notwithstanding the foregoing, for any claim alleging negligent performance by CONSULTANT, the CONSULTANT has no immediate obligation to provide the defense of the CITY. The CONSULTANT will reimburse indemnified parties their reasonable defense costs ultimately determined to have been caused by the negligence of the CONSULTANT and proportionate to the degree of fault of the CONSULTANT.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 9/30/2025

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
Inszone Insurance Services, LLC
2721 Citrus Road, Suite A
Rancho Cordova, CA 95742

License#: 0F82764

CONTACT NAME: Certificate Team
PHONE (A/C, No, Ext): 877-308-9663 **FAX (A/C, No):** 916-400-2625
E-MAIL ADDRESS: certs@inszoneins.com

INSURED
De Novo Planning Group
1020 Suncrest Lane, Suite 106
El Dorado Hills, CA 95762

DENOVOP-01

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Certain Underwriter's at Lloyd's London	32727
INSURER B : United Financial Casualty Co.	11770
INSURER C : Starstone Specialty Insurance Co.	44776
INSURER D : Hartford Casualty Insurance Company	29424
INSURER E : Arch Specialty Insurance Company	21199
INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** 2105942263 **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**	Y	Y	PSN0140348538	4/29/2025	4/29/2026	EACH OCCURRENCE	$ 2,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 250,000
							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 PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:						Hired & Non-Owned	$ 1,000,000
B	**AUTOMOBILE LIABILITY**	Y	Y	994357605	9/15/2025	3/15/2026	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / X SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
C	**UMBRELLA LIAB** X OCCUR	Y	Y	CSX00090224P-02	4/29/2025	4/29/2026	EACH OCCURRENCE	$ 1,000,000
	X **EXCESS LIAB** CLAIMS-MADE						AGGREGATE	$ 1,000,000
	DED RETENTION $							$
D	**WORKERS COMPENSATION AND EMPLOYERS' LIABILITY** Y / N	N / A	Y	57WECZO3688	4/29/2025	4/29/2026	X PER STATUTE OTH-ER	
	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? **(Mandatory in NH)**						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 A E	Professional Liability Errors & Omission Cyber Liability			PSN0140348538 PSN0140348538 C-4LPT-161699-CYBER -2025	4/29/2025 4/29/2025 6/9/2025	4/29/2026 4/29/2026 6/9/2026	Aggregate/Each Claim Aggregate/Each Claim Aggregate	$2,000,000 $2,000,000 $1,000,000

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

Pollution Liability - Policy Number: PSN0140348538 - Effective Date: 4/29/2025 - Expiration Date: 4/29/2026 - Aggregate/Each Claim: $2,000,000 - Insurer: Certain Underwriter's at Lloyd's London - NAIC #32727

Additional Insured on the General Liability and Auto Liability. Primary and Non-Contributory on the General Liability and Auto Liability. Waiver of Subrogation on the General Liability, Auto Liability and Workers Compensation. Excess follows form, subject to the terms and conditions of the policy.

The aforementioned coverage is provided to the extent in the attached forms for: City of Gardena.

CERTIFICATE HOLDER

City of Gardena
1700 West 162nd Street
Gardena CA 90247-3778

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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APPENDIX A – RESUMES

Starla Barker, AICP

PRINCIPAL PLANNER

Starla Barker, AICP, is a principal planner with De Novo Planning Group whose primary responsibilities are the management and preparation of environmental documents (Initial Studies, Negative Declaration, Environmental Impact Reports, and Environmental Assessments), as well as other planning documents including General Plans and Specific Plans. With over 20 years of professional planning experience Starla has successfully managed a wide range of projects with particular emphasis in General Plans, urban infill, downtown, and redevelopment projects. Utilizing her experience in community planning, Starla is regularly involved in land use and policy planning, including the development and implementation of community outreach programs, and frequently manages and prepares environmental clearance documents for citywide policy planning and redevelopment projects. Through her extensive experience in both policy and environmental planning, Starla is keenly aware of the interaction between the two and consistently takes a proactive and comprehensive approach to understanding planning and environmental issues and developing solutions.

EDUCATION

Masters, Urban and Regional Planning, California State Polytechnic University, Pomona

BA, Business Economics, University of California, Riverside

ORGANIZATIONS

American Planning Association

LICENSES/CERTIFICATIONS

American institute of Certified Planners, 2009, No. 024079

RELEVANT PROJECT EXPERIENCE

General Plan Update and Rezoning EIR,
City of Lomita

Housing Element, Rezoning Program, and ODS CEQA Compliance,
City of Laguna Hills

Housing and Safety Element Update CEQA Compliance
City of Rancho Santa Margarita

Land Use Element, Zoning Code, and Zoning Map Amendment CEQA Compliance
City of Rancho Santa Margarita

General Plan and Zoning Update EIR
City of San Jacinto

Downtown Core EIR
City of Fontana

General Plan Land Use and Zoning Amendments EIR
City of Gardena

General Plan Update EIR
City of La Verne

General Plan Update EIR
City of Lawndale

The Commons at Aliso Viejo IS/MND
City of Aliso Viejo

2500 North Hollywood Way Hotel EIR
City of Burbank

The Harper Mixed Use Project EIR
City of West Hollywood

385 Nyes Place IS/MND
City of Laguna Beach

Marlin Drive IS/ND
City of Laguna Beach

2354 San Clemente IS/MND
City of Laguna Beach

820 Gainsborough IS/MND
City of Laguna Beach

Hotel Development Standards GPA & Zone Change IS/MND
City of Gardena

1500 Raymond Ave Industrial IS/MND
City of Fullerton

1901 Via Burton Industrial CEQA
City of Fullerton

General Plan Transportation & Mobility Element Update ND
City of Bell Gardens

Applied Medical Expansion IS/MND
City of Lake Forest

Lock & Leave Self Storage IS/MND
City of Lake Forest

Melia Evergreen Residential IS/MND
City of Gardena

Olson Townhomes IS/MND
City of Gardena

2550 Orange Industrial IS/MND
City of Signal Hill

Paradise Chevrolet IS/MND
City of Temecula

Bedford Court IS/MND
City of Temecula

Ben Ritchie

PRINCIPAL

Mr. Ritchie is a founding principal at De Novo Planning Group with over 20 years of experience. Mr. Ritchie's expertise includes managing long range planning documents, completing complex and controversial CEQA documents, and facilitating community outreach and public communications efforts for the firm. His experience includes a variety of land use, transportation, and sustainability projects throughout California. Mr. Ritchie has extensive knowledge of the nuanced interplay between CEQA and long range planning, and he has assisted numerous communities with the establishment of planning strategies to achieve effective and legally defensible approaches to economic development, sustainability and streamlined development. Ben graduated from Cal Poly San Luis Obispo with a bachelor's degree in Political Science and a Master of City and Regional Planning.

EDUCATION

MA, City and Regional Planning,
Cal Poly San Luis Obispo

BA, Political Science and History,
Cal Poly San Luis Obispo

ORGANIZATIONS

American Planning Association

Association of Environmental Professionals

RELEVANT PROJECT EXPERIENCE

General Plan Update and EIR,
City of Lake Forest

General Plan Update and EIR,
City of La Verne

General Plan Update, Zoning Code Update, Climate Action Plan, and EIR,
City of San Jacinto

General Plan Update, Housing Element, and EIR,
City of Brentwood

PA-1 Specific Plan and EIR,
City of Brentwood

General Plan and Zoning Code Update, Housing Element, and EIR,
City of Sebastopol

General Plan Update, Housing Element and EIR,
City of Cotati

General Plan Update, Housing Element, Zoning Code Update and EIR,
Colusa County

General Plan Update EIR and Climate Action Plan,
City of Foster City

Sustainability Element and Climate Action Plan EIR,
City of Elk Grove

General Plan Update and EIR,
City of Campbell

General Plan Update and EIR,
City of Milpitas

General Plan Update and EIR,
City of Lakeport

General Plan Update and EIR,
City of Manteca

General Plan Update and EIR,
City of Lathrop

General Plan Update and EIR,
City of Jackson

General Plan Update and EIR,
City of Willows

General Plan Update and EIR,
Glenn County

General Plan Update and EIR,
City of Red Bluff

Steve McMurtry

PRINCIPAL

Mr. McMurtry is a founding principal with De Novo Planning Group and is responsible for project management, preparation of land use plans, urban design, annexation plans, municipal services reviews, environmental documents, air quality modeling, noise studies, biological assessments, LESA modeling, regulatory permitting, litigation support, and expert witness testimony. He has successfully led multidisciplinary teams to complete hundreds of complex and controversial projects throughout California. Mr. McMurtry's experience includes service in engineering and planning firms, as well as in the building industry where he was responsible for the acquisition, design, and construction of residential and infrastructure projects. His experience encompasses public outreach/facilitation, policy/program development, document writing/processing, and permitting for local, state, and federal projects. Because of his expertise, he has been called on for peer reviews, litigation support and expert witness testimony relative to environmental and CEQA issues.

EDUCATION

BS, Forestry and Natural Resources Management,
Cal Poly San Luis Obispo

ORGANIZATIONS

Licensed Real Estate Broker, #01380263

RELEVANT PROJECT EXPERIENCE

South Lathrop Specific Plan EIR,
City of Lathrop

Truckee Planned Community 3 (Specific Plan 3) EIR,
Town of Truckee

Cannery Park Master Plan EIR,
City of Davis

Crossroads West Specific Plan EIR,
City of Riverbank

Lakepoint MND
City of Waterford

5175 Vincent Avenue EIR
City of Irwindale

Seraphina Initial Study/MND,
City of Temecula

LDS Church Initial Study/MND,
City of San Juan Capistrano

South Stockton Commerce Center EIR,
City of Stockton

Whisper Ridge Hotel Resort and Golf Course Master Plan EIR,
City of Oroville

Silverado Master Plan EIR,
City of Elk Grove

Mountain House Incorporation MND,
City of Mountain House

Shepherd North EIR,
City of Clovis

West Area Specific Plan EIR,
City of Salinas

Grocery Outlet EIR,
City of Fort Bragg

Union Ranch North EIR,
City of Manteca

Family Entertainment Zone Master Plan EIR,
City of Manteca

Pilot Flying J EIR,
City of Tulare

Costco Depot EIR,
City of Tracy

Sunrise Tomorrow EIR,
City of Citrus Heights

CenterPoint MND
City of Brentwood

Davis Active Adult EIR,
City of Davis

Sierra Villages EIR,
City of Rocklin

Fullerton Ranch MND,
City of Lincoln

Martin Tivoli Subdivision MND,
City of Modesto

Placer County RTP EIR,
Placer County Transportation

Christina Abraham

PRINCIPAL PLANNER

Christine Abraham is a principal planner with De Novo Planning Group and has almost two decades of experience in environmental planning and the preparation of CEQA documentation for private developers and public-sector clients throughout the California, including multiple on-call contracts. Christine has prepared and managed all levels of CEQA documentation for new developments, redevelopment and urban infill, education/institution, warehouse/logistics, infrastructure, renewable energy installations, planning documents, soil management plans, and projects with biological, cultural and tribal sensitivity. Christine provides strategic guidance regarding the most appropriate level of CEQA documentation and technical studies required for each project and client, always focused on solutions and streamlining opportunities. In addition to document preparation and project management, Christine draws from her legal background, as a Member of the State Bar of California, to provide a thorough peer review of environmental documents to verify defensibility, as well as engaging in litigation support when needed. She is highly organized, excels in communication, and understands what it takes to successfully coordinate and lead multidisciplinary project teams for technically complex and controversial projects.

EDUCATION

JD, Law, Emphasis in Environmental and Natural Resources Law, Lewis and Clark Law School, Porland, OR

BS, Safety and Systems Management, University of Southern California, Los Angeles, CA

ORGANIZATIONS

California Bar Association

LICENSES/CERTIFICATIONS

Member, State Bar of California, 2000. No. 210812

RELEVANT PROJECT EXPERIENCE

ConEdison Westside Battery Energy Storage Project,
County of Imperial*

City of Vallejo Zoning Code EIR,
City of Vallejo*

General Plan Housing Element Update Rezoning Program Supplemental EIR,
City of Corona*

Seaport San Diego Redevelopment Project, Strategic Planning and Project Definition
Gafcon, 1HWY1, Port of San Diego*

State Water Project Interconnection Project, Addendum and Permitting,
City of San Buenaventura*

Great Park and Residential Project Addendum, Updates to Monrovia Nursery Specific Plan
City of Azusa*

World Logistics Center, Strategic Planning and Mitigation Tracking
Highland Fairview and City of Moreno Valley*

The Ranch Master Planned Residential Community Project EIR,
City of Antioch*

UTC Former Rocketdyne Site Soil Management Plan MND,
Los Angeles Regional Water Control Board and City of Los Angeles*

Mowry Village Project EIR,
City of Newark*

Warner Centier Specific Plan Projects, 4 CEQA Addenda
City of Los Angeles*

Home 2 Suites Hotel Projects MND,
City of Vacaville*

Park Parish Residential Project Modified IS
City of Vacaville*

Leo Recycle Project MND,
City of San Jose*

World Oil No. 51 Project MND
City of San Jose*

Tractor Supply Company Retail Story Project Modified IS,
City of Suisun City*

Redwood City Discovery Project Modified IS,
City of Redwood City*

Olive View Middle School Project MND,
Los Angeles Unified School District*

Colfax Charter Elementary School MND,
Los Angeles Unified School District*

Westfield Escondido Signage and Lighting Program MND,
City of Escondido*

* Project was completed by Ms. Abraham while she was employed at another environmental firm.

Ashley Brodkin

SENIOR PLANNER

Ashley Brodkin brings a range of planning experience for public and private sector clients, including specific plans, general plans, land-use planning, policy development, outreach, zoning ordinance updates and CEQA projects. She is responsible for the preparation and management of environmental documents, as well as a wide variety of planning projects. Ashley has prepared and managed a variety of CEQA and NEPA documents for capital improvements, new developments, redevelopment and urban infill, warehouse/logistics, and public policy document projects, and a variety of planning projects including General Plans, Housing Elements, Specific Plans, Development Ordinance Updates, and entitlements.

With experience as both a private consultant and in public service, as well as experience in both policy and environmental planning, Ashley provides a holistic approach to projects and proactively problem solves.

EDUCATION

BA, English Literature,
University of Washington, Seattle, Washington

Master of Urban and Regional Planning,
Cal Poly Pomona, Pomona, California

ORGANIZATIONS

Association of Environmental Professionals

RELEVANT PROJECT EXPERIENCE

General Plan Update and EIR,
County of Orange

General Plan Update and EIR,
City of La Verne

General Plan Update, Zoning Update, and EIR
City of San Jacinto

General Plan Update, Hawthorne Blvd Specific Plan Update, Zoning Update and EIR
City of Lawndale

General Plan Update and EIR,
City of Laguna Niguel

Comprehensive Zoning Code Update
City of Laguna Beach

Comprehensive Zoning Code Update
Glenn County

Downtown Core EIR
City of Fontana

General Plan Land Use and Zoning Amendments EIR
City of Gardena

Ceanothus Drive Program EIR
City of Laguna Beach

749 Marlin Dr Road Extension IS/ND
City of Laguna Beach

2354 San Clemente St Project IS/MND
City of Laguna Beach

820 Gainsborough Dr Project IS/MND
City of Laguna Beach

1901 Via Burton §15183 Exemption
City of Fullerton

General Plan Land Use and Zoning Amendments EIR
City of Gardena

Pilot Travel Center Project EIR
City of Perris

9001-9019 Long Beach Blvd Residential Project IS/MND/EA
City of South Gate

2501 Rosecrans Project CERT
City of Gardena

Applied Medical Expansion IS/MND
City of Lake Forest

Circulation Element Update IS/ND
City of Bell Gardens

Shepherd North Project EIR
City of Clovis

Housing Element Update (6th Cycle) IS/ND
City of Hawthorne

Sustainability Implementation Program
City of Lake Forest

Housing Element Update (6th Cycle)
Cities of Glendale, Avalon, Indian Wells, Rancho Santa Margarita, Stanton, Westminster, Lake Forest, and Temecula

Housing Ordinances Zoning Update
City of San Marcos

Accessory Dwelling Unit Ordinance
City of Ventura

Elise Laws

SENIOR PLANNER

Elise has over 10 years of environmental consulting experience completing both CEQA and NEPA documentation in the public and private sectors, as well as collaborating on long-rang planning documents. Elise has worked on a variety of projects throughout California, including large-scale, controversial development projects, Specific and Master Plans, and General Plan Updates. Examples include the Costco Depot Annex Project EIR (City of Tracy), West Davis Active Adult Community EIR (City of Davis), College Park EIR (City of Rocklin), Sebastopol Zoning Code Update (City of Sebastopol), and City of Pittsburg General Plan Update. Her other skills include air quality modeling using the California Emissions Estimator Model (CalEEMod), California Natural Diversity Database and RareFind research, public outreach and facilitation, and project organization and management.

EDUCATION

BS, Environmental Policy, Analysis and Planning,
University of California, Davis

RELEVANT PROJECT EXPERIENCE

Sonoma Springs Specific Plan and EIR,
Sonoma County

Tra Vigne Development Project EIR,
City of Stockton

West Davis Active Adult Community EIR,
City of Davis

College Park EIR,
City of Rocklin

5175 Vincent Avenue EIR,
City of Irwindale

South Lathrop SP EIR,
City of Lathrop

Truckee PC-3 SP EIR,
Town of Truckee

Pilot Flying J EIR,
City of Tulare

West Area Specific Plan EIR,
City of Salinas

Oakwood Trails EIR,
City of Manteca

Oakwood Landing EIR,
City of Manteca

Griffin Park Master Plan EIR,
City of Manteca

Calaveras SR 49 Land Use Study,
Calaveras Council of Governments

Sunrise Tomorrow Specific Plan EIR,
City of Citrus Heights

Crossroads West Specific Plan EIR,
City of Riverbank

Griffin Park Master Plan Project EIR,
City of Manteca

Milpitas General Plan Update,
City of Milpitas

Campbell General Plan Update,
City of Campbell

Manteca General Plan Update,
City of Manteca

Sebastopol Zoning Code Update,
City of Sebastopol

Legacy Trail CEQA and NEPA Documents,
Town of Truckee

Pilot Flying J EIR,
City of Lathrop

Vineyards at El Dorado Hills,
El Dorado County

Tin Cheung

PRINCIPAL SCIENTIST

Mr. Cheung is a Principal Scientist with De Novo Planning Group and is responsible for technical analyses related to air quality, greenhouse gas, noise, vibration, and energy. Mr. Cheung has 20 years of experience preparing air pollutant emissions inventories, dispersion modeling, climate change and health risk assessments using a variety of computer data models. He has worked on hundreds of projects which include large-scale industrial, commercial, residential, infrastructure, school and recreational developments. He has extensive knowledge of the CEQA\NEPA regulatory process and impact assessment methodology established by the EPA, California Air Resources Board and other air quality management districts.

He leads our in-house air-quality, climate change, and noise/vibration services for CEQA\NEPA compliance. He also has performed third-party reviews for technical adequacy and CEQA compliance in support of legal efforts and government QA\QC. His substantial knowledge of impact quantification and regulations contributes to solutions for reducing air quality, climate change and health risk impacts. Because of his expertise, he has been called on for legal support and expert witness testimony relative to environmental and CEQA issues.

EDUCATION

BA, Geography/Environmental Studies
University of California, Santa Barbara

RELEVANT PROJECT EXPERIENCE

Centennial Specific Plan
County of Los Angeles

Playa Vista Phase 1 Project/Master Plan EIR
City of Playa Vista

Disneyland Forward EIR
The Walt Disney Company

Chevron Refinery Facilities Improvement EIR
City of El Segundo, CA

BNSF 26th Street Project SCAQMD Rule 1150 Permit
City of Vernon

LAX Runway Safety Area Air Quality and Human Health Risk Report
City of Los Angeles

Feasibility Analysis for Electrification of Cargo/Maintenance/RON Aircraft Parking Positions at LAX
Los Angeles World Airports

BNSF Environmental Compliance for Cargo Handling Equipment,
State of California

BNSF/UPRR Mojave Subdivision Tehachapi Rail Improvement,
City of Mojave

Kansas City Southern Rail Internal Air Quality Audit
City of Shreveport

Civilian Reuse of the MCAS El Toro and the Airport System Master Plan EIR\EIS
City of Santa Ana

Health Risk Assessment for the Bay Delta Conservation Plan
Sacramento-San Joaquin

Los Angeles Arena (Crypto.com Arena)
City of Los Angeles

NFL Stadium Master Plan SEIR
City of Industry

First Solar Dust Suppression Technical and Regulatory Lead Desert Sunlight Solar Farm
Desert Center

Ontario General Plan Update EIR
City of Ontario

Bristol Street Roadway Widening EIR
City of Santa Ana

Santa Ana Fixed Guideway EIR\EIS
City of Santa Ana

Harvest Landing Specific Plan EIR
City of Perris

Block at Orange Expansion EIR,
City of Orange

Universal Studios Master Plan
Universal City

Josh Smith, AICP, LEED AP

SENIOR PLANNER

Josh Smith, AICP, is a Senior Planner with De Novo. He has twelve years of experience and is responsible for the preparation of CEQA/NEPA documents (Initial Studies, Negative Declaration, Environmental Impact Reports, and Environmental Assessments), the development of air quality and greenhouse gas technical plans and reports, and climate change planning for local governments. Josh has extensive experience with air quality, greenhouse gas, and energy modeling, including criteria air pollutant and air dispersion modeling. Josh also has substantial experience developing Climate Action Plans, Energy Action Plans, and toxic air contaminant (TAC) Health Risk Assessments. He served as the primary technical analyst on the Pleasanton, Oakdale, and Hughson Climate Action Plans, and has managed EIRs such as the Manteca Annexation #1 EIR, Placer County RTP EIR, and Amador County RTP EIR. Josh has additional expertise utilizing best-practice standards for developing greenhouse gas (GHG) inventories and context-specific GHG mitigation measures, as well as developing custom air pollutant emissions calculators for complex projects.

EDUCATION

BS, Environmental Policy Analysis and Planning,
University of California, Davis

ORGANIZATIONS

American Planning Association

ACREDITATIONS

AICP

LEED AP O+M

RELEVANT PROJECT EXPERIENCE

5175 Vincent Avenue MND,
City of Irwindale

South Lathrop SP EIR,
City of Lathrop

Truckee PC-3 SP EIR,
Town of Truckee

Pilot Flying J EIR and HRA,
City of Tulare

Amador County RTP EIR,
Amador County Council of Governments

Placer County RTP EIR,
Placer County Regional Transportation Planning Agency

Pilot Flying J EIR and HRA,
City of Lathrop

West Area Specific Plan EIR,
City of Salinas

Oakwood Trails EIR,
City of Manteca

Oakwood Landing EIR,
City of Manteca

Griffin Park Master Plan EIR,
City of Manteca

Legacy Trail CEQA and NEPA Documents,
Town of Truckee

Sonoma Springs Specific Plan and EIR,
Sonoma County

Sterling Apartments EIR,
City of Davis

Milpitas General Plan Update,
City of Milpitas

Campbell General Plan Update,
City of Campbell

Manteca General Plan Update,
City of Manteca

Manteca Annexation #1 EIR,
City of Manteca

Tra Vigne Development Project EIR,
City of Stockton

Gardena U-haul MND,
City of Gardena

Citrus Heights Sunrise Tomorrow EIR
City of Citrus Heights

Fullerton 1901 Via Burton MND
City of Fullerton

Pleasanton Climate Action Plan
City of Pleasanton*

Hughson Climate Action Plan
City of Hughson*

Hughson Climate Action Plan
City of Hughson*

Rialto Travel Center EIR and HRA
City of Rialto

Palmdale HRA
City of Palmdale

* Project was completed by Mr. Smith while she was employed at another planning firm

Erik Anderson, AICP

ASSOCIATE PLANNER

Erik has worked on a diverse range of projects for public and private sector clients, with a focus on land-use planning, policy development, and environmental and sustainability planning. Erik provides project support in the preparation of CEQA documentation and long-range planning documents, including General Plans, Zoning updates, and Local Hazard Mitigation Plans. His background experience includes grassroots lobbying with a non-profit environmental organization and work in the legal field. Erik is passionate about serving communities and creating innovative work through place-based development strategies.

EDUCATION

Master of City and Regional Planning,
Cal Poly, San Luis Obispo

BA, Political Science,
University of California, Los Angeles

ORGANIZATIONS

American Planning Association

Association of Environmental Professionals

Congress for the New Urbanism

LICENSES/CERTIFICATIONS

American Institute of Certified Planners, 2023, No. 343661

RELEVANT PROJECT EXPERIENCE

General Plan Update, Zoning Update, and EIR
City of Lomita

General Plan Update and EIR
City of Laguna Niguel

General Plan Update, Zoning Update, and EIR
City of San Jacinto

General Plan Update, Hawthorne Blvd Specific Plan Update, and EIR
City of Lawndale

Zoning Update and Addendum to General Plan EIR
City of Westminster

General Plan Land Use and Zoning Amendments EIR
City of Gardena

Focused General Plan Update & EIR
City of Glendale

General Plan Update and EIR
City of Red Bluff

Downtown Core EIR
City of Fontana

Mountain House Incorporation IS/ND
San Joaquin County

SR-120 Interchange IS/MND
City of Lathrop/Caltrans

Circulation Element Update IS/ND
City of Bell Gardens

U-Haul Expansion IS/MND
City of Gardena

2354 San Clemente IS/MND
City of Laguna Beach

16800 Magnolia Addendum
City of Fountain Valley

1500 Raymond Ave Industrial IS/MND
City of Fullerton

1901 Via Burton Industrial CEQA
City of Fullerton

1941 White Avenue Mixed-Use CEQA Exemption
City of La Verne

Grevillea-Imperial Hotel CE
City of Hawthorne

1105 East Valley Boulevard CE
City of San Gabriel

2500 North Hollywood Way Hotel EIR
City of Burbank

The Harper Mixed Use Project EIR
City of West Hollywood

168000 Magnolia Addendum
City of Fountain Valley

Paradise Chevrolet IS/MND
City of Temecula

Local Hazard Mitigation Plan
Cities of Laguna Hills, Rancho Santa Margarita, and Glendora

Housing and Safety Element Update
City of Rancho Santa Margarita

Housing Element, Rezoning Program, and ODS CEQA Compliance
City of Laguna Hills

Abdul Jama

ASSISTANT PLANNER

Abdul holds a Master's Degree in City and Regional Planning from Cal Poly, San Luis Obispo. He brings a strong interest and comprehensive experience in environmental and long-range planning. Abdul has contributed to a wide range of public and private sector projects, focusing on environmental review, land use planning, and policy development. His work includes CEQA document preparation such as initial studies, environmental impact reports, and mitigated negative declaration documents. His long-range planning efforts includes General Plan Update, Zoning Code Update, and Local Hazard Mitigation Plan preparation. Abdul is excited to provide top quality environmental, land use and policy development to all communities and individuals.

EDUCATION

BA, Political Science,
University of California, San Diego

Master of City and Regional Planning,
Cal Poly, San Luis Obispo

ORGANIZATIONS

American Planning Association

Association of Environmental Professionals

AWARDS

2023 City and Regional Planning Outstanding Student Award

2023 Academic Award of Excellence, APA Central Coast Division

RELEVANT PROJECT EXPERIENCE

General Plan Update and EIR
City of Lomita

General Plan Update and EIR
City of Laguna Niguel

General Plan Update
City of Brea

General Plan Update
County of Orange

General Plan Update
Town of San Anselmo

General Plan Update EIR
City of Glendale

Dixon 257 EIR
City of Dixon

Housing Rezones EIR
City of Tracy

UC Villages EIR
City of Merced

Vineyard One EIR
City of Saratoga

Sustainability Implementation Program
City of Lake Forest

Local Hazard Mitigation Plan
City of Glendora

Grevillea-Imperial Hotel CE
City of Hawthorne

Riddle Field Park CE
City of Laguna Beach

The Commons IS/MND
City of Aliso Viejo

385 Nyes Place IS/MND
City of Laguna Beach

820 Gainsborough Drive IS/MND
City of Laguna Beach

Paradise Chevrolet IS/MND
City of Temecula

Mia Yuen

ASSISTANT PLANNER

Mia earned a Master's Degree in Urban and Regional Planning from the University of California, Irvine. Prior to joining De Novo, Mia gained experience in the public sector at the City of Rancho Santa Margarita. At De Novo, Mia provides project support including preparation of zoning code updates and research and policy development for General Plans and Local Hazard Mitigation Plans. She also prepares environmental analysis in support of CEQA documentation for a variety of policy and development projects. Mia is passionate about community engagement, equity, and facilitating sustainable cities. Mia currently serves as the Marketing Chair for the APA Orange Section and has been involved with the APA since 2021.

EDUCATION

Master of Urban and Regional Planning,
University of California, Irvine

BA, Urban Studies,
University of California, Irvine

ORGANIZATIONS

American Planning Association

AWARDS

2024 Emerging Planning Leader Award, American Planning Association - Orange Section

2024 MURP Community Builder Award, University of California, Irvine

RELEVANT PROJECT EXPERIENCE

General Plan Update, Development Code Update
County of Glenn

General Plan Update, Zoning Code Update
City of La Verne

General Plan Update and EIR
City of Laguna Niguel

General Plan Update and EIR
City of Glendale

General Plan Update
County of Orange

General Plan Update
City of Brea

1404 Royal Oaks IS/MND
City of Duarte

Grevillea-Imperial Hotel CE
City of Hawthorne

2500 N Hollywood Way EIR
City of Burbank

Vineyard One EIR
City of Saratoga

Seraphina Residential CEQA
City of Temecula

Local Hazard Mitigation Plan
City of Laguna Hills

Local Hazard Mitigation Plan
City of Rancho Santa Margarita*

Comprehensive Zoning Code Update
City of Eastvale*

* Ms. Yuen was involved with these projects while enrolled as a Graduate Student in Urban and Regional Planning at the University of California, Irvine

FERNANDO SOTELO, TE

PRINCIPAL ENGINEER

Fernando Sotelo has extensive experience in CEQA and the technical aspects of transportation planning, including travel demand forecasting, traffic impact analyses, and parking demand studies. His professional experience with traffic and parking analyses includes several schools and a variety of land development uses, such as warehousing, mixed use, commercial, and recreation projects in Southern and Northern California. Fernando understands the complexities of transportation planning and has prepared transportation sections of environmental impact reports for major projects such as general plan updates and specific plans.

EDUCATION

- MS, Civil Engineering (Transportation), University of Southern California
- BS, Naval Engineering, University of Sao Paulo, Brazil

YEARS OF EXPERIENCE

25

LICENSES/CERTIFICATIONS

- Professional Engineer: CA #TR2770

AFFILIATIONS

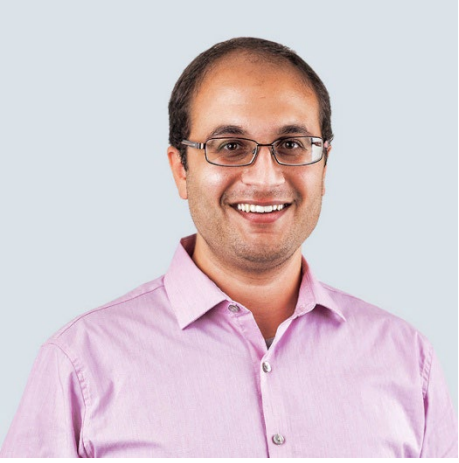
- Institute of Transportation Engineers
- Orange County Traffic Engineers Council

PROJECT EXPERIENCE

City of Moreno Valley; Transportation Analysis for the Moreno Valley Mall Redevelopment, Moreno Valley, CA. Fernando prepared the transportation analysis for the development of 1,800 residential units, 2 hotels, office, and retail buildings. Fernando served as the project manager to prepare a comprehensive analysis of potential impacts to transit, bicycle, pedestrian circulation, and an analysis of potential VMT impacts from a variety of land uses with the project. A complex trip generation and VMT assessment was prepared for the unique type of entertainment/lifestyle proposed uses and to account for trip reductions due to internal capture and walking/bicycle travel anticipated to occur given the mix of uses.

Costco Wholesale; Santa Clarita Fuel Facility Expansion, Santa Clarita, CA. Fernando served as the technical lead, traffic engineer, and project manager for transportation studies related to the proposed fuel facility relocation and expansion project. A detailed review of site access and internal vehicular circulation was performed. Analyses included comprehensive data collection including aerial imagery with drones, a review of existing traffic conditions and existing queues in the fuel facility egress area. Kittelson made several recommendations in order to improve traffic conditions with the existing and proposed fuel facility.

City of Fontana; Downtown Core Project; Fontana, CA. Kittelson developed a circulation plan with substantial modifications to the downtown area and prepared a transportation analysis for the proposed Downtown Core Project. The downtown area includes the Fontana Metrolink Station and City Hall. The project consists of transit-oriented development and changes to parking and an enhanced bike and pedestrian network to invigorate redevelopment and encourage a mixed-use environment. Kittelson provided conceptual designs to accommodate a substantial amount of traffic, bicycle and pedestrian activity in the area, while considering constraints with the available roadway right of way. Several concepts were considered including roundabouts at key intersections, angled and parallel parking configurations, and several bike and transit facility configurations. Fernando served as Kittelson's technical lead and project manager.



MICHAEL SAHIMI, AICP

SENIOR PLANNER

Michael Sahimi is a senior transportation planner with more than 10 years of experience conducting CEQA and non-CEQA multimodal transportation assessments for land use and transportation projects. Michael has extensive experience in CEQA and the technical aspects of transportation planning, including vehicle operations analysis, VMT impact analysis, travel demand forecasting, and non-motorized assessments. His work in Southern California has also included active transportation planning, conceptual design, multimodal safety analysis, and community engagement.

EDUCATION

- Master of Urban and Regional Planning, Transportation Policy and Planning, University of California, Los Angeles
- BA, Urban Studies, University of California, Irvine
- BA, Criminology, Law, and Society, University of California, Irvine

YEARS OF EXPERIENCE

12

LICENSES/CERTIFICATIONS

- American Institute of Certified Planners: #32066

AFFILIATIONS

- American Planning Association

PROJECT EXPERIENCE

City of Gardena; Multiple Development Projects; Gardena, CA. Kittelson has prepared transportation analyses for multiple projects in Gardena. As part of these studies, Kittelson has conducted VMT impact analysis and local transportation assessments consistent with the City's guidelines. This has included developing mitigation measures such as on-site transportation demand management strategies (TDM) to mitigate significant VMT impacts. Michael has served as the project manager for the following transportation studies in the city:

- Evergreen Row Townhomes
- 141st and Normandie Townhomes
- 1108 West 141st Street General Plan Amendment and Zoning Change
- Hotel Development Standards General Plan & Zoning Code Amendment Project
- Lab Five Soccer Center
- Gardena U-Haul Project.

City of Gardena; Housing Element Update; Gardena, CA. The City of Gardena Land Use Plan, Zoning Code & Zoning Amendment Project was a result of the City's adoption of the 6th Cycle Housing Element for 2021-2029. As part of this process, the City's consultant team prepared a full environmental impact report (EIR). Michael served as the project manager for the transportation analysis, which included both CEQA and non-CEQA assessments.

Los Angeles County; Museum of Natural History Foundation La Brea/Page Museum Master Plan Environmental Impact Report; Los Angeles, CA. Kittelson supported the environmental impact report (EIR) documentation for the proposed expansion and renovation of the George C. Page Museum and surrounding area. Michael led the transportation impact assessment of potential VMT, hazard, and policy impacts. The study also included local mobility analyses and identified off-site improvements for pedestrian, bicycle, and vehicle access to the site. The VMT evaluation for the museum expansion was performed using historical attendance information and data on typical recreation-related trips for the area.

MINGMIN LIU, PE, RSP[1]

SENIOR ENGINEER

Mingmin Liu holds a master's degree in civil engineering with a concentration in transportation and research experience on E-scooter trips and probe data analysis. In addition, she brings professional consulting experience on traffic operations and simulation analysis for traffic impact studies and freeways. Mingmin is skilled in making data-driven decisions for transportation challenges.

PROJECT EXPERIENCE

City of Roseville; Utility Operations Center; Roseville, CA. Kittelson prepared the traffic impact analysis and study in support of CEQA documentation for the City of Roseville's Environmental Utilities Department's Utility Operations Center project. The operations center will include an administration building and maintenance shop to house the division, fleet parking for garbage trucks and support vehicles, and a recycling, recovery, and transfer operation area. Mingmin led the traffic analysis and review and conducted trip generation and distribution.

Stonestown Galleria Environmental Impact Report; San Francisco, CA. This proposed project would replace an existing 40-acre site—including an 800,000 square-foot indoor retail shopping mall and 27 acres of surface parking lots—with a master-planned, multi-phased mixed residential and retail community. Kittelson led the transportation analysis and preparation of the transportation and circulation sections of the environmental impact report (EIR). Kittelson also conducted agency coordination, which included San Francisco Planning, SFMTA, Caltrans, and SamTrans, and provided written responses to public comments. Mingmin built the Vistro model and helped with trip distribution and assignment to access transit delay metrics.

Port of Oakland; Oakland Airport Terminal Environmental Impact Report; Oakland, CA. As part of a consultant team working with the Port of Oakland, Kittelson is providing CEQA/NEPA transportation analysis for the proposed construction of a new terminal at Oakland Airport. Mingmin worked on the streetlight data analysis and the operation analysis for this project.

City of Burlingame; Life Science Building Evaluation; Burlingame, CA. Kittelson is evaluating project traffic generation and potential transportation demand management measures to reduce traffic, VMT and parking demand related to the proposed construction of a 267,000 sf of life science building in Burlingame. Mingmin conducted the trip generation and distribution as well as modeling for the capacity analysis for this project.

Confidential Client; Warehouse Gas Station Revisions; Fremont, CA. Kittelson assisted a client in examining site planning options that would ease queuing issues around a gas station. Kittelson was responsible for traffic impact studies including trip generation and queuing evaluation, to support site planning.

KITTELSON & ASSOCIATES

EDUCATION

- MS, Civil Engineering, Purdue University
- BS, Mechanical Engineering, Rose-Hulman Institute of Technology

YEARS OF EXPERIENCE

8

LICENSES/CERTIFICATIONS

- Professional Engineer: IN #12300062
- Road Safety Professional Level 1: #EH903732

AFFILIATIONS

- Institute of Transportation Engineers
- Women in Transportation Seminar

KAREN PHAN, AICP

PLANNER

A California native, Karen holds a master's degree in Urban and Regional Planning from UCLA and a bachelor's degree from UC Berkeley. Karen has experience in traffic operations, multimodal transportation planning, and safety work. Karen's project experience includes traffic impact studies for residential and commercial developments, general plan updates, and complete streets projects.

PROJECT EXPERIENCE

Impact Sciences, Inc.; Fit 7 Lab Football Intensive Training Traffic Study; Baldwin Park, CA. Kittelson prepared a vehicle miles traveled (VMT) screening memorandum for the proposed Fit 7 Lab Football Intensive Training facility located in Baldwin Park, California. The project proposed demolishing an existing building to provide necessary parking and converting another existing building into a soccer training complex, and develop a total of five soccer fields, including one inside the building and four outdoors above the parking facility. As project manager, Karen reviewed existing conditions, researched the regulatory framework and cases of trip credit in similar studies, and prepared the VMT assessment in accordance with CEQA regulations.

City of Montebello; General Plan Update, Downtown Specific Plan, Environmental Impact Report, VMT Guidelines, and Bicycle Master Plan; Montebello, CA. Kittelson developed the updated mobility element for the City of Montebello General Plan Update and Downtown Specific Plan. Kittelson updated the mobility element's goals, policies, and a circulation network to accommodate the City's envisioned land use and circulation buildout. The plan provides an enhanced network of trails, improved pedestrian and bicycle mobility, and promoted a vibrant and walkable downtown area and near rail stations. Kittelson also prepared a citywide bicycle master plan as part of this effort. Karen conducted the CEQA and non-CEQA transportation analyses and assisted with developing the bicycle master plan vision, goals, and recommended improvements.

Costco Wholesale; Mission Viejo Gas Addition; Mission Viejo, CA. Costco is proposing construction of a new 40-pump gas station at a parcel previously occupied by a large retail store. This addition would be a stand-alone gas station located approximately three miles from the nearest warehouse. Kittelson is assisting Costco with due diligence and City approvals as needed. Karen reviewed existing conditions, analyzed traffic operations at intersections and roadways, and prepared the vehicle miles traveled (VMT) assessment.

City of San Mateo; 1885 South Norfolk Street Traffic Study; San Mateo, CA. The project proposes the construction of a 260-unit, 5-story residential use building with a garage consisting of 325 on-site parking spaces. Karen conducted the traffic operations analysis, reviewed existing conditions, and prepared the VMT screening assessment.

KITTELSON & ASSOCIATES

EDUCATION

- Master of Urban and Regional Planning, Transportation Policy and Planning, University of California, Los Angeles
- BA, Integrative Biology, University of California, Berkeley

YEARS OF EXPERIENCE

3

LICENSES/CERTIFICATIONS

- American Institute of Certified Planners: #35511
- Road Safety Professional, Level 1: #1684

AFFILIATIONS

- American Planning Association
- Women's Transportation Seminar

ALEX TABRIZI, PE, TE

President

Alex Tabrizi, PE, TE is a licensed civil engineer and licensed traffic engineer in the State of California and serves as the founding president of MAT Engineering, Inc. Mr. Tabrizi has worked professionally in the field traffic engineering and transportation planning/engineering since 2003. He received his bachelors of science degree in civil engineering with an emphasis on structural engineering from the University of California, Irvine.

Mr. Tabrizi has extensive experience in providing transportation planning and engineering consulting services and expertise to a wide range of clients including private sector, land developers, public agencies, various districts of California Department of Transportation (Caltrans), and local governments. Mr. Tabrizi has completed and supervised preparation of hundreds of complex transportation planning and parking demand/utilization studies with successful track record in providing innovative, cost-effective and practical technical consulting services and solutions for politically sensitive, complex, and unique projects involving numerous stakeholders and requiring to meet accelerated project schedules.

As an Expert consultant to the California Board for Professional Engineers, Land Surveyors, and Geologists, Mr. Tabrizi assists the Board with development, maintenance, and validation of material for the Board's professional licensing examinations.

Mr. Tabrizi is also a member of the Traffic Engineering Occupational Analysis Task Force assisting the State's Board of Engineers in determining descriptive information about the tasks performed by Traffic Engineers in the industry and the knowledge standards required to adequately perform those tasks.

Mr. Tabrizi has performed transportation planning studies dealing with various stages of project development, such as signal warrant analysis, circulation analysis, full traffic impact analysis, roundabout analysis and parking studies. He has prepared traffic flow visual simulations combining measured vehicular and pedestrian volumes with aerial imagery to show existing and future traffic circulation for public understanding and discussion. Mr. Tabrizi has also completed a number of transportation engineering and roadway design projects ranging from preparing preliminary studies and reports such as Caltrans Project Reports (PR) and City street improvement concepts to final construction plans, specifications, and cost estimates for Caltrans highway improvement projects.

Mr. Tabrizi is knowledgeable in computer applications for transportation engineering and planning, including, AutoCAD, Microstation with InRoads, Traffix, HCS, Synchro/ SimTraffic, and aaSIDRA.

Registration:

2011, Civil Engineer, CA, 78923

2014, Traffic Engineer, CA 2722

Years of Experience: 21

Education:

B.S., 2005, Civil Engineering, University of California, Irvine

Certifications:

ASCE, On-Site Circulation Design

ITE, Intersection Safety and Geometric Design - Sight Distance

SIDRA, Roundabout Analysis

Professional History:

MAT Engineering, Inc. – President, Present

California Board for Professional Engineers, Land Surveyors & Geologists - Expert Consultant & Traffic Engineering Occupational Task Force Member, 2016-Present

RK Engineering Group, Inc. – Principal, 2014-2022

RBF Consulting – Associate, 2005-2014

Urban Crossroads, Inc. - Engineering Aide, 2003-2005

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Mobile: 818-458-1162

Samantha Murray, MA, RPA

CULTURAL RESOURCES DIRECTOR

EDUCATION

M.A., Anthropology, California State University, Los Angeles, 2013

B.A., Anthropology, California State University, Northridge, 2003

CERTIFICATIONS

Registered Professional Archaeologist (RPA)

County of Riverside – Certified Archaeologist

County of Santa Barbara – Certified Archaeologist

PROFESSIONAL AFFILIATIONS

California Preservation Foundation

Society of Architectural Historians

National Trust for Historic Preservation

Samantha Murray is the cultural resources director at South Environmental and a principal archaeologist and architectural historian with over 19 years of experience in all elements of cultural resources management, including project management and significance evaluations in consideration of the National Register of Historic Places (NRHP), California Register of Historical Resources (CRHR), and local-level designation criteria. Ms. Murray has conducted thousands of cultural resources studies throughout California.

Ms. Murray meets the Secretary of the Interior's Professional Qualification Standards for both History and Archaeology. She is an expert in preparation of cultural resources compliance documentation for projects that fall under the California Environmental Quality Act (CEQA), National Environmental Policy Act (NEPA), and Sections 106 and 110 of the National Historic Preservation Act (NHPA). Ms. Murray has served as an expert witness in legal proceedings concerning historical resources under CEQA.

SELECT PROJECT EXPERIENCE

Pasadena Area Community College District New Rosemead Satellite Campus Project, Rosemead, California (2025)
Cultural Resources Assessment

Beach Avenue/La Colina Drive Development Project, City of Inglewood, California (2024)
Cultural Resources Assessment

Southern California Gas Company Del Rey Wells 4 and 9 Abandonment Project, Playa del Rey, City of Los Angeles, California (2025)
Archaeological Monitoring Report

Grevillea Hotel Project, City of Hawthorne, California (2024)
Cultural Resources Assessment

Wilshire Country Club Stream Restoration Project, City of Los Angeles, California (2024)
Cultural Resources Assessment

Elsinore Valley Municipal Water District Highway 74 16-Inch Sewer Extension, Riverside County (2024-present)
Cultural Resources Mitigation Plan and Archaeological Monitoring

San Juan Plaza Project, City of San Juan Capistrano, California (2024)
Peer Review of Cultural Resources Report

1404 Royal Oaks Development Project, Duarte, Los Angeles County, California (2025).
Cultural Resources Assessment

Email: khunt@southenvironmental.com
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Kevin Hunt

PRINCIPAL ARCHAEOLOGIST

EDUCATION

B.A., Anthropology, minor in American Indian Studies, San Diego State University, 1995

PROFESSIONAL AFFILIATIONS

Society for California Archaeology

CERTIFICATIONS

Certified Archaeologist for Unincorporated Orange County, California

Certified Paleontologist for Unincorporated Orange County, California

TRAININGS

AB 52 and CEQA Training, 2016

Cultural Side of NEPA Seminar, 2007

Traditional Cultural Properties Management Seminar, 2005

Senate Bill 18 of 2005 Compliance Training, 2005

CEQA Workshop and Updated Training, 2004, 2005, and 2007

Kevin Hunt is a cultural resources management professional with more than 30 years of experience in California with specific expertise in the cultural resources requirements of the California Environmental Quality Act (CEQA), CEQA-Plus, National Historic Preservation Act (NHPA), and National Environmental Policy Act (NEPA). His responsibilities include the management and preparation of cultural resources studies, Native American scoping and consultation, and quality assurance and quality control for cultural resources documents. Mr. Hunt draws from his experience and training to ensure that all projects consider the full spectrum of cultural resources including archaeological, historic built environment, and tribal cultural resources. He is an expert in Native American consultation and has strong working relationships with California tribes and Native American consultants. Mr. Hunt coauthored and instructed a Native American monitor training course at the Cahuilla Reservation in 2005. Mr. Hunt also served on the City of Oceanside's Historic Preservation Advisory Commission from 2020-2023, when he moved out of the city. In addition to experience with cultural resources, Mr. Hunt has managed multidisciplinary projects that included biological and paleontological resources services.

SELECT PROJECT EXPERIENCE

Metro Link Union Station (Link US) Utilities Project, City of Los Angeles, California (2024-ongoing). Archaeological, historic built environment, and arboricultural services.

CT Warehouse Project, City of Carson, Los Angeles County (2020). Phase I cultural resources report.

Elsinore Valley Municipal Water District Highway 74 16-Inch Sewer Extension from Wasson Canyon Road to Ethanac Road Project, Riverside County, California (2024-present). Archaeological, biological, and paleontological monitoring services.

Avalon Cabrillo Mole Phase II Project, Avalon, Santa Catalina Island, Los Angeles County, California (2020-2021). Phase I cultural resources report subject to CEQA, NEPA, and Section 106 of the NHPA.

Five Corners Intersection Improvements Project, Avalon, Santa Catalina Island, Los Angeles County, California (2020). Phase I cultural resources report subject to CEQA, NEPA, and Section 106 of the NHPA.

414 South San Gabriel Project, City of San Gabriel, Los Angeles County (2020). Phase I cultural resources report.

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Mobile: 760-334-3355

Sarah Corder, MFA

PRINCIPAL ARCHITECTURAL HISTORIAN

EDUCATION

M.F.A., Historic Preservation, Savannah College of Art and Design, Savannah, Georgia, 2004

B.A., History, Bridgewater College, Bridgewater, Virginia, 2002

PROFESSIONAL AFFILIATIONS

California Preservation Foundation

Los Angeles Conservancy

Society of Architectural Historians

National Trust for Historic Preservation

Sarah Corder is the Principal Architectural Historian at South Environmental with 20 years' experience in all elements of cultural resources management, including project management, historic preservation planning, rehabilitation of historic buildings, community engagement, intensive-level field investigations, citywide surveys, architectural history studies, and historical significance evaluations in consideration of the NRHP, CRHR, and local-level evaluation criteria. Sarah has conducted thousands of historical resource evaluations and developed detailed historic context statements for a multitude of property types and architectural styles, including private residential, commercial, military, industrial, educational, recreational, civic, and agricultural properties. Sarah has also worked closely with design teams, property owners, and agencies on numerous projects that required conformance with the Secretary of the Interior's Standards for the Treatment of Historic Properties (Standards) and local design guidelines.

Sarah exceeds the Secretary of the Interior's Professional Qualification Standards for both Architectural History and History. She has extensive experience preparing environmental compliance documentation in support of projects that fall under the CEQA/NEPA, and Sections 106 and 110 of the National Historic Preservation Act. Sarah also has extensive experience consulting with lead agencies and managing large scale projects for municipalities like the City of Coronado, the City of San Diego, and the County of Los Angeles.

SELECT PROJECT EXPERIENCE

Pasadena Area Community College District New Rosemead Satellite Campus Project, City of Rosemead, Los Angeles County, California (2025).

Historic built environment technical report.

Grevillea Hotel Project, City of Hawthorne, California (2024).

Historic built environment technical report.

Beach Avenue/La Colina Drive Development Project, City of Inglewood, California (2024).

Phase I cultural resources report.

Hampton Court Mixed Use Development Project, Venice Neighborhood, City of Los Angeles, California (2025).

Historic resource assessment

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Mobile: 303-818-3632

Matthew South

PRINCIPAL BIOLOGIST

EDUCATION

B.S., Wildlife Ecology, University of Wisconsin-Madison, 2004

CERTIFICATIONS

Certified Wildlife Biologist, The Wildlife Society 2014

Certified Technical Service Provider (TSP) for Fish and Wildlife Management Plans, USDA NRCS 2017

Authorized Desert Tortoise Biologist – Numerous BOs

TRAINING

Wetland Delineation Training Course – The Wetland Institute (2014)

Southwest Willow Flycatcher Workshop, 2017

USGS Desert Tortoise Health Assessment and Tissue Collection Techniques Training, 2009

Matthew South founded South Environmental in 2018. He is a certified wildlife biologist with over 19 years of professional experience providing natural resources consulting services for a wide variety of clients that include residential, commercial, government, utility, infrastructure, research, and non-profit projects. For the last 15 years, Mr. South has been an environmental consultant in southern California acting as a Wildlife Biologist and Geographic Information System (GIS) Analyst. In early 2018 he started South Environmental and has since been supporting clients in Orange, Los Angeles, Ventura, Santa Barbara, San Bernardino, and Riverside counties.

Mr. South's background in ecology has led to a passion for conservation planning and resources assessments for the purpose of preservation and management. The integration of the latest technologies such as advanced GIS systems, mobile computing, and drone sensing allows him to innovate new data collection, analysis, and collaboration tools for the environmental sciences that produce more accurate data and better-informed resource managers. Mr. South has conducted and managed rare plant and arborist surveys, wetland and jurisdictional delineations, and habitat assessments.

SELECT PROJECT EXPERIENCE

Hope Gardens Sequoia Building Project, Los Angeles County, California (2021-present)
Biological Resources Assessment, Jurisdictional Delineation, Oak Tree Report

St. Andrews Recreation Center Project, City of Los Angeles Department of Recreation and Parks, California (2023)
Biological Resources Assessment and Tree Survey Report

Elsinore Valley Municipal Water District Highway 74 16-Inch Sewer Extension, Riverside County (2024-present)
Pre-construction Nesting Bird Surveys and Burrowing Owl Surveys

Southern California Edison (SCE) Santa Ana River Pole Replacements, Orange and Riverside Counties (2023)
Rare Plant Surveys

SCE Pole Replacements, Southern California (2021-ongoing)
Nesting Bird Surveys

Marlay Drive, Santa Monica Mountains, Los Angeles County (2022)
Focused Mountain Lion Assessment

Decker Edison Road Development, City of Malibu (2020)
Biological Resources Assessment

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Joshua Ludtke, M.S.

SENIOR PALEONTOLOGIST

EDUCATION

Doctoral candidate in Biological Sciences, University of Calgary

M.S., Biology, San Diego State University, 2008

B.A., Geology, Biology minor, Occidental College, 2004

PROFESSIONAL AFFILIATIONS

Society of Vertebrate Paleontology (2010–present)

Southwest Paleontological Society (2015-present)

Joshua Ludtke is a paleontological resources professional with more than 20 years of experience in the fields of paleontology and biology. He meets the Society of Vertebrate Paleontology's definition of a Qualified Professional Paleontologist. Mr. Ludtke has conducted paleontological surveys, excavations, laboratory analysis, and education in California, New Mexico, Arizona, Texas, and Canada. He has specific expertise in the paleontological resources requirements of the California Environmental Quality Act (CEQA), Paleontological Resources Preservation Act of 2009 (PRPA), and National Environmental Policy Act (NEPA). His responsibilities include the management and reporting of paleontological resource survey, salvage, and monitoring programs, as well as training paleontological monitors on proper recording, excavation, and handling of fossil materials.

Mr. Ludtke has a strong understanding of geology and is knowledgeable in animal anatomy (both invertebrate and vertebrate). He has experience monitoring geologically and paleontologically significant sites and is capable of both the interpretation and creation of geologic and topographic maps. He has had extensive involvement in the collection and excavation of fossil materials including invertebrate, vertebrate and plant remains. He practices the most up to date excavation techniques to ensure safe and efficient collection of fossil materials in the field and has published more than ten paleontology articles in peer-reviewed journals.

SELECT PROJECT EXPERIENCE

EVMWD Highway 74 16-Inch Sewer Extension from Wassan Canyon Road to Ethanac Road Project, Lake Elsinore, California (2025). Mr. Ludtke is preparing the final paleontological resources monitoring report for this project subject to CEQA. Role: Senior Paleontologist.

Coachella Data Center Project, City of Coachella, California (2025). Mr. Ludtke prepared a paleontological resources assessment for this 260-acre electronic data storage project. He conducted a paleontological resources records search, pedestrian survey, and prepared a paleontological assessment in compliance with CEQA. Role: Senior Paleontologist.

4100 Guardian Street Development Project, Simi Valley, California (2025-present). Mr. Ludtke prepared the Paleontological Resources Mitigation Monitoring Plan for this commercial development project and will oversee paleontological monitoring. The project is subject to CEQA. Role: Senior Paleontologist.

IAN ADAM
MESM, CPSWQ, QSD

VP, Specialty Practices
Irvine, CA

Ian is Vice President, Specialty Practices and Fuscoe's Stormwater Management team leader. His specialty is water resources, with an emphasis in water quality regulations, sea-level rise policy, Clean Water Act Citizen Suits and resource agency negotiation. Since joining Fuscoe in 2001, Ian has served as an effective leader and technical resource for numerous projects and clients. Ian has worked on over 100 General Plan Updates and Specific Plans throughout California to assist municipalities and developers with infrastructure assessments, zoning approvals, EIR technical support and long term capital improvement planning.

For the past decade, Ian's experience with local and regional professional thoroughbred stabling operations has led to him to become an expert on CAFO NPDES permitting, including the negotiation of unique individual permits with the top management levels of all three Southern California Regional Water Quality Control Boards (San Diego, Santa Ana and Los Angeles). This expertise also includes providing assistance with the resolution of multiple third party lawsuits against commercial stabling operators.

Ian has also worked extensively in the California Coastal Zone, processing Coastal Development Permits, addressing Sea-Level Rise technically and politically, and working in partnership with Coastal Staff on individual projects, Specific Plans and Local Coastal Programs. Through this experience, Ian is uniquely trained to address complex drainage and water quality projects for both public and private clients, especially those needing site-specific solutions, multi-phased schedules and high-level regional board involvement. For the past two years, Ian has been assisting local municipalities and counties on regional stormwater improvement projects, including both feasibility and final design.

PROJECT EXPERIENCE:

- U-Haul Redevelopment Project, Gardena
- City of Inglewood General Plan Update
- City of Lomita General Plan Update & EIR Report
- City of Burbank Downtown Specific Plan, Golden State Specific Plan & Media District Specific Plan
- City of Long Beach Shoreline Village Specific Plan
- City of Anaheim NPDES Stormwater Programs

EDUCATION:

- Master of Environmental Science and Management Donald Bren School of Environmental Science and Management University of California, Santa Barbara
- BS, Science - Ecology and Systematic Biology California Polytechnic State University, San Luis Obispo

REGISTRATIONS/CERTIFICATIONS:

- Certified Professional in Stormwater Quality
- QSD/QSP Certified

AFFILIATIONS:

- BIA/Southern California
- National Association of Environmental Professionals
- Urban Land Institute
- U.S. Green Building Council

Fuscoe Team Member Since 2001
Fuscoe Principal Since 2011

SUSAN WILLIAMS
PE, MS, QSD/P

Technical Manager
Irvine, CA

Susan has 25+ years of experience in the civil engineering field of water resources for land development and public works. She is a very conscientious and responsible Technical Manager who acts as a central design team leader. Susan is highly proficient in designing the layout of project drainage facilities using applicable design standards, agency processing requirements and client expectations. Her specialties include drainage design (hydrology, hydraulics, stormwater) and preparation of H&H reports (including Drainage Reports, SWDR, WQMP, SWPPP, SUSMP) and construction plans (PS&E). She also has expertise in sewer and water design as well as preparation of hydraulic calculations, report and construction plans. Susan ensures quality of design and implements new ideas through communication, teamwork, supervision, participation, and plan reviews.

Susan has provided services for a wide range of projects including mixed use developments, affordable housing, retail/commercial, master planned communities and various parks. She has worked with clients such as Irvine Company Apartment Communities, Brookfield Residential, Sares-Regis Group, Alliance Residential, Lyon Living, KB Home, Costco Wholesale, Cities of Irvine, Anaheim, Brea and Newport Beach, among others.

EDUCATION:

- MS, Civil Engineering, California State University, Long Beach
- BS, Civil Engineering, California State University, Long Beach

REGISTRATIONS/CERTIFICATIONS:

- PE CA#52976
- QSP/D CA #20169
- Coastal Engineering Certificate, Old Dominion University, VA

AFFILIATIONS:

- American Society of Civil Engineers (ASCE)

PROJECT EXPERIENCE:

- City of Inglewood General Plan Update
- City of Lomita General Plan Update & EIR Report
- City of Burbank Downtown TOD Specific Plan
- City of Burbank Providencia EIR
- City of Redondo Beach General Plan & EIR
- City of Long Beach Shoreline Village Specific Plan

Fuscoe Team Member Since 2013

Mark Withrow, PE

Principal Engineer

Mark has extensive experience in site assessment and remediation including remedial action plan development, executing remedial investigations, remedial design, and preparing deliverables ranging from workplans and cost estimates to complex feasibility studies for client and regulatory approval. His expertise includes dual-phase extraction, soil vapor extraction, in-situ chemical oxidation, and remedial excavation. He is well versed in all aspects of soil and groundwater sampling. He has worked successfully with multiple regulatory agencies including California Regional Water Quality Control Boards, Department of Toxic Substances Control, U.S. Environmental Protection Agency, and local oversight agencies to negotiate closure in multiple sites throughout Southern California.

Firm

Verdantas Inc.

Office Location

Irvine, CA

Education

BS, Chemical Engineering, University of California, Santa Barbara - 2006

Licenses/Certifications

CA Civil Engineer – 83229
CFR 1910.120 OSHA 40-Hour Training
CFR 1910.120 OSHA 8-Hour Refresher
Confined Space Entry Training

Years of Experience

18 Years of Industry Experience
18 Years at Verdantas

Project Experience

Rancho Los Amigos South Campus | **Downey, CA**

Project Engineer. Managed environmental sampling from borrow site stockpiles. Coordinated with general contractor, reviewed analytical results and prepared report for project documentation. Soil and groundwater investigations to assess the extent of gasoline contamination in soil and groundwater. Multiple methods used for free product removal. Semi-annual groundwater monitoring continues under a RWQCB order. Soil and groundwater investigations to assess the extent of gasoline contamination in soil and groundwater. Multiple methods used for free product removal. Semi-annual groundwater monitoring continues under a RWQCB order.

Proposed Residential Community | **Eastvale, CA**

Mark served as Principal Engineer for the Proposed Residential Community Project. He conducted sampling for lead and OCPs, arsenic, TPH and VOCs on 43-acre site proposed for a residential development. The site was an active dairy and stock yard, which required coordination with the property owner and working around the livestock for advancing borings.

Mesa Court Towers University of California Irvine | **Irvine, CA**

Principal Engineer. Three six-story towers with two sitting on a two-story podium structure underlain by a basement. Evaluated shallow and deep foundation systems for the project. For the deep foundations, an analysis was performed to develop axial and lateral pile capacities of various pile diameters Verdantas worked closely with the structural engineer, and UCI to obtain the approval of our geotechnical exploration report.

EightTwenty Mission Mixed Use Development | **South Pasadena, CA**

Project Engineer. The EightTwenty project redeveloped a former medical device manufacturing facility, and previously a torpedo detonator facility, and constructed a 31,000-square-foot boutique luxury condominium and townhome development with premium retail space on Mission Street. The EightTwenty project redeveloped a former medical device manufacturing facility, and previously a torpedo detonator facility, and constructed a 31,000-square-foot boutique luxury condominium and townhome development with premium retail space on Mission Street.

Sendero at Eastvale | **Eastvale, CA**

Project Engineer. Conducted sampling for lead and OCPs, arsenic, TPH and VOCs on 43-acre site proposed for a residential development. The site was an active dairy and stock yard, which required coordination with the property owner and working around the livestock for advancing borings.

Property Assessment for Leasing | **Wilmington, CA**

Project Engineer. Prepared a baseline environmental site characterization of soil and groundwater at seven parcels prior to new lessee. Data for the report was obtained through collection of soil and groundwater samples from 27 exploratory soil borings. The parcels were previously cargo container and/or chassis storage, which is similar to the new lease business model.

Berth 74-84 Promenade and Town Square | **Wilmington, CA**

Task Manager. Provided environmental review and comment on contractor's construction plans, request for information (RFI), and stockpile analytical data .

Wilmington Waterfront Avalon Gateway | **San Pedro, CA**

As Project Engineer, Mr. Withrow managed the advancement of 45 borings, installation of gas probes and collection of samples. Prepared analysis of laboratory data with recommendations for removals. Field investigation of two parcels to provide the Port a baseline environmental site characterization of soil, soil gas, and groundwater. Volumes for soil impacted by arsenic and lead was provided for non-hazardous waste, and hazardous waste classifications.

Meredith Church, PG

Principal Geologist

Meredith has experience in all aspects of environmental assessment investigations including drilling soil borings, installing groundwater monitoring wells, reviewing oil well records, oversight of Underground Storage Tank (UST) removals and associated remedial excavations. She has managed numerous Phase I and Phase II site assessments, as well as the design, installation, operation, and maintenance of various soil/groundwater remediation systems utilizing vapor extraction and multiple phase extraction. Meredith has utilized Risk Based Corrective Action to achieve regulatory closure with in-place soil and groundwater contamination.

Firm

Verdantas Inc.

Office Location

Irvine, CA

Education

M.S., Geology, Loma Linda University, Loma Linda, CA
BS, Biology, Chemistry Minor, Southwestern College, Keene, TX

Licenses/Certifications

Professional Geologist CA 8326
CFR 1910.120 OSHA 40-Hour Training
CFR 1910.120 OSHA 8-Hour Supervisor and Refresher Training

Years of Experience

21 Years of Industry Experience
18 Years at Verdantas

Project Experience

1000 Grand by Windsor | **Los Angeles, CA**
Project Geologist for concurrent Phase I and Phase II environmental assessments. Project includes construction of eight-story mixed-use dwelling and ground floor retail underlain by three levels of underground parking.

Redevelopment Environmental Monitoring | **Anaheim, CA**
Project Manager for the investigation of a commercial and light industrial area, including a former train station, lumberyard, and gas station, in preparation for a new residential development. Investigations have included soil and soil vapor sampling, decommissioning of an auto station, including removal of the hydraulic hoists and clarifier, and removal of subsurface ink pits associated with a printing facility. A large offsite source of tetrachloroethylene (PCE) was identified in this area, and the Department of Toxic Substances Control (DTSC) oversaw the Remedial Action Workplan (RAW) and installation of vapor barriers. Semi-annual vapor monitoring is being conducted at the property. Site investigation of a commercial and light industrial area, for a new multi-family development. Mitigation of the health risk posed by PCE via vapor barrier with passive venting and periodic monitoring of vapor probes was approved by DTSC. Semi-annual vapor monitoring continues.

Commercial Property Redevelopment | **Anaheim, CA**
Project Manager for asbestos containing material (ACM) and lead-based paint (LBP) surveys conducted for the City of Anaheim, including two 3-story motel structures totaling 45,270 square feet, where 127 ACM samples were obtained. In addition, two warehouse structures totaling 60,000 square feet were surveyed and 134 ACM samples obtained. Samples were analyzed by PLM, TEM, and/or the point count method, as appropriate, to determine the asbestos classification. The survey reports identified a hazard ranking for each material identified to contain asbestos, and included recommendations for handling and disposal during renovation/demolition.

Property Acquisition for Redevelopment | **Anaheim, CA**
Project Manager for reconnaissance-level assessment property for redevelopment consisting of storage warehouses, car dealerships, smog check station, ice packing plant, along with other vacant and commercial properties. Various screenings and surveys had been performed at different lots within the site, such as soil vapor surveys and near surface soil screenings for asbestos, metals, and pesticides.

Proposed Multi-family Development | **Anaheim, CA**
Project Geologist for a Phase I and II ESA of an approximately 1.5-acre property that was occupied by an auto repair facility, a former electrical substation, and a former gasoline station. Three undocumented USTs were removed from the Site prior to redevelopment with condominiums.

Strathmoore Residential Development | **Huntington Beach, CA**
Project Manager overseeing 3rd party oversight of a proposed residential development located within an oil field. Methane has been detected onsite up to a concentration of 722,000 parts per million by volume (ppmv) and hydrogen sulfide has been detected at a concentration up to 19.5 ppmv. The source of the elevated methane and hydrogen sulfide at the site has been identified to be biogenic in origin (an organic peat layer), based on soil sampling results and isotopic analysis of methane samples. The assessment and mitigation of the methane and hydrogen sulfide is being overseen by the Huntington Beach Fire Department. A methane mitigation system is being designed to be fully protective under a scenario where pressurized methane gas is present up to 1,000,000 ppm/v (100% by volume).

Proposed Industrial Property Redevelopment | **Anaheim, CA**
Project Geologist for the historic Packard building, a single-story 8,000 square foot structure constructed in approximately 1925. The property was used as an auto detailing and repair shop, whose last tenant vacated the premises prior to completing the appropriate facility closure process with the Anaheim Fire Department.

City Owned Proposed Redevelopment | **Anaheim, CA**
Site investigation of improperly stored waste drums, and excavation of impacted soils. City owned property was leased by paving company, and is identified for redevelopment to residential use.

Eric Holliday, PG, CEG

Associate Engineering Geologist

Firm

Verdantas Inc.

Office Location

Irvine, CA

Education

BS, Earth Science, California State University, Long Beach

Licenses/Certifications

CA- Certified Engineering Geologist – 2774
CA – Geologist – 9219
CFR 1910.120 OSHA 40-Hour Training
CFR 1910.120 OSHA 8-Hour Refresher Training
CPR AED First Aid Training

Years of Experience

20 Years of Industry Experience
11 Years at Verdantas

Eric has nearly twenty years of extensive experience managing, planning and conducting field geotechnical, environmental and geologic investigations for various projects including, slope stabilization, fault investigations, piles, caissons, asphalt paving, footings, utility backfills, drill logging, rock coring, test trenching, monitoring and pump well installations. He has participated in many aspects of project development from project planning, investigation, construction services, and project management. Experience includes planning and directing subsurface investigations, earth and rock material characterization, sampling and laboratory soil testing; interpreting and analyzing data and test results, performing geotechnical analyses pertaining to foundation, slope stability, seepage, groundwater, instrumentation and construction monitoring, preparing cost estimates and technical reports.

Project Experience

Proposed Broadstone Promenade | **Long Beach, CA**

Eric served as project manager for the proposed development consists of an 8-story multi-family residential building sitting atop a three-story parking structure with two subterranean levels. Geotechnical design considerations for the project include a deep excavation adjacent to existing structures, and relatively shallow groundwater near the excavation bottom. Proposed development consists of an 8-story multi-family residential building sitting atop a three-story parking structure with two subterranean levels. Geotechnical design considerations for the project include a deep excavation adjacent to existing structures, and relatively shallow groundwater near the excavation bottom.

2801 Kelvin Apartments | **Irvine, CA**

Associate Engineering Geologist for the 2801 Kelvin Apartments Project. This project consists of the redevelopment of industrial site to upscale apartments. Construction of 5-story wood-framed building will encompass a central parking structure with similar height. The parking structure includes a partial basement level.

Alliance Broadstone Promenade | **Long Beach, CA**

Project manager/geologist for an 8-story mixed-use development with multi-family residential and ground floor commercial overlying two subterranean parking levels. Initial design investigation included the advancement of three hollow auger stem borings drilled to maximum depths of approximately 75 feet below ground surface. Subsurface data was utilized to provide geotechnical recommendations for deep excavation, shoring, mat foundations, and dewatering.

The George | **Anaheim, CA**

Associate Engineering Geologist for the George Project. Verdantas completed a preliminary geotechnical engineering investigation and as-needed geotechnical observation and testing services during construction of this multi-family residential development in Anaheim's Stadium District. The 340-unit, five-story wrap apartment complex includes an eight level parking structure with two levels of below grade construction, a 24,000 square-foot amenity space that features luxurious finishes, a rooftop pool, a full sports bar and lounge. Built at the edge of the stadium parking lot, residents can almost watch a game from the rooftop. Verdantas' scope of services included excavation and sampling of several soil borings and cone penetrometer soundings to collect subsurface soil information, some of which were extended to a depth of up to 80 feet below grade. During the design process it was determined that ground improvements consisting of deep soil mixing would be necessary due to the demanding structural loads necessary to support the parking structure. Verdantas provided observation and testing services during the implementation of the deep soil mixing process and completed a program of confirmation testing to document that the ground improvements met design requirements. Verdantas also performed geotechnical observation and testing services during grading and post-grading activities for the project.

FLIGHT at Tustin Legacy | **Tustin, CA**

Associate Engineering Geologist for the FLIGHT at Tustin Legacy Project. The 18-acre project is within the boundary of the former MCAS Tustin. Achieved is nine buildings totaling 870,000 sq. ft. connected visually with glass walls, balconies, and large operable doors; and a stand-alone 1,250 space parking structure.

Proposed Three Tower Hotel and Retail Complex | **Garden Geove, CA**

Associate Engineering Geologist for the geotechnical exploration and design level report for new hotel -conference complex. Design consists of three main hotel towers from 158 to 240 feet in height with general-use pool, dining terrace and spa; concrete reinforced parking garage with 7-levels of parking above grade with rooftop amenities deck and one subterranean level that covers a majority of the project site; retail/restaurant/entertainment buildings; entry turn-around and drop off areas; access roads and utility infrastructure.

Bolsa Row | **Westminster, CA**

Associate Engineering Geologist for the Bolsa Row Project. The Bolsa Row Mixed Use Development evokes the community spirit of pre-1970 Vietnam featuring a festival street, landmark tower, celebration bridge, wedding garden all around a 144 four-star hotel, 37,550 feet of retail, 48,000 square feet of banquet space, 201 unit apartment and parking structure. Verdantas evaluated seismic hazards to plan a preliminary geotechnical investigation and infiltration evaluation in support of the Environmental Impact Report (EIR) and geotechnical design for the project. Primary concern for the site is shallow groundwater and loose sandy soils which amplify the effects of liquefaction. Liquefaction analyses were performed to understand the settlement characteristics of soils below groundwater and dry sand settlement of soils above the groundwater table.

Jason Hertzberg, PE, GE

Principal Engineer

Mr. Hertzberg has 26 years of experience in various areas of public works, water, levees, wastewater, industrial, energy and pipelines, roadway, and transportation throughout Southern and Central California. He has served as the Quality Control Manager for Quality Control and Inspection Programs (QCIP) on Federal Energy Regulatory Commission (FERC) regulated dams. He has experience working on restoration/rehabilitation of dams, lakes, bridges, and roadways in support of critical infrastructure.

Firm

Verdantas Inc.

Office Location

Rancho Cucamonga, CA

Education

MS, Civil Engineering, California State University, Long Beach
BS, Civil Engineering, California State Polytechnic University, Pomona

Licenses/Certifications

CA – Civil Engineer - #61778
CA – Geotechnical Engineer - #2711

Years of Experience

26 Years of Industry Experience
26 Years at Verdantas

Project Experience

The Boulevard Apartments | **Woodland Hills, CA**
Project Manager for geotechnical services during construction of new apartment complex.

Bridge Point Ontario | **Ontario, CA**
Principal Engineer for the redevelopment of 12-acre parcel for two warehouse/industrial structures with associated parking. Building footprints of 171,480 SF and 89,032 SF are proposed. The proposed warehouses will include dock-high loading areas. Drainage, utility, drive aisles, hardscape and landscape improvements are also planned.

Goodman Commerce Center at Eastvale | **Eastvale, CA**
Project Manager for the geotechnical exploration for the entire site and methane investigations on one of the existing properties. This task required advancing seven direct push soil borings and installing soil gas probes to monitor for methane gas. New 200-acre industrial and commercial center. Set against the I-15, twin +1 million sf Amazon warehouses anchor the development. Extensive infrastructure was required including 10 storm water detention basins for low flow infiltration. New 200-acre industrial and commercial center.

Piemonte at Ontario Center | **Ontario, CA**
Project Engineer responsible for accuracy and quality of geotechnical report. Reviewed well permeameter test data for infiltration capacity and seismic analysis for design recommendations. Piemont Center is proposed for retail and multi-family housing on disconnected parcels. These 48 acres are being developed as separate projects with multiple owners. Verdantas completed a Phase I ESA and Preliminary Geotechnical Study for the 48 acres, providing our client three separate reports for the retail center on the western side, the multi-family housing, and a second retail center in the middle.

APPENDIX B – THIRD-PARTY PEER REVIEW EXAMPLE

14830 CARMENITA ROAD WAREHOUSE PROJECT

INITIAL STUDY/

MITIGATED NEGATIVE DECLARATION

Lead Agency:
City of Norwalk
12700 Norwalk Blvd
Norwalk, CA 90650

Project Applicant:
Rexford Industrial
11620 Wilshire Boulevard, 10th Floor
Los Angeles, CA 90025

EPD SOLUTIONS, INC
3333 Michelson Drive, Suite 500
Irvine, CA 92612

June 2024

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H SUBSURFACE INVESTIGATION REPORT
I PRELIMINARY LOW IMPACT DEVELOPMENT PLAN
J PRELIMINARY HYDROLOGY STUDY
K NOISE AND VIBRATION IMPACT ANALYSIS
L TRIP GENERATION ANALYSIS AND VMT SCREENING ANALYSIS

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1. INTRODUCTION

1.1. PURPOSE OF THE INITIAL STUDY

This document is an Initial Study and Mitigated Negative Declaration (IS/MND) prepared pursuant to the California Environmental Quality Act (CEQA) for the proposed 14830 Carmenita Road Warehouse Project, which involves a Site Plan Review to allow for the demolition of the existing warehouse buildings totaling 89,870 square feet (SF) to construct a 138,966 SF warehouse, and associated site improvements, within the Heavy Manufacturing zone (M-2) ("proposed Project", "Project"). This IS/MND has been prepared in accordance with CEQA, Public Resources Code Sections 21000 et seq., and the Guidelines for Implementation of the California Environmental Quality Act (State CEQA Guidelines).

An initial study is conducted by a lead agency to determine if a project may have a significant effect on the environment. In accordance with CEQA Guidelines Section 15064, an environmental impact report (EIR) must be prepared if the initial study indicates that the proposed project under review may have a potentially significant impact on the environment. A negative declaration may be prepared instead, if the lead agency prepares a written statement describing the reasons why a proposed project would not have a significant effect on the environment, and, therefore, why it does not require the preparation of an EIR (State CEQA Guidelines Section 15371). According to State CEQA Guidelines Section 15070, a negative declaration shall be prepared for a project subject to CEQA when either:

(a) The initial study shows there is no substantial evidence, in light of the whole record before the agency, that the project may have a significant effect on the environment, or

(b) The initial study identified potentially significant effects, but:

(1) Revisions in the project plans or proposals made by or agreed to by the applicant before a proposed mitigated negative declaration and initial study are released for public review would avoid the effects or mitigate the effects to a point where clearly no significant effects would occur, and

(2) There is no substantial evidence, in light of the whole record before the agency, that the project as revised may have a significant effect on the environment.

If revisions are adopted into the proposed project in accordance with the State CEQA Guidelines Section 15070(b), a mitigated negative declaration is prepared. This document includes such revisions in the form of mitigation measures. Therefore, this document is a Mitigated Negative Declaration and incorporates all of the elements of an initial study. Hereafter this document is referred to as an IS/MND.

This IS/MND incorporates by reference the City of Norwalk General Plan EIR and the technical documents that relate to the proposed Project or provide additional information concerning the environmental setting of the proposed Project. The information within in this IS/MND is based on the following technical studies and/or planning documents:

City of Norwalk General Plan (https://www.norwalk.org/home/showpublisheddocument/20041/636561304601230000)

City of Norwalk Municipal Code (https://ecode360.com/NO4978)

Technical studies, personal communications, and web sites listed as references at the end of each subsection of Section 5, *Environmental Analysis*.

In addition to the websites listed above, all documents are available for review at the City of Norwalk Planning Division, located at 12700 Norwalk Boulevard, Norwalk, CA 90650. The proposed Project

evaluated herein involves a Site Plan Review for construction of an approximately 138,966 SF warehouse on an approximately 7.03-acre site located at 14830 Carmita Road. The Project site has a General Plan Land Use designation of Heavy Industrial (HI) and a zoning designation of Heavy Manufacturing (M-2). The proposed Project warehouse uses are consistent with the intended uses provided and analyzed by the General Plan for the site, and as such, is consistent with the General Plan EIR.

This IS/MND serves as the environmental review for the proposed 14830 Carmenita Road Warehouse Project. The Project proposes development of a site within the boundaries of the City of Norwalk, which would fulfill the purpose of the City's General Plan land use designation for the site.

1.2. DOCUMENT ORGANIZATION

This IS/MND includes the following sections:

Section 1.0 Introduction

Provides information about CEQA and its requirements for environmental review and explains that an Initial Study/MND was prepared by the City of Norwalk to evaluate the proposed Project's potential to impact the physical environment.

Section 2.0 Project Setting

Provides information about the proposed Project's location.

Section 3.0 Project Description

Includes a description of the proposed Project's physical features and construction and operational characteristics, as well as a list of the discretionary approvals that would be required by the proposed Project.

Section 4.0 Environmental Checklist

Includes the summarized results in the Environmental Checklist from Appendix G of the State CEQA Guidelines and identifies if an EIR is required, and if one is, what environmental topics need to be analyzed in the EIR.

Section 5.0 Environmental Analysis

Includes the information and data that was analyzed leading to the results of the Environmental Checklist, which evaluates the proposed Project's potential to result in significant adverse effects to the physical environment.

Section 6.0 Document Preparers and Contributors

Includes a list of the persons that prepared this IS/MND.

2. PROJECT SETTING

2.1. PROJECT LOCATION

The proposed Project site is located in southeastern Los Angeles County within the City of Norwalk. The Project site is located at 14830 Carmenita Road, Norwalk, California 90650. The site is within the United States Geological Survey (USGS) Whittier 7.5-Minute Series Quadrangle and can be identified within Township 3 South, Range 11 West, San Bernardino Base and Meridian. The City of Norwalk is approximately 12 miles southeast of downtown Los Angeles and 16 miles northwest of downtown Santa Ana.

Regional access to the Project site is provided by Interstate 5 (I-5), approximately 0.2 mile south of the site. Local access to the site is provided from Carmenita Road and Excelsior Drive. The Project site and surrounding area are shown in Figure 2-1, *Regional Location*, and Figure 2-2, *Local Vicinity*.

2.2. EXISTING PROJECT SITE

The Project site consists of one parcel encompassing approximately 7.03-acres. The parcel is identified as Los Angeles County Assessor's Parcel Number (APN): 8069-002-085. The Project site is currently developed with two multi-tenant industrial warehouse buildings totaling 89,870 SF. The existing buildings are currently occupied by RV Storage Depot, an RV storage company. The site is striped and paved with asphalt concrete surrounding the buildings, and no landscaping currently exists. Direct access to the Project site is available via one driveway on Excelsior Drive. Reciprocal access is available through the adjacent property to the west, via one driveway on Carmenita Road. The Project site's existing conditions are shown in Figure 2-3, *Aerial View*, and Figure 2-4a though 2-4c, *Existing Site Photos*.

2.3. EXISTING GENERAL PLAN AND ZONING DESIGNATIONS

The Project site has a City of Norwalk General Plan Land Use designation of Heavy Industrial, as shown in Figure 2-5, *Existing General Plan Designation*. The General Plan states that the Heavy Industrial land use designation provides for large scale manufacturing, assembly, and fabrication activities. The Project site has a zoning designation of Heavy Manufacturing (M-2), as shown in Figure 2-7, *Existing Zoning Designation*. The M-2 Heavy Manufacturing zone is intended to provide for a variety of uses, including heavy industrial, light manufacturing, warehouse and distribution, and related uses.

2.4. SURROUNDING LAND USE, GENERAL PLAN, AND ZONING DESIGNATIONS

The Project site is located within a fully developed area. The surrounding land uses are described in Table 2.4-1.

Table 2.4-1: Surrounding Existing Land Use and Zoning Designations

	Existing Land Use	City General Plan Designation	City Zoning Designation
North	Industrial manufacturing development.	Heavy Industrial	M-2
West	Industrial development.	Heavy Industrial	M-2
South	Industrial and warehouse development.	Heavy Industrial	M-2
East	Industrial manufacturing development.	Heavy Industrial	M-2

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3. PROJECT DESCRIPTION

3.1. PROJECT OVERVIEW

The Applicant for the proposed Project is requesting approval from the City of Norwalk to demolish the existing buildings and to construct an approximately 138,966 SF warehouse building with a parking lot, ornamental landscaping, and associated infrastructure on the 7.03-acre lot. For purpose of this analysis, no more than 15 percent of the total building square footage (20,845 SF) would be used for cold storage. The proposed Project would result in a floor area ratio (FAR) of 0.45. The building would achieve LEED Gold certification. Figure 3-1, *Conceptual Site Plan,* illustrates the proposed site plan.

3.2. PROJECT FEATURES

Building Summary

The proposed speculative 138,966 SF warehouse building would be inclusive of 132,333 SF of warehouse space, 3,609 SF of ground floor office space, and 3,024 SF of mezzanine space. The building would be single-story with a mezzanine and would have a maximum height of 45 feet at the parapet. Figure 3-1, *Conceptual Site Plan,* illustrates the proposed site plan.

The proposed Project would include a building setback of 40 feet from the northern property line, 59.4 feet from the eastern property line, and 125.3 feet from the southern property line. The proposed building would abut the existing industrial building to the west, which is owned by the Project Applicant.

Architectural Features

As shown in Figure 3-2, *Elevations*, the proposed Project would utilize a varied color scheme and glazing to establish an architectural presence through an emphasis on building finish materials and consistent material usage. The proposed elevation materials would include painted concrete in varying shades of white and gray, aluminum canopies, and blue glazing. The building height would vary in order to reduce massing, with a maximum height of 45 feet at the building parapet.

Loading Dock and Parking Summary

The proposed Project would include 22 loading docks doors along the southern side of the building. The proposed Project would also provide 142 passenger car parking spaces, inclusive of 111 standard stalls, 6 accessible stalls, 4 electric vehicle charging (EV) stalls, 19 electric ready or future EV stalls, and 2 accessible EV stalls.

Access and Circulation

Direct access to the proposed Project would be provided via an existing 28-foot-wide driveway on Excelsior Drive. In addition, reciprocal access to the Project site would be provided through the adjacent property to the west via one existing 35-foot-wide driveway on Carmenita Road. Circulation throughout the site would be provided by a 28-foot-wide fire access road. In addition, the Project proposes to install 6-footwide sidewalks on-site to provide pedestrian access from Excelsior Drive to the main entrance of the building.

Landscaping and Fencing

The proposed Project would include approximately 25,000 SF of ornamental landscaping that would cover approximately 8 percent of the site, as shown in Figure 3-3, *Conceptual Landscape Plan*. Proposed landscaping would include 24-inch and 36-inch box trees, including Thornless Palo Verde, Forest Pansy, Eastern Redbud, Wilson Olive, Fern Pine, and Pink Dawn Chitalpa to screen the proposed building and truck

court from off-site views. The proposed Project would include additional shrubs and groundcover throughout the Project site.

The existing perimeter fence along the northern, eastern, and southern property lines would remain in place. In addition, a retaining wall would be constructed along a portion of the eastern property line.

Infrastructure Improvements

Water and Sewer Improvements

The proposed Project would connect to the existing 6-inch water line within Excelsior Drive for domestic water service. In addition, the Project would install 590 linear feet of a 12-inch water line from the street connection in Carmenita Road through the adjacent property to the west of the Project site to the site property line for fire water service. The proposed Project would also connect to an existing 6-inch on-site sewer line, which conveys wastewater to the 8-inch sewer main within Excelsior Drive.

Drainage Improvements

The Project proposes to install several inlets and on-site drainage pipes to convey site runoff to two proposed underground infiltration basins, located at the southern and northeastern portion of the site. The existing drainage pattern would be maintained in the proposed plan such that runoff from the northern portion of the site would be discharged to Spring Avenue, while runoff from the southern portion would be discharged to Excelsior Drive.

3.3. GENERAL PLAN AND ZONING

The Project site has a General Plan land use designation of Heavy Industrial and zoning of M-2. Neither the General Plan land use nor the zoning designation set a maximum allowed floor area ratio. The proposed FAR is 0.45. In addition, warehousing is an allowed use within the M-2 zoning designation.

3.4. CONSTRUCTION PHASING

Construction activities for the Project would occur over one phase and include demolition, site preparation, grading, building construction, and paving. Grading work of soils is expected to result in cut of 1,007 cubic yards (CY) and fill of 30,218 CY of soils for a net soil import of 29,211 CY. Construction is expected to occur over 14 months beginning in September 2025 and would occur within the hours allowable by City of Norwalk Municipal Code Section 9.04.150, which states that construction shall occur only between the hours of 7:00 AM and 6:00 PM (or sunset, whichever is later).

3.5. OPERATIONAL CHARACTERISTICS

The Project would operate as an industrial warehouse and is expected to begin operation in the first quarter of 2027. Typical operational characteristics include employees and customers traveling to and from the site, delivery of materials and supplies to the site, truck loading and unloading, and manufacturing activities. The Project is anticipated to operate 7 days a week 24 hours a day.

3.6. DISCRETIONARY APPROVALS, PERMITS, AND STUDIES

The following discretionary approval, permits, and studies anticipated to be necessary for implementation of the proposed Project include, but may not be limited to the following:

City of Norwalk

- Adoption of the CEQA document – Mitigated Negative Declaration
- Site Plan Review

- Approvals and permits necessary to execute the proposed Project, including but not limited to, demolition permit, grading permit, building permit, etc.

4. ENVIRONMENTAL CHECKLIST

This section includes the completed environmental checklist form. The checklist form is used to assist in evaluating the potential environmental impacts of the proposed Project. The checklist form identifies potential Project effects as follows: (1) Potentially Significant Impact; (2) Less Than Significant with Mitigation Incorporated; (3) Less Than Significant Impact; and (4) No Impact. Substantiation and clarification for each checklist response is provided in Section 5, *Environmental Analysis*. Included in the discussion for each topic are standard condition/regulations and mitigation measures, if necessary, that are recommended for implementation as part of the proposed Project.

4.1. ENVIRONMENTAL FACTORS POTENTIALLY AFFECTED

The environmental factors checked below (☒) would be potentially affected by this Project, involving at least one impact that is "Less Than Significant Impact with Mitigation Incorporated" as indicated by the checklist on the following pages.

Environmental Factors Potentially Affected

☐	Aesthetics	☐	Agriculture and Forest Resources	☒	Air Quality
☐	Biological Resources	☒	Cultural Resources	☐	Energy
☒	Geology/Soils	☐	Greenhouse Gas Emissions	☐	Hazards and Hazardous Materials
☐	Hydrology/Water Quality	☐	Land Use/Planning	☐	Mineral Resources
☒	Noise	☐	Population/Housing	☐	Public Services
☐	Recreation	☐	Transportation	☒	Tribal Cultural Resources
☐	Utilities/Service Systems	☐	Wildfire	☒	Mandatory Findings of Significance

4.2. DETERMINATION

(To be completed by the Lead Agency) on the basis of this initial evaluation:

☐	I find that the proposed project COULD NOT have a significant effect on the environment, and a NEGATIVE DECLARATION will be prepared.
☒	I find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the project have been made by or agreed to by the project proponent. A MITIGATED NEGATIVE DECLARATION will be prepared.
☐	I find that the proposed project MAY have a significant effect on the environment, and an ENVIRONMENTAL IMPACT REPORT is required.
☐	I find that the proposed project MAY have a "potentially significant impact" or "potentially significant unless mitigated" impact on the environment, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An ENVIRONMENTAL IMPACT REPORT is required, but it must analyze only the effects that remain to be addressed.
☐	I find that although the proposed project could have a significant effect on the environment, because all potentially significant effects (a) have been analyzed adequately in an earlier EIR or NEGATIVE DECLARATION pursuant to applicable standards, and (b) have been avoided or mitigated pursuant to that earlier EIR or NEGATIVE DECLARATION, including revisions or mitigation measures that are imposed upon the proposed project, nothing further is required.

Signature | Date

City of Norwalk

Printed Name | For

EVALUATION OF ENVIRONMENTAL IMPACTS

1) A brief explanation is required for all answers except "No Impact" answers that are adequately supported by the information sources a lead agency cites in the parentheses following each question. A "No Impact" answer is adequately supported if the referenced information sources show that the impact simply does not apply to projects like the one involved (e.g., the project falls outside a fault rupture zone). A "No Impact" answer should be explained where it is based on project-specific factors as well as general standards (e.g., the project will not expose sensitive receptors to pollutants, based on a project-specific screening analysis).

2) All answers must take account of the whole action involved, including off-site as well as on-site, cumulative as well as project-level, indirect as well as direct, and construction as well as operational impacts.

3) Once the lead agency has determined that a particular physical impact may occur, then the checklist answers must indicate whether the impact is potentially significant, less than significant with mitigation, or less than significant. "Potentially Significant Impact" is appropriate if there is substantial evidence that an effect may be significant. If there are one or more "Potentially Significant Impact" entries when the determination is made, an EIR is required.

4) "Negative Declaration: Potentially Significant Unless Mitigation Incorporated" applies where the incorporation of mitigation measures has reduced an effect from "Potentially Significant Impact" to a "Less Significant Impact." The lead agency must describe the mitigation measures, and briefly explain how they reduce the effect to a less than significant level (mitigation measures from "Earlier Analysis," as described in (5) below, may be cross-referenced).

5) Earlier analysis may be used where, pursuant to the tiering, program EIR, or other CEQA process, an effect has been adequately analyzed in an earlier EIR or negative declaration. Section 15063 (c)(3)(d). In this case, a brief discussion should identify the following:

   (a) Earlier Analysis Used. Identify and state where they are available for review.

   (b) Impacts Adequately Addressed. Identify which effects from the above checklist were within the scope of and adequately analyzed in an earlier document pursuant to applicable legal standards, and state whether such effects were addressed by mitigation measures based on the earlier analysis.

   (c) Mitigation Measures. For effects that are "Less than Significant with Mitigation Measures Incorporated," describe the mitigation measures which were incorporated or refined from the earlier document and the extent to which they address site-specific conditions for the project.

6) Lead agencies are encouraged to incorporate into the checklist references to information sources for potential impacts (e.g., general plans, zoning ordinances). Reference to a previously prepared or outside document should, where appropriate, include a reference to the page or pages where the statement is substantiated.

7) Supporting Information Sources: A source list should be attached, and other sources used or individuals contacted should be cited in the discussion.

8) This is only a suggested form, and lead agencies are free to use different formats; however, lead agencies should normally address the questions from this checklist that are relevant to a project's environmental effects in whatever format is selected.

9) The analysis of each issue should identify: (a) the significance criteria or threshold used to evaluate each question; and (b) the mitigation measure identified, if any, to reduce the impact to less than significance.

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5. ENVIRONMENTAL ANALYSIS

5.1. AESTHETICS

Except as provided in Public Resources Code Section 21099 would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Have a substantial adverse effect on a scenic vista?	☐	☐	☐	☒
b) Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a state scenic highway?	☐	☐	☐	☒
c) In non-urbanized areas, substantially degrade the existing visual character or quality of public views of the site and its surroundings? (public views are those that are experienced from publicly accessible vantage point). If the project is in an urbanized area, would the project conflict with applicable zoning and other regulations governing scenic quality?	☐	☐	☒	☐
d) Create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?	☐	☐	☒	☐

a) Have a substantial adverse effect on a scenic vista?

No Impact. Scenic vistas consist of expansive, panoramic views of important, unique, or highly valued visual features that are seen from public viewing areas. This definition combines visual quality with information about view exposure to describe the level of interest or concern that viewers may have for the quality of a particular view or visual setting. A scenic vista can be impacted in two ways: a development project can have visual impacts by either directly diminishing the scenic quality of the vista or by blocking the view corridors or "vista" of the scenic resource. Important factors in determining whether the Project would block scenic vistas include the Project's proposed height, mass, and location relative to surrounding land uses and travel corridors.

The City of Norwalk does not have any designated scenic vistas or views (City of Norwalk, 1995). The Project site is within an urbanized and developed area of the City. In addition, the Project site is not directly adjacent to any roadways and the building would not impact any long-distance public views from surrounding roadways. The site is surrounded by industrial uses on all sides. The Project would demolish the existing buildings onsite and construct a new warehouse building that would be similar to the characteristics of the surrounding industrial area. Therefore, implementation of the Project would not result in any impact to a scenic vista.

b) Substantially damage scenic resources, including trees, rock outcroppings, and historic buildings within a state scenic highway?

No Impact. The nearest Officially Designated State Scenic Highway is a portion of State Route (SR-91), which is located approximately 14.7 miles southeast of the Project site and is not visible from the site. Additionally, a portion of State Route 57 (SR-57), located 9.2 miles northeast of the site, and State Route 1 (SR-1), located 9.2 miles southwest of the Project site, are designated as eligible highways; both of which are not visible from the site. Therefore, no impacts to scenic resources within a state scenic highway would occur.

c) In non-urbanized areas, substantially degrade the existing visual character or quality of public views of the site and its surroundings? (public views are those that are experienced from publicly accessible vantage point). If the project is in an urbanized area, would the project conflict with applicable zoning and other regulations governing scenic quality?

Less than Significant Impact. The Project site is located within an urbanized area of the City, surrounded by industrial uses. The proposed Project would redevelop the site and construct a new warehouse building with related improvements that would be consistent with the General Plan and zoning designation. The Project would meet site design requirements including but not limited to setbacks, building height, parking, and landscaping as shown in Table 5.1-1 below. The Project would incorporate landscaping and design standards that comply with the City's Municipal Code and would thus comply with the City's General Plan. The Project's compliance with building code requirements would be verified during the City's plan check and permitting process. As a result, the warehouse building would not substantially degrade the existing visual character or quality of public views of the site and its surroundings and impacts related to scenic quality within the urbanized environment would be less than significant.

Table 5.1-1:Consistency with Development Standards

Development Feature	M-2 Zoning Requirement	Proposed Project Consistency
Maximum FAR	N/A	**Consistent.** The proposed Project would have a FAR of 0.45.
Building Height	75 feet	**Consistent.** The proposed Project would be a maximum of 45 feet in height at the parapet.
Front Yard Setback	N/A	**Consistent.** The Project would provide a 125.3-foot-wide front yard setback from the southern property line.
Side Yard Setback	N/A	**Consistent.** The Project would abut the existing property line to the west.
Rear Yard	N/A	**Consistent.** The Project would provide a 40-foot-wide side yard setback from the northern property line.
Parking	Office: 1 stall/1000 SF if <20% of GFA Warehouse: 1 stall/1000 SF of GFA Total Required: 145	**Consistent.** The proposed Project would provide 142 passenger vehicle parking stalls.
Landscaping	25 SF per parking space Total Required: 3,750 SF	**Consistent.** The proposed Project would provide 25,000 SF of landscaping.

d) Create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?

Less than Significant Impact. The Project site is in a developed urban area surrounded by industrial uses. Existing sources of light in the vicinity of the Project site include streetlights, parking lot lighting, building illumination, security lighting, and lighting from building interiors that pass through windows.

Construction

Although construction activities would occur primarily during daylight hours, construction activities could extend into the evening hours, as permitted by the City's Municipal Code Section 9.04.140 (permitted construction activities from 7:00 a.m. to 6:00 p.m. or sunset, whichever is later). In addition, construction may include nighttime security lighting; however, this would be similar to the existing security lighting on the site, adjacent sites, and streetlights. Also, any construction-related lighting would be temporary. Therefore, construction of the Project would not create a new source of substantial light that would adversely affect day or nighttime views in the area, and light impacts associated with construction would be less than significant.

Operation

The Project would include the provision of nighttime lighting for security purposes around the building and in the parking areas. Implementation of the Project could contribute additional sources to the overall ambient nighttime lighting conditions. However, the Project site is currently developed and emanates light from the existing buildings and parking areas, and the site is located within an urban area that includes various sources of nighttime lighting. Additionally, all outdoor lighting would be hooded or appropriately angled away from adjacent land uses and would comply with California Building Code requirements that provide for directing lighting away from adjacent uses and intensity of security lighting. Because the Project area is within an already developed area with various sources of existing nighttime lighting, and because the Project would be required to comply with the City's lighting regulations that would be verified by the City during the plan check and permitting process, any increase in lighting that would be generated by the Project would not adversely affect day or nighttime views in the area. Overall, lighting impacts would be less than significant.

Reflective light (glare) can be caused by sunlight or artificial light reflecting from finished surfaces such as window glass or other reflective materials. Generally, darker or mirrored glass would have a higher visible light reflectance than clear glass. Buildings constructed of highly reflective materials from which the sun reflects at a low angle can cause adverse glare. Although the building would contain windows, the windows would be comprised of blue reflective glazing, which reduces glare over other transparent surfaces and the windows would be separated by stucco that would limit the potential of glare. As described previously, onsite lighting would be angled down, which would avoid the potential of onsite lighting generating offsite glare. Therefore, the Project would not generate substantial sources of glare, and impacts would be less than significant.

Existing Plans, Programs, or Policies

No existing plans, programs or policies.

Mitigation Measures

No mitigation measures related to aesthetics are required.

Sources

California Department of Transportation (Caltrans). (N.D.) *California State Scenic Highway System Map*. Retrieved February 2022 from https://caltrans.maps.arcgis.com/apps/webappviewer/index.html?id=465dfd3d807c46cc8e8057116f1aacaa

5.2. AGRICULTURE AND FORESTRY RESOURCES

In determining whether impacts to agricultural resources are significant environmental effects, lead agencies may refer to the California Agricultural Land Evaluation and Site Assessment Model (1997) prepared by the California Dept. of Conservation as an optional model to use in assessing impacts on agriculture and farmland. In determining whether impacts to forest resources, including timberland, are significant environmental effects, lead agencies may refer to information compiled by the California Department of Forestry and Fire Protection regarding the state's inventory of forest land, including the Forest and Range Assessment Project and the Forest Legacy Assessment project; and forest carbon measurement methodology provided in Forest Protocols adopted by the California Air Resources Board. Would the project:	**Potentially Significant Impact**	**Less Than Significant with Mitigation Incorporated**	**Less Than Significant Impact**	**No Impact**
a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?	☐	☐	☐	☒
b) Conflict with existing zoning for agricultural use, or a Williamson Act contract?	☐	☐	☐	☒
c) Conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code section 12220(g)), timberland (as defined by Public Resources Code section 4526), or timberland zoned Timberland Production (as defined by Government Code section 51104(g))?	☐	☐	☐	☒
d) Result in the loss of forest land or conversion of forest land to non-forest use?	☐	☐	☐	☒
e) Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland, to non-agricultural use or conversion of forest land to non-forest use?	☐	☐	☐	☒

a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance, as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?

No Impact. The Project site is developed and located in an area that is fully developed with urban uses. The Project site and its vicinity are void of agricultural uses. The California Department of Conservation Farmland Mapping and Monitoring Program identifies the site as Urban and Built-Up Land and it is not identified as Prime, Unique, or Farmland of Statewide Importance (California Department of Conservation, 2022). Therefore, conversion of such farmland designations would not occur from implementation of the proposed Project. No impact would occur.

b) Conflict with existing zoning for agricultural use, or a Williamson Act contract?

No Impact. The Project site is zoned Heavy Manufacturing (M-2), which does not provide for agricultural uses. In addition, there is no agricultural zoning designation nor are there Williamson Act contracts within the City of Norwalk. Thus, the proposed Project would not result in impacts related to conflict with an existing agricultural zone or Williamson contract.

c) Conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code section 12220(g)), timberland (as defined by Public Resources Code section 4526), or timberland zoned Timberland Production (as defined by Government Code section 51104(g))?

No Impact. The Project site is currently developed with two industrial structures and is within an urbanized and developed area. No forest land exists on or adjacent to the Project site. The Project site is currently zoned Heavy Manufacturing (M-2) and is not zoned for forest land or timberland uses. Thus, the proposed Project would not result in impacts related to a conflict with existing forest land or timberland zoning.

d) Result in the loss of forest land or conversion of forest land to non-forest use?

No Impact. The Project site is currently developed with an industrial use and is within an urbanized and developed area. No forest land exists on or adjacent to the Project site. Thus, the Project would not result in the loss of forest land or conversion of forest land to a non-forest use, and impacts would not occur.

e) Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland to non-agricultural use or conversion of forest land to non-forest use?

No Impact. As described above, the Project site is currently developed with an industrial use and is within an urbanized and developed area. No agricultural uses or forest land exists on or adjacent to the site. Therefore, the implementation of the proposed Project would not involve other changes in the existing environment which would result in the conversion of farmland to a non-agricultural use or the conversion of forest land to a non-forest use. Therefore, no impacts would occur.

Existing Plans, Programs, or Policies

There are no impacts reducing Plans, Programs, and Policies related to agriculture and forestry that are applicable to the Project.

Mitigation Measure

No mitigation measures related to agriculture and forestry are required.

Sources

California Department of Conservation. (2022). *California Important Farmland Finder*. Accessed February 27, 2024, Retrieved at https://maps.conservation.ca.gov/DLRP/CIFF/

5.3. AIR QUALITY

Where available, the significance criteria established by the applicable air quality management district or air pollution control district may be relied upon to make the following determinations. Would the project:	**Potentially Significant Impact**	**Less Than Significant with Mitigation Incorporated**	**Less Than Significant Impact**	**No Impact**
a) Conflict with or obstruct implementation of the applicable air quality plan?	☐	☐	☒	☐
b) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard?	☐	☐	☒	☐
c) Expose sensitive receptors to substantial pollutant concentrations?	☐	☒	☐	☐
d) Result in other emissions (such as those leading to odors) affecting a substantial number of people?	☐	☐	☒	☐

The discussion below is based on the Air Quality, Energy, and Greenhouse Gas Impact Analysis (EPD 2024) included as Appendix A and the Health Risk Assessment (EPD 2024) includes as Appendix B.

a) Conflict with or obstruct implementation of the applicable air quality plan?

Less than Significant Impact. The Project site is located in the South Coast Air Basin (Basin), which is within the jurisdictional boundaries of the South Coast Air Quality Management District (SCAQMD). The SCAQMD and Southern California Association of Governments (SCAG) are responsible for preparing the Air Quality Management Plan (AQMP), which addresses federal and state Clean Air Act (CAA) requirements. The AQMP details goals, policies, and programs for improving air quality in the Basin. In preparation of the AQMP, SCAQMD and SCAG use land use designations contained in General Plan documents to forecast, inventory, and allocate regional emissions from land use and development-related sources.

For purposes of analyzing consistency with the AQMP, if a proposed project would have a development density and vehicle trip generation that is substantially greater than what was anticipated in the General Plan, then the proposed project would conflict with the AQMP. On the other hand, if a project's density is consistent with the General Plan, its emissions would be consistent with the assumptions in the AQMP, and the project would not conflict with SCAQMD's attainment plans. In addition, the SCAQMD considers projects consistent with the AQMP if the project would not result in an increase in the frequency or severity of existing air quality violations or cause a new violation.

As detailed below, the proposed Project would not result in exceedance of local or regional significance thresholds. The Project site is designated as Heavy Industrial in the City's General Plan, which allows for a broad range of large-scale manufacturing, assembly, and fabrication activities. The proposed Project would develop the site with a 138,966 SF speculative warehouse building, which would be under the allowable FAR.

In addition, emissions generated by construction and operation of the Project would not exceed thresholds as described in the analysis below, which are based on the AQMP and are designed to bring the Basin into attainment for the criteria pollutants for which it is in nonattainment. Therefore, because the Project does not exceed any of the thresholds it would not conflict with SCAQMD's goal of bringing the Basin into attainment

for all criteria pollutants and, as such, is consistent with the AQMP. As a result, impacts related to conflict with the AQMP from the Project would be less than significant.

b) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard?

Less than Significant Impact. The Basin is in a non-attainment status for federal ozone standards, federal carbon monoxide standards, and state and federal particulate matter standards. Any development in the Basin, including the proposed Project, could cumulatively contribute to these pollutant exceedances. The methodologies from the SCAQMD CEQA Air Quality Handbook are used in evaluating Project impacts. SCAQMD has established daily mass thresholds for regional pollutant emissions, which are shown in Table 5.3-1. Should construction or operation of the proposed Project exceed these thresholds, a significant impact could occur; however, if estimated emissions are less than the thresholds, impacts would be considered less than significant.

Table 5.3-1: SCAQMD Regional Daily Emissions Thresholds

Air Pollutant	Maximum Daily Emissions (pounds/day)	
	Construction	Operation
ROGs	75	55
NOx	100	55
CO	550	550
SO_2	150	150
PM_{10}	150	150
$PM_{2.5}$	55	55

Source: Air Quality, Energy, Greenhouse Gas Impact Analysis (Appendix A)

Construction

Construction activities associated with the proposed Project would generate pollutant emissions from the following construction activities: demolition, site preparation, grading, building construction, paving, and architectural coating. The amount of emissions generated on a daily basis would vary, depending on the intensity and types of construction activities occurring. Construction activities would generate emissions from the demolition of the 89,870 SF of existing structures. In addition, the analysis assumes a net soil import of 29,211 cubic yards and a need for construction worker vehicle trips to and from the Project site during the estimated 14 months of construction.

Construction-related effects on air quality from the proposed Project would be greatest during the site preparation phase due to the disturbance of soils. It is mandatory for all construction projects to comply with several SCAQMD Rules, including Rule 403 for controlling fugitive dust, PM_{10}, and $PM_{2.5}$ emissions from construction activities. Rule 403 requirements include, but are not limited to, applying water in sufficient quantities to prevent the generation of visible dust plumes, applying soil binders to uncovered areas, reestablishing ground cover as quickly as possible, utilizing a wheel washing system to remove bulk material from tires and vehicle undercarriages before vehicles exit the proposed site, covering all trucks hauling soil with a fabric cover and maintaining a freeboard height of 12 inches, and maintaining effective cover over exposed areas. Compliance with Rule 403 was accounted for in the construction emissions modeling and is included as PPP AQ-1.

This analysis utilized the California Emissions Estimator Model (CalEEMod) to forecast the Project's impact. As shown in Table 5.3-2, CalEEMod results show that construction emissions generated by the proposed Project

would not exceed SCAQMD regional thresholds. Therefore, construction activities would result in a less than significant impact.

Table 5.3-2: Regional Construction Emission Estimates (lbs/day)

Construction Activity	Maximum Daily Regional Emissions (pounds/day)					
	ROG	NO_x	CO	SO_x	PM_{10}	$PM_{2.5}$
2025						
Demolition	2.7	39.9	27.8	0.1	10.8	3.0
Site Prep	4.1	37.5	33.5	0.1	7.8	4.5
Grading	2.5	36.8	26.6	0.1	7.2	3.1
Building Construction	1.4	11.7	17.4	0.0	1.5	0.7
Maximum Daily Emissions	4.1	39.9	33.5	0.1	10.8	4.5
2026						
Building Construction	2.6	22.5	32.5	0.1	1.8	1.0
Paving	1.3	7.2	10.9	0.0	0.5	0.3
Architectural Coating	69.6	1.1	1.5	0.0	0.0	0.0
Maximum Daily Emissions	69.6	22.5	32.5	0.1	1.8	1.0
Maximum Daily Emission 2024-2025	**69.6**	**39.9**	**33.5**	**0.1**	**10.8**	**4.5**
SCAQMD Significance Thresholds	75	100	550	150	150	55
Threshold Exceeded?	**No**	**No**	**No**	**No**	**No**	**No**

Source: Air Quality, Health Risk, Greenhouse Gas, and Energy Impact Report (Appendix A)

Operation

Implementation of the proposed Project would result in long-term air pollutant emission impacts associated with mobile sources, natural gas, architectural coatings, and landscape maintenance equipment.

PM_{10} (coarse particles 10 microns or less in diameter) emissions can result from running exhaust, tire and brake wear, and the entrainment of dust into the atmosphere from vehicles traveling on paved roadways. Entrainment of PM_{10} occurs when vehicles pulverize small rocks and pavement and the vehicle brakes generate airborne dust. The contribution of tire and brake wear is small compared to the other PM emission processes. Gasoline-powered engines have small rates of particulate matter emissions compared with diesel-powered vehicles.

Energy source emissions result from activities in buildings for which electricity and natural gas are used. The quantity of emissions is the product of usage intensity and the emission factor of the fuel source. Major sources of energy demand for the proposed Project could include building mechanical systems, such as heating and air conditioning.

Typically, area source emissions consist of direct sources of air emissions located at the Project site, including architectural coatings, consumer products, and the use of landscape maintenance equipment.

Long-term operational emissions associated with the proposed Project were calculated using CalEEMod and are shown in Table 5.3-3 below. As shown, the proposed Project would result in long-term regional emissions of criteria pollutants that would be below the SCAQMD's applicable thresholds and thus would not have a significant effect on regional air quality. Therefore, operation of the Project would not result in a cumulatively

considerable net increase of any criteria pollutant for which the Project is nonattainment under an applicable federal or State ambient air quality standard and impacts would be less than significant.

Table 5.3-3: Regional Operational Emissions

Operational Activity	Maximum Daily Regional Emissions (pounds/day)					
	ROG	NOx	CO	SOx	PM10	PM2.5
Mobile	1.2	10.3	15.5	0.1	5.1	1.4
Area	4.5	0.1	6.3	0.0	0.0	0.0
Energy	0.1	1.0	0.8	0.0	0.1	0.1
Off-Road	0.0	12.4	123.3	0.0	0.0	0.0
Stationary	0.4	1.1	1.0	0.0	0.1	0.1
Total Project Operational Emissions	**6.1**	**24.8**	**146.9**	**0.1**	**5.2**	**1.6**
Existing Use Operational Emissions	6.1	5.1	14.2	0.0	2.1	0.6
Net New Emissions	0.0	19.7	132.7	0.1	3.2	0.9
SCAQMD Significance Thresholds	55	55	550	150	150	55
Threshold Exceeded?	**No**	**No**	**No**	**No**	**No**	**No**

Source: Air Quality, Health Risk, Greenhouse Gas, and Energy Impact Report (Appendix A)

c) Expose sensitive receptors to substantial pollutant concentrations?

Less Than Significant Impact with Mitigation Incorporated.

The SCAQMD recommends the evaluation of localized NO_2, CO, PM_{10}, and $PM_{2.5}$ construction-related impacts to sensitive receptors in the immediate vicinity of the Project site. Such an evaluation is referred to as a localized significance threshold (LST) analysis. The impacts were analyzed pursuant to the SCAQMD's Final Localized Significance Threshold Methodology. SCAQMD has developed LSTs that represent the maximum emissions from a project that are not expected to cause or contribute to an exceedance of the most stringent applicable federal or state ambient air quality standards, and thus would not cause or contribute to localized air quality impacts. LSTs are developed based on the ambient concentrations of NOx, CO, PM_{10}, and $PM_{2.5}$ pollutants for each of the 38 source receptor areas (SRAs) in the Basin. The Project site is located in SRA 5, Southeast Los Angeles County.

Sensitive receptors can include uses such as long-term health care facilities, rehabilitation centers, and retirement homes. Residences, schools, playgrounds, child care centers, and athletic facilities can also be considered sensitive receptors. The nearest sensitive receptors to the Project site are residential homes located approximately 988 feet from the site to the north of the Project boundary.

Construction

Construction of the proposed Project has the potential to expose surrounding sensitive receptors to airborne particulates, as well as a small quantity of construction equipment pollutants. The Project was modeled assuming the implementation of SCAQMD Rule 403 (included as PPP AQ-1) dust suppression techniques to prevent fugitive dust from creating a nuisance off site. Additionally, the Project contractors would be required to implement all required SCAQMD regulations such as Rule 1113 (included as PPP AQ-2). Even though the Project's construction would not exceed any of the emissions thresholds as shown in Table 5.3-3 above, compliance with Rule 403 dust suppression techniques can further reduce the fugitive dust generation. As

shown in Table 5.3-4, Project construction-source emissions would not exceed SCAQMD LSTs, and impacts would be less than significant.

Table 5.3-4: Localized Construction Emission Estimates

Construction Activity	Maximum Daily Regional Emissions (pounds/day)			
	NO_x	CO	PM_{10}	$PM_{2.5}$
2025				
Demolition	22.2	19.9	6.6	1.7
Site Prep	37.5	32.4	7.6	4.5
Grading	20.6	19.6	3.4	2.0
Building Construction	11.3	14.1	0.5	0.4
Maximum Daily Emissions	37.5	32.4	7.6	4.5
2026				
Building Construction	21.3	28.1	0.8	0.8
Paving	7.1	9.9	0.3	0.3
Architectural Coating	1.1	1.5	0.0	0.0
Maximum Daily Emissions	21.3	28.1	0.8	0.8
Maximum Daily Emission 2025-2026	**37.5**	**32.4**	**7.6**	**4.5**
SCAQMD Significance Thresholds	188	4966	116	52
Threshold Exceeded?	**No**	**No**	**No**	**No**

Source: Air Quality, Health Risk, Greenhouse Gas, and Energy Impact Report (Appendix A)

Construction Health Risk Assessment

To determine the potential health risk to people living and working near the proposed Project associated with the exhaust of diesel-powered trucks and equipment, a construction HRA was conducted for the Project. The carcinogenic and chronic health risks from the construction of the proposed Project are shown in Table 5.3-5 below. The residential risk incorporates both the risk for a child living in a nearby residence for 9 years, which is the standard period of time for child risk, and an adult living in a nearby residence for 30 years, which is a conservative period of time for an individual to live in any one residence.

Table 5.3-5: Summary of Proposed Project Construction Health Risk without Mitigation

Receptor	Cancer Risk (per million)		Exceeds Significance Threshold?
	Maximum Lifetime Proposed Project Risk	Significance Threshold	
Maximum Impacted Sensitive Receptor – Infant to Adult (30 years)	10.16	10	Yes
Maximum Impacted Sensitive Receptor – Child	10.16	10	Yes
Maximum Impacted Sensitive Receptor – Adult	0.28	10	No
Maximum Impacted Sensitive Receptor – 70 Years	10.16	10	Yes
Maximum Impacted Worker Receptor	7.00	10	No

Receptor	Chronic Non-Cancer Hazard Index		Exceeds Significance Threshold?
	Maximum Lifetime Proposed Project Risk	Significance Threshold	
Maximum Impacted Sensitive Receptor – Infant to Adult (30 years)	0.02	1.0	No
Maximum Impacted Sensitive Receptor – Child	0.02	1.0	No
Maximum Impacted Sensitive Receptor – Adult	0.02	1.0	No
Maximum Impacted Sensitive Receptor – Lifetime (70 Years)	0.02	1.0	No
Maximum Impacted Worker Receptor	0.55	1.0	No

Source: Health Risk Assessment (Appendix B)

As shown in Table 5.3-5 above, the maximum cancer risk for the closest sensitive receptor would be 10.16 in one million, slightly greater than the threshold of 10 in one million. The worker receptor risk would be lower at 7.00 in one million. The total chronic hazard index would be 0.02 for the nearest sensitive receptor and 0.55 for the nearest worker receptor, which are both below the threshold of 1.0. Therefore, health risk levels to nearby residents from construction related emissions would be above the SCAQMD's health risk thresholds prior to mitigation.

Table 5.3-6: Summary of Proposed Project Construction Cancer Risk with Mitigation

Receptor	Cancer Risk (per million)		Exceeds Significance Threshold?
	Maximum Lifetime Proposed Project Risk	Significance Threshold	
Maximum Impacted Sensitive Receptor – Infant to Adult (30 years)	1.04	10	No
Maximum Impacted Sensitive Receptor – Child	1.04	10	No
Maximum Impacted Sensitive Receptor – 70 Years	1.04	10	No

Source: Health Risk Assessment (Appendix B)

As such, the Project would implement Mitigation Measure AQ-1, which requires Tier 4 construction equipment. As shown in Table 5.3-6 above, the maximum cancer risk with the incorporation of Mitigation Measure AQ-1 for the closest sensitive receptor would be 1.04 in one million, significantly lower than the threshold of 10 in one million. Therefore, health risk levels to nearby sensitive receptors from construction related emissions would be below the SCAQMD's health risk thresholds and impacts would be less than significant with incorporation of Mitigation Measure AQ-1.

Operation

Operation of the proposed Project has the potential to expose surrounding sensitive receptors to airborne particulates. The Project would be required to implement all required SCAQMD regulations (included as PPP AQ-3). As shown in Table 5.3-7, Project operation-source emissions would not exceed SCAQMD LSTs, and impacts would be less than significant.

Table 5.3-7: Localized Operational Emission Estimates

Operational Activity	Maximum Daily Regional Emissions (pounds/day)			
	NO_x	CO	PM_{10}	$PM_{2.5}$
Mobile	1.5	3.4	0.2	0.1
Area	0.05	6.30	0.01	0.01
Energy	1.0	0.8	0.1	0.1
Off Road	12.4	123.3	0.0	0.0
Stationary	1.1	1.0	0.1	0.1
Total	**16.0**	**134.8**	**0.3**	**0.2**
SCAQMD Significance Thresholds	211	5682	32	14
Threshold Exceeded?	**No**	**No**	**No**	**No**

Source: Air Quality, Health Risk, Greenhouse Gas, and Energy Impact Report (Appendix A)

Operational Health Risk Assessment

To determine the potential health risk to people living and working near the proposed Project associated with the exhaust of diesel-powered trucks and equipment, an operational HRA was conducted for the Project. The carcinogenic and chronic health risks from the proposed Project are shown in Table 5.3-8 below. The residential risk incorporates both the risk for a child living in a nearby residence for 9 years, which is the standard period of time for child risk, and an adult living in a nearby residence for 30 years, which is a conservative period of time for an individual to live in any one residence.

Table 5.3-8: Summary of Proposed Project Operational Health Risk

Receptor	Cancer Risk (per million)		Exceeds Significance Threshold?
	Maximum Lifetime Proposed Project Risk	Significance Threshold	
Maximum Impacted Sensitive Receptor – Infant to Adult (30 years)	5.73	10	No
Maximum Impacted Sensitive Receptor – Child	4.09	10	No
Maximum Impacted Sensitive Receptor – Adult	0.93	10	No
Maximum Impacted Sensitive Receptor – 70 Years	6.74	10	No
Maximum Impacted Worker Receptor	3.31	10	No
Receptor	**Chronic Non-Cancer Hazard Index**		**Exceeds Significance Threshold?**
	Maximum Lifetime Proposed Project Risk	**Significance Threshold**	
Maximum Impacted Sensitive Receptor – Infant to Adult (30 years)	<0.01	1.0	No
Maximum Impacted Sensitive Receptor – Child	<0.01	1.0	No
Maximum Impacted Sensitive Receptor – Adult	<0.01	1.0	No
Maximum Impacted Sensitive Receptor – Lifetime (70 Years)	<0.01	1.0	No

Maximum Impacted Worker Receptor	0.01	1.0	No

Source: Health Risk Assessment (Appendix B)

As shown in Table 5.3-8 above, the maximum cancer risk for the closest sensitive receptor would be 6.74 in one million, less than the threshold of 10 in one million. The worker receptor risk would be lower at 3.31 in one million. The total chronic hazard index would be less than 0.01 for the nearest sensitive receptor and 0.01 for the nearest worker receptor, which are both below the threshold of 1.0. Therefore, all health risk levels to nearby residents from operation related emissions would be well below the SCAQMD's HRA thresholds and no significant health risk would occur from Project operational emissions.

Combined Health Risk Assessment

As shown in Table 5.3-9, below, the combined unmitigated construction and operational health risk at the nearest sensitive receptor would be 14.74 in one million, exceeding the 10 in one million health risk threshold. However, as shown in Table 5.3-10, incorporation of Mitigation Measure AQ-1 would reduce the health risk at the sensitive receptor to 4.46 in a million, which is less than the 10 in one million SCAQMD threshold. Therefore, with incorporation of Mitigation Measure AQ-1, combined construction and operational health risk impacts would be less than significant.

Table 5.3-9: Unmitigated Combined Construction and Operational Health Risk

Receptor	Cancer Risk (per million)		Exceeds Significance Threshold?
	Maximum Lifetime Proposed Project Risk	Significance Threshold	
Maximum Impacted Sensitive Receptor – Infant to Adult (30 years)	14.74	10	Yes
Maximum Impacted Worker Receptor	5.18	10	No

Source: Health Risk Assessment (Appendix B)

Table 5.3-10: Mitigated Combined Construction and Operational Health Risk

Receptor	Cancer Risk (per million)		Exceeds Significance Threshold?
	Maximum Lifetime Proposed Project Risk	Significance Threshold	
Maximum Impacted Sensitive Receptor – Infant to Adult (30 years)	4.46	10	No

Source: Health Risk Assessment (Appendix B)

d) Result in other emissions (such as those leading to odors) adversely affecting a substantial number of people?

Less Than Significant Impact. The proposed Project would not generate other emissions beyond those described previously. Also, typical land uses generally associated with odor complaints include agricultural uses (livestock and farming), wastewater treatment plants, food processing plants, chemical plants, composting operations, refineries, landfills, dairies, and fiberglass molding facilities.

The Project site has a zoning designation of M-2 (Heavy Manufacturing), which does not allow land uses typically associated with emitting objectionable odors. During Project construction, some odors may be present due to diesel exhaust. However, these odors would only be temporary and limited to the construction period. Standard construction requirements would minimize odor impacts from construction. The construction odor emissions would be temporary, short-term, and intermittent in nature and would cease upon completion of the respective phase of construction and is thus considered less than significant. It is expected that Project-generated refuse would be stored in covered containers and removed at regular intervals in compliance with the City's solid waste regulations. The proposed Project would not include any activities or operations

that would generate objectionable odors and once operational, the Project would not be a source of odors. The proposed Project would also be required to comply with SCAQMD Rule 402 (included as PPP AQ-3) to prevent odor nuisances on sensitive land uses. Based on the potential future use of the site as various limited manufacturing businesses, and with compliance with SCAQMD Rule 402, impacts related to odors would be less than significant.

Existing Plans, Programs, or Policies

PPP AQ-1: Rule 403. The Project is required to comply with the provisions of South Coast Air Quality Management District (SCAQMD) Rule 403, which includes the following:

- All clearing, grading, earth-moving, or excavation activities shall cease when winds exceed 25 mph per SCAQMD guidelines in order to limit fugitive dust emissions.
- The contractor shall ensure that all disturbed unpaved roads and disturbed areas within the Project are watered, with complete coverage of disturbed areas, at least 3 times daily during dry weather; preferably in the mid-morning, afternoon, and after work is done for the day.
- The contractor shall ensure that traffic speeds on unpaved roads and project site areas are reduced to 15 miles per hour or less.

PPP AQ-2: Rule 1113. The Project is required to comply with the provisions of South Coast Air Quality Management District Rule (SCAQMD) Rule 1113. Only "Low-Volatile Organic Compounds" paints (no more than 50 gram/liter of VOC) and/or High Pressure Low Volume (HPLV) applications shall be used.

PPP AQ-3: Rule 402. The Project is required to comply with the provisions of South Coast Air Quality Management District (SCAQMD) Rule 402. The Project shall not discharge from any source whatsoever such quantities of air contaminants or other material which cause injury, detriment, nuisance, or annoyance to any considerable number of persons or to the public, or which endanger the comfort, repose, health or safety of any such persons or the public, or which cause, or have a natural tendency to cause, injury or damage to business or property.

Mitigation Measures

Mitigation Measure AQ-1: Tier 4 Equipment. The proposed Project shall utilize Tier 4 Final or superior equipment for engines exceeding 50 horsepower (hp). If construction equipment cannot meet Tier 4 Final engine certification standards, the Project representative or contractor must provide a future study with written findings, backed by substantial evidence, for approval by the City of Norwalk before resorting to alternative technologies or strategies. Potential alternative strategies may encompass the use of Tier 4 Interim equipment, reducing the number and/or horsepower rating of construction equipment, or limiting simultaneous equipment operation. All equipment must undergo tuning and adhere to the manufacturer's recommended maintenance schedule and specifications. Maintenance records for each piece of equipment, along with those of their contractors, shall be made available for inspection and kept on-site for at least two years following construction completion.

Sources

EPD Solutions. (2024) Air Quality, Energy and Greenhouse Gas Impact Analysis. (Appendix A).

EPD Solutions. (2024). Health Risk Assessment (Appendix B).

5.4. BIOLOGICAL RESOURCES

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?	☐	☐	☐	☒
b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations or by the California Department of Fish and Game or US Fish and Wildlife Service?	☐	☐	☐	☒
c) Have a substantial adverse effect on state or federally protected wetlands (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?	☐	☐	☐	☒
d) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?	☐	☐	☐	☒
e) Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?	☐	☐	☐	☒
f) Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?	☐	☐	☐	☒

a) Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?

No impact. The Project site is currently developed with two industrial warehouse buildings. The Project site is entirely paved, and no landscaping is present. Thus, no suitable habitat exists for a candidate, sensitive, or special status species. In addition, there are no special status species listed by the federal or state governments as endangered, threatened, rare, or candidate for listing in the City of Norwalk (City of Nowalk, 2022). Therefore, implementation of the Project would not result in an adverse effect, either directly or through habitat modifications, on any sensitive species and no impact would occur.

b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or US Fish and Wildlife Service?

No Impact. Riparian habitats occur along the banks of rivers, streams, or wetland areas. Sensitive natural communities are natural communities that are considered rare in the region by regulatory agencies or are known to provide habitat for sensitive animal or plant species. As described in the previous response, the Project site is within a fully developed urban area, and does not contain any natural habitats, including riparian habitat or sensitive natural community. Additionally, the Project site is bound by developed areas that include buildings, pavement, roadways, and small areas of ornamental landscaping that do not contain sensitive natural habitat areas. Thus, no impacts related to riparian habitat or other sensitive natural communities identified in local or regional plans would result from Project implementation.

c) Have a substantial adverse effect on state or federally protected wetlands (including but not limited to, marsh, vernal, pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?

No Impact. Wetlands are defined under the federal Clean Water Act as land that is flooded or saturated by surface water or groundwater at a frequency and duration sufficient to support, and that normally does support, a prevalence of vegetation adapted to life in saturated soils. Wetlands include areas such as swamps, marshes, and bogs. The Project site and adjacent areas are located within a developed urban area and do not contain natural wetlands. Therefore, the Project would not result in impacts to wetlands.

d) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?

No Impact. Wildlife corridors are areas where wildlife movement is concentrated due to natural or anthropogenic constraints and corridors provide access to resources such as food, water, and shelter. Animals use these corridors to move between different habitats and provide avenues for wildlife dispersal, migration, and contact between other populations. The Project site does not support conditions of migratory wildlife corridors or linkages, as it is completely developed and surrounded by roadways and industrial uses. The surrounding area is developed, urban and does not provide functions for wildlife movement. There are no rivers, creeks, or open drainages near the site that could function as a wildlife corridor. In addition, the Project site does not contain nor is it adjacent to any trees that could be used for bird nesting. Thus, implantation of the Project would not result in impacts related to wildlife movement or wildlife corridors.

e) Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?

No Impact. There are no local biological-related policies or ordinances, such as a tree preservation policy or ordinance that are applicable to the Project, since the site is fully developed and devoid of trees or landscaping. Therefore, implementation of the Project would not conflict with local polices or ordinances protecting trees and no impact would occur.

f) Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?

No Impact. The City of Norwalk does not contain any natural lands that are subject to an adopted Habitat Conservation Plan or Natural Community Conservation Plan (SCAG, 2022). As previously described, the Project site is in a fully developed and urban area. The Project site is devoid of any landscaping or trees; therefore, development of the Project would not conflict with other approved local, regional, or state habitat conservation plans. The Project would not result in impacts to biological habitat plans.

Existing Plans, Programs, or Policies

There are no impact reducing Plans, Programs, or Policies related to biological resources that are applicable to the Project.

Mitigation Measures

No mitigation measures related to biological resources are required.

Sources

City of Norwalk. (2022). *Habitat Conservation Plan or Natural Community Conservation Plan (SCAG)*. From https://scag.ca.gov/sites/main/files/file-attachments/p0222-norwalk.pdf?1655313632

5.5. CULTURAL RESOURCES

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Cause a substantial adverse change in the significance of a historical resource pursuant to in § 15064.5?	☐	☐	☒	☐
b) Cause a substantial adverse change in the significance of an archaeological resource pursuant to §15064.5?	☐	☒	☐	☐
c) Disturb any human remains, including those interred outside of formal cemeteries?	☐	☐	☒	☐

This discussion is based on the Cultural Resources Study (BFSA, 2024) included as Appendix E, Historic Resource Assessment (JM Research and Consulting, 2024) included as Appendix C and a Geotechnical Investigation (Sladden Engineering Inc., 2019) included as Appendix D.

a) Cause a substantial adverse change in the significance of a historical resource as defined in §15064.5?

Less than Significant Impact. According to the *State CEQA Guidelines*, a historical resource is defined as something that meets one or more of the following criteria: (1) listed in, or determined eligible for listing in, the California Register of Historical Resources (CRHR); (2) listed in a local register of historical resources as defined in Public Resources Code (PRC) Section 5020.1(k); (3) identified as significant in a historical resources survey meeting the requirements of PRC Section 5024.1(g); or (4) determined to be a historical resource by the project's Lead Agency.

The CRHR defines a "historical resource" as a resource that meets one or more of the following criteria: (1) associated with events that have made a significant contribution to the broad patterns or local or regional history of the cultural heritage of California or the United States; (2) associated with the lives of persons important to local, California, or national history; (3) embodies the distinctive characteristics of a type, period, region, or method of construction or represents the work of a master or possesses high artistic values; or (4) has yielded, or has the potential to yield, information important to the prehistory or history of the local area, California, or the nation.

Construction of the two existing buildings on the Project site was completed in 1972 and 1973. Thus, the buildings onsite were constructed more than 50 years ago. As such, a Historic Resources Assessment was conducted by JM Research and Consulting in order to evaluate the buildings' integrity as a potential historical resource (included as Appendix C).

As discussed in the Historic Resources Assessment, in the1970s the existing onsite buildings were constructed by architect and civil engineer Serge Michael Papayans. The design limitations of Serge Michael Papayans are evident as the two warehouse buildings do not possess high artistic value to meet the state or national threshold for eligibility. Although the buildings were constructed over 50 years ago, the City does not have a local preservation ordinance or criteria with which to establish local designation eligibility, and the local value of the property does not rise to the threshold of significance to support strong association with events that have made a significant contribution to the broad patterns of national or state history or with significant

persons in the past. Therefore, the structures have been found ineligible under National Historic Preservation Act (NHPA) Criterion A and B and CCRHR Criterion 1 and 2.

The existing buildings onsite consist of two industrial warehouse buildings along with the associated hardscape and landscaping, and it is currently being utilized as a storage yard for large vehicles. The buildings were constructed between 1968 and 1974. The two large warehouse buildings are of common design and construction and do not embody the distinctive characteristics of a type, period, or represent the work of a master, or possess high artistic value. Therefore, the structures are ineligible under NHPA Criteria C and CRHR Criteria 3.

The results of the research under the Historical Resources Assessment did not yield or predict the likelihood of the previously graded and disturbed property to yield information important in history or prehistory and therefore is ineligible under NRHP Criteria D and CRHR Criteria 4.

While among other commercial and industrial property, the geographic distance of similar historic properties and extent of modern development in the area suggests no potential for the property to contribute to a collective resource. Therefore, the buildings are not eligible for listing as a historical resource under the NRHP or CRHR, and the potential for local designation does not exist at this time. Therefore, the onsite buildings do not qualify as a historical resource under CEQA Guidelines Section 15064.5 and impacts would be less than significant.

b) Cause a substantial adverse change in the significance of an archaeological resource pursuant to §15064.5?

Less than Significant Impact with Mitigation Incorporated. The Project site has been disturbed from previous development and industrial uses. Demolition of the existing structures and associated improvements would disturb the upper three to five feet of soil. Additionally, the artificial fill and native low density near surface soil would be removed to competent native soil or to a minimum depth of at least three feet below the bottom of the footings, whichever is greater (Sladden Engineering, 2019). As part of the Cultural Resources Assessment, an archaeological records search was conducted through the South Central Coastal Information Center (SCCIC) at Cal State University, Fullerton (CSU Fullerton). The results of the records search did not identify any resources within the Project site; however, 29 previously recorded resources were identified within one-half mile of the Project boundaries. The resources identified within one mile of the Project site are all historic and primarily built environment resources.

Further, a field survey of the Project site was conducted on January 19, 2024, and did not identify the presence of any historic or prehistoric cultural resources as defined by CEQA. Given the current development of the Project site, the potential for intact subsurface archaeological resources is low. However, due to restricted visibility during the archaeological survey, Mitigation Measure CUL-1 is included to require archaeological evaluation in the event a resource is inadvertently discovered. With implementation of Mitigation Measure CUL-1, impacts related to archeological resources onsite would be less than significant.

c) Disturb any human remains, including those interred outside of formal cemeteries?

Less than Significant Impact. The Project site has been previously disturbed, as described above, and has not been previously used as a cemetery. It is not anticipated that implementation of the proposed Project would result in the disturbance of human remains. In addition, existing regulation under the California Health and Safety Code, included as PPP CUL-1, outlines the procedures to undertake if human remains are found on the Project site. Compliance with existing regulations would ensure impacts related to potential disturbance of human remains are less than significant.

Existing Plans, Programs, or Policies

PPP CUL-1: Human Remains. Should human remains be discovered during Project construction, the Project will be required to comply with State Health and Safety Code Section 7050.5, which states that no further

disturbance may occur within 50 feet of the discovery until the County Coroner has made a determination of origin and disposition pursuant to Public Resources Code Section 5097.98. The County Coroner must be notified of the find immediately. If the remains are determined to be prehistoric, the Coroner will notify the Native American Heritage Commission, which will determine the identity of and notify a Most Likely Descendant (MLD). With the permission of the landowner or his/her authorized representative, the MLD may inspect the site of the discovery. The MLD must complete the inspection within 48 hours of notification by the NAHC.

Mitigation Measures

Mitigation Measure CUL-1: Inadvertent Discoveries. Prior to commencement of grading activities, the City of Norwalk Building & Safety Division shall verify that all Project grading and construction plans and specifications state that in the event that potential archaeological resources are discovered during excavation, grading, or construction activities, work shall cease within 50 feet of the find until a qualified archaeologist from the City or County List of Qualified Archaeologist has evaluated the find to determine whether the find constitutes a "unique archaeological resource," as defined in Section 21083.2(g) of the California Public Resources Code. Any resources identified shall be treated in accordance with California Public Resources Code Section 21083.2(g). If the discovered resource(s) appears Native American in origin, a Native American Monitor shall be contacted to evaluate any potential tribal cultural resource(s) and shall have the opportunity to consult an appropriate treatment and curation of these resources.

Sources

BFSA Environmental Services. (2024). *Cultural Resources Study* (See Appendix E).

California Legislative Information. (1992) *California Public Resources Code Section 21084.1*. Retrieved at https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?lawCode=PRC&sectionNum=21084.1.

Governor's Office of Planning and Research. (N.D.) *State CEQA Guidelines*, Section 15064.5(a).

JM Research and Consulting. (2024). *Memorandum Report*. (See Appendix C).

Sladden Engineering Inc. (2019). *Geotechnical Investigation*. (See Appendix D).

5.6. ENERGY

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Result in potentially significant environmental impact due to wasteful, inefficient, or unnecessary consumption of energy resources, during project construction or operation?	☐	☐	☒	☐
b) Conflict with or obstruct a state or local plan for renewable energy or energy efficiency?	☐	☐	☒	☐

The discussion below is based on the Air Quality, Energy, and Greenhouse Gas Impact Analysis included as Appendix A.

a) Result in potentially significant environmental impact due to wasteful, inefficient, or unnecessary consumption of energy resources, during project construction or operation?

Less Than Significant Impact.

Construction

Construction of the proposed Project would begin in the last quarter of 2025 and occur over 14 months. During the construction of the proposed Project would consume energy in three general forms:

1. Petroleum-based fuels used to power off-road construction vehicles and equipment on the Project site, construction worker travel to and from the Project site, as well as delivery truck trips;
2. Electricity associated with providing temporary power for lighting and electric equipment; and
3. Energy used in the production of construction materials, such as asphalt, steel, concrete, pipes, and manufactured or processed materials such as lumber and glass.

Construction activities related to the proposed self-storage development and the associated infrastructure are not expected to result in demand for fuel greater on a per-development basis than other development projects in Southern California. Table 5.6-1 details the construction fuel usage over the Project's construction period.

Table 5.6-1: Construction Equipment Fuel Usage

Activity	Equipment	Number	Hours per day	Horse-power	Load Factor	Days of Construction	Total Horsepower-hours	Fuel Rate (gal/hp-hr)	Fuel Use (gallons)
Demolition	Concrete/Industrial Saws	1	8	33	0.73	20	3854	0.042009925	162
	Excavator	3	8	36	0.38	20	6566	0.051215091	336
	Rub Tire	2	8	367	0.4	20	46976	0.047454783	2229
Site Preparation	Rubber Tire Dozers	3	8	367	0.4	10	35232	0.047454783	1672
	Crawler Tractors	4	8	87	0.43	10	11971	0.050488264	604
Grading	Graders	1	8	148	0.41	20	9709	0.051539291	500
	Excavators	1	8	36	0.38	20	2189	0.051215091	112
	Rubber Tire Dozers	1	8	367	0.4	20	23488	0.047454783	1115

Activity	Equipment	Number	Hours per day	Horse-power	Load Factor	Days of Construction	Total Horsepower-hours	Fuel Rate (gal/hp-hr)	Fuel Use (gallons)
	Crawler Tractors	3	8	87	0.43	20	17957	0.050488264	907
Building	Forklifts	3	8	82	0.2	210	82656	0.033776741	2792
	Generator Sets	1	8	14	0.74	210	17405	0.07797542	1357
	Cranes	1	8	367	0.29	210	178802	0.053012364	9479
	Welders	1	8	46	0.45	210	34776	0.031716817	1103
	Tractors/Loaders/Backhoes	3	8	84	0.37	210	156643	0.053120784	8321
Paving	Pavers	2	8	81	0.42	20	10886	0.051516537	561
	Paving Equipment	2	8	89	0.36	20	10253	0.051165335	525
	Rollers	2	8	36	0.38	20	4378	0.052591665	230
Architectural Coating	Air Compressors	1	8	37	0.48	20	2842	0.030007254	85
								Total	29,363

Source: Air Quality, Energy, and Greenhouse Gas Impact Analysis (Appendix A).

Table 5.6-2 shows that construction workers would use approximately 9,936 gallons of gasoline fuel to travel to and from the Project site. Haul trucks would use 18,820 gallons of diesel and vendor trucks would use 5,751 gallons of diesel fuel traveling to and from the Project site. This is in addition to the construction equipment fuel listed in Table 5.6-1.

Table 5.6-2: Estimated Project Vehicle Usage

Construction Source	Total Number of Trips	VMT	Fuel Rate	Gallons of Diesel Fuel	Gallons of Gasoline Fuel
Haul Trucks	7,820	73,200	6.12	11,959	0
Vendor Trucks	5,040	51,408	8.94	17,709	0
Worker Vehicles	14,130	261,405	26.31	0	9,936
			Total	**29,668**	**9,936**

Source: Air Quality, Energy, and Greenhouse Gas Impact Analysis (Appendix A).

Table 5.6-3 shows the overall fuel consumption for construction of the proposed Project. As shown, construction of the Project would consume approximately 9,936 gallons of gasoline fuel and 29,668 gallons of diesel fuel.

Table 5.6-3: Total Construction Fuel Usage

Construction Source	Gallons of Diesel Fuel	Gallons of Gasoline Fuel
Construction Vehicles	29,688	9,936
Off-road Construction Equipment	32,090	0
Total	**61,758**	**9,936**

Source: Air Quality, Energy, and Greenhouse Gas Impact Analysis (Appendix A).

Construction of the Project would result in fuel consumption from the use of construction tools and equipment, vendor and haul truck trips, and vehicle trips generated from construction workers traveling to and from the site. There are no unusual Project characteristics that would cause the use of construction equipment that would be less energy efficient compared with other similar construction sites in other parts of the state. Therefore, construction-related fuel consumption by the Project would not result in inefficient, wasteful, or

unnecessary energy use compared with other construction sites in the region, and impacts would be less than significant.

Operation

Once operational, the Project would generate demand for electricity, natural gas, as well as gasoline. Operational use of energy includes the heating, cooling, and lighting of the buildings, water heating, operation of electrical systems and plug-in appliances, parking lot and outdoor lighting, and the transport of electricity, natural gas, and water to the areas where they would be consumed. This use of energy is typical for urban development, and no operational activities or land uses would occur that would result in extraordinary energy consumption.

As detailed in Table 5.6-4, operation of the proposed Project is estimated to result in the annual use of approximately 154,579 gallons of diesel fuel, 70,257 gallons of gasoline fuel, approximately 3,600,493 British thermal units (BTU) of natural gas, and approximately 1,190,611 kilowatt-hours (kWh) of electricity.

Table 5.6-4: Proposed Project Energy Consumption Estimates During Operation

Operational Source	Energy Usage	
Electricity	***(Kilowatt-Hours)***	
Proposed Project	1,190,611	
Existing Use	420,624	
Natural Gas	***(Thousands British Thermal Units)***	
Proposed Project	3,600,493	
Existing Use	1,732,347	
Petroleum (gasoline) Consumption	***Annual VMT***	***Gallons of Gasoline Fuel***
Proposed Project	933,915	70,257
Existing Use	422,995	27,090
Petroleum (diesel) Consumption	***Annual VMT***	***Gallons of diesel Fuel***
Proposed Project	1,350,478	154,579
Existing Use	470,540	53,859

Source: Air Quality, Energy, and Greenhouse Gas Impact Analysis (Appendix A).

The State of California provides a minimum standard for building design and construction standards through Title 24 of the California Code of Regulations (CCR). Compliance with Title 24 is mandatory at the time new building permits are issued by local governments. The City's administration of the Title 24 requirements includes review of design components and energy conservation measures that occurs during the permitting process, which ensures that all requirements are met. Typical Title 24 measures include insulation; use of energy-efficient heating, ventilation and air conditioning equipment (HVAC); energy-efficient indoor and outdoor lighting systems; reclamation of heat rejection from refrigeration equipment to generate hot water; and incorporation of skylights, etc. Also, as Title 24 has become more progressive in realizing energy reductions and increasing efficiency, it now has requirements for solar installation for non-residential projects. With the 2022 CBC updates, the CBC now mandates incorporation of solar photovoltaic systems and battery storage in many non-residential projects, or for non-qualifying projects installation of solar-ready roofs and systems. These requirements serve to offset electricity demand and the Project would be required to adhere to applicable Title 24 requirements. The Project's compliance with Title 24 will be confirmed prior to issuance of building permits. In complying with the Title 24 standards, impacts to peak energy usage periods would be minimized, and impacts on statewide and regional energy needs would be reduced. Therefore, construction and operations-related fuel consumption by the Project would not result in inefficient, wasteful,

or unnecessary energy use compared with other construction similar sites uses in the region, and impacts would be less than significant.

b) Conflict with or obstruct a state or local plan for renewable energy or energy efficiency?

Less than Significant Impact. The California Title 24 Building Energy Efficiency Standards are designed to ensure new and existing buildings achieve energy efficiency and preserve outdoor and indoor environmental quality. These measures (Title 24, Part 6) are listed in the CCR. The California Energy Commission is responsible for adopting, implementing and updating building energy efficiency. Local city and county enforcement agencies have the authority to verify compliance with applicable building codes, including energy efficiency. As required by Municipal Code Chapter 15.04, Building Code, prior to issuance of a building permit, the Project Applicant shall submit plans showing that the Project would be in compliance with 2022 Title 24 requirements. For instance, the Project would result in a minimal water demand associated single occupancy restrooms, fire sprinklers, and drought tolerant landscaping, which would increase energy efficiency. Also, equipment and vehicles associated with construction and operation of the Project would also be subject to fuel standards at the state and federal level.

In addition, construction equipment and trucks are required to comply with CARB regulations regarding heavy-duty truck idling limits of five minutes at a location and the phase-in of off-road emission standards that result in an increase in energy savings in the form of reduced fuel consumption from more fuel-efficient engines. Although these regulations are intended to reduce criteria pollutant emissions, compliance with the anti-idling and emissions regulations would also result in the efficient use of construction-related energy.

Therefore, the Project would not conflict with or obstruct a state or local plan for renewable energy or energy efficiency, and impacts would not occur. As such, the Project would have less than significant impacts related to energy.

Existing Plans, Programs, or Policies

PPP ENG-1: CalGreen Compliance. The Project is required to comply with the CalGreen Building Code as included in the City's Municipal Code (Chapter 15.30) to ensure efficient use of energy. CalGreen specifications are required to be incorporated into building plans as a condition of building permit approval.

Mitigation Measures

No mitigation measures related to energy are required.

Sources

EPD Solutions. (2024). *Air Quality, Energy, and Greenhouse Gas Impact Analysis* (Appendix A).

5.7. GEOLOGY AND SOILS

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Directly or indirectly cause potential substantial adverse effects, including the risk of loss, injury, or death involving:				
i) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42?	☐	☐	☐	☒
ii) Strong seismic ground shaking?	☐	☐	☒	☐
iii) Seismic-related ground failure, including liquefaction?	☐	☐	☒	☐
iv) Landslides?	☐	☐	☐	☒
b) Result in substantial soil erosion or the loss of topsoil?	☐	☐	☒	☐
c) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse?	☐	☐	☒	☐
d) Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial direct or indirect risks to life or property?	☐	☐	☒	☐
e) Have soils incapable of adequately supporting the use of septic tanks or alternative waste water disposal systems where sewers are not available for the disposal of waste water?	☐	☐	☐	☒
f) Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?	☐	☒	☐	☐

The discussion below is based on the Geotechnical Investigation (Sladden Engineering, 2019) included in Appendix D and a Paleontological Assessment (BFSA, 2024) included as Appendix D.

a) Directly or indirectly cause potential substantial adverse effects, including the risk of loss, injury, or death involving:

i. Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault?

No Impact. The Project site is not located within a designated Alquist-Priolo Earthquake Fault Zone and no faulting occurs on the site. The closet known active fault to the site with the potential for surface fault rupture is the Elysian Park Thrust fault, located less than 2 miles from the site (California Department of Conservation, 2021). Therefore, the Project would not directly or indirectly cause potential risk of loss, injury, or death involving the rupture of a known earthquake fault delineated on the Alquist-Priolo Earthquake Fault Zoning Map. No impact would occur.

ii. Strong seismic ground shaking?

Less than Significant Impact. The Project site is located within a seismically active region of Southern California, with numerous faults capable of producing significant ground motions. The nearest fault to the Project site is the Elysian Park Thrust, located less than 2 miles from the site. The amount of motion expected at the Project site can vary from none to forceful depending upon the distance to the fault and the magnitude of the earthquake. Greater movement can be expected at sites located closer to an earthquake epicenter, that consists of poorly consolidated material such as alluvium, and in response to an earthquake of great magnitude.

Structures built in the City of Norwalk are required to be built in compliance with CBC, which regulates all building and construction projects within the City and implements a minimum standard for building design and construction that includes specific requirements for seismic safety, excavation, foundations, retaining walls, and site demolition. Compliance with the CBC included as PPP GEO-1, would include the incorporation of: (1) seismic safety features to minimize the potential for significant effects as a result of earthquakes; (2) proper building footings and foundations; and (3) construction of the building structures so that it would withstand the effects of strong ground shaking. Implementation of CBC standards would be verified by the City during the plan check and permitting process. Because the proposed Project would be constructed in compliance with the CBC, the proposed Project would result in a less than significant impact related to strong seismic ground shaking.

iii. Seismic-related ground failure, including liquefaction?

Less than Significant Impact. Liquefaction occurs when vibrations or water pressure within a mass of soil cause the soil particles to lose contact with one another. As a result, the soil behaves like a liquid, has an inability to support weight, and can flow down very gentle slopes. This condition is usually temporary and is most often caused by an earthquake vibrating water-saturated fill or unconsolidated soil. Soil properties and soil conditions such as type, age, texture, color, and consistency, along with historical depths to ground water are used to identify, characterize, and correlate liquefaction susceptible soils. Soils that are most susceptible to liquefaction are clean, loose, saturated, and uniformly graded fine-grained sands that lie below the groundwater table within approximately 50 feet below ground surface (bgs).

According to the Geotechnical Investigation, the Project site is located within a liquefaction hazard zone and the subsurface conditions encountered on the site are conducive to liquefaction (Sladden Engineering, 2019). However, the potential for seismically related differential settlements are expected to be less than 2.0 inches over a horizontal distance of 200 feet (Sladden Engineering, 2019).

As described previously, structures built in the City are required to be built in compliance with the CBC, as included in the City's Municipal Code as Chapter 15.04 (and herein as PPP GEO-1), which regulates

all building and construction projects within the City and implements a minimum standard for building design and construction that includes specific requirements for seismic safety, excavation, foundations, retaining walls, and site demolition. Compliance with the CBC (included as PPP GEO-1) would require proper construction of building footings and foundations so that it would withstand the effects of potential ground movement, including liquefaction and settlement. The CBC also includes provisions to reduce impacts caused by potential major structural failures or loss of life resulting from geologic hazards. For example, the CBC requires that a California Certified Engineering Geologist or California-licensed civil engineer provide site-specific engineering data to demonstrate the satisfactory performance of proposed structures. The City requires the Project specific engineering design recommendations be incorporated into grading plans and building specifications as a condition of construction permit approval. Therefore, the development of the proposed Project would be required to conform to the seismic design parameters of the CBC, as included as PPP GEO-1, which are reviewed by the City for appropriate inclusion as part of the building plan check and development review process. Compliance with the requirements of the CBC and City's Municipal Code for structural safety would reduce hazards from seismic-related ground failure, including liquefaction and settlement to a less than significant level.

iv. Landslides?

No Impact. Landslides and other slope failures are secondary seismic effects that occur during or soon after earthquakes. Areas that are most susceptible to earthquakes induced landslides are steep slopes underlain by loose, weak soils, and areas on or adjacent to existing landslide deposits.

As described above, the Project site is located in a seismically active region subject to strong ground shaking. However, the Project site is relatively level and is not adjacent to any slopes or hillsides (Appendix D). Thus, the Project would not cause potential substantial adverse effects related to slope instability or seismically induced landslides and impacts would not occur.

b) Result in soil erosion or the loss of topsoil?

Less than Significant Impact. Construction of the proposed Project has the potential to contribute to soil erosion and the loss of topsoil. Excavations and grading activities that would be required for the Project would expose and loosen topsoil, which could be eroded by wind or water.

The City's Municipal Code Chapter 18.04, Stormwater Management and Discharge Control, implements the requirements of the Los Angeles County Regional Water Quality Control Board (RWQCB) National Pollutant Discharge Elimination System (NPDES) Storm Water Permit Order No. R4-2012-0175, as amended, (MS4 Permit) which establishes minimum stormwater management requirements and controls that are required to be implemented for construction activities for the Project.

The proposed Project would also be subject to the National Pollution Discharge Elimination System (NPDES) permitting regulations, including implementation of a Stormwater Pollution Prevention Plan (SWPPP) and associated Best Management Practices (BMPs). BMPs may include a combination of construction methods to reduce, prevent, or minimize soil erosion from project-related grading and construction activities, which would be implemented by PPP WQ-1. The SWPPP is required to address site-specific conditions related to specific grading and construction activities that could cause erosion and the loss of topsoil and provide erosion control BMPs to reduce or eliminate the erosion and loss of topsoil. Erosion control BMPs include use of silt fencing, fiber rolls, or gravel bags, stabilized construction entrance/exit, hydroseeding, etc. With compliance to the City's Municipal Code stormwater management requirements through the implementation of BMPs, which would be reviewed and approved by the City's Department of Public Works, construction impacts related to erosion and loss of topsoil would be less than significant.

The proposed Project includes installation of landscaping adjacent to the proposed high-cube warehouse and throughout the proposed parking areas. With this landscaping, areas of loose topsoil that could be eroded by wind or water would not exist upon operation of the proposed Project. In addition, as described

in Section 5.10, *Hydrology and Water Quality*, the Project would be subject to the inclusion of a SUSMP which requires the Project to be designed to slow, filter, and retain stormwater within landscaping and the proposed infiltration basin, which would also reduce the potential for stormwater to erode topsoil included as PPP-WQ2. Furthermore, implementation of the Project requires City approval of a LID Plan, which would ensure that RWQCB requirements and appropriate operational BMPs would be implemented to minimize or eliminate the potential for soil erosion or loss of topsoil to occur. As a result, with implementation of existing requirements, operational impacts related to substantial soil erosion or loss of topsoil would be less than significant.

c) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or offsite landslide, lateral spreading, subsidence, liquefaction or collapse?

Less than Significant Impact. Landslides and other forms of mass wasting, including mud flows, debris flows, and soil slips, occur as soil moves downslope under the influence of gravity. Landslides are frequently triggered by intense rainfall or seismic shaking. As described in Response a) iv., the Project site is located in a relatively flat developed urban area that does not contain or adjacent to large slopes, and the Project would not generate large slopes. Therefore, impacts related to landslides would not occur.

Lateral spreading is a type of liquefaction-induced ground failure associated with the lateral displacement of surficial blocks of sediment resulting from liquefaction in a subsurface layer. Once liquefaction transforms the subsurface layer into a fluid mass, gravity plus the earthquake inertial forces may cause the mass to move downslope towards a free face (such as a river channel or an embankment). Lateral spreading may cause large horizontal displacements and such movement typically damages pipelines, utilities, bridges, and structures. As discussed previously in threshold a) iii, the site is liquifiable so there is a potential for lateral spreading to occur. However, the site is relatively flat, and no evidence of faulting was observed during the geotechnical investigation so the potential for lateral spreading to affect the site is very low (Sladden Engineering, 2019). Thus, impacts related to lateral spreading would be less than significant.

Subsidence is a general lowering of the ground surface over a large area that is generally attributed to lowering of the ground water levels within a groundwater basin. Localized or focal subsidence or settlement of the ground can occur as a result of an earthquake motion in an area where groundwater in the basin is lowered. Based on the moisture content of the recovered soils samples during testing, the static groundwater table is at a depth greater than approximately 51.5 feet below the existing site grades (Sladden Engineering, 2019). The Project would not pump water from the Project area, thus impacts related to subsidence would not occur from implementation of the Project.

As described previously, compliance with the requirements of the CBC and related recommendations in the Geotechnical Investigation related to compaction of soils and development of foundations is required as part of the building plan check and development permitting process, and would reduce potential impacts related to liquefaction, settlement, and ground collapse to a less than significant level.

d) Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial direct or indirect risks to life or property?

Less than Significant Impact. Expansive soils contain certain types of clay minerals that shrink or swell as the moisture content changes; the shrinking or swelling can shift, crack, or break structures built on such soils. Arid or semiarid areas with seasonal changes of soil moisture experience, such as southern California, have a higher potential of expansive soils than areas with higher rainfall and more constant soil moisture.

The Project site consists of artificial fill soil to a depth of approximately five feet bgs. Native soils consisting of sandy clay, sand, silty sand, and clayey sand were found underlying the artificial fill soil. The Geotechnical Exploration determined that the site soils are anticipated to have a “very low” expansion potential based on soils testing. Thus, the proposed Project would not be located on expansive soils and would not result

related impacts. In addition, as described previously, compliance with the CBC would require specific engineering design recommendations be incorporated into grading plans and building specifications as a condition of construction permit approval to ensure that Project structures would withstand the effects of related to ground movement, including expansive soils. Therefore, impacts would be less than significant.

e) Have soils incapable of adequately supporting the use of septic tanks or alternative wastewater disposal systems where sewers are not available for the disposal of wastewater?

No Impact. No septic tanks or alternative wastewater disposal systems are proposed. The Project would connect to the existing wastewater infrastructure that is adjacent to the site. Therefore, no impacts related to the use of such facilities would occur from implementation of the Project.

f) Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?

Less than Significant with Mitigation Incorporated. Paleontological resources, or fossils, are the remains of ancient plants and animals that can provide scientifically significant information about the history of life on Earth. Paleontological "sensitivity" is defined as the potential for a geologic unit to produce scientifically significant fossils. This sensitivity is determined by rock type, past history of the rock unit in producing significant fossils, and fossil localities that are recorded from that unit. Paleontological sensitivity is assigned based on fossil data collected from the entire geologic unit, not just a specific site.

The Geotechnical Investigation confirmed that onsite testing identified artificial fill extending from ground surface to depths of approximately five feet bgs. Native earth materials were encountered beneath the fill soils and could be sensitive for paleontological resources. As described previously, the Project site has been disturbed from previous development activities which reduces the potential of existing resources onsite. Demolition of the existing structures and associated improvements could cause disturbance of the upper three to five feet of soil. Construction activities could potentially result in the uncovering of paleontological resources in previously undisturbed Pleistocene soils that potentially underlay the artificial fill. As a result, Mitigation Measure PAL-1 is included to require that any substantial excavations below eight feet be monitored by a qualified paleontologist to identify and recover any significant fossil remains. With implementation of Mitigation Measure PAL-1, impacts to paleontological resources would be less than significant.

Existing Plans, Programs, or Policies

PPP GEO-1: California Building Code. The Project is required to comply with the California Building Code as included in the City's Municipal Code Chapter 15.04 to preclude significant adverse effects associated with seismic hazards. California Building Code related and geologist and/or civil engineer specifications for the Project are required to be incorporated into grading plans and specifications as a condition of Project approval.

PPP WQ-1: Stormwater Pollution Prevention Plan. Prior to grading permit issuance, the Project developer shall have a Stormwater Pollution Prevention Plan (SWPPP) prepared by a Qualified SWPPP Developer (QSD) in accordance with the California State Water Resources Control Board National Pollution Discharge Elimination System (NPDES) Storm Water Permit Order No. 2022-0057-DWQ (General Construction Permit). The SWPPP shall incorporate all necessary Best Management Practices (BMPs) and other NPDES regulations to limit the potential of erosion and polluted runoff during construction activities. Project contractors shall be required to ensure compliance with the SWPPP and permit periodic inspection of the construction site by the City of Norwalk staff or its designee to confirm compliance.

PPP WQ-2: Standard Urban Stormwater Management Plan. Prior to grading permit issuance, the Project Applicant shall have a Standard Urban Stormwater Management Plan (SUSMP) approved by the City for implementation. The Project shall comply with the City's Municipal Section 18.04.105 and the Municipal Separate Storm Sewer System (MS4) permit requirements in effect for the Regional Water Quality Control

Board (RWQCB) at the time of grading permit to control discharges of sediments and other pollutants during construction and operations of the Project.

Mitigation Measures

MM PAL-1: Paleontological Resources. Prior to the issuance of the first grading permit, the Applicant shall provide a letter to the City of Norwalk Planning Division, or designee, from a paleontologist selected from the roll of qualified paleontologists maintained by the County, stating that the paleontologist has been retained to provide services for the project. The paleontologist shall develop a Paleontological Resources Impact Mitigation Plan (PRIMP) to mitigate the potential impacts to unknown buried paleontological resources that may exist onsite for the review and approval by the City. The PRIMP shall require that the paleontologist be present at the pre-grading conference to establish procedures for paleontological resource surveillance. The PRIMP shall also require paleontological monitoring for ground disturbing activities greater than eight feet in depth within native soil, as determined by the Project paleontologist.

In the event paleontological resources are encountered, ground-disturbing activity within 50 feet of the area of the discovery shall cease. The paleontologist shall examine the materials encountered, assess the nature and extent of the find, and recommend a course of action to further investigate and protect or recover and salvage those resources that have been encountered.

Criteria for discard of specific fossil specimens will be made explicit. If a qualified paleontologist determines that impacts to a sample containing significant paleontological resources cannot be avoided by project planning, then recovery may be applied. Actions may include recovering a sample of the fossiliferous material prior to construction, monitoring work and halting construction if an important fossil needs to be recovered, and/or cleaning, identifying, and cataloging specimens for curation and research purposes. Recovery, salvage and treatment shall be done at the Applicant's expense. All recovered and salvaged resources shall be prepared to the point of identification and permanent preservation by the paleontologist. Resources shall be identified and curated into an established accredited professional repository. The paleontologist shall have a repository agreement in hand prior to initiating recovery of the resource.

Sources

BFSA Environmental Services. (2024). *Paleontological Assessment*. (See Appendix F).

California Department of Conservation. (2021). *California Earthquake Hazards Zone Application*. Retrieved April 16, 2024. Accessed at https://maps.conservation.ca.gov/cgs/EQZApp/app/

Sladden Engineering. (2019). *Geotechnical Investigation*. (See Appendix D).

5.8. GREENHOUSE GAS EMISSIONS

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?	☐	☐	☒	☐
b) Conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases?	☐	☐	☒	☐

The discussion below is based on the Air Quality, Energy, and Greenhouse Gas Impact Analysis (EPD 2024) included as Appendix A.

Background

Constituent gases of the Earth's atmosphere, called atmospheric greenhouse gases (GHGs), play a critical role in the Earth's radiation amount by trapping infrared radiation from the Earth's surface, which otherwise would have escaped to space. Prominent greenhouse gases contributing to this process include carbon dioxide (CO_2), methane (CH_4), ozone (O_3), water vapor, nitrous oxide (N_2O), and chlorofluorocarbons (CFCs). This phenomenon, known as the Greenhouse Effect, is responsible for maintaining a habitable climate. Anthropogenic (caused or produced by humans) emissions of these greenhouse gases in excess of natural ambient concentrations are responsible for the enhancement of the Greenhouse Effect and have led to a trend of unnatural warming of the Earth's natural climate, known as global warming or climate change. Emissions of gases that induce global warming are attributable to human activities associated with industrial/manufacturing, agriculture, utilities, transportation, and residential land uses.

Section 15364.5 of the California Code of Regulations defines GHGs to include carbon dioxide, methane, nitrous oxide, hydrofluorocarbons, perfluorocarbons and sulfur hexafluoride. Transportation is responsible for 37 percent of the state's greenhouse gas emissions, followed by electricity generation. Emissions of CO_2 and N_2O are byproducts of fossil fuel combustion. Methane, a potent greenhouse gas, results from off-gassing associated with agricultural practices and landfills. Sinks of CO_2, where CO_2 is stored outside of the atmosphere, include uptake by vegetation and dissolution into the ocean.

California has passed several bills and the Governor has signed at least three executive orders regarding greenhouse gases. GHG statues and executive orders (EO) include AB 32, SB 1368, EO B-30-15, EO S-03-05, EO S-20-06, and EO S-01-07. These regulations require the use of alternative energy, such as solar power. Solar projects produce electricity with no GHG emissions and assist in offsetting GHG emissions produced by fossil-fuel-fired power plants.

GHG Thresholds

SCAQMD does not have approved thresholds; however, SCAQMD does have draft thresholds that provide a tiered approach to evaluate GHG impacts. The current interim SCAQMD thresholds consist of the following:

- Tier 1 consists of evaluating whether or not the project qualifies for any applicable exemption under CEQA.

- Tier 2 consists of determining whether the project is consistent with a GHG reduction plan. If a project is consistent with a qualifying local GHG reduction plan, it does not have significant GHG emissions.
- Tier 3 consists of screening values, which the lead agency can choose, but must be consistent with all projects within its jurisdiction. A project's construction emissions are averaged over 30 years and are added to the project's operational emissions. If a project's emissions are below one of the following screening thresholds, then the project is less than significant:
    - Option 1: All land use types: 3,000 $MTCO_{2e}$ per year
    - Option 2: Based on land use type: residential: 3,500 $MTCO_{2e}$ per year; commercial: 1,400 $MTCO_{2e}$ per year; or mixed use: 3,000 $MTCO_{2e}$ per year
- Tier 4 has the following options:
    - Option 1: Reduce business as usual emissions by a certain percentage; this percentage is currently undefined.
    - Option 2: Early implementation of applicable AB 32 Scoping Plan measures
    - Option 3, 2020 target for service populations (SP), which includes residents and employee: 4.8 MTCO2e/SP/year for projects and 6.6 MTCO2e/SP/year for plans;
    - Option 3, 2035 target: 3.0 MTCO2e/SP/year for projects and 4.1 MTCO2e/SP/year
- Tier 5 involves mitigation offsets to achieve target significance threshold.

The assessment of the proposed Project applies the Tier 3: Numerical Screening Thresholds approach. In addition, SCAQMD methodology for a project's construction emissions are to average them over 30-years and then add them to the project's operational emissions to determine if the project would exceed the screening values listed above (Appendix A).

Executive Order S-3-05's year 2050 goal is the basis of SCAQMD' draft Tier 3 screening level thresholds. The objective of the Executive Order is to contribute to capping worldwide CO_2 concentrations at 450 ppm, stabilizing global climate change. The City of Norwalk has utilized Option 1 for other projects within the city, thus, Option 1 was utilized for this analysis and the GHG threshold used is 3,000 $MTCO_2e$ per year.

a) Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?

Less than Significant Impact. Construction activities produce combustion emissions from various sources, such as site excavation, grading, utility engines, heavy-duty construction vehicles onsite, equipment hauling materials to and from the site, asphalt paving, and motor vehicles transporting the construction crew. Exhaust emissions from onsite construction activities would vary daily as construction activity levels change.

In addition, operation of the proposed Project would result in area and indirect sources of operational GHG emissions that would primarily result from vehicle trips, electricity and natural gas consumption, water transport (the energy used to pump water), and solid waste generation. GHG emissions from electricity consumed by the building would be generated off-site by fuel combustion at the electricity provider. GHG emissions from water transport are also indirect emissions resulting from the energy required to transport water from its source.

The estimated operational GHG emissions that would be generated from implementation of the proposed Project are shown in Table 5.8-2. Additionally, in accordance with SCAQMD recommendation, the Project's amortized construction related GHG emissions (shown in Table 5.8-1) are added to the operational emissions estimate in order to determine the Project's total annual GHG emissions. Based on the analysis results, the proposed Project would result in approximately 1,841 MT CO_2e/yr. As shown, GHG emissions would be less than SCAQMD threshold of 3,000 MTCO2e per year. Therefore, based upon SCAQMD's screening threshold, impacts related to GHG emissions would be less than significant.

Table 5.8-1: Project Construction Greenhouse Gas Emissions

Activity	Annual GHG Emissions ($MTCO_2e$)
2025	576
2026	336
Total Emissions	913
Total Emissions Amortized Over 30 Years	30

Source: Air Quality, Health Risk, Greenhouse Gas, and Energy Impact Report (Appendix A)

Table 5.8-2: Project Total Greenhouse Gas Emissions

Activity	Annual GHG Emissions ($MTCO_2e$)
Mobile	1,920
Area	3
Energy	380
Water	82
Waste	45
Off-Road	97
Stationary	322
Total Project Gross Operation Emissions	2,854
Project Construction Emissions	26
Project Total Emissions	**2,880**
Existing Emissions	1,039
Net New Emissions	**1,841**
Significance Threshold	3,000
Threshold Exceeded?	**No**

Source: Air Quality, Health Risk, Greenhouse Gas, and Energy Impact Report (Appendix A)

b) Conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases?

Less than Significant Impact. The Project would not conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases. As described in the previous response, the Project would not exceed thresholds related to GHG emissions. In addition, the Project would comply with regulations imposed by the state and the SCAQMD that reduce GHG emissions, as described below:

- Global Warming Solutions Act of 2006 (AB 32) is applicable to the Project because many of the GHG reduction measures outlined in AB 32 (e.g., low carbon fuel standard, advanced clean car standards, and cap-and-trade) have been adopted over the last 5 years and implementation activities are ongoing. The proposed Project would not conflict with fuel and car standards or cap-and-trade.
- EO B-30-15 which added the immediate target of reducing GHG emissions to 40 percent below 1990 levels by 2030. The Project would not conflict with the state's goal of reducing GHG emissions to 40 percent below 1990 levels by 2030.
- Pavley Fuel Efficiency Standards (AB 1493) establishes fuel efficiency ratings for new (model year 2009-2016) passenger cars and light trucks. The Project would develop a new building that would not conflict with fuel efficiency standards for vehicles.

- Title 24 California Code of Regulations (Title 24) establishes energy efficiency requirements for new construction that address the energy efficiency of new (and altered) buildings. The Project is required to comply with Title 24, which would be verified by the City during the plan check and permitting process.
- Title 17 California Code of Regulations (Low Carbon Fuel Standard [LCFS]) requires carbon content of fuel sold in California to be 10 percent less by 2020. Because the LCFS applies to any transportation fuel that is sold or supplied in California, all vehicle trips generated by the Project would comply with LCFS.
- California Water Conservation in Landscaping Act of 2006 (AB 1881) provides requirements to ensure water efficient landscapes in new development and reduced water waste in existing landscapes. The Project is required to comply with AB 1881 landscaping requirements, which would be verified by the City during the plan check and permitting process.
- Emissions from vehicles, which are a main source of operational GHG emissions, would be reduced through implementation of federal and state fuel and air quality emissions requirements that are implemented by CARB. In addition, as described in the previous response, the Project would not result in an exceedance of an air quality standard.

The City currently does not have an adopted Climate Action Plan to reduce GHG emissions, and as described under Threshold 8.a), emissions would not exceed the applicable SCAQMD threshold. Therefore, implementation of the Project would not conflict with any applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases and impacts would be less than significant.

Existing Plans, Programs, or Policies

See (b) above for applicable regulations.

Mitigation Measures

No mitigation measures related to greenhouse gas emissions are required.

Sources

EPD Solutions. (2024) *Air Quality, Energy, and Greenhouse Gas Impact Analysis* (Appendix A)

South Coast Air Quality Management District (2008). *Draft Guidance Document – Interim CEQA Greenhouse Gas Significance Thresholds* Accessed: http://www.aqmd.gov/home/rules-compliance/ceqa/air-quality-analysis-handbook/ghg-significance-thresholds/page/2

5.9. HAZARDS AND HAZARDOUS MATERIALS

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?	☐	☐	☒	☐
b) Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?	☐	☐	☒	☐
c) Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?	☐	☐	☐	☒
d) Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?	☐	☐	☒	☐
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard or excessive noise for people residing or working in the project area?	☐	☐	☐	☒
f) Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?	☐	☐	☒	☐
g) Expose people or structures, either directly or indirectly, to a significant risk of loss, injury or death involving wildland fires?	☐	☐	☐	☒

The discussion below is based on the Phase I Environmental Site Assessment (ADR, 2017) included as Appendix G and a Subsurface Investigation (ADR 2017) included in Appendix H.

a) Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?

Less than Significant Impact. A hazardous material is defined as any material that, due to its quantity, concentration, or physical or chemical characteristics, poses a significant present or potential hazard to human health and safety or to environment if released into the environment. Hazardous materials include, but are not limited to, hazardous substances, hazardous wastes, and any material that regulatory agencies have a reasonable basis for believing would be injurious to the health and safety of persons or harmful to the environment if released into the home, workplace, or environment. Hazardous wastes require special handling and disposal because of their potential to damage public health and the environment.

Construction

The proposed construction activities would involve the transport, use, and disposal of hazardous materials such as paints, solvents, oils, grease, and caulking. In addition, hazardous materials would be needed for fueling and servicing construction equipment on the site. These types of materials are not acutely hazardous, and all storage, handling, use, and disposal of these materials are regulated by federal and state requirements, which the Project construction activities are required to strictly adhere to. These regulations include: the federal Occupational Safety and Health Act and Hazardous Materials Transportation Act; Title 8 of the California Code of Regulations (CalOSHA), and the state Unified Hazardous Waste and Hazardous Materials Management Regulatory Program. As a result, routine transport and use of hazardous materials during construction would be less than significant.

Operation

Operations of the proposed Project would include warehousing and distribution activities, which generally use limited hazardous materials, such as: cleaning agents, paints, pesticides, batteries, and aerosol cans. Normal routine use of these products would not result in a significant hazard to residents or workers in the vicinity of the Project.

In addition, should any future business that occupies one of the proposed units handle acutely hazardous materials (as defined in Section 25500 of California Health and Safety Code, Division 20, Chapter 6.95), the business would require a permit from the Los Angeles County Fire Department (LACoFD) Health Hazardous Materials Division. If the volume of hazardous materials handled or stored at the site is greater than 500 pounds of solid, 55 gallons of liquid, or 200 cubic feet of gaseous hazardous material, it is required by AB 2185 to also file a Hazardous Materials Business Emergency Plan with the LACoFD Health Hazardous Materials Division. A Hazardous Materials Business Emergency Plan is a written set of procedures and information created to help minimize the effects and extent of a release or threatened release of a hazardous material. The intent of the Hazardous Materials Business Emergency Plan is to satisfy federal and state right-to-know laws and to provide detailed information for use by emergency responders. Such businesses are also required to comply with California's Hazardous Materials Release Response Plans and Inventory Law, which requires immediate reporting to the LACoFD Hazardous Materials Division and the State Office of Emergency Services regarding any release or threatened release of a hazardous material, regardless of the amount handled by the business.

Therefore, if future businesses that use or store hazardous materials occupy the proposed buildings, the business owners and operators would be required to comply with all applicable federal, state, and local regulations, as permitted by the LACoFD Health Hazardous Materials Division to ensure proper use, storage, and disposal of hazardous substances. Overall, operation of the proposed Project would result in a less than significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials.

b) Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?

Less than Significant Impact. ADR Environmental Group, Inc. completed the Phase I Environmental Site Assessment and Phase II soil and soil vapor sampling for the proposed Project. The following information regarding existing onsite conditions is included in the reports.

On-Site Conditions

Recognized Environmental Conditions

The Project site has an existing clarifier and one long concrete lined trench covered with steel plates. Clarifiers and trenches can be sources of hazardous material contamination due to cracks in the bodies and piping connections caused by settlement or improper installation. As such, within the Phase I Environmental

Site Assessment, ADR concluded that potential soil vapor intrusion was considered a recognized environmental condition (REC) to the Project site. Due to the potential contamination related to the onsite clarifier and trench, a Phase II soil and soil vapor sampling was conducted. The Phase II report collected a total of five samples varying between five and 10 feet in depth at the two locations of concern. The analysis of soil samples determined that no concentrations of VOC's (volatile organic compounds) or the leak check compound, isobutane, were detected to be above laboratory limits. Therefore, ADR determined that VOCs are no longer considered a REC to the Project site. As a result, the recognized environmental conditions of potential soil vapors are less than significant.

Historic Recognized Environmental Conditions

In 1993, one 10,000-gallon gasoline underground storage tank (UST); one 10,000-gallon diesel UST; and associated dispenser and piping were removed from the southwest corner of 13555 Excelsior Drive portion of the property. The USTs were removed under the supervision of the Los Angeles County Department of Public Works (LACDPW). The soil with detected petroleum constituents was over-excavated and removed from the site. On January 13, 1994, the LACDPW issued a letter indicating no further action was required. As a result, there are no significant impacts from the historically recognized environmental conditions.

Asbestos

The Phase I Environmental Site Assessment indicated the buildings onsite potentially contain asbestos containing materials (ACMs). ACMs require special handling and disposal, as they may be hazardous to demolition workers and could pose an environmental hazard if disposed of improperly. A written Asbestos Operations and Maintenance program would be implemented. Compliance with SCAQMD Rule 1403, included as PPP HAZ-1, is required as an existing regulation and standard condition prior to issuance of a demolition permit and would reduce potential impacts related to ACMs to less than significant.

Operation

As described above, the risks related to upset or accident conditions involving the release of hazardous materials into the environment would be adequately addressed through compliance with existing federal, state, and local regulations. Development of the proposed Project would result in various limited manufacturing and office uses that would use and store common hazardous materials such as paints, solvents, and cleaning products. Also, building mechanical systems and grounds and landscape maintenance could also use a variety of products formulated with hazardous materials, including fuels, cleaners, lubricants, adhesives, sealers, and pesticides/herbicides.

The environmental and health effects of different chemicals are unique to each chemical and depend on the extent to which an individual is exposed. The extent and exposure of individuals to hazardous materials would be limited by the relatively small quantities of these materials that would be stored, used, and handled. Additionally, any business or facility which uses, generates, processes, produces, packages, treats, stores, emits, discharges, or disposes of hazardous material (or waste) would require a hazardous materials handler permit from the LACoFD Health Hazardous Materials Division, as described previously.

Through existing City regulations and LACoFD Health Hazardous Materials Division permitting and occupancy procedures, hazardous materials would be used and stored in accordance with applicable regulations and such uses would be required to comply with federal and state laws to reduce the potential consequences of hazardous materials accidents. In addition, a Water Quality Management Plan (WQMP) is required to be implemented for the Project (as further discussed in Section 5.10, *Hydrology and Water Quality*, and included as PPP WQ-2). The BMPs that would be implemented as part of the WQMP would protect human health and the environment should any accidental spills or releases of hazardous materials occur during operation of the Project.

As a result, implementation of the proposed Project would not result in a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment, and operational impacts would be less than significant.

c) Emit hazardous emissions or handle hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?

No Impact. The nearest school is Ramona Preschool, located approximately 0.31 miles west of the Project site at 14616 Dinard Avenue, Norwalk, CA 90650. Therefore, there are no existing or proposed schools within 0.25 mile of the Project site. In addition, as previously described, use of hazardous materials would be limited and used and disposed of in compliance with federal, state, and local regulations, which would reduce the potential for accidental release into the environment near a school. The emissions that would be generated from construction and operation of the Project were evaluated in the air quality analysis discussed under Threshold (3.b), and the emissions generated from the Project would not cause or contribute to an exceedance of the federal or state air quality standards. Thus, the Project would not emit hazardous or handle acutely hazardous materials, substances, or waste near a school, and impacts would be less than significant.

d) Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?

Less than Significant Impact. According to the California Department of Toxic Substances Control EnviroStor listing, the Project site is not located on any hazardous material sites listed, pursuant to Government Code Section 65962.5 (DTSC, N.D.). In addition, the Phase I Environmental Site Assessment included a review of federal, state, and local regulatory databases, which identified 20 sites included within 0.5 mile of the Project site compiled pursuant to Government Code Section 65962.5.

As discussed in the Phase I Environmental Site Assessment, there are no listed sites located within the Project property boundaries (ADR, 2017). As a result, impacts related to hazards from being located on or adjacent to a hazardous materials site are unlikely to occur from implementation of the proposed Project and impacts would be less than significant.

e) For a project within an airport land use plan, or where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard or excessive noise for people residing or working in the project area?

No Impact. The Project site is not within two miles of an airport. The closest airport is the Fullerton Municipal Airport, which is approximately 3.7 miles southeast of the Project site. According to Section 15.56.050 of the Fullerton Municipal Code, the Fullerton Airport Environs Land Use Plan area applies to land within 10,000 feet (1.9 miles) of the nearest point of the runway. Thus, the Project site is not located within any land use compatibility zone, nor is it within an airport safety zone. Therefore, the Project would not result in a safety hazard for people residing or working in the Project areas, and no impacts would occur.

f) Impair implementation of an adopted emergency response plan or emergency evacuation plan?

Less than Significant Impact.

Construction

The proposed construction activities, including equipment and supply staging and storage, would occur within the Project site and would not restrict access of emergency vehicles to the Project site or adjacent areas. Excelsior Drive and Carmenita Road would remain open during construction of the Project driveway to ensure adequate emergency access to the Project area and vicinity. Impacts related to interference with an adopted emergency response or evacuation plan during construction activities would be less than significant.

Operation

Operation of the proposed Project would not result in a physical interference with an emergency response evacuation. Direct access to the Project site would be provided from Excelsior Drive and Carmenita Road. The Project is also required to design and construct internal access and provide fire suppression facilities (e.g., hydrants and sprinklers) in conformance with the City Municipal Code and the Fire Department prior to approval to ensure adequate emergency access pursuant to the requirements in Section 503 of the California Fire Code (Title 24, California Code of Regulations, Part 9) and the Fire Code included per Municipal Code Chapter 15.08. As a result, the proposed Project would not impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan, and impacts would be less than significant.

g) Expose people or structures, either directly or indirectly, to a significant risk of loss, injury or death involving wildland fires?

No Impact. According to Figure 12.5, *Fire Hazard Severity Zones Policy Map*, of the Los Angeles County General Plan, the City of Norwalk is not within or adjacent to a Fire Hazard Severity Zone. Furthermore, according to the City's Local Hazard Mitigation Plan, the City does not have a Community Wildfire Protection Plan, as the City is not at risk for wildfires (City of Norwalk, 2022). Therefore, the proposed Project would not expose people or structures, either directly or indirectly, to a significant risk of loss, injury, or death involving wildland fires. No impacts would occur.

Existing Plans, Programs, or Policies

PPP HAZ-1: SCAQMD Rule 1403. Prior to issuance of demolition permits, the Project Applicant shall submit verification to the City Building and Safety Division that an asbestos survey has been conducted on the structures proposed for demolition. If asbestos is found, the Project Applicant shall follow all procedural requirements and regulations of South Coast Air Quality Management District Rule 1403. Rule 1403 regulations require that the following actions be taken: notification of SCAQMD prior to construction activity, asbestos removal in accordance with prescribed procedures, placement of collected asbestos in leak-tight containers or wrapping, and proper disposal.

Mitigation Measures

No mitigation related to hazards and hazardous materials is required.

Sources

ADR Environmental Group Inc. (2017). *Phase I Environmental Site Assessment*. (See Appendix G)

ADR Environmental Group Inc. (2017). *Subsurface Investigation Report*. (See Appendix H)

CalFire Office of the State Fire Marshal. (2023) *Fire Hazard Severity Zones Map*. Retrieved April 16, 2024. From https://egis.fire.ca.gov/FHSZ/.

California Department of Toxic Substances Control. (N.D.) *EnviroStor listing*. Retrieved April 15, 2024. From https://www.envirostor.dtsc.ca.gov/public/.

City of Norwalk. (2022). *Local Hazard Mitigation Plan*. Retrieved June 3rd, 2024. From https://www.norwalk.org/home/showpublisheddocument/26724/637849437930330000

City of Norwalk. (2023). *Municipal Code*. Retrieved April 15, 2024. From https://ecode360.com/43500348.

5.10. HYDROLOGY AND WATER QUALITY

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Violate any water quality standards or waste discharge requirements or otherwise substantially degrade surface or ground water quality?	☐	☐	☒	☐
b) Substantially decrease groundwater supplies or interfere substantially with groundwater recharge such that the project may impede sustainable groundwater management of the basin?	☐	☐	☒	☐
c) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river or through the addition of impervious surfaces, in a manner which would:	☐	☐	☒	☐
i) result in substantial erosion or siltation on- or off-site;	☐	☐	☒	☐
ii) substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or offsite;	☐	☐	☒	☐
iii) create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff; or	☐	☐	☒	☐
iv) impede or redirect flood flows?	☐	☐	☐	☒
d) In flood hazard, tsunami, or seiche zones, risk release of pollutants due to project inundation?	☐	☐	☐	☒
e) Conflict with or obstruct implementation of a water quality control plan or sustainable groundwater management plan?	☐	☐	☒	☐

This discussion is based on the Preliminary Low Impact Development Plan (DRC Engineering, 2023) included as Appendix I and the Preliminary Hydrology Study (DRC Engineering, 2023) included as Appendix J.

a) Violate any water quality standards or waste discharge requirements or otherwise substantially degrade surface or ground water quality?

Less Than Significant Impact.

Construction

Construction activities include demolition, site preparation, grading, paving, and installation of new landscaping that would expose and loosen sediment and would have the potential to degrade surface and receiving water quality via stormwater runoff. In addition, construction vehicles and equipment are prone to tracking soil from work areas to paved roadways, which could exacerbate sedimentation of receiving waters. Pollutants of concern during construction activity generally include sediment, trash, petroleum products, concrete water, sanitary waste, and chemicals.

The Project would be required to comply with NPDES construction permit regulations (NPDES Permit for General Construction Activity, Order No. 2022-0057-DWQ), which require the preparation and implementation of a Stormwater Pollution Prevention Plan (SWPPP), included as PPP WQ-1. As part of the SWPPP, erosion and sediment control measures would be included to minimize potential pollutants from entering stormwater during construction. These measures include the use of construction BMPs to ensure that impacts related to degradation of water quality would be less than significant. Erosion control BMPs used to prevent the degradation of water quality in the construction area may include the use of:

- silt fences;
- sediment/desilting basins;
- sediment traps;
- check dams;
- fiber rolls;
- gravel bag berms;
- sandbag barriers;
- straw bale barriers;
- street sweeping and vacuuming; and
- storm drain inlet protection.

Other BMPs that could be used to enhance erosion control include scheduling to avoid wet weather events, preserving existing vegetation, and placing cover material over exposed soil. BMPs would also include practices for proper handling of chemicals such as avoidance of fueling at the construction site and overtopping during fueling, and installation of containment pans. Further, the Project would be required to comply with Municipal Code Chapter 18.04, which requires a development-specific SUSMP, which would include the applicable Low Impact Development (LID) requirements and BMPs necessary to control stormwater pollution during construction. Implementation of BMPs in compliance with the City's permitting requirements would reduce potential erosion and sedimentation impacts to below a level of significance during construction.

Operation

Operation of the Project would result in potential for pollutants such as trash and debris, and oil and grease from vehicles, similar to existing conditions. These pollutants could potentially discharge into surface waters and result in degradation of water quality. Under Norwalk Municipal Code Section 18.04.105, the Project would be required to implement a SUSMP, included as PPP WQ-2, to control pollutant discharge. Implementation of the SUSMP would require use of LID features, pollutant source control features, and pollutant treatment control features, which would ensure that the Project would not violate any water quality standards, waste discharge requirements, or otherwise degrade water quality. In addition, the Project-

specific SUSMP would be reviewed and approved by the City during the development review and permitting process. Therefore, operational impacts would be less than significant.

b) Substantially decrease groundwater supplies or interfere substantially with groundwater recharge such that the project may impede sustainable groundwater management of the basin?

Less Than Significant Impact. The City's Urban Water Management Plan (UWMP) describes that the City relies on 31 percent groundwater, 65 percent imported water, and four percent recycled water. The main source of the City's water supply is the Central Groundwater Basin. Groundwater from the Central Basin is managed by the Central Basin Municipal Water District (CBWD), which manages basin water supply through the Basin Production Percentage (BPP) (Norwalk UWMP, 2020). The BPP is set based on groundwater conditions, availability of imported supplies, and precipitation.

Water supply estimates are characterized in part by land use projections. The Project is consistent with the existing Heavy Industrial General Plan land use designation. Thus, water usage of the Project has been accounted for within the 2020 UWMP projections. Additionally, the amount of groundwater pumped is limited by the CBWD and the Project would not directly pump water from the Project area, as water supplies would be provided by CBWD.

Infiltration of the Project site would not substantially change; pre-development conditions contain approximately 99-percent impervious area while post-development conditions would contain approximately 93-percent impervious area (Appendix M). As a result, the proposed Project would increase pervious area onsite and would not decrease groundwater supplies or interfere substantially with groundwater recharge; and the Project would not impede sustainable groundwater management of the basin. Thus, the proposed Project would have a less than significant impact.

c) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river or through the addition of impervious surfaces, in a manner which would:

i. Result in substantial erosion or siltation on- or off-site?

Less Than Significant Impact. The Project site does not contain, nor is adjacent to, a stream, river, creek, or other flowing water body. Thus, impacts related to alteration of the course of a stream or river would not occur. The Project site is relatively flat and would drain into the internal stormwater system proposed.

Construction

Construction and demolition activities would disturb and expose soil, which could be moved by wind and water, resulting in erosion and sedimentation of stormwater runoff. However, the Project site does not include any slopes, which reduces the construction erosion potential. Implementation of a SWPPP, through the use of construction BMPs, as required by the County of Los Angeles MS4 Permit, and preparation of the Project-specific SUSMP would ensure that Project impacts resulting in a degradation of water quality would be less than significant.

Operation

During Project operation, the pervious areas would be landscaped with groundcover that would inhibit erosion. There would be no substantial areas of bare or disturbed soil onsite subject to erosion. In addition, the Project is required to implement a SUSMP that would provide operational BMPs to ensure that operation of the warehouse would not result in erosion or siltation. With implementation of these regulations, impacts related to erosion or siltation onsite or off-site would be less than significant.

ii. Substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or offsite?

Less than Significant Impact. The Project site does not include, and is not adjacent to, a natural stream or river. According to the Federal Emergency Management Agency (FEMA) Map the Project site is not within a Flood Zone. As described previously, buildout of the Project would decrease the amount of surface runoff, as the percentage of impervious surface would decrease onsite compared to existing conditions (Appendix M). Therefore, impacts would be less than significant.

iii. Create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff?

Less Than Significant Impact. As described previously, the Project site would result in a decrease of impervious surfaces compared to existing onsite conditions. The Project proposes to construct on-site catch basins with filter inserts as well as two underground infiltration basins each designed to store the 85th percentile storm water depth in accordance with LA County LID standards. Any remaining surface runoff would then drain via surface flow or through preexisting concrete gutters before being discharged into the public drainage system. Since the proposed Project would add landscaping to the site, the pervious area onsite would increase by about 20,000 SF (DRC Engineering, 2023). In addition, the proposed on-site underground infiltration basin would reduce the post-development runoff rates (DRC Engineering, 2023). As such, the Project would not contribute runoff water that would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff. Impacts would be less than significant.

iv. Impede or redirect flood flows?

No Impact. The Project is within Flood Zone X, an area of minimal flood hazard (FEMA, 2024). Zone X is an area determined to be outside the 0.2 percent annual change floodplain. Thus, the Project would not impede or redirect flood flows, and impacts would not occur.

d) In flood hazard, tsunami, or seiche zones, risk release of pollutants due to project inundation?

No Impact. The Project site is within Flood Zone X, an area of minimal flooding (FEMA, 2024). Thus, the Project site is not located within a flood hazard area that could be inundated with flood flows and result in release of pollutants. Impacts related to flood hazards and pollutants would not occur from the Project. Tsunamis are tidal waves generally caused by shallow earthquakes, sea floor landslides, rock falls, and exploding volcanic islands. The Project is approximately 11.15 miles east of the ocean shoreline. Based on the distance of the Project site to the Pacific Ocean, the Project is not at risk of inundation from tsunami. Therefore, the Project would not risk release of pollutants from inundation from a tsunami. No impacts would occur.

Seiching is a phenomenon that occurs when seismic ground shaking induces standing waves within a closed body of water. Seiches may cause retention structures to fail and flood downstream properties. The Project site is not near any closed bodies of water; therefore, the proposed Project would not risk release of pollutants from inundation from seiche. No impact would occur.

e) Conflict with or obstruct implementation of a water quality control plan or sustainable groundwater management plan?

Less than Significant Impact. As described previously, the Project would result in more impervious area onsite in comparison to existing conditions. Therefore, the Project would not interfere with groundwater recharge and impacts related to groundwater recharge would not occur. As discussed further in Section 5.19, *Utilities and Service Systems*, water demands from the Project have been accounted for in the City of Norwalk 2020 UWMP, since the Project is consistent with the existing land use designation. The 2020 UWMP determined that water supply and demands will be met, and the City would monitor groundwater

withdrawals so as to not overdraft supplies. Therefore, the Project would not conflict with the CBWD groundwater management plan.

During construction and operation, the Project would be required to comply with water quality control regulations through implementation of a Project-specific SWPPP and SUSMP. Compliance with each plan would be ensured through the City's permitting process, as well as through post-construction BMP inspections and verifications. Therefore, impacts related to water quality control plans would be less than significant.

Existing Plans, Programs, or Policies

PPP WQ-1: Stormwater Pollution Prevention Plan. Prior to grading permit issuance, the Project developer shall have a Stormwater Pollution Prevention Plan (SWPPP) prepared by a Qualified SWPPP Developer (QSD) in accordance with the California State Water Resources Control Board National Pollution Discharge Elimination System (NPDES) Storm Water Permit Order No. 2022-0057-DWQ (General Construction Permit). The SWPPP shall incorporate all necessary Best Management Practices (BMPs) and other NPDES regulations to limit the potential of erosion and polluted runoff during construction activities. Project contractors shall be required to ensure compliance with the SWPPP and permit periodic inspection of the construction site by the City of Norwalk staff or its designee to confirm compliance.

PPP WQ-2: Standard Urban Stormwater Management Plan. Prior to grading permit issuance, the Project Applicant shall have a Standard Urban Stormwater Management Plan (SUSMP) approved by the City for implementation. The Project shall comply with the City's Municipal Section 18.04.105 and the Municipal Separate Storm Sewer System (MS4) permit requirements in effect for the Regional Water Quality Control Board (RWQCB) at the time of grading permit to control discharges of sediments and other pollutants during construction and operations of the Project.

Mitigation Measures

No mitigation measures related to hydrology and water quality are required.

Sources

DRC Engineering, Inc. L.P. (2023). - *Preliminary Low Impact Development Plan*. (Appendix I).

DRC Engineering, Inc. (2023). *Preliminary Hydrology Study*. (See Appendix J)

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5.11. LAND USE AND PLANNING

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Physically divide an established community?	☐	☐	☐	☒
b) Cause a significant environmental impact due to a conflict with any land use plan, policy, or regulation adopted for the purpose of avoiding or mitigating an environmental effect?	☐	☐	☒	☐

a) Physically divide an established community?

No Impact. The physical division of an established community could occur if a major road were built through an established community or neighborhood, or if a major development was built which was inconsistent with the land uses in the community such that it divided the community. The environmental effects caused by such division could include lack of, or disruption of, access to services, schools, or shopping areas. It could also include the creation of blighted buildings or areas due to the division of the community.

The proposed Project would redevelop an existing industrial site with a new industrial warehouse building in an already urbanized area that is surrounded by industrial uses. The Project does not include the construction of a new road or the implementation of an inconsistent land use into the Project's vicinity. In addition, the Project site is not adjacent to any residential communities. Therefore, no impact would occur.

b) Cause a significant environmental impact due to a conflict with any land use plan, policy, or regulation adopted for the purpose of avoiding or mitigating an environmental effect?

Less than Significant Impact. The Project site has a General Plan designation of Heavy Industrial and is zoned Heavy Manufacturing (M-2). The proposed Project would redevelop an existing site that is currently developed with warehouse buildings with a new warehouse building whose tenants would be consistent with the M-2 zone allowable uses. Additionally, the City's plan check and permitting process would ensure that the Project complies with the applicable zoning and Municipal Code requirements. Thus, impacts related to conflict with a policy adopted for the purpose of avoiding or mitigating an environmental effect would not occur. As shown in Table 5.11-1, the proposed Project would be consistent with the goals and policies of the Norwalk General Plan. As such, no impact related to General Plan inconsistency would occur.

Table 5.11-1: General Plan Policy Consistency

Policy	Consistency
T Policy 1.14: Limit driveway access to arterials streets to maintain a desired quality of arterial traffic flow.	**Consistent.** As discussed in Section 3, *Project Description*, driveway access for the Project would be from entrances on Excelsior Drive and Carmenita Road.
T Policy 3.1: Encourage new development which facilitates transit services, provides for non-automative circulation and minimizes vehicle miles traveled.	**Consistent.** The Project would construct pedestrian access into the site off Excelsior Drive to promote the use of nearby public transit.
T Policy 3.4: Encourage the implementation of employer Transportation Demand Management (TDM) requirements included in the City's adopted TDM	**Consistent.** As discussed in Section 5.17, *Transportation*, the proposed Project would have a less than significant impact related to VMT and no mitigation measures would be required. In addition, as discussed in Section 5.3, *Air*

Policy	Consistency
ordinance and in the South Coast Air Quality Management District's Regulation 15 Program.	*Quality*, emissions related to operations of the Project would be less than significant.
T Policy 4.3: Promote new development that is designed in a manner which (I) facilitates provision or expansion of transit service, (2) provides on-site commercial and recreational facilities to discourage mid-day travel and (3) provides non-automobile circulation within the development.	**Not Applicable.** This policy is intended for residential development. The Project proposes an industrial warehouse development.
T Action 4.3.1: Require new development to fund transit facilities, such as bus shelters and turn-outs, where appropriate.	
T Policy 4.4: Encourage developers to work with agencies providing transit service with the objective of maximizing the potential for transit use by residents and/or visitors.	
T Policy 5. I: Require proposed developments, whenever feasible, to dedicate easements for Class I bikeways and to provide additional right-of-way for Class II bike lanes in the project vicinity on all major roadways or other roadways where deemed appropriate.	**Not Applicable.** The driveways of the proposed Project would connect to Excelsior Drive and Carmenita Road. The Project would not require any changes to existing roadway design.
T Policy 5.5: Encourage the provision of showers, changing rooms and an accessible and secure area for bicycle storage at all new and existing developments and public places.	**Consistent.** The Project would include eight bike racks and a lunch patio located at the southern end of the proposed warehouse.
T Policy 5.6: Require developers, whenever feasible, to provide facilities for pedestrian travel such as sidewalks and to design developments to provide pedestrian access to the development on sidewalks and not require that pedestrians use driveways to access the development.	**Consistent.** The Project would include 6-foot-wide sidewalks on-site to provide pedestrian access from Excelsior Drive to the main entrance of the proposed building.
T Policy 6.4: For all future construction or modifications, drainage grates should be designated for a curb-face inlet. If this design is not feasible, then the drainage grates should be designated with a honeycomb or short angled slot pattern.	**Consistent.** The Project's design must receive City staff approval; therefore, the drainage grates will align with the City's requirements.
T Policy 7.I: Provide sufficient on- and off-street parking.	**Consistent.** The Project would include 142 passenger car parking spaces including 111 standard stalls, 6 ADA spaces, 4 electric vehicle charging stalls, 19 electric ready stalls, and 2 accessible electric vehicle stalls.
T Policy 7.3: Consolidate parking, where appropriate, to eliminate the number of ingress and egress points onto arterials. Encourage the use of right-turn-in, right-turn-out type of driveways to reduce crossing conflicts on the arterials.	**Consistent.** As described in the *Project Description* the Project would only include ingress and egress driveways at existing driveway points onto Excelsior Drive and Carmenita Road. Therefore, the Project would not result in conflict with arterials.
T Policy 8. 1: Provide primary truck routes on selected arterial streets to minimize the impacts of truck traffic on residential areas.	**Consistent.** The Project is close to I-5 and properly zoned within an industrial area, so the traffic impact on residential areas would not be substantial. The Project would be required to utilize existing truck routes.
T Policy 8.3: Provide loading areas and access ways that are located to avoid conflicts with non-truck traffic.	**Consistent.** The on-site parking for the passenger vehicles would be located on the perimeter of the site to

Policy	Consistency
	provide distance between non-truck traffic and warehouse operations.
LU Policy 1-16: Require projects to include adequate on-site parking and encourage joint use of existing private parking facilities for public use during off-hours together with joint development of public/private parking facilities.	**Consistent.** The Project would include 142 passenger car parking spaces including 111 standard stalls, 6 ADA spaces, 4 electric vehicle charging stalls, 19 electric ready stalls, and 2 accessible electric vehicle stalls, which would meet the Municipal Code's parking requirements.
LU Policy 1-20: Require new developments to install all on-site utilities and connections to distribution systems underground.	**Consistent.** As discussed in Section 5.19, *Utilities and Service Systems,* all necessary site utilities would be undergrounded as part of the Project.
LU Policy 1-22: Promote water and wastewater conservation practices to reduce the water and sewage flows from existing and future developments.	**Consistent.** As discussed in Section 5.10, *Hydrology and Water Quality,* the Project would include underground infiltration basins that can store the 85th percentile storm water depth. Landscape and plumbing water features would also follow the CalGreen Plumbing Code for efficient water use.
LU Policy 2-2: Encourage developments to be well located and functionally integrated with adjacent transit facilities.	**Consistent.** The Project is surrounded by other industrial facilities and is 1,073 feet away from the Carmenita/Mapledale bus stop, which would encourage transit use by Project employees.
LU Policy 2-3: Encourage the consolidation of abutting commercial parcels into unified commercial development projects or as separate projects that work and function together as a unit.	**Consistent.** As displayed in Table 2.4-1 of Section 2, *Project Setting,* the surrounding existing land uses are industrial facilities which are consistent with the proposed Project.
LU Policy 2-7: Encourage the maintenance and enhancement of areas important to the creation of a positive image for Norwalk.	**Consistent.** As discussed in Section 3, *Project Description,* the Project would enhance the visual appeal of the existing site with the inclusion of a consistent varied color scheme, blue glazing, and aluminum canopies. The Project would also include well-manicured ornamental landscaping. The building would also achieve LEED Gold certification.
ILU Policy 1-2: Encourage the provision of adequate buffers between industrial and residential uses to mitigate impacts from noise, light, view, traffic and parking by the development of standards that require mitigation between land uses.	**Consistent.** As discussed in Section 3, *Project Description,* the Project site is properly zoned for the proposed use and the closest residential area is about 1,386 feet away from the site.
ILU Implementation Program 1: Require industrial developments to incorporate adequate buffers for any abutting residential uses which adequately protect residential areas from adverse impacts due to noise, light, visibility of and from industrial activity, vehicular traffic and parking, and risks to property.	
C Policy 1-7: Encourage the use of alternative energy sources, such as solar power.	**Consistent.** As discussed in Section 5.6, *Energy,* the Project would have a less than significant consumption of energy and would maintain CalGreen compliance.
C Policy 1-8: Encourage the use of drought-tolerant plant materials in compliance with the State of California Water Conservation in Landscaping Act.	**Consistent.** As detailed in Section 3, *Project Description,* the proposed landscaping would include vegetation that requires low water usage.
C Policy 1-9: Minimize the amount of paved surfaces in new development to reduce the "urban heat island"	**Consistent.** Specified in Section 5.10, *Hydrology and Water Quality,* the project would decrease the amount

Policy	Consistency
effect, where temperatures in urban areas are increased due to reflection of heat.	of impervious surface from 99-percent to 93-percent thus, reducing the total amount of paved surface on-site.
OS Policy 4-1: Require that developers contribute to provide parks and recreational facilities to off-set additional demands brought about by new development, including use of Quimby Act, Parkland, Park and Recreation Dedication and Fees.	**Not Applicable.** As discussed in Section 5.16, *Recreation,* the proposed industrial warehouse would not result in an influx of new residents and would not generate a substantial population to require construction or expansion of park facilities.
OS Policy 4-4: Encourage the inclusion of private outdoor and indoor recreation facilities in large commercial industrial projects as a benefit for employees and as a means of reducing demand on public facilities.	
OS Policy 5-2: Encourage coordination between private development and public streetscape, including landscaping, signage and lighting.	**Not Applicable.** The Project does not include street frontage where collaboration with the public streetscape would be necessary. Aside from the driveway entrance, the Project is not visible from public roads.
OS Policy 6-1: Usable private and group open space should be provided in adequate amounts and locations to meet the needs of all on-site users.	**Not Applicable.** As discussed in Section 5.16, *Recreation,* the proposed warehouse would not directly increase the residential population therefore the project would not generate the additional need for parkland.
OS Policy 6-2: Suitable amenities should be provided within private and group open space areas to encourage their use.	
OS Policy 11-2: Require all new developments to install street trees in accordance with the streetscape Master Plan.	**Not applicable.** The Project would not share a large property line with an adjacent street. Therefore, the compliance with the streetscape Master Plan does not apply.
N Policy 1-3: Discourage truck traffic from using local residential streets.	**Consistent.** As discussed in Section 3, *Project Description,* the Project site is properly zoned for the proposed use and the closest residential area is about 1,386 feet away from the site. Project trucks would utilize existing truck routes in order to avoid local residential streets.
N Policy 1-7: Ensure that proposed noise sources are reduced below a level of significance and properly muffled to prevent noise impacts on neighboring properties.	**Consistent.** As discussed in Section 5.13, *Noise,* the Project's construction and operational noise would be below thresholds and no noise impacts would occur.
S Policy 1-3: Consider seismic requirements when determining the location and design of critical, sensitive and high-occupancy facilities.	**Not Applicable.** As discussed in Section 5.7, *Geology and Soils,* the site is not located within a fault zone.
S Policy 1-5: New development and other land use entitlements should be reviewed by emergency response agencies to ensure that public safety can be adequately provided.	**Consistent.** As discussed in Section 5.15, *Public Services,* the emergency response agencies responsible for the proposed Project have been contacted and the Projects impact would be less than significant.
CD Policy 1-1: New residential, commercial, industrial, and public facility and right-of-way developments should be reviewed to determine consistency and compatibility with the surrounding neighborhood, district, and the overall community.	**Consistent.** As discussed in Section 3, *Project Description,* the proposed Project consistent with the current zoning of the site and the neighboring land uses as it is surrounded by industrial uses.

Policy	Consistency
U Policy 2-3: Promote water conservation practices to reduce the sewage flows from existing and future developments.	**Consistent.** Landscape and plumbing water features would also follow the CalGreen Plumbing Code for efficient water use.
U Policy 2-4: Promote the use of earthquake-resistant materials and construction design in all utility systems.	**Consistent.** As stated in Section 5.7, *Geology and Soils*, the Project would be built in compliance with CBC which includes specific requirements for seismic safety.
U Policy 3-1: Promote water conservation in both City operations and in private development to minimize the need for the development of new water sources and facilities.	**Consistent.** As discussed in Section 5.10, *Hydrology and Water Quality*, the Project would include on-site catch basins that can store the 85th percentile storm water depth. Landscape and plumbing water features would also follow the CalGreen Plumbing Code for efficient water use.
U Policy 3-3: Ensure the provision of adequate fire flow rates in all new development.	**Consistent.** As stated in Section 5.19, *Utilities and Services Systems*, the Project would install 540 linear feet of a 12-inch water line for fire water service on-site.
U Policy 6-2: Encourage energy conservation in both public and private buildings.	**Consistent.** As discussed in Section 5.6, *Energy*, the Project would have a less than significant consumption of energy and would maintain CalGreen compliance.
U Policy 9-1: Comply with the provisions of AB 939 to reduce solid waste.	**Consistent.** The Project would comply with the City's Municipal Code Section 8.48.630 that requires 75-percent of total construction and demolition debris to be reused or recycled. The Project would also comply with AB 341 which requires diversion of a minimum of 75-percent of operational solid waste.
U Policy 9-2: Encourage public and private recycling programs.	

Regional Transportation Plan/Sustainable Communities Strategy

The Project would be required to comply with the goals and policies of SCAG's 2024 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS). As shown in Table 5.11-2, the proposed Project would be consistent with the goals and policies of the plan. As such, no impact related to regional plan inconsistency would occur.

Table 5.11-2: RTP/SCS Consistency

RTP/SCS Policy	Proposed Project Consistency
Complete Streets	
Support implementation of Complete Streets demonstrations (including those addressing curb space management) to accommodate and optimize new technologies and micromobility devices, first/last mile connections to transit and last-mile deliveries	**Consistent.** The Project does not currently propose any roadway improvements. As discussed in Section 5.17, *Transportation*, the proposed Project would install onsite sidewalks which would connect pedestrian access from the building entrance to Excelsior Road. In addition, the Project would not conflict with Complete Streets policies as it would not result in any modifications to surrounding roadways.
Support community-led Complete Streets plans and projects, including those that take into account how to mitigate or adapt to climate change impacts (e.g., extreme heat)	
Transit and Multimodal Integration	
Increase multimodal connectivity (e.g., first/last mile transit and airport connections), which includes planning	**Consistent.** The Project does not currently propose any roadway improvements. As discussed in Section 5.17,

RTP/SCS Policy	Proposed Project Consistency
for and developing mobility hubs throughout the SCAG region	*Transportation*, the proposed Project would install onsite sidewalks which would connect pedestrian access to the public right-of-way. In addition, the Project would install bike racks onsite to encourage the use of bikes.
Expand the region's networks of bicycle and pedestrian facilities. This includes creating more low stress facilities, such as separated bikeways and bike paths, slow streets, and open streets	
Safety	
Work with local, state and federal partners to advance safer roadways, including reduced speeds to achieve zero deaths and reduce GHGs	**Consistent.** As discussed in Section 5.17, *Transportation*, the proposed Project would include driveways, internal roadways, and onsite sidewalk construction that would be built according to the CBC Guidelines would connect pedestrian access to the public right-of-way in order to reduce single occupant vehicle use.
Sustainable Development	
Research the availability of resources that can support the development of water and energy-efficient building practices, including green infrastructure	**Consistent.** As discussed in Section 5.6, *Energy*, the proposed Project would comply with CALGreen/Title 24 requirements to implement energy conservation measures and water efficient plumbing.
Air Quality	
Coordinate with local, regional, state and federal partners to meet federal and state ambient air-quality standards and improve public health	**Consistent.** As described in Section 5.3, *Air Quality*, particulate emissions would be below significance thresholds. The proposed Project would also be required to comply with all relevant State, regional, and local regulations and policies for reducing particulate emissions.
Clean Transportation	
Support the deployment of clean transit and technologies to reduce greenhouse gas emissions as part of the CARB innovative clean technology (ICT) rule	**Consistent.** As discussed in Section 5.6, *Energy*, the proposed Project would comply with CALGreen/Title 24 requirements to implement energy conservation measures and water efficient plumbing.
Natural and Agricultural Lands Preservation	
Work with implementation agencies to support, establish or supplement voluntary regional advance mitigation programs (RAMP) for regionally significant transportation projects to mitigate environmental impacts, reduce per-capita VMT and provide mitigation opportunities through the Intergovernmental Review Process	**Consistent.** The proposed Project would install onsite sidewalks which would connect pedestrian access to public transit stops. As discussed in Section 5.17, Transportation, the proposed facility would result in a less than significant VMT impact due to the low number of trips accessing the site.
Continue efforts to support partners in identifying priority conservation areas— including habitat, wildlife corridors, and natural and agricultural lands—for permanent protection	**Consistent.** As discussed in Section 5.4, *Biological Resources*, the Project site is currently developed with two industrial buildings and does not contain any landscaping or agricultural lands.
Support the integration of nature-based solutions into implementing agency plans to address urban heat, organic waste reduction, protection of wetlands, habitat and wildlife corridor restoration, greenway connectivity and similar efforts	**Consistent.** As discussed in Section 5.4, *Biological Resources*, the Project site is currently developed with two industrial buildings and associated parking and is not suitable habitat for any sensitive species and does not serve as a wildlife corridor.
Climate Resilience	

RTP/SCS Policy	Proposed Project Consistency
Develop partnerships and programs to support local and regional climate adaptation, mitigation and resilience initiatives	Consistent. As discussed in Section 5.19, Utilities and Service Systems, the proposed Project would be required to implement the CalGreen Plumbing Code for efficient use of water. Additionally, as discussed in Section 5.10, Hydrology and Water Quality, development and construction of the Project site would require preparation of and adherence to a SWPPP and SUSMP. Therefore, development of the site would not deplete or pollute groundwater resources.
Collaborate with partners to foster adoption of systems and technologies that can reduce water demand and/or increase water supply, such as alternative groundwater recharge technologies, stormwater capture systems, urban cooling infrastructure and greywater usage systems	
Workforce Development	
Provide technical assistance to help local jurisdictions realize their economic and workforce-development goals	**Consistent.** As described in Section 5.16, *Population and Housing*, development of the proposed Project would result in the need for 95 full time employees, which would help promote the City's jobs-housing balance.
Encourage the growth of, and equitable access to, living-wage jobs throughout the region	

Thus, the proposed Project would not conflict with any applicable zoning regulations adopted for the purpose of avoiding or mitigating an environmental effect and impacts would be less than significant.

Existing Plans, Programs, or Policies

There are no impact reducing Plans, Programs, or Policies related to land use and planning that are applicable to the Project.

Mitigation Measures

No mitigation measures related to land use and planning are required.

Sources

City of Norwalk. (2023) *Municipal Code* (Accessed on 5/16/2024) at: https://ecode360.com/NO4978

City of Norwalk. (1996) *General Plan* (Accessed on 5/16/2024).From: chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.norwalk.org/home/showpublisheddocument/20041/636561304601230000

5.12. MINERAL RESOURCES

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?	☐	☐	☐	☒
b) Result in the loss of availability of a locally-important mineral resource recovery site delineated on a local general plan, specific plan or other land use plan?	☐	☐	☐	☒

a) Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?

No Impact. The Project site is currently developed with two industrial buildings, and no active mining operations occur on-site. According to Figure 9.6, Mineral Resources, of the Conservation and Natural Resources Element of the Los Angeles County General Plan, the Project site is not designated as a mineral resource zone. Therefore, development of the site would not result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state. No impact would occur.

b) Result in the loss of availability of a locally-important mineral resource recovery site delineated on the general plan, specific plan or other land use plan?

No Impact. As described above, the Project site is not located within a region of known mineral significance nor does it support any existing mining operations. The site has a General Plan designation of Heavy Industrial and does not support mineral extraction activities onsite. In addition, the General Plan does not designate any area within the City for mineral resource recovery. Therefore, implementation of the Project would not result in the loss of locally important mineral resources, and impacts would not occur.

Existing Plans, Programs, or Policies

There are no impact reducing Plans, Programs, or Policies related to mineral resources that are applicable to the Project.

Mitigation Measures

No mitigation measures related to mineral resources are required.

Sources

Los Angeles County Department of Regional Planning. (2014). *General Plan 2035. Figure 9.6, Mineral Resources*. From: https://planning.lacounty.gov/wp-content/uploads/2022/11/9.1_Chapter9_Figures.pdf

5.13. NOISE

Would the project result in:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Generation of a substantial temporary or permanent increase in ambient noise levels in the vicinity of the project in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?	☐	☐	☒	☐
b) Generation of excessive groundborne vibration or groundborne noise levels?	☐	☒	☐	☐
c) For a project located within the vicinity of a private airstrip or an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?	☐	☐	☐	☒

The discussion below is based on the Noise and Vibration Impact Analysis prepared by Vista Environmental (Vista Environmental, 2024) included as Appendix K.

Construction Noise and Vibration Standards

Noise

The City of Norwalk Municipal Code Section 9.04.150, Particular Acts, contains the following specific acts relevant to noise and vibration which are declared to be unlawful:

- **E. Construction or Repairing of Buildings.** The erection (including excavation), demolition, alteration, construction or repair of any building other than between the hours of seven a.m. and six p.m. or sunset, whichever is later, except in the case of urgent necessity in the interest of public health and safety, and then only with a permit from the Director of Building and Safety, which permit may be granted for a period not to exceed three days while the emergency condition continues, and which permit may be renewed for periods of three days or less while the emergency continues; if the Director of Building and Safety should determine that public health, safety, comfort and convenience will not be impaired by the erection, demolition, alteration or repair of any building or the excavation of sites other than streets and highways within the hours of six p.m. or sunset, whichever is later, and seven a.m., or any part, and that substantial loss or inconvenience would result to any party in interest denied permission to do so, he or she may grant permission for such work, or any part, to be done, within the hours of six p.m. or sunset, whichever is later, and seven a.m., or any day, or at such times within such hours as he or she shall fix in accordance with such determination;
- **F. Pile Drivers, Hammers, Etc.** The operation between the hours of six p.m. or sunset, whichever is later, and seven a.m. of any pile driver, steam shovel, pneumatic hammer, derrick hoist, or other appliances, the use of which is attended by loud or unusual noise, unless the Director of Building and Safety grants permission pursuant to the standards provided in subsection E of this section.

Because the City does not have construction noise level limits for activities that occur within the specified hours in Section 9.40.150, construction noise for the Project was assessed using criteria from the Federal Transit

Administration's (FTA) Transit Noise and Vibration Impact Assessment Manual (FTA, 2018). Table 5.13-1 presents the FTA's general assessment daytime and nighttime construction noise criteria.

Table 5.13-1: FTA Construction Noise Criteria

Land Use	Day (dBA $Leq_{(8\text{-hour})}$)	Night (dBA $Leq_{(8\text{-hour})}$)	30-day Average (dBA Ldn)
Residential	80	70	75
Commercial	85	85	80[1]
Industrial	90	90	85[1]

Notes: [1] Use a 24-hour $Leq_{(24\ hour)}$ instead of $Ldn_{(30\ day)}$.
Source: Noise and Vibration Impact Analysis (Appendix K)

Vibration

The City of Norwalk does not have construction vibration standards. As such, this analysis relies on vibration standards from the California Department of Transportation's *Transportation and Construction Vibration Guidance Manual*. Thresholds are established for continuous (construction-related) and transient (transportation-related) sources of vibration, which found that the human response becomes distinctly perceptible at 0.24 inch per second PPV for transient sources and 0.035 inch per second PPV for continuous sources. The Manual also found that vibration may potentially damage industrial buildings at 2.0 inch per second PPV and older residential structures at 0.5 inch per second PPV.

Operational Noise and Vibration Standards

The City of Norwalk Municipal Code establishes the following applicable standards related to noise and vibration during project operation.

Section 9.04.100 – Noise Prohibited

No person shall make, continue or cause to made or continued, any loud, unnecessary or unusual noise, or any noise which either annoys, disturbs, injures or endangers the comfort, repose, health, peace or safety of others within the limits of the City.

Section 9.04.120 – Ambient Noise Level

"Ambient noise" means the all-encompassing noise associated with a given environment being usually a composite of sounds with many sources near and far, without inclusion of intruding noises from isolated identifiable sources.

Unless sound-level meter readings determine the ambient noise level in a given environment to be higher, the allowable ambient noise levels in Norwalk are listed in Table 5.13-2.

Table 5.13-2: Permitted Noise Levels

Decibels	Time	Zone
45 dBA	Night	Residential
55 dBA	Day	Residential
60 dBA	Anytime	Commercial
65 dBA	Anytime	All other zones

Source: City of Norwalk Municipal Code, Section 9.04.120

Section 9.04.140 – General Noise Regulations

Use Restricted. Notwithstanding any other provision of this article and in addition to this article, it is unlawful for any person to willfully make or continue, or cause to be made or continued, any loud, unnecessary or unusual noise which disturbs the peace or quiet of any neighborhood or which causes discomfort or annoyance to any reasonable person of normal sensitiveness residing in the area.

Prima Facie Violation. An average noise level reading measured pursuant to Section 9.04.130 which exceeds the ambient noise level at the property line of any residential land (or if a condominium or apartment house, within any adjoining apartment) **by more than five decibels** shall be deemed to be prima facie evidence of a violation of the provisions of this article.

Section 9.04.150 – Particular Acts

In addition to the provisions of Section 9.04.140, the following specific acts are declared to be unlawful:

D. Exhausts. The discharge into the open air of the exhaust of any steam engine, stationary internal combustion engine, motor boat or motor vehicle, except through a muffler or other device which effectively prevents loud or explosive noises.

Existing Ambient Noise Levels

Noise measurements were taken in order to document existing baseline levels in the area. Noise level measurements were collected on Tuesday, February 13, 2024, at three locations between 11:01 a.m. and 11:58 a.m. (Vista, 2024). Measurement locations are shown in Table 5.13-3.

Table 5.13-3: Existing (Ambient) Nosie Measurement Results

Site No.	Description	Primary Noise Source	Start Time of Measurement	Measured Noise Level (dBA Leq)	Measured Noise Level (dBA Lmax)
1	Located near the northwest corner of the Project site.	Air compressor	11:01a.m.	55.1	65.8
2	Located northwest of Project site, in front of nearest home at 14527 Carmenita Road.	Vehicles on Carmenita Road	11:21 a.m.	73.2	83.8
3	Located west of the Project site, near southeast corner of Ramona Park.	Vehicles on alley behind Lowe's	11:43 a.m.	58.2	75.0

Source: Noise and Vibration Impact Analysis, Appendix K

Sensitive Receptor Locations

The City's General Plan aims to protect areas of the City that are noise sensitive such as residences, schools and hospitals. The closest noise sensitive receptor to the Project site is a home on the northwest corner of the intersection of Carmenita Road and Mapledale Street that is located approximately 980 feet northwest of the Project site. The nearest school is the Ramona Preschool that is located as near as 1,500 feet west of the Project site. Although not considered a sensitive receptor, there are existing industrial buildings that are adjacent to the south property line of the Project site.

a) Generation of a substantial temporary or permanent increase in ambient noise levels in the vicinity of the project in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?

Less than Significant Impact.

Construction

Noise generated by construction equipment would include a combination of trucks, power tools, concrete mixers, and portable generators that when combined can reach high levels. Construction is expected to occur in the following stages: demolition, site preparation, grading, building construction, architectural coating, and paving. Construction of the proposed Project would occur over a 14-month period. The Project would not include pile driving, which typically results in the highest construction noise volumes.

The Project construction noise would be temporary in nature as the operation of each piece of construction equipment would not be constant throughout the construction day, and equipment would be turned off when not in use. The typical operating cycle for a piece of construction equipment involves one or two minutes of full power operation followed by three or four minutes at lower power settings.

Noise impacts from construction activities associated with the proposed Project would be a function of the noise generated by construction equipment, equipment location, sensitivity of nearby land uses, and the timing and duration of the construction activities. Noise levels generated by heavy construction equipment have the potential to range from approximately 73 dBA to 90 dBA, as shown on Table 5.13-4. Temporary construction noise impacts would vary because the noise strength of construction equipment ranges widely as a function of the equipment used and its activity level. As shown in Table 5.13-5, the construction noise levels are expected to range from 43 to 74 dBA at the three nearby sensitive and non-sensitive receptor locations.

Table 5.13-4: Construction Equipment Noise Emissions and Usage Factors

Equipment Description	Number of Equipment	Acoustical Use Equipment	Spec 721.560 Lmax at 50 feet[2] (dBA, slow[3])	Actual Measured Lmax at 50 feet[4] (dBA, slow[3])
Demolition				
Concrete/Industrial Saw	1	20	90	90
Excavator	3	40	85	81
Rubber Tired Dozer	2	40	85	83
Site Preparation				
Rubber Tired Dozers	3	40	85	82
Crawler Tractors	4	40	84	N/A
Building Construction				
Crane	1	16	85	81
Forklift (Gradall)	3	40	85	83
Generator	1	20	90	90
Tractor	1	40	84	N/A
Front End Loder	1	40	80	79
Backhoe	1	40	80	78
Welder	1	40	73	74
Paving				
Pavers	2	50	85	77

Equipment Description	Number of Equipment	Acoustical Use Equipment	Spec 721.560 Lmax at 50 feet[2] (dBA, slow[3])	Actual Measured Lmax at 50 feet[4] (dBA, slow[3])
Paving Equipment	2	50	85	77
Rollers	2	20	85	80
Architectural Coating				
Air Compressor	1	40	80	78

Source: Noise and Vibration Impact Analysis, Appendix K

Table 5.13-5: Construction Noise Levels at the Nearby Receptors

Construction Phase	Construction Noise Level (dBA Leq) at:		
	Nearest Home to Northwest[1]	Nearest School to West[2]	Nearest Industrial Building to South[3]
Demolition	58	55	73
Site Preparation	59	57	74
Grading	59	56	74
Building Construction	58	56	74
Paving	53	56	74
Architectural Coatings	45	43	60
FTA Construction Noise Threshold[3]	**80**	**80**	**90**
Exceed Thresholds?	**No**	**No**	**No**

Notes:
[1] The nearest home to the northwest is located as near as 1,380 feet from the center of the Project site.
[2] The nearest school to the west is located as near as 1,800 feet from the center of the Project site.
[2] The nearest industrial building to the south is located as near as 235 feet from the center of the Project site.
[3] The FTA Construction noise thresholds are detailed above in Table 5.13-1.
Source: Noise and Vibration Impact Analysis, Appendix K

As shown in Table 5.13-5, the greatest construction noise levels would occur during the site preparation phase with a noise level as high as 59 dBA Leq at the nearest home to the northwest, as high as 57 dBA Leq at the nearest school to the west, and as high as 74 dBA Leq at the nearest industrial building to the south. As shown the noise levels are within the construction noise standards of 80 dBA for nearby sensitive receptors and 90 dBA for nearby industrial uses. These predicted noise levels would only occur when all construction equipment is operating simultaneously; and therefore, are assumed to be rather conservative. While construction-related short-term noise levels have the potential to be higher than existing ambient noise levels in the Project area under existing conditions, the noise impacts would be temporary and would no longer occur once the Project construction is completed.

In addition, Section 09.04.150(E) of the Norwalk Municipal Code, states that construction related activities are exempt from noise regulations provided the activities take place during the hours of 7:00 a.m. to 6:00 p.m. or sunset whichever is later, which the Project would comply with and is included as PPP N-1. Therefore, Project construction would be compliant with the City's noise related standards and impacts would be less than significant.

Operation

Onsite Noise Impacts

The operation of the proposed warehouse building may create an increase in onsite noise levels from onsite truck travel and truck loading area activities, rooftop mechanical equipment, forklift activities, a backup generator, and automobile parking lot activities.

Section 9.04.140(B) of the Municipal Code limits noise to residential properties to the ambient noise level plus 5 dBA. Section 9.04.120(B) of the Municipal Code defines ambient noise level as the higher of either sound-level meter readings or 45 dBA during the night and 55 dBA during the day at residential properties, 60 dBA at commercial properties, and 65 dBA at all other zones. Although the noise limits provided in Section 9.04.140(B) of the Municipal Code only apply to residential properties, this analysis has also applied these noise limits to the nearest school and warehouse, in order to provide a conservative analysis.

As shown in Table 5.13-6, the Project's worst-case operational noise from simultaneous operation of all noise sources on the Project site would result in noise levels of 34 dBA at the nearest home, 32 dBA at the nearest school, and 66 dBA at the nearest industrial building. As shown, all noise levels would be within the City's noise standard of ambient plus 5 dBA as set forth in Section 9.04.140(B) of the Municipal Code. Therefore, onsite operational noise impacts would be less than significant.

Table 5.13-6: Operational Noise Levels at the Nearby Receptors

	At Home to Northwest		At School to West		At Industrial to South	
Noise Source	**Distance - Source to Receiver (feet)**	**Noise Level[1] (dBA Leq)**	**Distance - Source to Receiver (feet)**	**Noise Level[1] (dBA Leq)**	**Distance - Source to Receiver (feet)**	**Noise Level[1] (dBA Leq)**
Rooftop Equipment[2]	1,020	20	1,510	17	190	35
Auto Parking Lot[3]	1,230	15	1,520	13	8	59
Onsite Truck Travel and Loading Area[4]	1,240	21	1,510	20	30	54
Forklift[5]	1,240	33	1,510	31	30	65
Generator[6]	1,540	28	1,930	26	170	47
Combined Noise Levels		**34**		**32**		**66**
City Noise Standard[7]		**78.2**		**65**		**70**
Exceed City Noise Standard?		**No**		**No**		**No**

Notes:
[1] The noise levels were calculated through use of standard geometric spreading of noise from a point source with a drop-off rate of 6.0 dB for each doubling of the distance between the source and receiver. Does not account for noise reduction features, such as buildings located between noise source and receptor.
[2] The rooftop equipment is based on a reference noise measurement of 65.1 dBA Leq at 6 feet.
[3] The auto parking lot based on a reference noise measurement of 63.1 dBA Leq at 5 feet.
[4] The onsite truck travel and loading area based on a reference noise measurement of 63.3 dBA Leq at 10 feet.
[5] The forklift based on a reference noise measurement of 74.4 dBA Leq at 10 feet.
[6] The generator is based on the CAT specification sheets of 81.1 dBA at one meter.
[7] City Noise Standard obtained from Section 9.04.140(B) of the Municipal Code of Ambient plus 5 dBA.
Source: Noise and Vibration Impact Analysis, Appendix K

Off-Site Traffic Noise Impacts

Vehicle noise is a combination of the noise produced by the engine, exhaust and tires. The level of traffic noise depends on three primary factors (1) the volume of traffic, (2) the speed of traffic, and (3) the number

of trucks in the flow of traffic. The proposed Project would be located in an industrial area that is surrounded by other warehouses on a site that is currently used for industrial purposes. As such, the vehicle mix of automobiles and trucks generated by the proposed warehouse would be anticipated to be similar to the existing vehicle mix on the nearby roads. In addition, the proposed Project would not alter the speed limit on any existing roadway so the proposed Project's potential offsite noise impacts have been focused on the noise impacts associated with the change of volume of traffic that would occur with development of the proposed Project.

Neither the General Plan nor the Municipal Code defines what constitutes a "substantial permanent increase to ambient noise levels." As such, this impact analysis has utilized guidance from the FTA for a moderate impact that shows that an acceptable project contribution to the noise environment can range between 0 and 7 dB, which is dependent on the existing roadway noise levels. Based on the noise measurement at 14527 Carmenita Road of 73.2 dBA Leq (see Table 5.13-3, above), the allowable vehicle noise increase threshold would be plus 1 dBA.

According to the *Carmenita Norwalk Warehouse Project Trip Generation and Vehicle Miles Traveled (VMT) Screening Analysis* (Traffic Analysis) prepared for the project, the RV Storage Depot that is currently operating on the Project site generates 154 average daily trips (ADT) and the proposed warehouse would generate 338 ADT, which would result in a net increase of 184 ADT (EPD Solutions, Inc., 2024). According to the *Traffic Impact Study Bridge Univar Industrial Warehouse 13900 Carmenita Road,* prepared by Crown City Engineers, Inc., October 14, 2019, Carmenita Road north of Interstate 5 had 35,300 ADT for year 2021 conditions. The proposed Project would contribute up to 0.52 percent of the ADT on Carmenita Road. In order for Project-generated vehicular traffic to increase the noise level on any of the nearby roadways by 3 dBA, the ADT would have to double, or by 1.5 dBA, the ADT would have to increase by 50 percent. As such, the proposed Project's roadway noise impacts would be well below the FTA's allowable noise increase threshold of plus 1 dBA detailed above. Therefore, operational roadway noise impacts would be less than significant.

b) Generation of excessive groundborne vibration or groundborne noise levels?

Less than Significant Impact with Mitigation Incorporated.

Construction

The construction activities for the proposed Project would include demolition, site preparation, grading, building construction, paving, and application of architectural coatings. Vibration impacts from construction activities associated with the proposed Project would typically be created by the operation of heavy off-road equipment. The nearest offsite structures are the industrial buildings that are adjacent to the south property line.

Since the City does not provide any limits to the vibration levels that may be created from construction activities, the vibration thresholds provided in Caltrans Guidance Manual have been utilized and include a damage to the nearby industrial building threshold of 2.0 inch per second PPV and a human annoyance vibration threshold from transient sources of 0.24 inch per second PPV.

The primary source of vibration during construction would be from the operation of a bulldozer. As shown in Table 5.13-7, a large bulldozer would create a vibration level of 0.089 inch per second PPV at 25 feet. The nearest structures to the Project site are the industrial buildings that are adjacent to the south property line, where the closest potential distance a dozer could operate next to these buildings is around 3 feet. Based on typical propagation rates, the vibration level at the nearest structure would be approximately 0.92 inch per second PPV. The vibration level at the nearest structure would be within the Caltrans building damage threshold of 2.0 inch per second PPV, however it would exceed the Caltrans human annoyance threshold of 0.24 inch per second PPV. Therefore, vibration related to the operation of heavy machinery within proximity to offsite structures is potentially significant.

Therefore, Mitigation Measure N-1 is included to require that the Applicant restrict the use of a large dozer or any other large earthmoving equipment within 15 feet of any offsite structure. For all grading activities that occur within 15 feet of any offsite structure, the Applicant shall require the use of a small dozer or other type of equipment that is less than 150 horsepower. As shown in Table 5.13-7below a small bulldozer would create a vibration level of 0.003 inch-per-second PPV at 25 feet. Based on typical propagation rates, the vibration level at the nearest structure would be 0.031 inch per second PPV, which would be below the 0.24 inch per second PPV human annoyance threshold detailed above. Therefore, with implementation of Mitigation Measure N-1, impacts related to construction vibration would be less than significant.

Table 5.13-7: Vibration Source Levels for Construction Equipment

Equipment	Peak Particle Velocity (inches/second)	Approximate Vibration Level (L_v)at 25 feet
Clam shovel drop (slurry wall)	0.202	94
Vibratory Roller	0.210	94
Hoe Ram	0.089	87
Large bulldozer	0.089	87
Caisson drill	0.089	87
Loaded trucks	0.076	86
Jackhammer	0.035	79
Small bulldozer	0.003	58

Operation

The proposed Project would include the development of a warehouse building. The proposed Project would result in trucks operating on the Project site and on surrounding roadways, which are a known source of vibration. Caltrans has done extensive research on vibration level created along freeways and state routes and their vibration measurements of roads have never exceeded 0.08 inches per second PPV at 15 feet from the center of the nearest lane, with the worst combinations of heavy trucks. Truck activities on the Project site would occur onsite as near as 30 feet from the nearest offsite structure to the south. Based on typical propagation rates, the vibration level at the nearest offsite structure would be 0.04 inch per second PPV. Therefore, vibration resulting from operation of the proposed Project would be below the human annoyance threshold from transient sources of 0.24 inch per second PPV detailed above and impacts would be less than significant.

c) For a project located within the vicinity of a private airstrip or an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?

No Impact. There are no airports within two miles of the Project site. The closest airport is the Fullerton Municipal Airport, which is about 3.70 miles southeast of the Project site. The Project site is not located within any land use compatibility zone, nor is it within an airport safety zone. Similarly, the Project site is not located within the vicinity of a private airstrip and would not expose people residing or working in the Project area to excessive noise levels related to an airstrip. No impacts related to airport or airstrip noise would occur from implementation of the Project.

Existing Plans, Programs, or Policies

PPP N-1: Construction Hours: Section 09.04.150(E) of the Norwalk Municipal Code states that construction-type devices may be utilized between the hours of 7:00 a.m. to 6:00 p.m. or sunset whichever is later.

Mitigation Measures

Mitigation Measure N-1: Construction Vibration. The Project Applicant shall require that all construction contractors restrict the operation of any large bulldozers that is powered by a greater than 150 horsepower engine from operating within 15 feet of any off-site structure. The Project Applicant shall require the use of a small bulldozer (i.e., D1, D2, or D3 dozers) or other type of equipment that is less than 150 horsepower to perform all demolition and grading activities that are located within 15 feet of any off-site structure.

Sources

Vista Environmental. (2024). *Noise and Vibration Impact Analysis*. (See Appendix K.)

5.14. POPULATION AND HOUSING

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Induce substantial unplanned population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?	☐	☐	☒	☐
b) Displace substantial numbers of existing people or housing, necessitating the construction of replacement housing elsewhere?	☐	☐	☐	☒

a) Induce substantial unplanned population growth in an area, either directly or indirectly?

Less than Significant Impact. The Project would not involve the construction of any homes, businesses, or other uses that would result in direct population growth. In addition, the proposed Project does not include the extension of roads or other infrastructure. The Project would be served by the existing adjacent roadway system, and utilities would be provided by the existing infrastructure that is located with the adjacent roadways. Therefore, the proposed Project would not extend roads or other infrastructure that could indirectly induce unplanned population growth.

The Project proposes to redevelop an existing industrial site, currently developed with two multi-tenant industrial warehouse buildings totaling 89,870 SF, with a new 138,966 SF warehouse building. Development of the Project would be consistent with the General Plan land use and zoning designations for the site, which are used by both local and regional agencies to determine anticipated growth. The Project would result in a FAR of approximately 0.45; however, the City of Norwalk General Plan Land Use designation of Heavy Industrial does not have a maximum allowed FAR.

The Project may result in indirect population growth to staff the proposed warehouse. Using SCAG employment density factors within the County of Los Angeles (1 employee per 1,518 SF of warehouse uses), operation of the Project would result in approximately 92 employees. The employees that would fill these roles are anticipated to come from the region. Within the City of Norwalk and the County of Los Angeles, the manufacturing industry accounts for approximately 14.7 percent and 8.5 percent of employment, respectively. The unemployment rate of Los Angeles County in January 2024 was 5.9 percent, the City of Norwalk was 5.7 percent, and the City of Cerritos was 4.9 percent (BLS, 2024a; BLS, 2024b; BLS, 2024c). Due to these levels of unemployment, it is anticipated that new employees at the Project site would already reside within commuting distance and would not generate a substantial need for housing.

Similarly, during construction, workers are anticipated to come from the local region and travel from job site to job site, and do not typically relocate. As described in the Project Description, construction of the proposed Project is anticipated to occur over 14 months. The temporary need for construction workers on the Project site would not induce substantial unplanned population area in the Norwalk area. Overall, the Project would result in less than significant impacts to direct or indirect substantial unplanned population growth.

b) Displace substantial numbers of existing people or housing, necessitating the construction of replacement housing elsewhere?

No Impact. The Project site is currently developed with two industrial use buildings and does not contain any housing. The Project would redevelop the site to construct a new industrial warehouse building. No housing would be displaced by implementation of the proposed Project, and no impact would occur.

Existing Plans, Programs, or Policies

There are no impact reducing Plans, Programs, or Policies related to population and housing that are applicable to the Project.

Mitigation Measures

No mitigation measures related to population and housing are required.

Sources

BLS (U.S. Bureau of Labor Statistics). (March 2024a). *BLS Data Viewer – Unemployment Rate: Cerritos city, CA (U)*. Retrieved March 21, 2024, from https://beta.bls.gov/dataViewer/view/timeseries/LAUCT061255200000003

BLS (U.S. Bureau of Labor Statistics). (March 2024b). *BLS Data Viewer – Unemployment Rate: Los Angeles County, CA (U)*. Retrieved March 21, 2024, from https://beta.bls.gov/dataViewer/view/timeseries/LAUCN060370000000003

BLS (U.S. Bureau of Labor Statistics). (March 2024c). *BLS Data Viewer – Unemployment Rate: Norwalk city, CA (U)*. Retrieved March 21, 2024, from https://beta.bls.gov/dataViewer/view/timeseries/LAUCT065252600000003

SCAG (Southern California Association of Governments). (October 2001). *Employment Density Study Summary Report*. Retrieved March 21, 2024, from https://www.mwcog.org/file.aspx?A=QTTlTR24POOOUIw5mPNzK8F4d8djdJe4LF9Exj6IXOU%3D

5.15. PUBLIC SERVICES

a) Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:	**Potentially Significant Impact**	**Less Than Significant with Mitigation Incorporated**	**Less Than Significant Impact**	**No Impact**
Fire protection?	☐	☐	☒	☐
Police protection?	☐	☐	☒	☐
Schools?	☐	☐	☒	☐
Parks?	☐	☐	☒	☐
Other public facilities?	☐	☐	☒	☐

a) Result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for:

i. Fire Protection?

Less than Significant Impact. The City of Norwalk contracts with the LACoFD to provide fire protection services to the City. LACoFD provides services to the resident community and business population in an area of approximately 9.35 square miles. The LACoFD provides services including fire prevention and suppression, emergency medical services, technical rescue, and hazardous materials response. The LACoFD has two fire stations located in the City of Norwalk. The closest fire station is Fire Station 20, located at 12110 E. Adoree St., Norwalk, CA 90605, which is approximately 2.5 roadway miles northwest of the Project site.

Operation of the proposed warehouse may result in an incremental increase in demand for fire protection and emergency medical services as a result. However, the Project would include new fire prevention infrastructure pursuant to current code requirements. The City has adopted the California Fire Code in Chapter 15.08 of the City Municipal Code, which regulates new structures related to safety provisions, emergency planning, fire-resistant construction, fire protection system, and appropriate emergency access throughout the site.

The main driver for an increase in the demand of public services is an increase in population. The Project does not propose any residential units, would be served by an existing fire station, and would be constructed pursuant to existing California Fire Code regulations; therefore, the Project would not result in the need for new or physically altered fire department facilities that could cause significant environmental impacts. Additionally, the Project would pay any required development impact fees, as specified in Title 32 Appendix QQ of the Los Angeles County Fire Code, and have plans approved by the LACoFD. Therefore, the Project would result in less than significant impacts related to fire protection services.

ii. Police Protection?

Less than Significant Impact. The Los Angeles County Sheriff Department provides policing services for the City of Norwalk under contract. The closest sheriff station is located at 12335 Civic Center Drive, approximately 2.6 roadway miles northwest of the Project site. Crime and safety issues during Project construction may include theft of building materials and construction equipment, malicious mischief, graffiti, and vandalism. During operation, the Project is anticipated to generate a typical range of police service calls, such as vehicle break-ins and vandalism. Security concerns would be addressed by providing low-intensity security lighting. Also, pursuant to the City's existing plan check and permitting process, the Sherrif Department would review the Project's site plan and photometric plan to ensure that design measures are incorporated appropriately to provide a safe environment.

Additionally, as discussed in Section 5.14, *Population and Housing,* Project operation would not directly increase the City's population. Therefore, the Project would not result in a substantial change to existing demand for sheriff services and the Project would not result in the need for new or physically altered sheriff protection facilities. Impacts related to sheriff protection services would be less than significant.

iii. Schools?

Less than Significant Impact. As described previously, the Project is not anticipated to generate a new population as it does not propose the construction of residential units. Thus, the Project would not directly generate students. During construction of the Project, workers are anticipated to come from the local region and travel from job site to job site. Construction of the Project is anticipated to occur over 14 months. Due to the temporary nature of construction, construction workers and their student-aged children are not anticipated to move to the Project area. Thus, substantial in-migration of employees that could generate new students is not anticipated to occur.

As required by all Projects within the City, the proposed Project is required to pay School Mitigation Impact fees, as included by PPP PS-1. Additionally, pursuant to Government Code Section 65995 et seq., the need for additional school facilities is addressed through compliance with school impact fee assessment. SB 50 (Chapter 407 of Statutes of 1998) sets forth a state school facilities construction program that includes restrictions on a local jurisdiction's ability to condition a project on mitigation of a project's impacts on school facilities in excess of fees set forth in the Government Code. The Project would be required to contribute fees to the Norwalk La Mirada Unified School District in accordance with the Leroy F. Greene School Facilities Act of 1998 (Senate Bill 50). Pursuant to Senate Bill 50, payment of school impact fees constitutes complete mitigation under CEQA for Project-related impacts to school services. Overall, impacts related to schools would be less than significant.

iv. Parks?

Less than Significant Impact. The proposed Project would develop a new industrial warehouse building and does not include development of park facilities. In addition, as described previously, the proposed Project is not anticipated to result in an influx of new residents, as the employees needed to operate the proposed buildings are primarily anticipated to come from the unemployed labor force in the region. Thus, the proposed Project would not generate a substantial population that would require construction or expansion of park facilities, and impacts would be less than significant.

v. Other Public Facilities?

Less than Significant Impact. Refer to the previous responses. The proposed Project would not result in an increased resident population or a significant increase in the local workforce. Based on these factors, the proposed Project would not result in any long-term impacts to other public facilities.

Existing Plans, Programs, or Policies

PPP PS-1: School Fees: Prior to the issuance of either a certificate of occupancy or prior to building permit final inspection, the Applicant shall provide payment of the appropriate fees set forth by the applicable school districts related to the funding of school facilities pursuant to Government Code Section 65995 et seq.

Mitigation Measures

No mitigation measures related to public services are required.

Sources

City of Norwalk. (2023). *Municipal Code* From: https://ecode360.com/NO4978

County of Los Angeles. (2023) *Fire Department*. From https://locator.lacounty.gov/fire/Location/3298550/los-angeles-county-fire-department---station-20

County of Los Angeles. (2023). *Sheriff Department*. From https://lasd.org/norwalk/

5.16. RECREATION

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?	☐	☐	☒	☐
b) Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?	☐	☐	☐	☒

a) Increase the use of existing neighborhood and regional parks or other recreational facilities such that physical deterioration of the facility would be accelerated?

Less than Significant Impact. The City of Norwalk maintains the local parks and provides recreational services for the Project area. The closest park to the Project site is Ramona Park, 0.17-mile northwest. The Project would not include any residential facilities and would not cause a direct increase in residential population. As previously discussed, the Project would not result in substantial unplanned population growth. Therefore, the Project would not increase the use of existing recreational facilities such that physical deterioration of the facility would occur or be accelerated. Overall, impacts related to physical deterioration of a recreation facilities would be less than significant.

b) Include or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?

No Impact. The Project would construct a warehouse on a site that is currently developed with an industrial facility and would not directly increase the residential population of the City. The Project does not propose the construction or expansion of recreational facilities or parks. Thus, no impacts would occur from the construction of new or expanded recreational facilities.

Existing Plans, Programs, or Policies

There are no impact reducing Plans, Programs, or Policies related to recreation that are applicable to the Project.

Mitigation Measures

No mitigation measures related to recreation are required.

Sources

None.

5.17. TRANSPORTATION

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Conflict with a program, plan, ordinance or policy addressing the circulation system, including transit, roadway, bicycle and pedestrian facilities?	☐	☐	☒	☐
b) Would the project conflict or be inconsistent with CEQA Guidelines section 15064.3, subdivision (b)?	☐	☐	☒	☐
c) Substantially increase hazards due to a geometric design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?	☐	☐	☒	☐
d) Result in inadequate emergency access?	☐	☐	☒	☐

The discussion below is based on the Trip Generation and VMT Screening Analysis, prepared by EPD Solutions, Inc. (EPD 2024) (Appendix L). The report was modeled on a previous site plan with a larger building square footage and represents a conservative analysis of Project impacts.

a) Conflict with a program, plan, ordinance or policy addressing the circulation system, including transit, roadway, bicycle and pedestrian facilities?

Less than Significant Impact.

Construction

Construction activities associated with the Project would generate vehicular trips from construction workers traveling to and from the Project site, delivery of construction supplies and import materials to, and export of debris from, the Project site. However, these activities would only occur for an estimated time period of 14 months. The increase of trips during construction activities would be limited and is not anticipated to exceed the number of operational trips described below. The short-term vehicle trips from construction of the Project would not conflict with a program, plan, ordinance or policy addressing the circulation system and impacts would be less than significant.

Operation

As detailed in the Project Description, the Project site is currently developed with two multi-tenant existing industrial warehouse buildings totaling 89,870 SF. The Project would redevelop the existing site with a new speculative industrial building totaling 138,966 SF, or an increase of 49,096 SF beyond the existing square footage.[1] Approximately 20 percent of the building would be speculatively used for cold storage.

Table 5.17-1 shows the trips generated by the existing manufacturing and warehouse land uses and forecasts the net new trip generation of the Project. As shown in Table 5.17-1, the Project would result in

[1] The trip generation prepared for the Project was prepared based off a previous site plan showing a building area of 144,901 SF, which provides a conservative analysis of potential trips resulting from the Project.

approximately 185 new daily trips, 26 new AM peak hour, and 23 new PM peak hour trips compared to the existing uses onsite.

Table 5.17-1: Project Trip Generation

				AM Peak Hour			PM Peak Hour		
Land Use		**Units**	**Daily**	**In**	**Out**	**Total**	**In**	**Out**	**Total**
Trip Rates									
150 - Warehousing[1]		TSF	1.71	0.13	0.04	0.17	0.05	0.13	0.18
110 - General Light Industrial [2]		TSF	4.87	0.65	0.09	0.74	0.09	0.56	0.65
Existing Project Trip Generation									
Existing Warehousing[1]	89.870	TSF	154	12	4	16	5	12	17
Vehicle Mix [3]		***Percent***							
Passenger Vehicles		72.50%	112	9	3	12	4	8	12
2-Axle Trucks		4.60%	7	1	0	1	0	1	1
3-Axle Trucks		5.70%	9	1	0	1	0	1	1
4+-Axle Trucks		17.20%	26	2	1	3	1	2	3
		100%	154	13	4	17	5	12	17
Proposed Project Trip Generation									
Total Building Square footage	144.901								
Proposed General Light Industrial [2]	28.9802	TSF	141	19	3	22	3	16	19
Vehicle Mix[3]		**Percent**							
Passenger Vehicles		72.50%	102	14	2	16	2	12	14
2-Axle Trucks		4.60%	6	1	0	1	0	1	1
3-Axle Trucks		5.70%	8	1	0	1	1	0	1
4+-Axle Trucks		17.20%	24	3	1	4	0	3	3
		1.0	140	19	3	22	3	16	19
Proposed Warehousing[1]	115.921	TSF	198	15	5	20	6	15	21
Vehicle Mix [4]		***Percent***							
Passenger Vehicles		55.30%	109	8	3	11	4	8	12
2-Axle Trucks		15.50%	31	2	1	3	1	2	3
3-Axle Trucks		4.90%	10	1	0	1	0	1	1
4+-Axle Trucks		24.30%	48	4	1	5	1	4	5
		100%	198	15	5	20	6	15	21
Total New Trip Generation			339	34	8	42	9	31	40
Total New Passenger Trip Generation			211	22	5	27	6	20	26
Net New Passenger Trip Generation			99	13	2	15	2	12	14
Net New Trip Generation			185	22	4	26	4	19	23

TSF = Thousand Square Feet

PCE = Passenger Car Equivalent

[1] Trip rates from the Institute of Transportation Engineers, *Trip Generation Manual,11th Edition, 2021* . Land Use Code 150 - Warehousing.

[2] Trip rates from the Institute of Transportation Engineers, *Trip Generation Manual,11th Edition, 2021* . Land Use Code 110 - General Light Industrial.

[3] Vehicle Mix from the Warehouse Truck Trip Study Data Results and Usage, July 17, 2014. Without Cold Storage

[4] Vehicle Mix from the Warehouse Truck Trip Study Data Results and Usage, July 17, 2014. With Cold Storage

Source: VMT Screening Memo, Appendix K

In addition, the Project area is currently served with transit service from the Los Angeles County Metropolitan Transportation Authority (LA Metro) and Norwalk Transit System (NTS). The Project site is served by the LA Metro Bus line 460. There is a bus stop at the intersection of Carmenita Road and Mapledale Street, north of the Project site. Operation of the Project would not affect the operation of the bus routes. Thus, no impacts would occur.

There are no existing bicycle lanes along Excelsior Drive and the adjacent portion of Carmenita Road. Implementation of the Project would therefore not alter any bicycle lanes. There are no existing sidewalks since the property does not have a street frontage aside from the driveway. As a result, operation of the Project would not conflict with a program, plan, ordinance or policy addressing the circulation system and impacts would be less than significant.

b) Would the project conflict or be inconsistent with CEQA Guidelines section 15064.3, subdivision (b)?

Less than Significant Impact. CEQA Guidelines section 15064.3 subdivision (b) discusses the use of vehicle miles traveled (VMT) for the impact analysis. The City of Norwalk has not adopted VMT guidelines, so the County of Los Angeles guidelines were utilized to analyze potential VMT impacts. For non-retail projects, the guidelines state projects that generate fewer than 110 net daily passenger trips are generally exempt from preparing a Transportation Impact Analysis to analyze VMT. As shown in Table 5.17-1, the Project would generate 99 net daily passenger trips. Therefore, the Project would meet the screening guideline set forth in Section 3.1.2.3 of the Los Angeles County guidelines. Therefore, the Project would screen out of a VMT analysis, and impacts can be presumed to be less than significant.

c) Substantially increase hazards due to a geometric design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?

Less than Significant Impact. The Project would develop and operate a new warehouse building onsite that is compatible with the zoning and land use. The Project's design would be reviewed by the City during the plan check and permitting process; thus, the geometric design features of the Project site would not result in increased hazards. Access to the Project site would be via a 35-foot driveway on Excelsior Drive and a 31-foot road which provides reciprocal access through the adjacent property to the west of the site. The driveways would be designed in compliance with the City's design standards to provide for adequate turning for passenger cars, fire trucks, and delivery trucks.

Additionally, the Project site does not include any visual obstructions that would block sight distance at the driveways or that would prohibit full access in, and out of, the Project area. Thus, motorists entering and exiting the Project site would be able to do so comfortably, safely, and without undue congestion. As such, Project access and circulation would be adequate, and Project impacts related to hazardous design features would be less than significant.

d) Result in inadequate emergency access?

Less than Significant Impact. The proposed Project would develop and operate a new industrial warehouse building that would be permitted and approved in compliance with existing safety regulations, such as the California Building Code and Fire Code (as integrated into the City's Municipal Code) to ensure that it would not result in inadequate emergency access.

The proposed construction activities, including equipment and supply staging and storage, would occur within the Project site and would not restrict access of emergency vehicles to the Project site or adjacent areas. During construction, Excelsior Drive and Carmenita Road would remain open to ensure adequate emergency access to the Project area and vicinity. Thus, impacts related to inadequate emergency access during construction activities would not occur.

As described above, operation of the proposed Project would also not result in inadequate emergency access. Direct access to the Project site would be provided from Excelsior Drive and Carmenita Road. The driveway and onsite circulation constructed by the Project would be evaluated through the City's permitting procedures to meet the City's design standards that provides adequate turning space for passenger cars, fire trucks, and delivery trucks. The Project is also required to provide fire suppression facilities (e.g., hydrants and sprinklers). The Norwalk Fire Department has reviewed and approved the development plans as part

of the plan check and permitting procedures to ensure adequate emergency access pursuant to the requirements in Section 503 of the California Fire Code (Title 24, California Code of Regulations, Part 9). As a result, impacts related to inadequate emergency access would not occur.

Existing Plans, Programs, or Policies

There are no impact reducing Plans, Programs, or Policies related to transportation that are applicable to the Project.

Mitigation Measure

No mitigation measures related to transportation are required.

Sources

City of Norwalk. (N.D.). *Norwalk Transit Systems. Fares and Schedules*. From: https://www.norwalk.org/city-hall/departments/norwalk-transit-system-nts/fares-schedules

Los Angeles County Metropolitan Transportation Authority (LA Metro). Maps & Timetables. Metro Local Line 62. Available at: https://media.metro.net/documents/4e3d8753-426a-4447-8d5e-e12952103ea5.pdf

EPD Solutions, Inc. (2024). *Trip Generation Analysis and VMT Screening Analysis*. (Appendix L)

5.18. TRIBAL CULTURAL RESOURCES

Would the project cause a substantial adverse change in the significance of a tribal cultural resource, defined in Public Resources Code section 21074 as either a site, feature, place, cultural landscape that is geographically defined in terms of the size and scope of the landscape, sacred place, or object with cultural value to a California Native American tribe, and that is:	**Potentially Significant Impact**	**Less Than Significant with Mitigation Incorporated**	**Less Than Significant Impact**	**No Impact**
a) Listed or eligible for listing in the California Register of Historical Resources, or in a local register of historical resources as defined in Public Resources Code section 5020.1(k)?	☐	☒	☐	☐
b) A resource determined by the lead agency, in its discretion and supported by substantial evidence, to be significant pursuant to criteria set forth in subdivision (c) of Public Resources Code Section 5024.1. In applying the criteria set forth in subdivision (c) of Public Resource Code Section 5024.1, the lead agency shall consider the significance of the resource to a California Native American tribe?	☐	☒	☐	☐

a) Listed or eligible for listing in the California Register of Historical Resources, or in a local register of historical resources as defined in Public Resources Code section 5020.1(k)?

Less than Significant Impact with Mitigation Incorporated.

Chapter 532, Statutes of 2014 (Assembly Bill [AB] 52), requires that Lead Agencies evaluate a project's potential to impact "tribal cultural resources." Such resources include "[s]ites, features, places, cultural landscapes, sacred places, and objects with cultural value to a California Native American tribe that are eligible for inclusion in the California Register of Historical Resources or included in a local register of historical resources." AB 52 also gives lead agencies the discretion to determine, supported by substantial evidence, whether a resource qualifies as a "tribal cultural resource." Also, per AB 52 (specifically PRC 21080.3.1), Native American consultation is required upon request by a California Native American tribe that has previously requested that the City provide it with notice of such projects.

An archaeological records search was completed in order to identify any previously recorded archaeological sites within the Project boundary or in the immediate vicinity. According to the records search, 29 resources were identified within a one-half mile radius, none are located on the Project site and all are historic and primarily built environment resources. Additionally, Brian F. Smith and Associates requested a Sacred Lands File (SLF) search from the Native American Heritage Commission. The NAHC responded that the SLF search yielded negative results for known tribal cultural resources or sacred lands within a one-mile radius of the Project site.

Pursuant to the requirements of AB 52, the City sent informational letters about the proposed Project and requests for consultation to each tribe on the City's list of tribes requesting consultation on February 5, 2024. These tribes include the following: Gabrieleno Band of Mission Indians – Kizh Nation, Gabrieleno/Tongva San Gabriel Band of Mission Indians, Torres Martinez Desert Cahuilla Indians and Soboba Band of Luiseno Indians. No responses were received from contacted tribes.

As described above in Section 5.5, *Cultural Resources*, the Project does not contain any historic structures. In addition, the entire parcel has been disturbed from previous development activity. However, as described

previously, Mitigation Measure CUL-1, as outlined in Section 5.5, *Cultural Resources*, has been included to provide procedures to be followed in the event that archaeological resources are discovered during grading, excavation, or construction activities. As detailed previously, if the discovered resource(s) appears Native American in origin, a Native American Monitor shall be contacted to evaluate any potential tribal cultural resource(s) and shall have the opportunity to consult on appropriate treatment and curation of these resources. Thus, impacts related to California Native American tribes would be less than significant with implementation of Mitigation Measure CUL-1.

b) A resource determined by the lead agency, in its discretion and supported by substantial evidence, to be significant pursuant to criteria set forth in subdivision (c) of Public Resources Code Section 5024.1. In applying the criteria set forth in subdivision (c) of Public Resource Code Section 5024.1, the lead agency shall consider the significance of the resource to a California Native American tribe?

Less than Significant Impact with Mitigation Incorporated. As discussed above, impacts related to tribal cultural resources would be less than significant with implementation of Mitigation Measure CUL-1. No information has been provided to the Lead Agency indicating any likelihood of uncovering tribal cultural resources on the Project site, there are no known tribal cultural resources on or adjacent to the Project site, and no potentially significant impacts are anticipated.

Additionally, as described previously, California Health and Safety Code, Section 7050.5 requires that if human remains are discovered in the Project site, disturbance of the site shall halt and remain halted until the coroner has conducted an investigation. If the coroner determines that the remains are those of a Native American, he or she shall contact, by telephone within 24 hours, the Native American Heritage Commission. Therefore, with implementation of Mitigation Measure CUL, impacts to tribal cultural resources would be less than significant.

Existing Plans, Programs, or Policies

PPP CUL-1: Human Remains. Listed previously in Section 5.5, Cultural Resources.

Mitigation Measures

Mitigation Measure CUL-1: Incidental Discoveries. Listed previously in Section 5.5, *Cultural Resources*.

Sources

BFSA Environmental Services. (2024). *Cultural Resources Study* . (See Appendix E).

Governor's Office of Planning and Research (OPR). Tribal Consultation Guidelines, Supplement to General Plan Guidelines. November 14, 2005. Available at: http://nahc.ca.gov/wp-content/uploads/2019/04/SB-18-Tribal-Consultation-Guidelines.pdf

5.19. UTILITIES AND SERVICE SYSTEMS

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Require or result in the relocation or construction of new or expanded water, wastewater treatment or storm water drainage, electric power, natural gas, or telecommunications facilities, the construction or relocation of which could cause significant environmental effects?	☐	☐	☒	☐
b) Have sufficient water supplies available to serve the project and reasonably foreseeable future development during normal, dry and multiple dry years?	☐	☐	☒	☐
c) Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?	☐	☐	☒	☐
d) Generate solid waste in excess of State or local standards or in excess of the capacity of local infrastructure or otherwise impair the attainment of solid waste reduction goals?	☐	☐	☒	☐
e) Comply with federal, state, and local management and reduction statutes and regulations related to solid waste?	☐	☐	☐	☒

a) Require or result in the relocation or construction of new or expanded water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?

Less than Significant Impact.

Water Infrastructure

The City's Water Division of the Public Works Department supplies potable water for residents and businesses. The proposed Project is within an urbanized, developed area of Norwalk and would redevelop a site currently utilized for industrial uses. Carmenita Road contains 6-inch and 12-inch water lines and Excelsior Drive contains a 6-inch water line. The Project would connect to the existing 6-inch water line in Excelsior Drive and would use the existing infrastructure throughout the site. In addition, the Project would install 590 linear feet of a 12-inch water line from the street connection in Carmenita Road through the adjacent property to the west of the Project site to the site property line for fire water service. The analysis of the construction activities related to the proposed water service line is included as a part of the Project and would not result in any physical environmental effects beyond those identified throughout this MND. For example, analysis of construction emissions resulting from the installation of the water infrastructure is included in Sections 5.3, *Air Quality,* and 5.8, *Greenhouse Gas Emissions*, which were determined to result in less than significant impacts. Therefore, potential impacts related to the construction of the on-site water service line would be less than significant.

Wastewater Treatment

The Los Angeles County Sanitation District (LASD) treats wastewater from the City. Local sewer lines are owned and maintained by the City, while the LASD owns, operates, and maintains the large trunk sewers of the regional wastewater conveyance system. The proposed Project would connect to an existing 6-inch on-site sewer service line, which conveys wastewater to the 8-inch sewer main within Excelsior Drive. The existing sewer lines would accommodate development of the Project site and would not require expansion to serve the Project. Therefore, impacts related to wastewater treatment would be less than significant.

Stormwater Drainage

As discussed in Section 5.10, *Hydrology and Water Quality*, operation of the Project would meet treatment guidelines needed for a 25-year, 24-hour storm event (Appendix M). The proposed on-site underground infiltration basin would result in lower post-developed runoff rates compared to existing runoff rates for a 25-year storm event (Appendix M). Therefore, the Project would not require or result in the construction of new off-site storm water drainage facilities or expansion of existing off-site facilities.

The Project proposes to install several inlets and on-site drainage pipes to convey site runoff to two proposed underground infiltration basins, located at the southern and northeastern portion of the site. The existing drainage pattern would be maintained in the proposed plan such that runoff from the northern portion of the site would be discharged to Spring Avenue, while runoff from the southern portion would be discharged to Excelsior Drive. Construction activities related to the proposed on-site stormwater improvements are included as a part of the Project and would not result in any physical environmental effects beyond those identified throughout this MND. For example, analysis of construction emissions resulting from the installation of the water infrastructure is included in Sections 5.3, *Air Quality,* and 5.8, *Greenhouse Gas Emissions*, which were determined to result in less than significant impacts. Therefore, potential impacts related to the construction of the on-site stormwater infrastructure would be less than significant.

Electric Power

Electricity is provided to the City of Norwalk by Southern California Edison (SCE). SCE provides electric power to more than 15 million persons within its 50,000 square mile service area. Based on SCE's 2021 Power Content Label Mix, SCE derives electricity from varied energy resources including: natural gas, solar power generation, wind farms, nuclear power plants, hydroelectric generators, and geothermal power plants. SCE also purchases power from open market transactions, which do not have identifiable sources (California Energy Commission, 2024). The proposed Project would connect to existing electric power therefore the impact would be less than significant.

Natural Gas

The City of Norwalk is within the service area of the Southern California Gas Company (SoCal Gas). The proposed Project would connect to existing natural gas lines in the surrounding roadways; therefore, impacts would be less than significant.

Telecommunications

The City of Norwalk is within the service area of Charter Spectrum, DirecTV, Dish Network, and Frontier Communications. Existing communication lines are present in the roadways surrounding the Project site. The Project would connect to lines within the surrounding roadways. Therefore, impacts related to dry utilities would be less than significant.

b) Have sufficient water supplies available to serve the project and reasonably foreseeable future development during normal, dry and multiple dry years?

Less than Significant Impact. According to the City of Norwalk 2020 UWMP, the City receives its water from several sources, groundwater from the Central Groundwater Basin (Basin), imported water from CBMWD, City of Santa Fe Springs, and City of Cerritos. The City also receives recycled water from CBMWD. The City provides potable drinking water to its customers via three groundwater wells and imported water. Recycled water supply is delivered through CBMWD's recycled water. The City has prepared the 2020 UWMP in order to assess long-term water supply sources, demands, reliability, and conservation strategies. Table 5.19-1 shows the projected water supply characterization for the City, taking into account increased supply as a result of passive water savings from conservation requirements.

Table 5.19-1: City of Norwalk Water Supply Projections (acre-feet)

Source	2025	2030	2035	2040	2045
Central Groundwater Basin	2,273	2,273	2,273	2,273	2,273
Imported/Purchased	1,331	1,331	1,331	1,331	1,331
Recycled water	90	90	90	90	90
Total	3,694	3,694	3,694	3,694	3,694

Source: Norwalk 2020 UWMP.

Water use projections are estimated in part on expected land use development. The Project buildout is consistent with the existing Heavy Industrial General Plan land use designation; thus, water usage of the Project has been accounted for within the 2020 UWMP. In addition, the Project would include redevelopment of a site with a current water demand of the same land use and would not result in a substantial increase in water demand over existing conditions. The Water Service Reliability and Drought Risk Assessment section of the UWMP concludes that supply and demand are forecasted to be balanced through 2045, under normal years, single-dry years, and multiple-dry year scenarios. Therefore, impacts related to water supplies from the Project would be less than significant.

c) Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?

Less than Significant Impact. The Project site receives wastewater treatment service from LACSD. Two wastewater treatment plants handle wastewater flow from the City of Norwalk: A.K. Warren Water Resource Facility in Carson and Los Coyotes Water Reclamation Plant in Cerritos. The two facilities combined have the design capacity to treat 437.5 million gallons per day (mgd) and combined they treat an average of 297.5 mgd of wastewater (LACSD, 2024). In total this leaves an existing capacity of 140 mgd of wastewater between the two facilities.

The Los Angeles County General Plan Draft EIR uses an estimated wastewater generation rate of 76 gallons per capita per day (from Table 5.17-2 of the General Plan Draft EIR). Based on this factor, and an estimated employee generation of 95 persons, the Project would generate approximately 7,220 gallons per day (gpd) of wastewater or 0.0072 mgd. Therefore, the Project's wastewater generation would be within the current capacity for the LACSD and no new or expanded offsite facilities are required. Impacts related to wastewater generation would be less than significant.

d) Generate solid waste in excess of State or local standards or in excess of the capacity of local infrastructure or otherwise impair the attainment of solid waste reduction goals?

Less than Significant Impact. The landfills that serve the City of Norwalk include Mid-Valley Sanitary Landfill in Rialto, the Savage Canyon Landfill in Whittier, and the Frank R. Bowerman Landfill in Irvine. The County of San Bernardino Solid Waste Management Department, the City of Whittier, and the County of Orange Waste and Recycling own and operate these landfills. Solid waste is collected and managed in the City by Athens Services. Information regarding these landfills is detailed on Table 5.19-2 below. Based on the average disposal tonnage, the landfills have a combined total daily disposal availability of 11,497 tons per day (tpd).

Table 5.19-2: Landfill Capacity

Name	Max Daily Permitted (tpd)	Average Daily Tonnage (tpd)	Available Daily Disposal (tpd)	Closure Date
Mid-Valley Sanitary Landfill	7,500	3,442	4,058	4/1/2045
Savage Canyon Landfill	3,350	288	3,062	12/31/2079
Frank R. Bowerman Landfill	11,500	7,123	4,377	12/31/2053

Source: CalRecycle

Construction

The Project would generate solid waste from construction and demolition debris during the short-term construction period. The demolition phase of construction involves removal of asphalt and the existing buildings. Based on the area of paved land and the average thickness and mass of hardscape, demolition would result in approximately 33,110 tons of debris. Solid waste would be disposed of in accordance with local solid waste disposal requirements. Additionally, Section 5.408.1 of the existing CalGreen Building Standards Code requires demolition and construction activities to recycle or reuse a minimum of 65 percent of the nonhazardous construction and demolition waste. Thus, the demolition and construction solid waste that would be disposed of at the landfill would be approximately 35 percent of the waste generated, or 11,182.50 tons of debris. As described in the Air Quality Analysis (Appendix A), demolition is expected to take 20 days. As such, this would equate to approximately 559.13 tpd of solid waste. The three landfills have a combined total daily disposal availability of 11,497 tpd, which would meet the construction-related landfill needs.

Operation

The CalEEMod solid waste generation rate for general light industrial land use is 1.24 tons per year per 1,000 square feet. Thus, the proposed warehouse would generate approximately 172.32 tons of solid waste per year. However, at least 75 percent of the solid waste would be required to be recycled pursuant to AB 341, which would reduce the volume of landfilled solid waste to approximately 43.08 tons per year or 0.83 tons per week.

As described above, the supporting landfill facilities have an additional capacity of approximately 11,497 tpd. Thus, the landfills would be able to accommodate the addition of 0.83 tons of waste per week from operation of the Project. Therefore, impacts related to the construction and operation of the Project on landfill capacity would be less than significant.

e) Comply with federal, state, and local management and reduction statutes and regulations related to solid waste?

No Impact. The Project would result in redevelopment of the Project site that would generate an increased amount of solid waste. Pursuant to Section 5.408.1 of the California Green Building Standards Code, all construction would be required to recycle or reuse a minimum of 65 percent of the nonhazardous construction and demolition waste. AB 341 requires diversion of a minimum of 75 percent of operational solid waste. Implementation of the Project would be required to be consistent with all mandatory federal, state and City regulations related to solid waste. SB 1383 establishes methane emission reduction targets in a statewide effort to reduce emissions of short-lived climate pollutants. A 50 percent reduction in the level of the statewide disposal of organic waste was established by 2020 and a 75 percent reduction by 2025. CalRecycle is the regulatory authority required to achieve the organic waste disposal reduction targets and establishes an additional target that not less than 20 percent of currently disposed edible food is recovered for human consumption by 2025. As required in Municipal Code Section 8.48.630 (PPP UT-1), prior to the construction of the Project, a Waste Management Plan Compliance Official documentation would be submitted to assure diversion of 65 percent of total construction debris via reuse and recycle. Additionally, landscaping maintenance would utilize organic waste collection bins for landscape trimmings. Thus, impacts related to compliance with solid waste regulations would not occur.

Existing Plans, Programs, or Policies

PPP UT-1: Solid Waste. As required by Municipal Code Section 8.48.630, prior to construction of the Project, the Applicant shall submit to the Waste Management Plan Compliance Official documentation that the diversion requirement has been met. The diversion requirement shall be that the Applicant has diverted at least 65 percent of the total construction and demolition debris generated by the Project via reuse or recycling.

Mitigation Measures

No mitigation measures related to utilities and service systems are required.

Sources

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CalRecycle. (N.D.) *Estimated Solid Waste Generation Rates*. Retrieved at: https://www2.calrecycle.ca.gov/wastecharacterization/general/rates

CalRecycle. (N.D.) *Solid Waste Information System Facility/Site Search*. Retrieved at: https://www2.calrecycle.ca.gov/SWFacilities/Directory/.

CalRecycle. (N.D.) *Local Government Information Center. Jurisdiction Disposal by Facility*. Retrieved at: https://www2.calrecycle.ca.gov/LGCentral/DisposalReporting/Destination/DisposalByFacility

City of Norwalk. (2020) *Urban Water Management Plan*. Retrieved at: https://www.norwalk.org/home/showpublisheddocument/27151/637947047386700000

DRC Engineering. (2023) *Preliminary Hydrology Study*. (See Appendix M).

Los Angeles County. (2014) *General Plan Draft EIR*. Accessed at: https://planning.lacounty.gov/wp-content/uploads/2022/11/gp_2035_deir.pdf

5.20. WILDFIRE

If located in or near state responsibility areas or lands classified as very high fire hazard severity zones, would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Substantially impair an adopted emergency response plan or emergency evacuation plan?	☐	☐	☐	☒
b) Due to slope, prevailing winds, and other factors, exacerbate wildfire risks, and thereby expose project occupants to, pollutant concentrations from a wildfire or the uncontrolled spread of a wildfire?	☐	☐	☐	☒
c) Require the installation or maintenance of associated infrastructure (such as roads, fuel breaks, emergency water sources, power lines or other utilities) that may exacerbate fire risk or that may result in temporary or ongoing impacts to the environment?	☐	☐	☐	☒
d) Expose people or structures to significant risks, including downslope or downstream flooding or landslides, as a result of runoff, post-fire slope instability, or drainage changes?	☐	☐	☐	☒

a) Substantially impair an adopted emergency response plan or emergency evacuation plan?

No Impact. According to Figure 12.5, *Fire Hazard Severity Zones Policy Map*, of the Los Angeles County General Plan, the City of Norwalk is not within or adjacent to a Fire Hazard Severity Zone (Los Angeles County Department of Regional Planning, 2021). Furthermore, according to the City's Local Hazard Mitigation Plan, the City does not have a Community Wildfire Protection Plan, as the City is not at risk for wildfires (City of Norwalk, 2022). Therefore, potential impacts related to an emergency response or evacuation would not occur.

b) Due to slope, prevailing winds, and other factors, exacerbate wildfire risks, and thereby expose project occupants to pollutant concentrations from a wildfire or the uncontrolled spread of a wildfire?

No Impact. As described in the previous response, the City of Norwalk is not susceptible to wildfire hazards, nor is the City adjacent to any Fire Hazard Severity Zones (Los Angeles County Department of Regional Planning, 2021). The areas within the Project's vicinity also do not contain hillsides or other factors that could exacerbate wildfire risks. In addition, implementation of the Project would be required to adhere to the California Fire Code, as adopted in Chapter 15.08 of the Norwalk Municipal Code. Development plans would be reviewed by the City's Building and Safety Divisions during the permitting process to ensure that the Project plans meet fire protection requirements. Therefore, no impact would occur.

c) Require the installation or maintenance of associated infrastructure (such as roads, fuel breaks, emergency water sources, power lines or other utilities) that may exacerbate fire risk or that may result in temporary or ongoing impacts to the environment?

No Impact. As described in the previous responses, the Project site is not within a Fire Hazard Severity Zone. The Project does not involve any new infrastructure (such as roads, fuel breaks, emergency water sources,

power lines or other utilities) that may exacerbate fire risks or result in other impacts to the environment. Therefore, no impacts would occur.

d) Expose people or structures to significant risks, including downslope or downstream flooding or landslides, as a result of runoff, post-fire slope instability, or drainage changes?

No Impact. As described in the previous responses, the Project site is not within a Fire Hazard Severity Zone. Adjacent areas to the Project site are relatively flat urban sites and do not contain hillsides or other factors that would expose people or structures to flooding or landslides as a result of runoff, post-fire slope instability, or drainage changes. In addition, the Project would not generate large slopes and would install on-site drainage facilities to retain stormwater runoff. Thus, the Project would not result in risks related to wildfires or risks related to downslope or downstream flooding or landslides after wildfires. Therefore, impacts would not occur.

Existing Plans, Programs, or Policies

There are no impact reducing Plans, Programs, or Policies related to wildfires that are applicable to the Project.

Mitigation Measures

No mitigation measures related to wildfires are required.

Sources

Los Angeles County Department of Regional Planning (October 2021). *Hazard Severity Zones Policy Map* Retrieved March 21, 2024, From: https://planning.lacounty.gov/wp-content/uploads/2022/11/12.2_Chapter12_Figures.pdf.

City of Norwalk. (February 2022). *Local Hazard Mitigation Plan*. Retrieved March 21, 2024, From: https://www.norwalk.org/home/showpublisheddocument/26724/637849437930330000

5.21. MANDATORY FINDINGS OF SIGNIFICANCE

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Does the project have the potential to substantially degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, substantially reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?	☐	☒	☐	☐
b) Does the project have impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)?	☐	☒	☐	☐
c) Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?	☐	☒	☐	☐

a) Does the project have the potential to substantially degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, substantially reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?

Less than Significant with Mitigation Incorporated. As discussed in Section 5.4, *Biological Resources*, the Project site is currently developed with 89,870 SF of industrial uses. The site does not contain any landscaping or vegetation. Therefore, the Project would not have the potential to result in potential impacts to sensitive biological resources.

As discussed in Section 5.5, *Cultural Resources*, no historic resources exist on the Project site. In addition, due to the developed nature of the Project site, there is low potential that the Project could result in impacts to previously unknown archaeological resources. However, Mitigation Measure CUL-1 has been included to provide procedures to be followed in the event that archaeological resources are discovered during grading, excavation, or construction activities. With implementation of Mitigation Measure CUL-1, impacts related to important examples of the major periods of California history or prehistory would be less than significant.

b) Does the project have impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)?

Less than Significant with Mitigation Incorporated. The Project would redevelop an existing industrial site with a new warehouse building, consistent with the General Plan land use and zoning designations of the Project site. The cumulative effect of the proposed Project taken into consideration with other development

projects in the area would be limited, because the Project would be consistent with the City's General Plan and Municipal Code and would not result in substantial effects to any environmental resource topic, as described throughout this document. Further, the City of Norwalk General Plan EIR analyzed potential cumulative impacts related to the development of industrial uses within Heavy Industrial designated sites within the City. As such, areawide cumulative impacts related to industrial development in the City, including cumulative impacts related to the Project, were thoroughly analyzed in the City of Norwalk General Plan EIR, and an additional cumulative analysis would not be required as part of the MND pursuant to CEQA Guidelines Section 15130(d).

As discussed in Section 5.3, *Air Quality*, SCAQMD's CEQA Air Quality Handbook methodology describes that any projects that result in daily emissions that exceed any SCAQMD thresholds would have both an individually (project-level) and cumulatively significant air quality impact. If estimated emissions are less than thresholds, impacts would be considered less than significant. As shown in Table 5.3-2, CalEEMod results indicate that construction emissions generated by the proposed Project would not exceed SCAQMD regional thresholds. Operational emissions associated with the proposed Project were modeled using CalEEMod and are presented in Tables 5.3-3 and 5.3-5. As shown, emissions of criteria pollutants would be below SCAQMD's applicable thresholds and would not result in a considerable net increase of any criteria pollutant impacts. As such, cumulative air quality impacts would be less than significant. In addition, as discussed in Section 5.8, *Greenhouse Gas Emissions*, GHG emissions would be below SCAQMD thresholds. Therefore, cumulative GHG impacts would be less than significant. Thus, impacts to environmental resources or issue areas would not be cumulatively considerable; and cumulative impacts would be less than significant.

c) Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?

Less than Significant with Mitigation Incorporated. The Project consists of redevelopment of an existing developed site. The Project would not consist of any use or any activities that would result in a substantial negative effect on any persons in the vicinity. All resource topics associated with the Project have been analyzed in accordance with CEQA and the CEQA Guidelines and were found to pose no impacts, less than significant impacts, or less than significant impacts with mitigation, as previously detailed. Consequently, the Project would not result in any environmental effects that would cause substantial adverse effects on human beings directly or indirectly, with implementation of the mitigation measures that have been previously detailed.

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6. DOCUMENT PREPARERS AND CONTRIBUTORS

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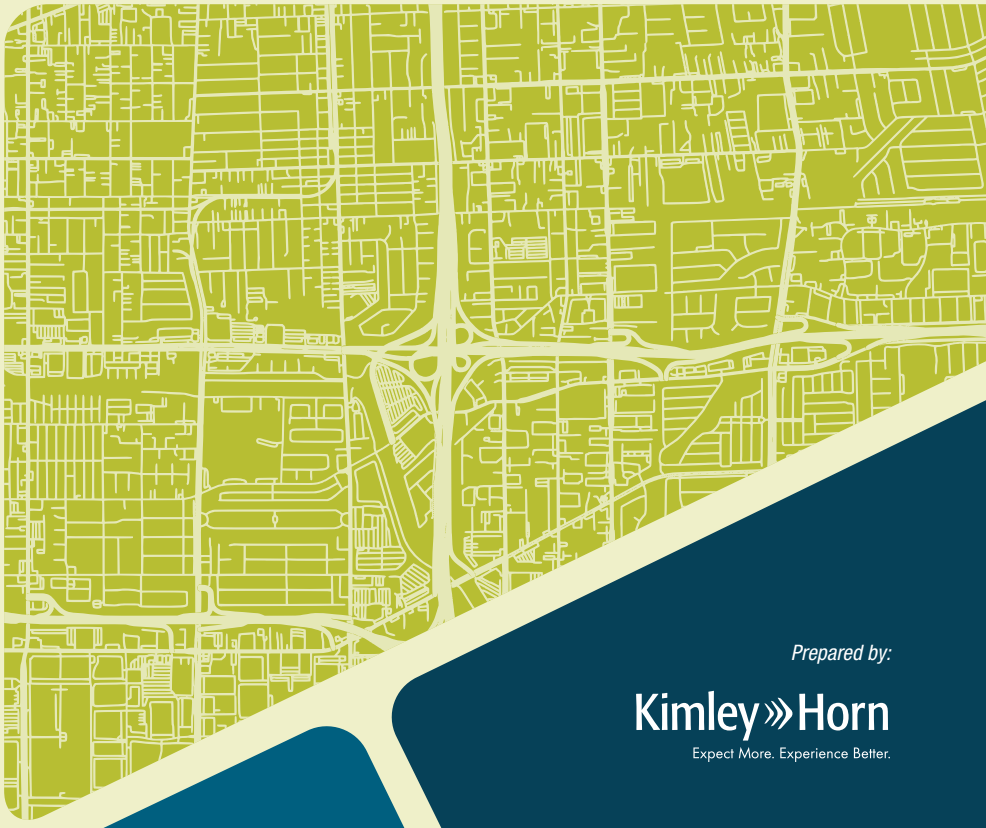
Prepared for:

CITY OF **GARDENA**

Statement of Qualifications for

Environmental Consulting Services



Prepared by:

Kimley»Horn

Expect More. Experience Better.

Section 1. Cover Letter

October 30, 2025

1100 W Town & Country Road
Suite 700
Orange, CA 92868
TEL: 714.939.1030

Jo-Anne Burns, Assistant Director of Community Development
City of Gardena
1122 Acacia Parkway
Gardena, CA 92840

RE: Statement of Qualifications (SOQ) for Environmental Consulting Services

Dear Ms. Burns and Members of the Selection Committee:

The **City of Gardena (City)** is looking for qualified consultants that offer local knowledge, hands-on experience, and a depth of resources necessary to provide environmental services for private developments in the City. **Kimley-Horn** has substantial experience assisting local municipalities with all aspects of environmental review, California Environmental Quality Act (CEQA) requirements, technical studies, planning and design, and project implementation. We are confident our team can serve you for the following reasons:

Established, Successful Relationship with the City. The Kimley-Horn team has partnered with the City on a variety of projects over the years, including the Normandie Crossing Specific Plan Project, the 1450 Artesia Boulevard Specific Plan Project, and the recent Terreno Industrial Project. We have collaborated with the City and its stakeholders and built a solid working relationship with many of your staff. Because of this, the City will benefit from our team's familiarity with the region and our current experience in the City and surrounding cities. As a result, there will be no learning curve and we will hit the ground running. Kimley-Horn looks forward to the opportunity to continue providing support to the City.

Strong, Committed Project Management. **Rita Garcia** will lead the Kimley-Horn team as principal-in-charge, maintain communications with the City, and facilitate compliance with project scopes, budgets, and schedules. Additionally, **James Thomas, CEP-IT** will serve as project manager for projects under this contract. We offer the City the local knowledge and responsiveness of a small organization, backed by the depth of resources only a national firm can offer.

Experienced Staff and Team Members. Our in-house staff and qualified consultant resources can meet the challenges of this environmental consulting services contract, drawing on more than nearly 100 environmental and planning staff throughout California. Kimley-Horn's environmental team has years of experience working on all types of environmental projects and is supported by planning and engineering specialists for peer review of technical studies. To complement our in-house team of technical specialists, we have partnered with **Iwasa Consulting** for geotechnical services and **Rocks Biological Consulting** for biological resources services. Together, we offer the City a comprehensive team to serve you on any project that arises from this contract.

Emphasis on Quality. Since our founding, Kimley-Horn has been deeply committed to delivering quality in every task, deliverable, and service we provide. Understanding the critical role of quality control, we developed a comprehensive Quality Control (QC)/Quality Assurance (QA) manual that all project and task managers are required to know and follow. Our goal is to ensure that our procedures enable us to consistently deliver high-quality services that meet our clients' needs. As a result, the Kimley-Horn team is fully prepared, with no learning curve when it comes to maintaining quality.

We believe that you will not find a more qualified team to meet your environmental service needs in a collaborative, yet expeditious and legally sound, manner. Most importantly, we have a record of providing responsive service and timely delivery of critical project documents. We work effectively with local agencies to successfully complete numerous environmental projects and on-call assignments.

We look forward to hearing from you and are eager to demonstrate our dedication to partnering with the City. If you have any questions or need any additional information regarding our team, please reach out to **James Thomas, CEP-IT** at 619.798.5658 or james.thomas@kimley-horn.com, **Rita Garcia** at 714.786.6116 or rita.garcia@kimley-horn, or at the address listed on the previous page.

Sincerely,
KIMLEY-HORN AND ASSOCIATES, INC.

James Thomas, CEP-IT Project Manager	**Rita Garcia** Principal-in-Charge	**Jason Melchor, PE*** Associate

**Jason Melchor, PE is authorized to bind Kimley-Horn and execute agreements on behalf of the firm.*

Contract Exceptions

After reviewing the Request for Qualifications (RFQ) and Sample Agreement, Kimley-Horn requests the following proposed modifications, consistent with previously executed agreements with the City:

16. Use of Materials.

A. City shall make available to Consultant such materials from its files as may be required by Consultant to perform Services under this Agreement. Such materials shall remain the property of City while in Consultant's possession. Upon termination of this Agreement and payment of outstanding invoices of Consultant, or completion of work under this Agreement, Consultant shall return to City any property of City in its possession ~~and any calculations, notes, reports, electronic files, or other materials prepared by Consultant in the course of performance of this Agreement~~.

23. Indemnity.

C. Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, ~~at Consultant's sole expense,~~ from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers to the extent arising out of the negligent performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for ~~hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subcontractors, but~~ shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subcontractors~~, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subcontractors under this Agreement, whether or not the Consultant, its employees, and/or authorized subcontractors are specifically named or otherwise asserted to be liable~~. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole or active negligence or willful misconduct of the City. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

Section 2. Table of Contents

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Section 3. Scope of Services

The City is looking for qualified consulting firms to provide environmental consulting services for private development projects in the City. Such projects may require preparation of technical studies/analysis, documents and/or reports to ensure compliance with CEQA, and may include, but not be limited to Initial Studies, Negative Declarations, MNDs, or EIRs. In preparation for this RFQ, we carefully reviewed the City's preliminary scope of services needed for environmental services. We feel strongly that the team assembled for this contract is the right and best team to assist the City in successfully completing your goals. The City will need a team that is not only multidisciplined—providing a diverse set of skills and services—but also, and more importantly, that understands the key components of project delivery.

Task Order Scoping

Our approach to each task order will be tailored to the specific services requested by the City. At project initiation, the project manager and CEQA lead will coordinate with City staff to understand the project's needs and engage key team members to develop a scope, budget, schedule, and staffing plan for City review. A key role of the project manager is to collaborate with internal partners and the City to assemble the right team, ensuring both technical expertise and staff availability. Before developing a project approach, we spend time with our clients to listen so that we understand program goals, constraints, and key considerations. We build a project- specific approach to deliver the program in line with these program-specific measures of success. We deliver our work in a highly responsive manner with high-quality deliverables.

Each task will be managed by a project manager and task order manager, with environmental and technical staff added as needed based on the nature of the document or peer review required. Whether preparing or reviewing environmental documents, our goal is to help the City develop legally defensible CEQA or NEPA documents within the defined schedule and budget. Once authorized to proceed, the team will promptly schedule a kick-off meeting, gather available technical studies and data, identify any gaps, and collaborate with the assigned City planner on deliverables.

Kimley-Horn acknowledges the City's required 10-day turnaround for task order proposal submittals and confirms our ability to meet this schedule.

Approach to Environmental Services

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

ENVIRONMENTAL

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

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

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

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

Our capabilities within the City's preliminary scope of services for which our team is qualified to perform include:

CEQA and NEPA Environmental Analysis

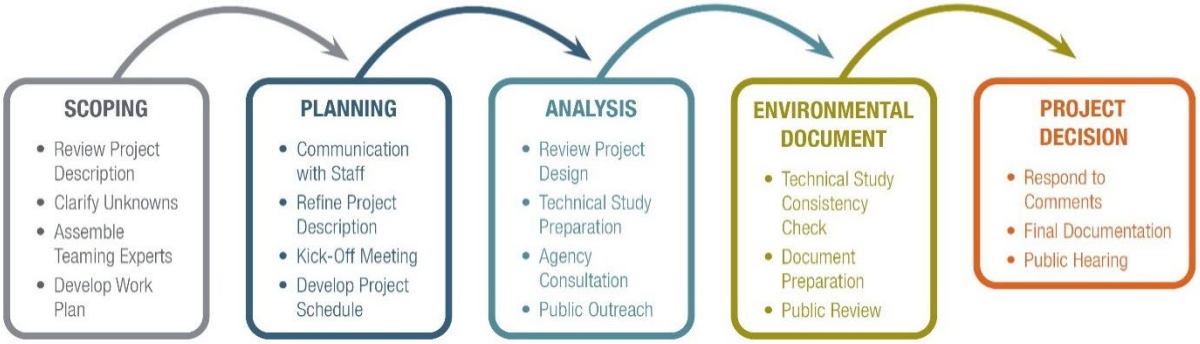
Kimley-Horn has a proven record of success in preparing legally defensible environmental documents that comply with CEQA and NEPA. In addition, our staff has provided public agencies with on-call planning and environmental assistance, environmental justice, public outreach and public involvement support, and review of development proposals. Our client-focused approach results in the clear presentation of potential impacts and key findings to decision-makers for project determination and certification. Our approach includes:

- Facilitating open communication and developing an understanding of project needs with our client to guide the overall approach and successful issue resolution
- Conducting a critical initial project screening to enable project modifications, identify potentially significant issues, and assist with document preparation (scope, level of review, and type)
- Carefully scoping and pricing commensurate with the level of review and technical evaluation
- Using the latest and most defensible industry standards, technology, and models
- Including substantial evidence to support assumptions and conclusions
- Using adopted thresholds and standards, and the current CEQA guidelines and statutes
- Identifying the project's direct and indirect, short- and long-term, cumulative, growth-inducing, and unavoidable impacts as well as the extent/magnitude of such impacts
- Developing mitigation that includes key elements (who, what, when, where), is effective, and enforceable
- Assigning a project manager committed to continuously monitoring the status of project costs, cost-control effectiveness, and schedule

Preparation of CEQA and NEPA Documentation

Kimley-Horn provides a full range of environmental services for land development and public works projects throughout California. Our environmental compliance managers have worked on numerous complex multidisciplinary projects requiring technical experience, creative solutions for design modifications or mitigation, and a thorough understanding of local, state, and federal regulations. Our environmental professionals also receive regular training on changes in CEQA and NEPA, and applicable case law affecting the interpretation of current statutes.

Kimley-Horn produces environmental documents that are sensitive to the public's concern for resource protection and community impacts as well as to the real-world issues associated with the cost and feasibility of implementing mitigation programs. Our staff has an excellent track record of preparing thorough CEQA documents capable of withstanding stakeholder scrutiny and legal challenge.



Kimley-Horn staff members have been responsible for preparing all types of documents from Initial Studies (IS), MNDs, and Categorical Exemptions (CEs) to comprehensive EIRs. Kimley-Horn routinely prepares CEQA Addendums, CEs, and documents under SB 375 CEQA streamlining provisions, such as Sustainable Communities Project Exemptions (SCPEs) and Sustainable Communities Environmental Assessments (SCEAs). Our team works closely with City staff to evaluate when CEQA streamlining tools may apply and prepares legally defensible documentation to support their use.

In addition to our extensive CEQA experience, Kimley-Horn has expertise providing environmental documentation services in support of NEPA review. Our staff bring recent, relevant experience preparing Environmental Impact Statements (EISs), Environmental Assessments (EAs), and categorical exclusions (CatExs), including the required technical studies, for a wide array of project types including housing developments, public service campuses (e.g., hospitals, educational facilities), infrastructure and public works projects, and transit facilities. Federal agencies include the U.S. Department of Housing and Urban Development (HUD), U.S. Economic Development Administration (EDA), Federal Highway Administration (FHWA), Federal Aviation Administration (FAA), Federal Transit Administration (FTA), Federal Railroad Administration (FRA), U.S. Army Corps of Engineers (USACE), and others. Kimley-Horn has also worked extensively for Caltrans, and on projects receiving federally funds from the HOME Investment Partnerships Program (HOME fund), and Community Development Block Grant (CDBG). Kimley-Horn understands the process and methodologies of the Federal agencies the City is likely to collaborate with during this on-call. We also understand where efficiencies can be achieved when a project is subject to CEQA and NEPA.

Peer Reviews for CEQA and NEPA Documents

Upon request for peer review services, we will provide a task order response with a scope of work, schedule, and budget based on review of available information and discussion with City staff. Each peer review assignment will be overseen by the project manager and a task manager, with technical staff brought in depending on the nature and extent of peer review. The peer review goal is to assist the City in developing a legally defensible CEQA document within the schedule and budget provided.

Our peer review scope will include a kick-off meeting/call with the assigned City planning staff and/or applicant, identification of key issues or context. The peer review process will be summarized by a cover letter summarizing high-level concerns, global comments, and general comments. We will also attach a copy of our detailed comments on the CEQA/NEPA work product, either in the form of comment bubbles on a PDF file, or as redlines and comment bubbles in a Microsoft Word file.

Following submittal of our peer review, Kimley-Horn will be available for questions from City staff or the applicant, including reviewing any revised documents from the applicant's team. If the City desires, Kimley-Horn can review final CEQA/NEPA document work products (i.e., Final EIR Addenda, Final IS/MND, Final EIR, MMRP, Findings), review or prepare associated staff reports and resolutions, assist in coordinating City department COAs, and present and/or attend public meetings or hearings.

A sample of a recent peer review conducted for the City on the Terreno Industrial Project has been provided in the Appendix of this SOQ.

Technical Studies to Support NEPA and CEQA Documents

Kimley-Horn's environmental team includes in-house specialists who prepare technical studies to support CEQA documentation. Our team is equipped to provide each of the technical studies listed below. During project scoping, Kimley-Horn would review each project for characteristics that typically require quantitative analyses, technical research, or agency consultations to substantiate our environmental impact determinations, based on the experience of our qualified staff, and propose only those technical studies that are necessary for the individual project.

- **Air Quality/Climate Analyses and Health Risk Assessments:** Use CalEEMod, AERMOD, and EMFAC to assess construction and operational emissions with appropriate mitigation.
- **GHG Emissions Analyses:** Case law-compliant evaluations of project-level GHG impacts.
- **Cultural Resources, Historic Resources, and Tribal Cultural Resources:** Coordination with tribal representatives and preparation of cultural and historic resources reports, consistent with Assembly Bill (AB) 52 and Senate Bill (SB) 18
- **Hazardous Materials Evaluations:** Phase I and II ESAs and hazardous materials assessments based on current and historical land uses
- **Hydrology and Water Quality Analyses:** Evaluate surface water, drainage, flooding, and water quality impacts
- **Noise and Vibration Studies:** Use of FHWA modeling tools such as the Roadway Highway Noise Prediction Model, and field surveys, to assess construction and operational noise impacts

- **Transportation Impact Studies:** CEQA transportation analyses consistent with current vehicle miles traveled (VMT) methodologies and local thresholds, including SB 743-compliant VMT analyses; calculation of trip generation rates; and/or level of service (LOS) analyses.

In addition, we have partnered with **Rocks Biological Consulting** to provide biological resources services and **Iwasa Consulting** to provide geotechnical services.

Techniques to Simplify and Expedite the CEQA Process

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

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

Staying Informed of CEQA Issues and Legal Decisions

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

Local Staff Working with Local Governments

Kimley-Horn prides itself on being a successful consultant for local government. We have served cities and counties for many years and are currently serving numerous cities and counties throughout Southern California. We consider ourselves to be an extension of City staff and are committed to the success of the City's projects as if they are our own projects. We are accessible for staff meetings and work sessions on short notice, and we can offer knowledge of local conditions because we are a local team. Our team's combined experience in design, environmental, and construction phase services gives us the specific understanding of how to work with local governments and other regulatory agencies, elected officials, various stakeholders, and the local community to negotiate support and buy-in, and also effectively achieve your objectives.

Section 4. Related Experience

City of Gardena Experience

Kimley-Horn has been successfully partnering with the City for many years and has prepared multiple peer review Technical Studies, Specific Plans, and CEQA environmental documents, including EIRs, IS/MNDs, addenda, Categorical Exemptions (CEs), Sustainable Communities Environmental Assessments (SCEAs), and Sustainable Communities Project Exemptions (SCPEs). We have provided an overview of our project experience with the City below.

Terreno Industrial Project Categorical Exemption

The Kimley-Horn team prepared a Categorical Exemption (CE), supporting technical studies, and peer reviewed the geotechnical report for this project. The project proposed to demolish the existing approximately 231,000 square foot single-tenant building and replace it with three multi-tenant buildings totaling 228,000 square feet. Kimley-Horn identified in the scoping process that the project would qualify for a Class 2 Categorical Exemption, saving substantial time and cost compared to an Initial Study or EIR. Furthermore, Kimley-Horn finished under budget.

Normandie Crossing Specific Plan and EIR

This project proposed a Specific Plan for a multi-family residential development on a 5.3-acre property occupied by approximately 115,424 square feet of industrial/food plant uses. Two at-grade railroad crossings are near/adjacent to the project site requiring significant strategizing and coordination with California Public Utilities Commission (CPUC) and Union Pacific Railroad (UPRR). The project proposed to remove all existing onsite structures and construct up to 328 apartment units in a single building and up to 75 townhomes in nine buildings. Key environmental resource areas studied include site access, potential transportation-related hazards associated with railroad crossing, land use, and hazards and hazardous materials. In light of community feedback, a reduced density alternative was considered and ultimately approved, reducing the number of apartments from 328 apartment units to 258 apartment units.

1450 Artesia Boulevard Specific Plan

The project redeveloped an existing blighted site with a mixed-use development with a total building area of 268,000 square feet and an approximate height of 75 feet, including a self-storage use (three levels totaling 186,000 gross square feet with 1,480 storage units), an industrial warehouse use (one level totaling 72,000 gross square feet with ten loading docks), and an office/retail use (a mezzanine totaling 10,000 gross square feet). The project's proposed 72,000 gross square feet of warehouse use includes 10,000 gross square feet of potential future floor area to account for the potential future acquisition of a 0.23-acre parcel currently occupied by a single residential dwelling unit. Under the Specific Plan, the parking lot area would be used periodically for City-sponsored outdoor events outside of the project's warehouse/industrial component operating hours.

Additional City of Gardena Projects

In addition to the above representative projects, Kimley-Horn has prepared CEQA analyses and technical studies for the following 12 projects in the City:

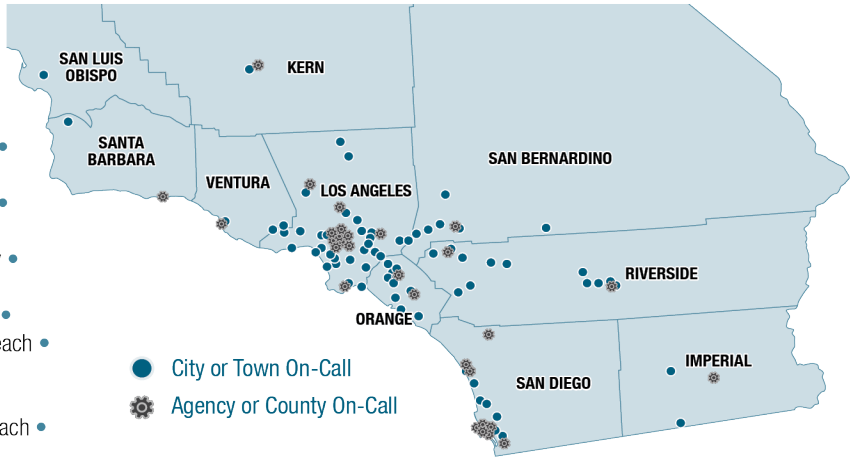
1. Gardena Transit Oriented Development Project (GTOD) EIR
2. 14600 Western Avenue SCEA
3. 13126 Western Avenue SCPE
4. 2545 Marine Avenue CE
5. Western SRO Apartments CE
6. Normandie Place CE
7. Rosecrans Place IS/MND
8. Rosecrans Place Phase II CE
9. Gardner Marine Avenue Project CE
10. Melia Avenue/178th Street Townhome Project IS/MND
11. Normandie Courtyards Project CE
12. KB Home Stonefield Project IS/MND

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

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

Kimley-Horn has provided on-call services to many Southern California agencies through environmental, planning, transportation, traffic, aviation, and general engineering on-call contracts. A comprehensive map listing our current on-call contracts is provided below.

Current Southern California On-Call Contracts



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

On-call contracts require a different approach from typical project-specific contracts. Each project assigned under an on-call contract will need an individualized approach that includes the various disciplines necessary to complete the assignment as efficiently and effectively as possible.

One of the many advantages Kimley-Horn offers is our ability to assemble the right team and assign the right staff to each project. Because we have ample resources in our local offices, we can draw from a multitude of disciplines and specialists to complete each assignment—whether the project is straightforward and requiring only a few people in a single discipline, or complex and requiring numerous people and multiple disciplines. Our approach to on-call contracts is based on developing a team-oriented approach to the project review process. Key characteristics that distinguish Kimley-Horn include:

- **Rapid mobilization** of staff for each agency request, including immediate identification of key personnel and sub-consultants needed for each project. The availability of in-house environmental and engineering staff provides efficiency and consistent quality of the technical analyses.
- **Ongoing communication and consultation** to address issues that arise during the project review process. The collaborative process maintains project progress and results in user-friendly planning documents and legally defensible environmental documents.
- **Commitment of senior level management** to the project to provide close coordination with the City for technical accuracy and careful monitoring of budget and schedule compliance.
- **Responsive** to issues of concern raised by responsible and regulatory agencies and the public.
- **Flexibility** to tailor our approach to meet the specific needs of each project and client.

Quality Control/Quality Assurance (QC/QA)

Kimley-Horn aggressively pursues its commitment to quality for every task, deliverable, and service provided by the firm. Our procedures will provide high-quality services that satisfy your needs. There will be no learning curve relative to quality for our team. Our program is based on the philosophy that:

- **Quality Is Achieved** by adequate planning, coordination, supervision, and technical direction; proper definition of project requirements and procedures; understanding the scope of services; and the use of appropriately skilled personnel performing work functions carefully.
- **Quality Is Secured** through the careful surveillance of work activities by individuals who are not directly responsible for performing the initial efforts.
- **Quality Is Controlled** by assigning a manager to evaluate all work and procedures followed while providing the services.
- **Quality Is Verified** through independent reviews by a qualified staff member of the processes, procedures, documentation, supervision, technical direction, and staffing associated with the project development.

Cost Control

The Kimley-Horn team has an excellent track record of completing projects within or very close to established budgets. The ability to control project costs throughout the progress of work is the result of a strong commitment to do so, a thorough understanding of the project, and incorporation of this understanding into project design drawings. The ability to control costs requires many of the same actions and attitudes. Strong communications and use of experienced personnel are two effective cost control mechanisms. Other critical elements play a key role in meeting schedules and controlling costs:

- It is essential to develop a clear understanding of the project scope early in the process. A project budget is only as good as the clarity of the underlying scope.
- The project team must be well organized and exhibit good teamwork. Good communication is essential. A breakdown in communication can easily result in a failure in project control.

These fundamental principles apply to the entire project team and the design team's internal work effort. Our approximately 90% repeat client rate is the strongest proof of Kimley-Horn's ability to meet schedules and manage project costs.

Schedule Control

Effective and ongoing communication between the City, Kimley-Horn project managers, and technical team members, along with regular schedule updates and the use of project management tracking tools, helps keep projects on course and provides a forum to discuss progress and any unanticipated issues and their impacts on cost and schedule.

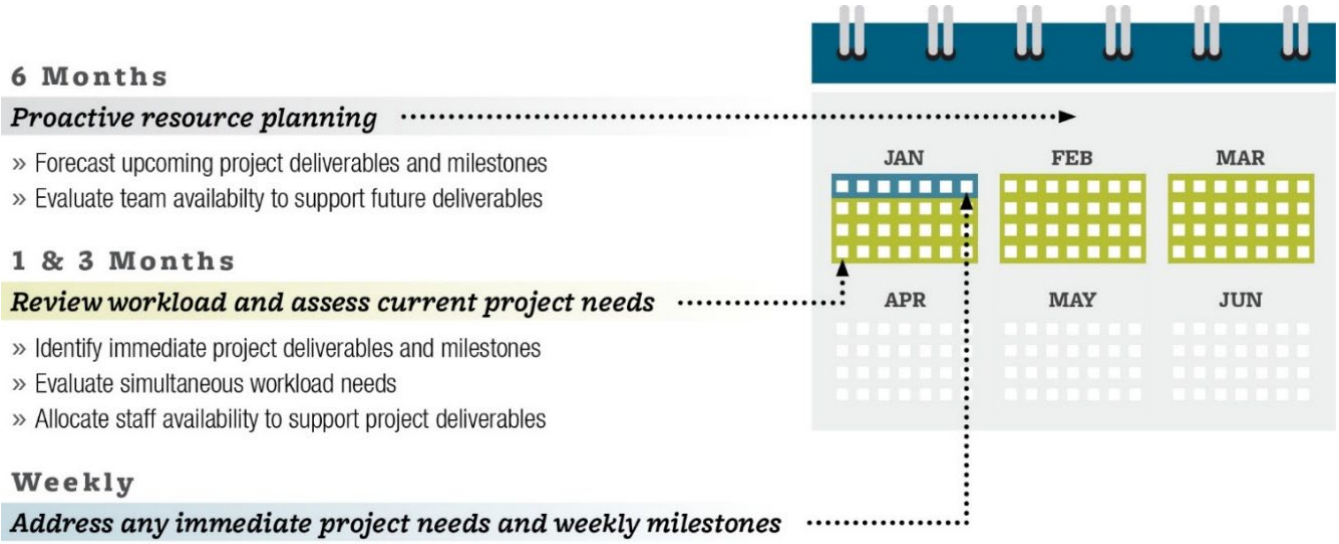
Kimley-Horn has a proven record of performing on time and within budget. The key to our success is managing the right resources at the right time. We emphasize project management using bi-monthly effort reports that give our project managers up-to-date staffing and expense information related to their projects. This information enables them to continuously monitor the status of project cost, cost control effectiveness, and schedule. In addition, Kimley-Horn often schedules bi-monthly telephone progress meetings with our clients to communicate progress to date and the next steps to be taken.

As this proposal is for an on-call contract, there is no specific schedule. Each project is unique and presents different challenges and timelines. Kimley-Horn is committed to developing project-specific schedules which fit the City's priorities. Early in the project life cycle, Kimley-Horn works with its clients in developing a mutually agreed upon project schedule to keep the project on track.

Team Capacity and Availability for On-Call Work

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

To monitor our staff workload, Kimley-Horn employs an intensive forecasting technique known as our castaheads process. This effort involves assessing our project milestones and staff loading on a weekly, monthly, and six-month basis, drilling down to the project team level. Individual staff member loading is assessed to the person level in the one-week and one-month time frames and the operating unit level in the six-month time frame. A database is used to track all project commitments/milestones and staff commitments firmwide. Using this intensive process, we can identify overloads and shortfalls many months in advance and develop strategies to overcome them. By having a clear picture of staff workload at all times, Kimley-Horn will be optimally positioned to meet the County's expectations for all projects stemming from this on-call contract.



Once an individual project gets underway, our project manager, **James Thomas, CEP-IT** and the proposed task order manager will meet on a regular basis to establish task lists for staff and to check that staff resources are properly allocated for the upcoming week. In addition, James and our task order managers have the authority to mobilize Kimley-Horn's 10,000+ professionals at any given time to meet the City's needs on the project.

Sub-Consultant Management

From the beginning of our first teaming discussions, Kimley-Horn strives to ensure consistent, timely delivery of services and submittals from all sub-consultants so that their important deliverables are received in a timely fashion and fully integrated into relevant project documents. We do this by carefully selecting the right firms to join our team. In addition to requiring top-notch skills in their respective fields and relevant local experience, we also require each sub-consultant to share our firm's commitment to quality and timeliness. Through our consistent communication and follow-up, we stay on top of our sub-consultants' work, so the City does not have to. Kimley-Horn's principal in charge, Rita Garcia, and project manager, James Thomas, CEPT-IT will be the primary points of contact and will provide regular oversight of activities undertaken by our sub-consultants. Rita and James will ensure each team member is making active and productive strides towards project success—delivering a timely and cost-efficient project.

Relevant On-Call CEQA Experience

Kimley-Horn has an extensive history of completing environmental consulting services projects by successfully committing resources as needed, taking ownership of the project, maintaining the project schedule, obtaining team consensus, and delivering quality technical submittals. We have developed a thorough understanding of the issues involved in environmental consulting services projects through our previous environmental consulting services contracts with various cities, counties, and state agencies.

We are proud of our working relationships with our clients, and much of our success over the last 58 years is directly related to our efforts to provide consistent, high-quality, and timely services. We have provided several projects below that received similar services from Kimley-Horn. We invite you to contact our clients directly for comment on the quality of Kimley-Horn's services.

City of Newport Beach

Multiple Housing Project (2018 to 2024)

Kimley-Horn has prepared CEQA documents for housing projects including the Residences at 4400 Von Karman Addendum to the General Plan EIR, Residences at 1300 Bristol Addendum, Residences at 1400 Bristol Addendum, Koll Center Residences EIR, and Ford Road Residential IS/MND. For these various projects, Kimley-Horn prepared the CEQA document and technical studies including air quality, greenhouse gas, energy, noise, traffic, and parking; preparation of notices; Native American tribal consultation coordination; and scoping meeting and hearing presentations. CEQA documents have also been prepared for non-residential developments including medical office and mixed-use projects. Kimley-Horn also has an on-call contract with the City of Newport Beach for the preparation of traffic and transportation improvement projects.

City of Newport Beach General Plan Housing Implementation Program EIR

Kimley-Horn prepared the City's 6th Cycle adopted Housing Element and the City of Newport Beach General Plan Housing Implementation Program EIR. The EIR evaluates the City's Regional Housing Needs Allocation (RHNA) and a buffer to address future "no net loss" to preclude the need to identify replacement sites. Therefore, the Program EIR conservatively analyzes a total development capacity of 9,914 units. Discretionary actions include a General Plan Amendment to change goals and policies; Municipal Code amendments to adopt Housing Overlays; Local Coastal Program amendments; and approval of a ballot measure for a major amendment to the General Plan. Kimley-Horn is preparing the EIR and the air quality, GHG, energy, and noise studies; organization of the scoping meeting; preparation of notices, Findings of Fact and Statement of Overriding Considerations. The Final EIR was certified in July 2024.

City of Newport Beach Contact: Ben Zdeba, AICP, Planning Manager
Phone: 949.644.3253
Address: 100 Civic Center Drive, Newport Beach, CA 92660

City of Anaheim

Kimley-Horn is an on-call consultant to the City of Anaheim Planning Department to prepare and peer review CEQA environmental documents, including EIRs, IS/MNDs, Addenda, Categorical Exemptions, and technical studies. Outside of the on-call, Kimley-Horn has also been tasked to assist the City with other projects, including the Victory Baptist Church and Townhomes IS/MND, the Gene Autry Way and State College Boulevard Improvements Project Addendum to the Platinum Triangle EIR and the City of Anaheim 6th Cycle Housing Element Update. Dana Privitt and Rita Garcia have served as project managers for several task orders. Since the start of the contract in 2020, Kimley-Horn has prepared task orders for the City, including the following projects.

City Ventures Harbor Townhomes Infill Exemption

Project manager Dana Privitt, AICP and the Kimley-Horn team performed Categorical Exemption including air quality, GHG, and noise analyses. The project required the demolition of the three existing commercial buildings and associated surface parking lots to allow for the construction of 31 multi-family townhomes with attached two-car garages, site amenities, and surface guest parking. The site has a zoning designation of General Commercial, which is not consistent with the General Plan Residential Low-Medium Density land use designation. Under the Housing Accountability Act, if the zoning standards and criteria are inconsistent with applicable, objective General Plan standards but the proposed project is consistent with the applicable objective General Plan standards for the site, then the housing development project cannot be found inconsistent with the standards and criteria of the zoning. This project was completed in 2022.

Townes at Broadway IS/MND

The project involves the redevelopment of the project site with a residential development on the former private high school site. Residential development includes 112 dwelling units within three-story townhomes at a density of 17.25 dwelling units per acre (du/ac). The townhomes would be in 22 buildings, each with between four and six dwelling units. Entitlements include a general plan amendment, zone change, tentative parcel map, and a conditional use permit. Project manager Rita Garcia and the Kimley Horn team prepared the IS/MND and the following technical studies: air quality, construction health risk assessment, GHG emissions, and noise study. Kimley-Horn provided responses to comments and participated in public hearings. The project was completed in 2021 and is currently under construction.

KB Home Lincoln and Sunkist Townhomes Section 15183.3 CEQA Peer Review

On behalf of the City of Anaheim, project manager Dana Privitt, AICP and the Kimley-Horn team conducted a peer review of the CEQA Guidelines Section 15183.3 document and of the air quality, greenhouse gas, energy, and noise technical studies. KB Homes proposed to demolish two vacant office buildings totaling 56,274 square feet and, in its place, construct 83 three-story multi-family attached townhomes. The project site is identified as Housing Opportunity Sites #154 and 155 in Subsequent EIR (SEIR) No. 346, which was approved in 2013. SEIR No. 346 provided environmental CEQA clearance for zoning actions to implement the City's 2006-2014 Housing Element. As a result, environmental impacts associated with project implementation would have been previously analyzed in SEIR No. 346. Kimley-Horn reviewed the CEQA documentation including technical studies as well as the Mitigation Monitoring and Reporting Program. The project was completed in 2022.

City of Anaheim Contact: Heather Allen, AICP, Planning and Building Department Director
Phone: 714.765.4958
Address: 200 S. Anaheim Boulevard, Anaheim, CA 92805

City of Santa Ana

Kimley-Horn has been an on-call environmental and planning services consultant to the City since 2015. In addition to the representative projects noted below and prepared both under contract to the City and private development clients, additional efforts include the Santa Ana Off-Premises Commercial Advertising Signs Ordinance an d IS/MND, Calvary Church Master Plan IS/MND, 4th and Mortimer Mixed Use Project (air quality and noise technical studies), Mater Dei Performing Arts Center (civil engineering), Warner Avenue Scenic Enhancements (landscape architecture), Santa Ana Zoo Walkway Improvements (landscape architecture), and multiple complete streets/bikeway improvement projects.

Related Bristol Specific Plan Project

Kimley-Horn provided CEQA peer review for the developer, and prepared the Specific Plan, and the air quality, health risk, greenhouse gas, energy, and noise technical studies to support the City's CEQA documentation for a mixed-use development with retail, entertainment, residential, and senior living uses. The project proposes 3,750 multi-family residential units, a 250-room hotel, 350,000 square feet of commercial uses, and a 200-room continuum of care facility on approximately 42 acres. Parking would be provided in subterranean garages, above ground structures, and limited on-street parking. Approximately 14 acres of parks and open space would be provided. The project was approved at public hearing in 2025.

MainPlace Transformation Specific Plan Project

Kimley-Horn prepared the CEQA strategy, project description, and technical studies to support the City's CEQA documentation for the reuse of the existing MainPlace Mall in Santa Ana as a mixed-use development with retail, entertainment, residential, and office uses. Technical studies prepared by our firm included air quality, greenhouse gas emissions, noise and vibration, heath risk assessment, traffic, parking, hydrology/drainage, water quality, and water supply assessment. The project was approved in 2019 and is under phased construction. Kimley-Horn continues to provide civil engineering and permitting services for the project.

City of Santa Ana Contact: Ali Pezeshkpour, AICP, Planning Manager
Phone: 714.667.5882
Address: 20 Civic Center Plaza, Santa Ana, CA 92701

City of Fullerton

600 W. Commonwealth Avenue Mixed-Use Development Specific Plan and IS/MND

Kimley-Horn prepared the IS/MND and Specific Plan for the mixed-use infill development in downtown Fullerton. The project required a General Plan Amendment and zone change (specific plan), and Major Site Plan approval to allow for the 4.79-acre site automotive and industrial site to be redeveloped with 295 multi-family residential units, structured parking, and ground-level retail uses. Kimley-Horn prepared the CEQA documentation and Specific Plan; made presentations to the Planning Commission and City Council. Issues of concern included land use compatibility and massing, parking, and traffic. This controversial project was approved in 2017; construction was completed in 2021.

The Pines at Sunset Village IS/MND

Kimley-Horn prepared the IS/MND and associated technical studies for the residential in-fill development in the City of Fullerton. The project would demolish an existing commercial retail plaza and, in its place, develop 49 single family detached condominiums and 64 attached townhome units, for a total of 113 units. In addition, the project would construct new commercial retail buildings totaling 19,000 square feet. The project required a General Plan Revision, Zoning Amendment, Tentative Tract Map, Major Site Plan, Development Agreement, and adoption of the MND. Kimley-Horn prepared the CEQA documentation, technical studies, and subsequent environmental consistency analysis'. Issues of concern included land use compatibility, loss of commercial retail, parking, noise, and traffic. This controversial project was approved in January 2023. Lennar purchased the residential portion of the project and is under construction at the time of writing.

City of Fullerton Contact: Matt Foulkes, currently Community and Economic Development Director at the City of Buena Park
Phone: 714.562.3636
Address: 303 W. Commonwealth Avenue, Fullerton CA, 92832

City of Long Beach

Cherry Avenue Industrial Project EIR

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

City of Long Beach Contact: Amy L. Harbin, AICP, Planner
Phone: 562.570.6872
Address: 411 West Ocean Boulevard, 3rd Floor, Long Beach, CA 90802

City of Culver City

The Kimley-Horn team has environmental consulting services contracts for Professional Planning, Environmental Review Pursuant to CEQA, and Landscape Architecture, Plan Check and Inspection Services and has worked on various development projects within the City of Culver City for over eight years. Key project highlights are presented below.

8960 Washington Boulevard Offices Project Categorical Exemption

Kimley-Horn managed and prepared the Class 32 Categorical Exemption for the development of a partial three- and four-story office building with subterranean parking. Kimley-Horn prepared air quality and noise technical studies to support the Class 32 Categorical Exemption. Kimley-Horn also provided technical peer review of the Transportation Impact Analysis, Phase I Environmental Site Assessment, and Historic Resource Evaluation Report. The project was approved in September 2023.

Culver Theatre Residences Mixed-Use Development Categorical Exemption

Kimley-Horn managed and prepared the Class 32 Categorical Exemption for the development of a mixed-use project including 34 residential apartments, six of which would be affordable units, and up to 4,000 square feet of ground-floor commercial uses. Kimley-Horn prepared air quality, noise, and hydrology and water quality technical studies to support the Class 32 Categorical Exemption. The project was approved in September 2022.

City of Culver City Contact: Emily Stadnicki, currently Planning Manager at the City of Culver City
Phone: 310.253.5710
Address: 9770 Culver Boulevard, Culver City, CA 90232

City of Los Angeles

Kimley-Horn is on a prequalified list of preferred environmental consultants for the City of Los Angeles, for which project applicants are required to hire from when preparing environmental content pursuant to CEQA for development projects. Prior to the initiation of the prequalified list in 2020, Kimley-Horn has

prepared environmental analysis on over 30 projects in the City of Los Angeles, ranging from Categorical Exemptions to EIRs. Key project highlights are presented below.

1151 N. Las Palmas Avenue Project IS/MND

Kimley-Horn prepared the IS/MND that involved the demolition of the existing 45,000-square foot parking lot and construction a three-story creative office building with a three-level subterranean garage. The project would also renovate the existing building, change its existing use to office, and construct an approximately 695 square foot retail and office addition on the ground floor. The project would retain the four existing buildings on-site, with some minor interior renovations. Kimley-Horn prepared the air quality, energy, GHG emissions, health risk assessment, hydrology and water quality, noise, and transportation studies to support the IS/MND. The project was approved in August 2023 and completed in 2024.

1111 S. Hill Street SCEA

Kimley-Horn prepared the SCEA to comply with the CEQA requirements for this proposed transit priority project. The project included hotel, housing, and retail uses. The mixed-use project was located near transit and shared amenities with the residential and hotel uses. The project was completed on time and within budget parameters. The project was approved in 2021.

City of Los Angeles Contact: Valentina Knox-Jones, City Planner
Phone: 213.978.1741
Address: 200 N. Spring Street, Los Angeles, CA 90012

City of San Gabriel

Kimley-Horn has provided environmental consulting services through its on-call contract since 2017. We have continued to work with the City of San Gabriel on various task orders. Key project highlights are presented below.

Del Mar Vantage Mixed-Use Development Class 32 Infill Exemption

The approximately 0.94-acre project site is located at 1975-1985 South Del Mar Avenue and 116 Glendon Way in the City of San Gabriel. Project implementation would demolish the existing automotive uses and develop a 94-unit mixed-use community with 6,000 square feet of commercial retail uses and four live/work units totaling 7,107 square feet. The project applied for a 22 percent density bonus to allow for 17 additional units in exchange for the provision of 8 very low-income affordable units. In total, the project proposes 94 dwelling units, of which 86 would be market rate and 8 would be designated for very low-income. Kimley-Horn provided CEQA documentation to support a Class 32 Infill Exemption, including technical studies ranging from air quality, greenhouse gas, and health risk assessment. The project was approved in September 2023.

Rubio Village Mixed-Use Project CEQA Consistency

Kimley-Horn was retained to evaluate the Rubio Village Project with respect to CEQA compliance. The City of San Gabriel City Council approved the original project and certified the Final EIR in April 2007. In February 2015 and May 2016, two addenda were prepared by the City to address changes to the development program. In 2022, Kimley-Horn was retained to prepare a CEQA Consistency Memorandum to address the changes to the project and to document that the project would be exempt from additional review under CEQA. The project proposed to develop a four-story mixed-use building consisting of 170 residential condominium dwelling units, approximately 14,000 square feet of retail/restaurant space, and two levels of subterranean parking. As part of the Memorandum, Kimley-Horn reviewed the project's impacts on air quality, energy, GHG emissions, noise, population and housing, public services, transportation, tribal cultural resources, utilities and service systems, and wildfire. Due to changes in the economic market, applicant-driven revisions, and based on feedback from the City, Kimley-Horn was retained to prepare an IS/MND for the Rubio Village Project. The Rubio Village Mixed-Use Project proposed to develop three buildings consisting of 225 multi-family residential units and approximately 13,500 square feet of commercial (retail/restaurant) uses within five spaces. As part of this project, Kimley-Horn prepared an air quality technical analysis, GHG emissions assessment, noise and vibration analysis, and traffic impact study. Kimley-Horn also provided tribal consultation support to the City. The project was approved in January 2024.

City of San Gabriel Contact: Christine Song, Senior Planner
Phone: 626.308.2806
Address: 425 South Mission Drive, San Gabriel, CA 91776

City of Agoura Hills

City CEQA Consultant and On-Call Engineering CEQA Support

Kimley-Horn has been providing on-call services to the City of Agoura Hills since 2003. Kimley-Horn staff provide general on-call traffic engineering services, project management, staff augmentation, and engineering services for a variety of infrastructure and capital improvement projects and city programs/services. Under this contract, project manager Rita Garcia and members of the proposed Kimley-Horn team provided CEQA support services for the following projects:

Agoura Village Specific Plan Update Project Recirculated IS/MND

Kimley-Horn provided environmental consulting services for the Agoura Village Specific Plan Update (AVSPU) Project. Kimley-Horn revised the IS/MND that Kimley-Horn prepared for the Kanan Road/Agoura Road Ultimate Intersection Improvements Project and then modified and recirculated to include the changes to the intersection and amendments to the Agoura Village Specific Plan and General Plan. The AVSPU Project ISMND was completed in May 2024. The AVSPU Project was comprised of multiple actions: 1) a request to amend and restate the AVSP to address the 15 AVSPU Planning Principles approved by the City Council; and 2) a request to amend General Plan Chapter 3: Infrastructure and Community Services to incorporate explicit language to define semi-rural arterial roadway and amend Figure M-2 General Plan Typical Roadway Classification Cross Section to graphically depict the semi-rural arterial roadway. Kimley-Horn developed Street Frontage Objective Design Standards Checklist and reviewed the AVSP updates to regulations and guidelines. The IS/MND was adopted, and the project approved in May 2024.

Ladyface Vista Professional Center Project IS/MND

This project consisted of a request for approval of a Conditional Use Permit and a Site Plan/Architectural Review to allow the construction of five, single-story office buildings totaling 20,279 square feet proposed on a hillside lot; a request for an Oak Tree Permit to encroach into the protected zone of two on-site oak trees; a Sign Permit to allow for a sign program; and a Tentative Parcel Map to subdivide a single parcel into five condominium units plus one common lot. Key environmental issues analyzed included biological resources, archaeological resources, geology/soils, paleontological resources, and tribal cultural resources. This project was completed in November 2022.

Bicycle Master Plan Draft CEQA Compliance Memo/Notice of Exemption

This project involved the City of Agoura Hills Bicycle Master Plan (BMP), which was intended to provide safer streets for residents who are dependent on bicycling for transportation. The planned bikeways/ bikeway improvements totaled approximately 33.6 and included: Class I (Bike Path), approximately 3.4 miles of multi-use paths; Class II (Bike Lane), approximately 3.4 miles of bike lanes and approximately 4.9 miles of enhancements to existing Class II bike lanes; Class III (Bike Route), approximately 18.9 miles of bike routes; and Class IV (Separated Bike Lane), approximately 3.0 miles of separated bike lanes (existing Class II). To implement the BMP and ensure consistency with the City's General Plan, this project would also amend General Plan Chapter 3: Infrastructure and Community Services Element. This project included an in-depth analysis of the proposed BMP changes and past proposed improvements to determine the appropriate CEQA clearance document. This project, adopted in 2023, is currently ongoing.

Bicycle Master Plan Revisions Draft CEQA Compliance Strategy Research and Matrix

This project involved preparing a matrix summarizing the CEQA compliance analysis for the three Class I bicycle facilities. This included review of previous IS/MNDs (Trails and Pathways Master Plan (TPMP) and Linear Park Project (LPP)) to determine the degree/type of environmental analyses, assumed facility improvements, and assumed facility types. The proposed BMP facilities were then compared to the TPMP and LPP facilities concerning type, alignment, and width, to determine if any CEQA clearance was provided. These findings were summarized in a matrix. This project was adopted in 2023 and is currently ongoing.

City of Agoura Hills Contact: Denice Thomas, AICP, Community Development Director
Phone: 818.597.7311
Address: 30001 Ladyface Court, Agoura Hills, CA 91301

Section 5. Sub-Consultants

To provide the full depth of resources necessary to seamlessly deliver services, Kimley-Horn has teamed with skilled sub-consultants to complement our in-house team. We have selected these firms not only because they are talented from a technical standpoint, but because they also understand the local environment and have strong working relationships with members of the Kimley-Horn team and/or the City. Kimley-Horn's approach to managing sub-consultants and confirm quality control and coordination is provided on page 13. Resumes for our sub-consultants are provided on pages 36-37 in **Section 6. Qualifications and Capabilities**.

Rocks Biological Consulting

Rock Biological Consulting has served as a sub-consultant on 15 as-needed services contracts, including: five Engineering and Capital Projects as-needed contracts; two Public Utilities Department as-needed contracts; three Stormwater Department as-needed contracts; three Planning Department as-needed contracts; and two Parks and Recreation Department as-needed contracts. Their biologists, aquatic resources specialists, and project managers have provided a wide variety of services under these on-call contracts, including biological and aquatic technical reporting and peer reviews; constraints analyses; permitting; construction monitoring and environmental compliance; habitat restoration plans and monitoring; and CEQA and NEPA documentation.

Rocks Biological Consulting has a highly valued and trusted relationship with Kimley-Horn and Associates, which has proven to be highly productive. For more than 15 years, Rocks Biological Consulting and Kimley-Horn and Associates have teamed together to serve a variety of clients with a proven track record on over 100 projects, including, but not limited to, small and large infill development projects and new construction commercial, industrial, and residential projects such as the U-Haul Placentia Project, Santa Ana Redevelopment Project, and the UC Irvine North Irvine Housing Project in Orange County, Rubio Village in the City of San Gabriel, and the Kanan Road/Agoura Road Intersection Improvements Project in the City of Agoura Hills.

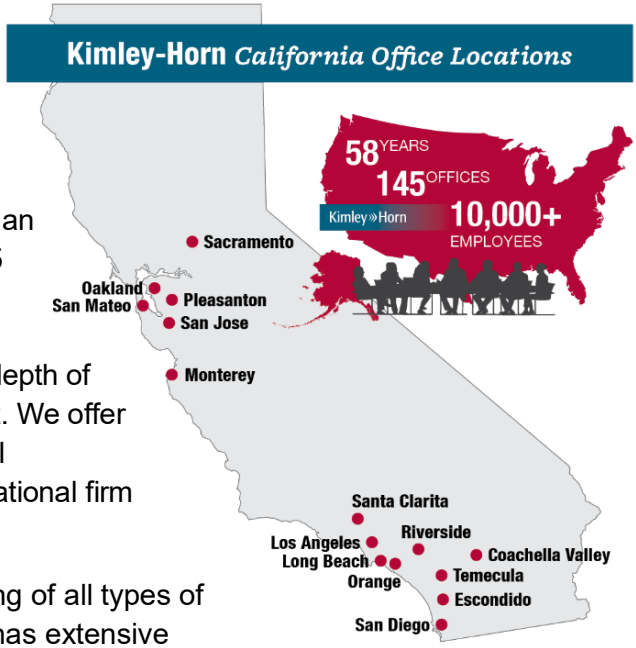
Iwasa Consulting

Iwasa Consulting is small geotechnical consulting firm that provides a wide range of geotechnical expertise and experience to support their client's projects. Iwasa Consulting provides geotechnical services ranging for subsurface explorations and investigations, design recommendations, and consultation services for a variety of projects, including commercial and residential structures, laboratories, and warehouses; energy and industrial facilities; shoreline and marina developments; slope stability assessments and stabilization; seismic upgrades and repair of existing buildings, including churches and historic buildings; litigation matters; and projects that require dewatering evaluations, such as deep excavations for new structures.

Iwasa Consulting has provided geotechnical services for numerous Kimley-Horn projects and has worked directly with Kimley-Horn key personnel, Rita Garcia and James Thomas, CEPT-IT. More specifically, Iwasa Consulting provided geotechnical peer review services as part of a Kimley-Horn CEQA team on the following Gardena projects: Stoneridge 63 Condominiums (Lady Luck Property) at 1017 West 141st Street, Normandie Apartments Project at 16911 Normandie, and Terreno Industrial Park Project.

Section 6. Qualifications and Capabilities

Firm Profile



Kimley-Horn is a full-service environmental, planning, and engineering consulting firm providing services to public agencies nationwide. Since our founding in 1967, Kimley-Horn has grown from a small group of traffic engineers and transportation planners to a firm of more than 10,000 employees with 145 offices across the US. Our 15 California offices, including local offices in Orange, Long Beach, and Los Angeles, have more than 850 planners, designers, engineers, and technicians—affording us the depth of resources necessary to staff and execute this assignment. We offer clients the local knowledge and responsiveness of a small organization, backed by the extensive resources only a national firm can offer.

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

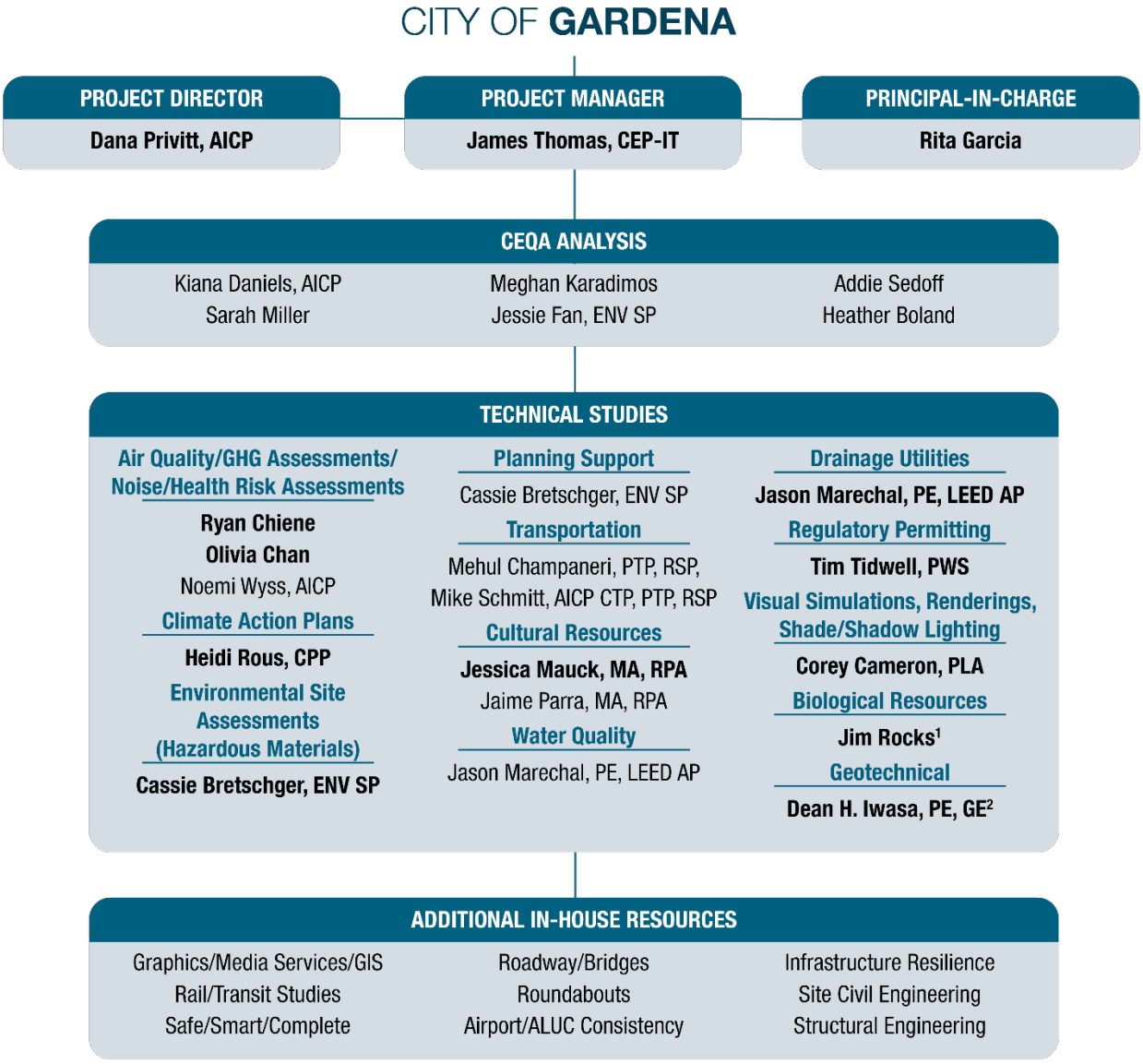
Combining national experience with a local sensibility, Kimley-Horn's professionals provide comprehensive solutions to the planning, analysis, and design of public and private spaces. Our team draws upon years of experience with public agencies and private development to develop user-friendly documents—creating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

Project Team

Kimley-Horn understands that when you choose a consulting firm, you are really choosing the people who will bring you technical expertise, hands-on experience with similar projects, and a commitment to timely, high-quality deliverables and client service. Our team will be led by **Rita Garcia** and **James Thomas, CEP-IT** who have prepared environmental analysis on 16 projects in the City, demonstrating our familiarity with the City, local development trends, and environmental issues.

Organizational Chart

Our team members are passionate about their work and have the appropriate levels of environmental and technical experience to address any tasks needed by the City. They are seasoned planning, design, and engineering professionals with a successful track record delivering a variety of project types. Our project team and their relationships to the proposed project activities are shown in the organization chart below. We have provided full resumes for our key personnel and sub-consultants detailing their qualifications (education and experience) on the following pages.



Bold = Key Team Members

Subconsultants

1 – Rocks Biological Consulting
2 – Iwasa Consulting

Key Personnel Resumes

Rita Garcia

Principal-in-Charge

EDUCATION

- Bachelor of Science, Urban and Regional Planning, California State Polytechnic University, Pomona

AFFILIATIONS

- National Association of Environmental Planners (AEP), Member

With more than 35 years of experience, Rita has provided environmental and planning consulting services to a broad range of public- and private-sector clients. She specializes in managing and contributing to CEQA and NEPA compliance documentation, including various general plan updates, housing element updates, large-scale multi-component specific plans, facility/infrastructure projects, and in-fill developments, including transit-oriented. She has been involved with varied development and redevelopment projects in sensitive environments with substantial public involvement and controversy. Rita has extensive experience managing environmental analyses for complex programmatic/policy studies, as well as project-level studies. Having served in various capacities as applicant, city staff, and consultant, she contributes unique perspectives and approaches to navigating challenging planning and regulatory environments.

RELEVANT EXPERIENCE

- City of Gardena, City CEQA Consultant 2018-Present, Gardena, CA
  - Terreno Industrial Project – Principal in Charge
  - 1610 West Artesia Boulevard SCEA – Project Manager
  - 14600 South Western Avenue SCPE – Project Manager
  - Gardena Transit Oriented Development Specific Plan EIR – Project Manager
  - Normandie Crossing Specific Plan EIR – Project Manager
  - 1450 West Artesia Boulevard Specific Plan and Technical Studies – Principal-in-Charge
  - Gardner Marine Avenue Mixed-Use Project IS/MND – Project Manager
  - Normandie Courtyard Project CEQA Compliance Memo/NOE – Project Manager
  - Multiple and Various Additional Project Technical Studies, CEs, and IS/MNDs – Project Manager
  - Rosecrans Place Project Revised Site Plan IS/MND – Project Manager
  - Rosecrans Place Phase II Project CEQA Memo and CE – Project Manager
- City of Irvine, On-Call for Environmental Services, Irvine, CA – Project Manager
- City of Anaheim, On-Call for Environmental Consulting Services, Anaheim, CA – Project Manager
- Various Cities, 5th and 6th Cycle Housing Element EIRs, IS/MNDs, and CEQA Compliance Memos/NOEs (e.g., Costa Mesa, Encinitas, Huntington Beach, Chino, Pico Rivera, Del Mar), CA – Project Manager
- City of Agoura Hills, City CEQA Consultant 2020-2025, Agoura Hills, CA – Project Manager
- City of El Segundo, Senate Bill (SB) 743/VMT Implementation Guidelines, TREDLite Tool, and Notice of Exemption/CEQA Compliance Memorandum, El Segundo, CA – Project Manager
- City of El Segundo, Chargers Headquarters and Training Facility Addendum EIR, El Segundo, CA – Project Manager

James Thomas, CEP-IT

Project Manager

James' experience includes infill developments for public and private clients—primarily residential and mixed-use developments as well as infrastructure projects. James currently works on the on-call environmental team for two other cities in Los Angeles County, so he is experienced with analyzing projects on behalf of other local cities. James previously worked in the planning department of a nearby City. His primary focus is preparing CEQA documents, including CEs, MNDs, EIRs, and SCEAs.

EDUCATION

- Bachelors, Environmental Studies, California State University, San Marcos

CREDENTIALS

- Certified Environmental Professional in Training (CEP-IT) #47132219

RELEVANT EXPERIENCE

- City of Gardena, City CEQA Consultant 2018-Present, Gardena, CA
  - Terreno Industrial Project – Project Manager
  - TOD Specific Plan EIR – Task Manager
  - 1450 West Artesia Boulevard Specific Plan and Technical Studies – Project Manager
  - Normandie Crossing Specific Plan EIR – Task Manager
  - Rosecrans Place Project IS/MND – Analyst
  - Normandie Courtyard Project CEQA Compliance Memo/NOE – Task Manager
  - Melia Avenue/178th Street Townhome Project – Analyst
- Various Cities, 6th Cycle Housing Element EIRs, IS/MNDs, and CEQA Compliance Memos/NOEs (e.g., Del Mar, Orange, Pico Rivera), CA – Task Manager
- Various municipal and utility service projects, i.e., sewer lift stations and new wastewater treatment facilities (City of Wildomar, Lake Elsinore, Malibu, Agoura Hills, Laguna Hills), CA – Task Manager
- City of El Segundo, Project Ollie Data Center, El Segundo, CA – Task Manager
- BNSF, Barstow International Gateway Project, Barstow, CA – Task Manager
- Various Cities, Self-Storage New Development Sites Program (San Bernardino, Palm Springs, unincorporated LA County, Yucca Valley), CA – Task Manager
- Confidential Client, Airport Expansion Project – Task Manager
- K2A Architects, Stowell Ranch Wetland Restoration Project, unincorporated Los Angeles County – Project Manager
- University of California, Irvine, Campus Medical Complex Supplemental EIR, Irvine, CA – Analyst

Dana Privitt, AICP

Project Director

Dana is an urban planner with over 40 years of public-sector and private-sector experience focused on environmental analysis, project management, and planning documentation for multi-issue development and infrastructure projects. Her projects include preparation of CEQA documentation for large- and small–scale urban infill and greenfield developments, public infrastructure, and policy programs; planning and environmental entitlement strategy, project management, and staff support services. Dana has lectured at Chapman University on CEQA. Dana has managed and prepared several EIRs that were prepared under the threat of litigation. Throughout her career, she has continued to work and collaborate with a diverse group of public and private planners, developers, and local governments on entitlement and environmental issues.

EDUCATION

- Bachelor of Science, Social Ecology, University of California, Irvine

CREDENTIALS

- American Institute of Certified Planners #9036

AFFILIATIONS

- American Planning Association (APA), Board Member

RELEVANT EXPERIENCE

- Cities of Anaheim, Fullerton, Garden Grove, Huntington Beach, Long Beach, Los Angeles, Moreno Valley, Orange, Pico Rivera, San Clemente, San Gabriel, Santa Ana, and Simi Valley; Counties of Riverside and San Bernardino; University of California, Irvine, On-Call for Environmental and Planning Services, CA – Project Manager
- City of Santa Anna, Related Bristol Specific Plan Project, Santa Ana, CA – Technical Team Coordinator and CEQA Peer Review
- City of Newport Beach, Newport Beach Housing Implementation Program EIR, Newport Beach, CA – Project Manager
- City of Anaheim, Townes at Orange IS/MND, Anaheim, CA – Project Director
- City of Anaheim, Townes at Broadway IS/MND, Anaheim, CA – Project Director
- Gardena Transit Oriented Development Specific Plan EIR, Gardena, CA – QC/QA Manager
- County of Orange, Fairlynn Townhomes IS/MND, County of Orange, CA – Deputy Project Manager
- City of Newport Beach, Residences at 1300 Bristol Addendum, Newport Beach, CA – Deputy Project Manager
- City of Newport Beach, Residences at 1400 Bristol Addendum, Newport Beach, CA – Deputy Project Manager
- City of Newport Beach Koll Center Residences Mixed-Use Development EIR, Newport Beach, CA – Project Manager
- City of Newport Beach, Ford Road Residential IS/MND, Newport Beach, CA – Project Manager
- University of California, Irvine, Campus Medical Complex (ICMC) EIR, Irvine, CA – QA/QC
- City of Santa Ana, MainPlace Transformation Specific Plan Project, Santa Ana, CA – Technical Studies Coordinator and CEQA Analysis
- City of Fullerton, IS/MND for Mixed-Use Residential Development (600 W Commonwealth Avenue and 628 Williamson Avenue), Fullerton, CA – Project Manager

Ryan Chiene

Air Quality/GHG Assessments/ Noise/Health Risk Assessments

EDUCATION

- Bachelors, City and Regional Planning, California Polytechnic State University, San Luis Obispo

Ryan has more than 12 years of experience as an environmental analyst with a specialty in acoustics, air quality, and climate change. Ryan is responsible for preparing and managing environmental and planning studies for public and private sector clients, under CEQA and NEPA for a variety of environmental planning projects involving redevelopment, infrastructure, residential, mixed use, institutional, industrial, and commercial uses. He also has experience preparing Visual Impact Assessments and Hazardous Materials analyses for various environmental planning projects.

Ryan is experienced in applying full analysis methodology per EPA, CARB, Air Pollution Control District/Air Quality Management District, and Caltrans/FHWA guidelines. His experience in Air Quality/Greenhouse Gas Assessments includes technical modeling experience using various state and federally approved programs including the California Emissions Estimator Model (CalEEMod), AERMOD, CALINE4, EMFAC, and RCEM. He also provides a full range of noise impact analyses for public and private sector clients. Ryan utilizes his experience with noise monitoring using Type I rated instruments as well as sophisticated noise modeling using FHWA-RD-77-108, Traffic Noise Model 2.5, and SoundPLAN to develop noise attenuation recommendations where necessary.

RELEVANT EXPERIENCE

- University of California, Irvine, Center for Child Health Project, Air Quality and Greenhouse Gas Emissions, and Noise Assessments, Irvine, CA – Technical Studies Manager
- City of Irvine, Braun 2206 Alton Parkway Expansion Project, Acoustical Assessment, Irvine, CA - Technical Specialist
- City of Santa Ana, 4th and Mortimer Mixed-Use Project Air Quality Assessment and Greenhouse Gas Emissions Assessment, Santa Ana, CA – Air Quality and Noise Technical Studies Manager
- County of San Bernardino, Speedway Commerce Center II Specific Plan Project, Acoustical Assessment, San Bernardino County, CA – Air Quality and Noise Technical Studies Manager
- City of South Ontario, South Ontario Logistics Center Specific Plan, Air Quality Assessment, Health Risk Assessment and Acoustical Assessment, Ontario, CA – Air Quality and Noise Technical Studies Manager
- City of Ontario, Bon View Avenue Warehouse, Health Risk Assessment, Ontario, CA – Air Quality and Noise Technical Studies Manager
- City of Pasadena, 995 South Fair Oaks Residential Care Facility Project, Air Quality and Greenhouse Gas Emissions, and Noise Assessments, Pasadena, California – Technical Studies Manager
- Sobrato Residential Development Project, Air Quality and Greenhouse Gas Emissions, Health Risk, Energy, and Noise Assessments, Fontana, CA, – Technical Studies Manager
- City of Bellflower, Bellflower Convenience Center Project, Air Quality and Greenhouse Gas Emissions, and Noise Assessments, Bellflower, CA, – Technical Studies Manager

**Prior to joining Kimley-Horn*

Olivia Chan

Air Quality/GHG Assessments/ Noise/Health Risk Assessments

EDUCATION

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

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

RELEVANT EXPERIENCE

- City of Ontario, Euclid Mixed-Use Specific Plan, Ontario, CA – Technical Lead
- City of Carson, The Districts Specific Plan Project, Carson, CA – Technical Analyst*
- Pacific Plaza Premier Development Group, Monterey Park Mixed-Use Project Class 32 CE, Monterey Park, CA – Air Quality and Noise Technical Lead
- City of San Gabriel, Rubio Village Mixed-Use Project IS/MND, San Gabriel, CA – Air Quality, GHG, Energy, and Noise Technical Lead
- City of Temple City, 6119 10-Unit Residential Project Condo Class 32 CE Peer Review, Temple City, CA – Air Quality, GHG, and Noise Peer Reviewer
- City of Temple City, Pacific Las Tunas Mixed-Use Project Class 32 CE, Temple City, CA – Air Quality and Noise Technical Lead
- City of South Pasadena, Fairview Court Project Class 32 CE, South Pasadena, CA – Air Quality and Noise Technical Lead
- Lindblade Media Center Owner, LLC, 8960 Washington Boulevard Project Categorical Exemption, Culver City, CA – Air Quality and Noise Technical Lead
- CIM Group Acquisition, LLC, 10510 Culver Boulevard Project Categorical Exemption, Culver City, CA – Air Quality and Noise Technical Lead
- REthink Development, Culver Theatre Residences Mixed-Use Development Categorical Exemption, Culver City, CA – Air Quality and Noise Technical Lead
- Sierra Distribution Facility Project, Fontana, CA – Air Quality, GHG, Energy, and Noise Technical Lead
- Whittwood Town Center Project, Whittier, CA – Air Quality, GHG, Energy, and Noise Technical Lead
- City of San Gabriel, Pacific Square San Gabriel Mixed-Use Project EIR, San Gabriel, CA – Air Quality, GHG, Energy, and Noise Technical Lead*

**Prior to joining Kimley-Horn*

Heidi Rous, CPP

Climate Action Plans

Heidi has over 35 years of experience providing comprehensive planning services specializing in climate, sustainability, resiliency, and risk assessment. Heidi is highly skilled in quantifying, modeling, and mitigating air pollutants and GHG emissions from stationary and mobile sources and has provided these services for a diverse range of clients, including municipal, educational, industrial, transportation, utility, and energy facilities. In addition, she has prepared numerous Environmental Justice analyses and developed EJ elements, plans, and policies at the municipality, agency, and program level.

EDUCATION

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

CREDENTIALS

- GPRO Certified, Urban Green Council
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- Certified Permitting Professional (CPP) registered with South Coast Air Quality Management District

She is up to date with current applicable modeling tools and is highly fluent with relevant guidance, policies, and regulations related to GHG inventories, air pollutant and health effects modeling, adaptive planning, and climate vulnerability. Heidi has led numerous GHG and climate change projects including community- and agency-wide CAPs, CAAPs, and other project- and program-level GHG reduction plans and adaptation studies. Throughout her career, Heidi has prepared, managed, and provided peer review of comprehensive environmental documents to meet the requirements of CEQA, NEPA, and similar state environmental review laws for projects.

RELEVANT EXPERIENCE

- City of Anaheim, Community Climate Action Plan (CAP) and General Plan Update, Anaheim, CA – Project Manager
- City of Irvine, On-Call Sustainability and Environmental Services, Irvine, CA – Project Manager
- City of El Monte, Climate Action Plan, El Monte, CA – Project Manager
- Orange County Transportation Authority (OCTA), Climate Adaptability and Sustainability Plan, Orange County, CA – Project Manager
- City of Carson, Specific Plan Amendment for the 157-Acre Carson Marketplace Project EIR, Carson, CA – Project Director and Technical Lead for Air Quality, Greenhouse Gas, Energy, and Noise Impact Assessments
- Seaport Village Redevelopment Project, Net Zero GHG Plan, San Diego, CA – Project Manager
- City of Oakley, Climate Action and Sustainability Plam, Oakley, CA – Technical Lead
- Confidential Industrial Client, Net Zero GHG Plan, Southern California – Technical Lead
- City of Hemet, Safety Element Update, Climate Vulnerability Assessment, and Environmental Justice Element, Hemet, CA – Technical Lead
- City of Burbank, San Fernando Bikeway Project, Environmental Assessment, Burbank, CA – Task Manager
- City of Menifee, Climate Vulnerability Assessment and Environmental Justice Policies, Menifee, CA – Task Manager

**Prior to joining Kimley-Horn*

Cassie Bretschger, ENV SP

Environmental Site Assessments (Hazardous Materials); Planning Support

Cassie has more than 10 years of experience providing environmental services for land use development involving acquisition, forward planning and remedial engineering. She has managed efforts in a wide range of disciplines including regulatory compliance and inspections, due diligence, Phase I and II ESAs, policy planning, entitlement strategy, processing and implementation of Master Plan Developments including Specific Plans, Community Plans and Transit-oriented Development (TOD) Plans, and public outreach. Oversight on long term remediation and mining Sites at local, state and federal levels for aerospace, rail, retail service stations, and other industrial facilities. Additionally, she has coordinated with multiple Cities for land redevelopment with ongoing environmental cases while processing or implementing entitlements. Cassie utilizes her technical background within soil science and remedial engineering to implement policy documentation and outreach, in addition to GIS mapping, technical writing and project management.

EDUCATION

- Master of Science, Geographic Information Systems and Environmental Science, University of Arizona
- Bachelor of Science, Environmental Science (focus in Soil Science), University of Arizona

CREDENTIALS

- Envision Sustainability Professional #40071
- Urban Land Institute – Orange County/Inland Empire Chapter, Young Leaders Group Executive Committee
- OSHA 40-Hour Hazardous Waste Health and Safety Training, 29 CFR 1910.120, 2015
- OSHA 8-Hour Refresher Safety Training, 29 CFR 1910.120 and CCR Title 8, Section 5192

RELEVANT EXPERIENCE

- Class I Railroad
  - Due Diligence Phase I/II ESA Investigations of Multiple Properties (>100), San Bernardino and Barstow, CA – Project Manager*
  - Former Vehicle Maintenance Facility DTSC Restrictive Covenant compliance (DTSC), Vernon, CA – Analyst*
  - Low Threat Closure Compliance (RWQCB/ADEQ), Barstow, CA and Winslow, AZ – Deputy Project Manager*
- Confidential Private Client, Phase I ESAs for 7 Community Solar and BESS Projects, San Bernardino County, CA – Project Manager
- CalCompact Landfill Redevelopment, Carson, CA – Analyst*
- HomeFed Village III Master, LLC (SD-RWQCB), Soil Vapor Mapping and Assessments, Chula Vista, CA – Analyst*
- Chevron Site Cleanup Portfolio (RWQCB/LEA), multiple sites throughout California – Deputy Project Manager*
- Northrup Grumman, Former TRW Facility Remediation, San Clemente, CA – Deputy Project Manager*

**Prior to joining Kimley-Horn*

Jessica Mauck, MA, RPA

Cultural and Paleontological Resources Management; Tribal Outreach

EDUCATION

- Master of Arts, Historical Archaeology, University of Leicester, England
- Bachelor of Arts, Anthropology, University of California, Los Angeles

CREDENTIALS

- Register of Professional Archaeologists #37243944

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

RELEVANT EXPERIENCE

- City of Gardena, 1610 Artesia Boulevard Project, Cultural Resources Assessment (Archaeology), Gardena, CA – Principal Investigator
- City of Norwalk, Lowes Norwalk Relocation Project, Cultural Resources Assessment (Archaeology), Norwalk, CA – Principal Investigator
- City of Santa Ana, Park 55 Project, Cultural Resources Assessment (Archaeology and Historic Built Environment), Santa Ana, CA – Principal Investigator/Architectural Historian
- San Juan Plaza Project, Cultural Resources Assessment (Archaeology and Historic Built Environment), EPA/San Juan Capistrano, CA – Principal Investigator/Architectural Historian
- Avenida Cordoba/Via Avila Storm Drain Improvements Project, Historic Property Inventory (Archaeology and Historic Built Environment), EPA/San Clemente, CA – Principal Investigator/Architectural Historian
- Recycled Water Improvement Project, Historic Property Inventory (Archaeology and Historic Built Environment), EPA/San Clemente, CA – Principal Investigator/Architectural Historian
- City of Beverly Hills, 450 North Roxbury Project, Beverly Hills, CA – Archaeological Resources Assessment Principal Investigator
- City of Los Angeles, 3800 S. Figueroa Project, Los Angeles, CA – Archaeological Resources Assessment and Paleontological Resources Assessment Principal Investigator
- US Department of Housing and Urban Development (HUD)/City of Burbank, 2244 N. Buena Vista Street, Burbank, CA – Principal Investigator
- 956 Seward Project, Archaeological and Paleontological Resources Assessments (Archaeology and Paleontology), Los Angeles, CA – Principal Investigator

Jason Marechal, PE, LEED AP

Drainage Utilities

Jason has 25 years of experience in civil engineering design and management, primarily focused on public and private land development projects. His technical experience includes all civil design aspects of land development projects including grading, drainage, and utility design, along with extensive knowledge of hydrology and hydraulics, and water quality standards. His innovative approach to drainage and water quality design includes experience with low-impact development (LID), hydromodification, green streets, and large watershed studies. He has worked extensively in all counties in Southern California and has successfully completed the design of several projects ranging from one acre to over 1,000 acres in size.

EDUCATION

- Bachelor of Science, Civil and Environmental Engineering, University of California, Berkeley

CREDENTIALS

- Professional Engineer in California #63164
- Leadership in Energy and Environmental Design Accredited Professional (LEED AP)

AFFILIATIONS

- American Society of Civil Engineers (ASCE), Member
- U.S. Green Building Council-National Capital Region, Member

RELEVANT EXPERIENCE

- Centennial Real Estate, MainPlace Mall Redevelopment, Santa Ana, CA – Project Manager
- University of California, Irvine (UC Irvine), Environmental Consulting Services for Various Capital Improvement Projects, Irvine, CA – Hydrology/Water Quality
- MainPlace Transformation Specific Plan Project, Santa Ana, CA – Civil Engineering Manager
- Shea Properties, Cypress City Center, Cypress, CA – Project Manager
- Legacy Partners, Sunflower Santa Ana, Santa Ana, CA – Project Manager
- Sunflower Apartments, Santa Ana, CA – Principal-in-Charge
- Regency Centers, Village at Tustin Legacy, Tustin, CA – Project Manager
- Shea Properties, Festival Hills, Anaheim, CA – Project Manager
- Shapell Properties, The Vineyards at Porter Ranch, Porter Ranch, CA C
- Shea Properties, Symmetry Apartments, Northridge, CA – Project Manager
- Moreno Valley Holdings, Moreno Valley Mall Entitlement, Moreno Valley, CA – Project Manager
- Kimco Realty, Whittwood Town Center Entitlement, Whittier, CA – Project Manager
- Southbay Social Districts, Southbay Galleria Mall Redevelopment, Redondo Beach, CA – Project Manager
- Orbis Financial, LLC, The Merge Eastvale, Eastvale, CA – Project Manager
- The Newhall Land & Farming Co., Valencia Commerce Center, Valencia, CA – Project Manager
- Lewis Companies, Serrano Commerce Center, Corona, CA – Project Manager
- Highland Fairview, World Logistics Center, Moreno Valley, CA – Project Manager
- Orbis Financial, LLC, Eastvale Homestead 52 CDs, Eastvale, CA – Project Manager
- Los Angeles County, Harbor-UCLA Medical Center Master Plan Implementation, Los Angeles, CA Project Engineer

Tim Tidwell, PWS

Regulatory Permitting

Tim has over 12 years of experience assisting in the preparation of environmental and planning studies for public-sector and private-sector clients. He is extensively involved with Section 404, 401, and 1602 permit processing through the U.S. Army Corps of Engineers, Regional Water Quality Control Boards, and the California Department of Fish and Wildlife respectively. He also routinely coordinates with the California Coastal Commission for those projects within the Coastal Zone. As a Professional Wetland Scientist, Tim also leads field delineations of jurisdictional waters and wetlands, and he provides environmental analysis in accordance with CEQA and NEPA.

EDUCATION

- Master of Science, Geographic Information Systems, California State University, San Diego
- Bachelor of Arts, Geographic Information Science, California State University, San Diego

CREDENTIALS

- Federal Aviation Administration Part 107 Small Unmanned Aircraft System (sUAS) Pilot
- Professional Wetland Scientist (PWS) #3464,
- Society of Wetland Scientists Professional Certification Program
- CRAM for Riverine Wetlands-Certified Practitioner, California, 2016

RELEVANT EXPERIENCE

- BNSF Railway, High Desert Operational Efficiency Project, Hesperia and San Bernardino Counties, CA – Regulatory Permitting Specialist
- BNSF Railway, Barstow International Gateway (BIG) Project, Barstow, CA – Regulatory Permitting Specialist
- Los Angeles County Metropolitan Transportation Agency (Metrolink), Canyon Siding Extension Project, Santa Clarita, CA – Regulatory Permitting Specialist
- Orange County Public Works, Regulatory Permitting Staffing, Orange County, CA – Regulatory Specialist*
- Orange County Public Works, Regional General Permit Mapping/Long Term Maintenance, Orange County, CA – Regulatory Specialist*
- Harbor Island Community Association, Harbor Island Bridge Retrofit Project, Newport Beach, CA – Regulatory Specialist/Task Lead*
- Orange County Parks, Aliso and Woods Canyon Wilderness Park Trail Repairs Project, Laguna Beach, CA – Regulatory Specialist*
- City of Irvine, University Drive Widening Project, Irvine and Newport Beach, CA – Environmental Associate*
- University California Irvine (UCI), Hydrogen Station Project, Irvine, CA – Regulatory Specialist*
- UCI, UCI Medical Center, Irvine, CA – Regulatory Specialist*
- City of Victorville Public Works Department, Citywide Environmental Maintenance Permits for Ephemeral Washes Project, Victorville, CA – Regulatory Specialist/Project Manager*
- Lockheed Martin Aeronautics Company, Lockheed Martin Plant 10 Specific Plan, Palmdale, CA – Regulatory Specialist*

**Prior to joining Kimley-Horn*

Corey Cameron, PLA

Visual Simulations, Renderings, Shade/Shadow Lighting

Corey has more than 10 years of landscape architecture experience and prior to discovering his passion for landscape architecture, Corey worked in construction and landscape construction positions. This well-rounded experience has provided a foundational understanding and curiosity of the built environment. Corey's natural creativity and passion for design, along with his critical thinking, technical aptitude, and tenacity, position him well to tackle any project and provide visualizations and comprehension. Corey is well versed in many software programs and hand graphics that provide the right style and rendering to aid in community understanding and project visualization.

EDUCATION

- Bachelor of Science, Landscape Architecture, California State Polytechnic University, Pomona
- Associate of Arts, General Education, Mira Costa College, Oceanside

CREDENTIALS

- Professional Landscape Architect in California #6625

RELEVANT EXPERIENCE

- AMERCO Real Estate, U-Haul, Gardena, CA – Shadow Study
- City of Moreno Valley, Bark Park Project, Moreno Valley – Visual Simulations, Renderings, Shade/Shadow Lighting, Landscape Architecture
- City of Chula Vista, Millenia Park, Chula Vista – Visual Simulations, Renderings, Shade/Shadow Lighting, Landscape Architecture
- Ocean View School District, Marine View Middle School Modernization, Huntington Beach, CA – Visual Simulations, Renderings, Shade/Shadow Lighting, Landscape Architecture
- City of Rocklin, Crest Drive Roundabout, Rocklin, CA – Visual Simulations, Renderings, Shade/Shadow Lighting, Landscape Architecture
- City of Roseville, Washington and All America City Boulevard Roundabout, Roseville, CA – Visual Simulations, Renderings, Shade/Shadow Lighting, Landscape Architecture
- Ocean View School District, Marine View Middle School Modernization, Huntington Beach, CA – Visual Simulations, Renderings, Shade/Shadow Lighting, Landscape Architecture
- Mar Vista Academy, Sweetwater Union High School District, National City, CA – Visual Simulations, Renderings, Shade/Shadow Lighting, Landscape Architecture
- Rancho Cucamonga Library Relocation, City Rancho Cucamonga, CA – Landscape Architect/Project Manager
- El Monte Union High School District, El Monte High School, El Monte CA – Landscape Architect/Project Manager
- Torrance Unified School District, Sport Field Assessments (Various K-8 Campuses), Torrance CA – Landscape Architect/Project Manager
- Ocean View School District, Star View Elementary Modernization, Midway City, CA – Landscape Architect/Project Manager
- Ocean View School District, Vista View Middle School Modernization, Fountain Valley, CA – Landscape Architect/Project Manager

Jim Rocks

Biological Resources

ROCKS BIOLOGICAL CONSULTING

Jim Rocks holds a Master of Science degree in biological sciences and has over 25 years of experience in biological resources in California. Jim holds a U.S. Fish and Wildlife Service 10(a) recovery permit for Quino checkerspot butterfly, coastal California gnatcatcher, and all California fairy shrimps. Jim has extensive experience performing sensitive plant and wildlife species surveys, wetland delineations, and biological impact analyses. He has authored a variety of technical reports, including biological technical reports, restoration and monitoring plans, biological assessments, and biological resource sections for EIRs. He has provided biological consulting services for a variety of clients including utility companies, developers, and federal, state, and local regulatory agencies. Jim also serves as habitat manager for the San Diego Habitat Conservancy and is a department associate with the San Diego Natural History Museum Botany Department where he has taught several botanical classes.

EDUCATION

- Master of Science, Biological Sciences, Southern Illinois University

CREDENTIALS

- U.S. Fish and Wildlife Service Recovery/ Permit No. (TE-063230-6)
  - Coastal California gnatcatcher
  - Vernal pool branchiopods
  - Quino checkerspot butterfly

RELEVANT EXPERIENCE

- Spring Street Pedestrian Improvements Project NESMI (Caltrans), San Diego, CA – Project Manager (Biological Resources)
- Alta La Jolla Drive Drainage Repair Project, Phase 2, San Diego, CA – Biological Technical Report Preparation
- Olivenhain Trunk Sewer Project, Encinitas, CA – Protocol Surveys
- Sunset Avenue Grade Separation PEAR and NESMI (Caltrans), Riverside, CA – Project Manager (Biological Resources)
- Fashion Valley Road River Crossing Emergency Repair Project, San Diego, CA – Principal Biologist
- Upper San Diego River Restoration Project, San Diego, CA – Lead Biologist
- I-215 and Van Buren Avenue Widening Project (Caltrans), Riverside, CA – Lead Biologist
- SR-91 and Beach Boulevard On-Ramp Widening Project (Caltrans), Orange, CA – Lead Biologist
- California Gnatcatcher Surveys, San Diego, CA – Surveys
- Pure Water San Diego Project, San Diego, CA – Protocol surveys for vernal pool branchiopods, vegetation mapping, and rare plant surveys
- Meridian Business Park Project, Riverside, CA – Protocol Surveys
- Rialto Airport Burrowing Owl Monitoring, San Bernardino, CA – Wildlife Biologist

Dean H. Iwasa, PE, GE

Iwasa Consulting

Geotechnical

Dean provides geotechnical investigation, design, and consultation services for a variety of projects, including commercial and residential structures, laboratories, and warehouses; energy and industrial facilities; shoreline and marina developments; slope stability assessments and stabilization; seismic upgrades and repair of existing buildings, including churches and historic buildings; and projects that require dewatering for deep excavations. He has participated in geotechnical investigations and technical studies for mid- to high-rise buildings, tilt-up structures, schools, churches, residences, roadways, major utilities, landslides, landfills, and sites that are impacted by chemical contaminants.

EDUCATION

- Bachelor of Science, Social Ecology, University of California, Irvine

CREDENTIALS

- American Institute of Certified Planners #9036

AFFILIATIONS

- American Planning Association (APA), Board Member

RELEVANT EXPERIENCE

- Geotechnical Peer Review Support for CEQA, Lady Luck Property, Stoneridge 63 Condominiums, 1017 West 141st Street, Gardena, CA
- Geotechnical Peer Review Support for CEQA, Normandie Apartments, 16911 Normandie, Gardena, CA
- Geotechnical Peer Review Support for CEQA, Terreno 139th Street Project, Gardena, CA
- Dewatering Evaluation, LACSD, Gardena Pumping Plant Facility, Gardena, CA
- Los Angeles Federal Courthouse, Los Angeles, CA^^ LACMTA Purple Line Maintenance Building, Los Angeles, CA
- KORE Pilot Plant Project, Los Angeles, CA
- UTC Warner Park Plaza, 6633 Canoga Avenue, Canoga Park, CA
- Audi CODA, Beverly Hills, CA
- Audi CODA, 1275 Bristol Street, Costa Mesa, CA
- Dewatering Evaluation, Orange County Sanitation District, Gisler and Red Hill Interceptor Access Pit Project, Costa Mesa, CA
- Northrop Woodland Hills Environmental Remediation, Woodland Hills, CA
- Vulcan Reliance-Azusa Quarry, Azusa, CA
- Vulcan Materials Company, Corona Hard Rock Stability Study, Corona, CA
- Goodyear Carson Blimp Hanger Geotechnical Services, Carson, CA
- Geotechnical Consultation, Railroad Lofts, 512 W. Figueroa Street, Santa Barbara, CA
- Los Angeles Federal Courthouse, Los Angeles, CA
- LACMTA Purple Line Maintenance Building, Los Angeles, CA

Peer Review Sample

A sample of a recent peer review conducted by Iwasa Consulting and Kimley-Horn for the City on the Terreno Industrial project has been provided in the **Appendix** of this SOQ.

Section 7. Fees/Cost

Kimley-Horn has provided our billing rates in a separate document.

Section 8. Additional Information

Kimley-Horn's certificate of insurance has been provided on the following page.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 3/20/2025

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
Edgewood Partners Insurance Agency
3780 Mansell Rd. Suite 370
Alpharetta GA 30022

CONTACT NAME: Jerry Noyola
PHONE (A/C, No, Ext): 7702207699 **FAX (A/C, No):**
E-MAIL ADDRESS: greylingcerts@greyling.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : National Union Fire Ins Co of Pittsburg	19445
INSURER B : Allied World Assurance Co (U.S.) Inc.	19489
INSURER C : New Hampshire Insurance Company	23841
INSURER D : Lloyd's of London	85202
INSURER E :	
INSURER F :	

INSURED KIMLASS
Kimley-Horn and Associates, Inc.
421 Fayetteville Street, Suite 600
Raleigh, NC 27601

COVERAGES **CERTIFICATE NUMBER:** 370182796 **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**			GL5268169	4/1/2025	4/1/2026	EACH OCCURRENCE	$ 2,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 1,000,000
	X Contractual Liab						MED EXP (Any one person)	$ 25,000
							PERSONAL & ADV INJURY	$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 4,000,000
	POLICY X PRO-JECT X LOC						PRODUCTS - COMP/OP AGG	$ 4,000,000
	OTHER:							$
A A	**AUTOMOBILE LIABILITY**			CA4489663 CA2970071	4/1/2025 4/1/2025	4/1/2026 4/1/2026	COMBINED SINGLE LIMIT (Ea accident)	$ 2,000,000
	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)	$
								$
B	X **UMBRELLA LIAB** X OCCUR			03127930	4/1/2025	4/1/2026	EACH OCCURRENCE	$ 5,000,000
	X **EXCESS LIAB** CLAIMS-MADE						AGGREGATE	$ 5,000,000
	DED X RETENTION $ 10,000							$
C C	**WORKERS COMPENSATION AND EMPLOYERS' LIABILITY** Y / N	N / A		WC067961230 WC013711885	4/1/2025 4/1/2025	4/1/2026 4/1/2026	X PER STATUTE / OTH-ER	
	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? N **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. EACH ACCIDENT	$ 2,000,000
							E.L. DISEASE - EA EMPLOYEE	$ 2,000,000
							E.L. DISEASE - POLICY LIMIT	$ 2,000,000
D	Professional Liability			B0146LDUSA2504949	4/1/2025	4/1/2026	Per Claim Aggregate	$2,000,000 $2,000,000

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

CERTIFICATE HOLDER

Sample Certificate

CANCELLATION

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
Gregg Bradshaw

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Appendix: Peer Review Sample

May 16, 2025 Project No. 25057-01

Mr. Hayes Graham
Terreno 139th LLC
101 Montgomery Street, Suite 200
San Francisco, CA 94104

Subject: ***Preliminary Geotechnical Subsurface Evaluation, Proposed "Terreno Gardena" Industrial Re-development, 1855 West 139th Street, Gardena, California***

In accordance with your request, LGC Geotechnical, Inc. has performed a preliminary geotechnical subsurface evaluation for the proposed "Terreno Gardena" industrial re-development located at 1855 West 139th Street, in the City of Gardena, California. This report summarizes the results of our background review, subsurface exploration, and geotechnical analyses of the data collected, and presents our findings, conclusions, and preliminary recommendations for the proposed development.

If you should have any questions regarding this report, please do not hesitate to contact our office. We appreciate this opportunity to be of service.

Respectfully,

LGC Geotechnical, Inc.

Dennis Boratynec, GE 2770
President

Barry Graham, CEG 2749
Senior Engineering Geologist

Branden Petersen, EIT
Project Engineer

DJB/BPG/BPP/amm

Distribution: (1) Addressee (electronic copy)

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1.0 INTRODUCTION

1.1 Purpose and Scope of Services

This report presents the results of our preliminary geotechnical evaluation for the proposed industrial re-development located at 1855 West 139th Street in the City of Gardena, California. (see Site Location Map, Figure 1). The purpose of our work was to collect subsurface data, perform laboratory testing and geotechnical analysis in order to prepare a geotechnical report providing preliminary recommendations for design and construction of the proposed project. Our scope of services included:

- Review of pertinent readily available geotechnical information, geologic maps and previous geotechnical report (Appendix A).
- Subsurface investigation including excavation, sampling, and logging of 7 small-diameter hollow stem borings and 4 Cone Penetrometer Tests (CPTs).
- Laboratory testing of representative samples obtained during our subsurface evaluation (Appendix C).
- Geotechnical analysis and evaluation of the data obtained.
- Preparation of this report presenting our preliminary findings, conclusions, and recommendations with respect to the proposed site development.

1.2 Existing Site Conditions and Background

The approximately 11.2-acre site is bound to the north by an industrial development and 137th Street, to the west by an industrial development, to the south by 139th Street, and to the east by an industrial development and Western Avenue. The site currently consists of two existing industrial buildings, on grade parking, and landscape features among other improvements. Review of historic aerial photographs (Historical Aerials, 2025) suggests the following:

1952 and Prior Photos: At this time, the subject site consists of a small airport and associated infrastructure.

1963 Aerial Photo: By 1963, the site consisted of a racing track with an associated parking lot. A building from the previous airport development was in the southwest corner of the site.

1972 Aerial Photo: By 1972, an industrial building had been built in the northern portion of the site with an associated parking lot in the west and landscape area in the south.

1985 Aerial Photo: By 1985, the building in the southwest portion of the site was demolished and the parking lot in the southeast portion of the site was constructed.

2004 Aerial Photo: By 2004, the southern industrial building had been constructed along with the associated drive aisles and parking spots south of the building. The site has essentially remained the same since this time.

AES performed a geotechnical evaluation of the site in 2024 (AES, 2024). The field evaluation consisted of the excavation of seven (7) hollow-stem auger borings ranging in depth from approximately 10 to 30 feet below existing grade and four (4) hand dug infiltration test pits ranging in depth from approximately 5 to 6.5 feet below existing grade. Groundwater was encountered at a depth of approximately 24 feet below existing grade. Laboratory testing included in-situ dry density and moisture content, direct shear and consolidation. The boring logs and laboratory data by others is presented in Appendix B and Appendix C, respectively.

1.3 Proposed Improvements

Based on the preliminary site plan (Delawie, 2025), five industrial buildings are proposed that range from approximately 25,000 to 65,000 square feet, totaling approximately 205,000 square feet. The building footprints for Buildings A-1 and A-2 will extend to be on the western property line. Supporting improvements include parking areas, truck loading docks, walls and fences. Based on the conceptual grading plan, proposed design cuts and fills are anticipated to be on the order of approximately 3 and 5 feet, respectively (DRC Engineering, Inc., 2025). The proposed industrial building is anticipated to be a concrete tilt-up structure with estimated maximum column and wall loads of approximately 150 kips and 10 kips per linear foot, respectively. Please note no structural loads were provided to us at the time of this report.

The recommendations provided herein are based upon the estimated structural loading and layout information above. We understand that the project plans are currently being developed at this time; LGC Geotechnical should be provided with updated project plans and any changes to the assumed structural loads when they become available, in order to either confirm or modify the recommendations provided herein. Additional field work and/or laboratory testing may be necessary.

1.4 Subsurface Evaluation

LGC Geotechnical performed a recent subsurface geotechnical evaluation of the site consisting of the excavation of seven hollow-stem auger borings and 4 Cone Penetration Tests (CPTs).

The seven hollow-stem borings (HS-1 through HS-7) were drilled to a depth of approximately 14.5 feet below existing grade. An LGC Geotechnical geologist observed the drilling operations, logged the borings, and collected soil samples for laboratory testing. The borings were excavated using a truck-mounted drill rig equipped with a 8-inch-diameter hollow-stem auger. Driven soil samples were collected by means of the Modified California Drive (MCD) sampler generally obtained at 2.5 to 5-foot vertical increments. The MCD is a split-barrel sampler with a tapered cutting tip and lined with a series of 1-inch-tall brass rings. The MCD sampler was driven using a 140-pound automatic hammer falling 30 inches to advance the sampler a total depth of 18 inches. The raw blow counts for each 6-inch increment of penetration were recorded on the boring logs. Bulk samples were also collected and logged at select depths for laboratory testing. At the completion of drilling, the borings were backfilled, tamped, and capped with cold patch asphalt. Some settlement of the backfill soils may occur over time.

Four Cone Penetration Test (CPT) soundings were performed by Kehoe Testing and Engineering under subcontract with LGC Geotechnical. The CPT probes were pushed to depths of approximately 50 feet below grade at each location in general accordance with the current ASTM standards (ASTM D5778 and ASTM D3441). The CPT equipment consists of a cone penetrometer assembly mounted at the end of series of hollow sounding rods. The interior of the cone penetrometer is instrumented with strain gauges that allow the simultaneous measurement of cone tip and friction sleeve resistance during penetration. The cone penetration assembly is continuously pushed into the soil by a set of hydraulic rams at a standard rate of 0.8-inch per second while the cone tip resistance and sleeve friction resistance are recorded at approximately every 1 inch and stored in digital form. A specially designed all-wheel drive 25-ton truck provides the required reaction weight for pushing the cone assembly. The CPT soundings were backfilled with Portland cement as the probe was retracted.

The approximate locations of borings and CPTs are shown on the Geotechnical Map (Figure 2). Boring and CPT logs are presented in Appendix B.

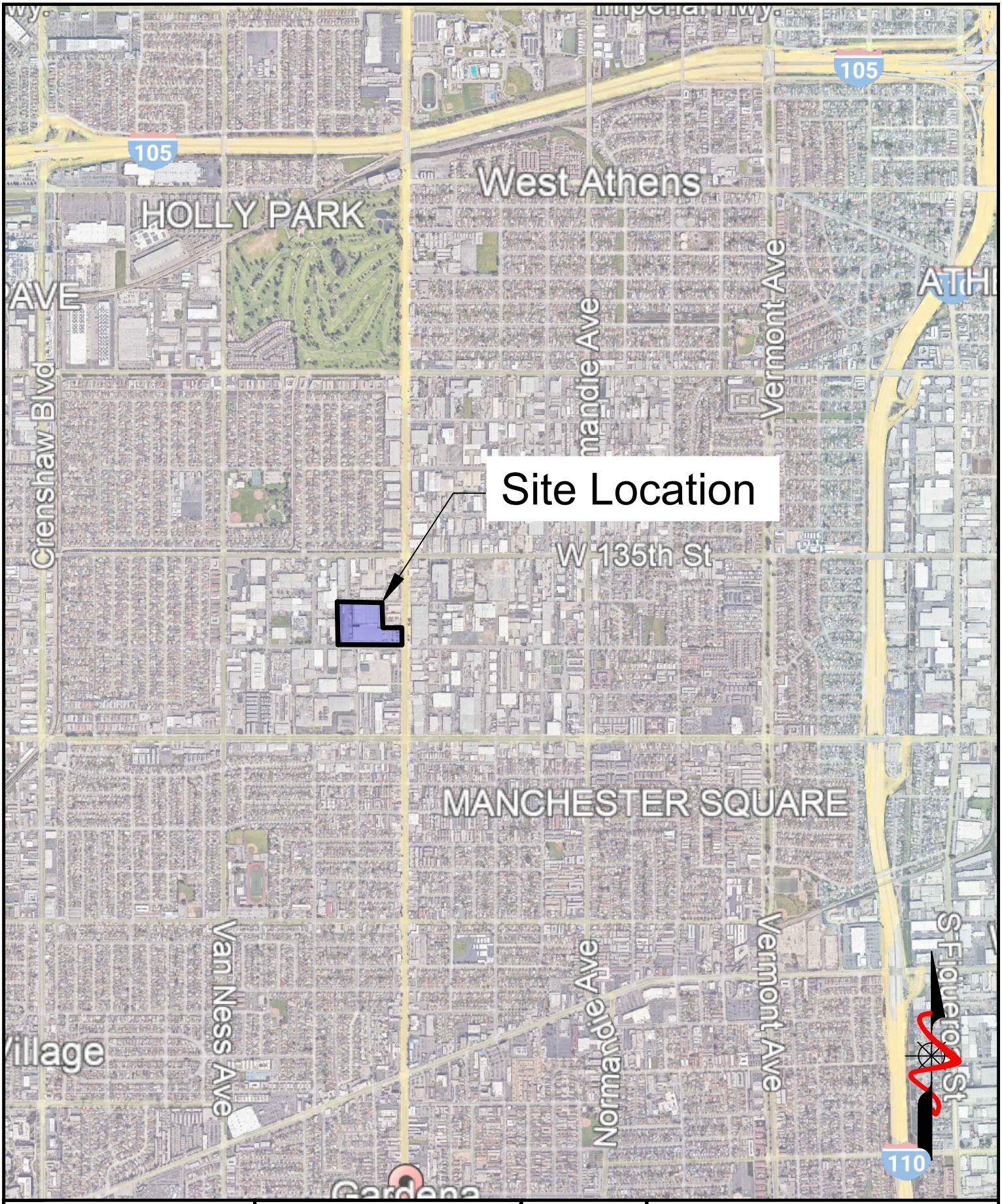
1.5 Laboratory Testing

Laboratory testing was performed on representative soil samples obtained from our subsurface evaluation. Laboratory testing included in-situ moisture and density tests, Atterberg Limits, expansion index, maximum density, direct shear, consolidation and corrosion (sulfate, chloride content, pH, and minimum resistivity).

The following is a summary of the recent laboratory test results.

- Dry density of the samples collected ranged from approximately 95 pounds per cubic foot (pcf) to 129 pcf, with an average of approximately 113 pcf. Field moisture contents ranged from approximately 8 percent to 27 percent, with an average of 16 percent.
- One Expansion Index (EI) test was performed. Results were an EI value of 29, corresponding to “Low” expansion potential.
- One Atterberg Limit (liquid limit and plastic limit) test was performed. Results indicate a Plasticity Index value of 42. The plot is provided in Appendix C.
- One direct shear test was performed. The plot is provided in Appendix C.
- One consolidation test was performed. The stress vs. deformation plot is provided in Appendix C.
- Laboratory compaction of a near-surface bulk sample resulted in a maximum dry density of 130.5 pcf at an optimum moisture content of 10.0 percent.
- Corrosion testing indicated soluble sulfate contents of approximately 0.01 percent, chloride content of 27 parts per million (ppm), pH value of 8.1, and minimum resistivity value of 2,114 ohm-cm.

A summary of the results is presented in Appendix C. The moisture and dry density test results are presented on the boring logs in Appendix B.



LGC Geotechnical, Inc.	**FIGURE 1** **Site Location Map**	PROJECT NAME: Focus Real Estate - Gardena PROJECT NO.: 25057-01 ENG. / GEOL.: DJB / BPG SCALE: Not to Scale DATE: May 2025

2.0 GEOTECHNICAL CONDITIONS

2.1 Regional Geology

The subject site is generally located within the Peninsular Ranges Geomorphic Province, specifically within the coastal plain that forms the gently sloping flatlands to north of the uplifted Palos Verdes Peninsula. The coastal plain consists of Quaternary alluvium interpreted to be Holocene and middle to late Pleistocene in age (Saucedo et al, 2016).

No known faults cross the site, and the only complex regional geologic feature near the site is an inferred anticline, as shown on the regional geologic map to pass about six miles to the south (Saucedo et al, 2016). The feature corresponds to the inferred location of the Compton Blind Thrust Fault. Segments of the Newport Inglewood right lateral strike slip fault pass less than 2 miles northeast of the site.

2.2 Site Geology and Generalized Subsurface Conditions

Based on review of available geologic maps (Saucedo et al, 2016), the primary geologic unit underlying the site is Quaternary young alluvium. Throughout the site the native young alluvial deposits are overlain by undocumented artificial fill that was placed presumably during the grading of the existing development. The depth of this undocumented artificial fill was observed to range from approximately 4 to 10 feet below existing grade during our evaluation and corroborated from previous evaluations. Since no borings were performed within the footprints of the existing buildings, additional undocumented artificial fills may be found during construction at potentially deeper depths than indicated on Figure 2.

As encountered during our evaluation, undocumented fill soils generally consisted of medium stiff to hard clays to sandy clay. Native alluvium was generally observed to be predominately very stiff to hard sandy clays and medium dense to dense silty/clayey sands to the maximum explored depth of approximately 50 feet below existing grade (see Appendix B for Boring and CPT Logs). Because of their relatively unknown nature and invariability, all undocumented fills are to be temporarily removed until suitable native materials are encountered and replaced as engineered compacted fill.

It should be noted that borings are only representative of the location and time where/when they are performed, and varying subsurface conditions may exist outside of the performed location. In addition, subsurface conditions can change over time. The soil descriptions provided above should not be construed to mean that the subsurface profile is uniform, and that soil is homogeneous within the project area. For details on the stratigraphy at the exploration locations, refer to Appendix B.

2.3 Groundwater

Groundwater was encountered at a depth of approximately 24 feet below existing grade during the previous evaluation by others. Historic high groundwater is mapped at approximately 25 feet

below current grade based on the seismic hazard zone report for the Inglewood quadrangle (CGS, 1998).

In general, groundwater levels fluctuate with the seasons and local zones of perched groundwater may be present within the near-surface deposits due to local seepage or during rainy seasons. Groundwater conditions below the site may be variable, depending on numerous factors including seasonal rainfall, local irrigation and groundwater pumping, among others.

2.4 Faulting and Seismic Hazards

Prompted by damaging earthquakes in Northern and Southern California, State legislation and policies concerning the classification and land-use criteria associated with faults have been developed. The Alquist-Priolo Earthquake Fault Zoning Act was implemented in 1972 to prevent the construction of urban developments across the trace of active faults. California Geologic Survey Special Publication 42 was created to provide guidance for following and implementing the law requirements. Special Publication 42 was most recently revised in 2018 (CGS, 2018). According to the State Geologist, an "active" fault is defined as one which has had surface displacement within Holocene time (roughly the last 11,700 years). Regulatory Earthquake Fault Zones have been delineated to encompass traces of known, Holocene-active faults to address hazards associated with surface fault rupture within California. Where developments for human occupation are proposed within these zones, the state requires detailed fault evaluations be performed so that engineering-geologists can identify the locations of active faults and recommend setbacks from locations of possible surface fault rupture.

The subject site is not located within a State of California Earthquake Fault Zone (i.e., Alquist-Priolo Earthquake Fault Act Zone) and no active faults are known to cross the site (CGS, 2018). The possibility of damage due to ground rupture is considered low since no active faults are known to cross the site.

Secondary effects of seismic shaking resulting from large earthquakes on the major faults in the Southern California region, which may affect the site, include ground lurching, shallow ground rupture, soil liquefaction and dynamic settlement. These secondary effects of seismic shaking are a possibility throughout the Southern California region and are dependent on the distance between the site and causative fault and the onsite geology. Some of the major active nearby faults that could produce these secondary effects include the Newport-Inglewood, Compton blind thrust, Palos Verdes, among others (CGS, 2018). A discussion of these secondary effects is provided in the following sections.

2.4.1 Liquefaction and Dynamic Settlement

Liquefaction is a seismic phenomenon in which loose, saturated, granular soils behave similarly to a fluid when subject to high-intensity ground shaking. Liquefaction occurs when three general conditions coexist: 1) shallow groundwater; 2) low density non-cohesive (granular) soils; and 3) high-intensity ground motion. Studies indicate that saturated, loose near-surface cohesionless soils exhibit the highest liquefaction potential, while dry, dense, cohesionless soils and cohesive soils exhibit low to negligible liquefaction

potential. In general, cohesive soils are not considered susceptible to liquefaction, depending on their plasticity and moisture content (Bray & Sancio, 2006). Effects of liquefaction on level ground include settlement, sand boils, and bearing capacity failures below structures. Dynamic settlement of dry loose sands can also occur as the sand particles tend to settle and densify as a result of a seismic event.

Based on our review of the State of California Seismic Hazard Zone for liquefaction potential (CDMG, 1999), the site is not located within a liquefaction hazard zone. Historic high groundwater is mapped at a depth of approximately 25 feet below existing grade (CDMG, 1998). Based on our evaluation, site soils are generally not susceptible to liquefaction due to the fine-grained nature and dense coarse-grained on-site soils. Therefore, liquefaction potential is considered low.

2.4.2 Lateral Spreading

Lateral spreading is a type of liquefaction induced ground failure associated with the lateral displacement of surficial blocks of sediment resulting from liquefaction in a subsurface layer. Once liquefaction transforms the subsurface layer into a fluid mass, gravity plus the earthquake inertial forces may cause the mass to move downslope towards a free face (such as a river channel or an embankment). Lateral spreading may cause large horizontal displacements and such movement typically damages pipelines, utilities, bridges, and structures.

Due to the lack of nearby "free face" conditions and low liquefaction potential, the potential for lateral spreading is considered very low.

2.6 Seismic Design Criteria

The site seismic characteristics were evaluated per the guidelines set forth in Chapter 16, Section 1613 of the 2022 California Building Code (CBC) and applicable portions of ASCE 7-16 which has been adopted by the CBC. Please note that the following seismic parameters are only applicable for code-based acceleration response spectra and are not applicable for where site-specific ground motion procedures are required by ASCE 7-16. Representative site coordinates of latitude 33.907304 degrees north and longitude -118.310266 degrees west were utilized in our analyses. The maximum considered earthquake (MCE) spectral response accelerations (S_{MS} and S_{M1}) and adjusted design spectral response acceleration parameters (S_{DS} and S_{D1}) for Site Class D are provided in Table 1 on the following page. Since site soils are Site Class D, additional adjustments are required to code acceleration response spectrums as outlined below and provided in ASCE 7-16. The structural designer should contact the geotechnical consultant if structural conditions (e.g., number of stories, seismically isolated structures, etc.) require site-specific ground motions.

A deaggregation of the PGA based on a 2,475-year average return period (MCE) indicates that an earthquake magnitude of 6.7 at a distance of approximately 7.4 km from the site would contribute the most to this ground motion (USGS, 2014).

Section 1803.5.12 of the 2022 CBC (per Section 11.8.3 of ASCE 7) states that the maximum considered earthquake geometric mean (MCE_G) Peak Ground Acceleration (PGA) should be used for liquefaction potential. The PGA_M for the site is equal to 0.872g (SEAOC, 2024). The design PGA is equal to 0.581g (2/3 of PGA_M).

TABLE 1

Seismic Design Parameters

Selected Parameters from 2022 CBC, Section 1613 - Earthquake Loads	**Seismic Design Values**	**Notes/Exceptions**
Distance to applicable faults classifies the site as a "Near-Fault" site.		Section 11.4.1 of ASCE 7
Site Class	D*	Chapter 20 of ASCE 7
Ss (Risk-Targeted Spectral Acceleration for Short Periods)	1.831g	From SEAOC, 2025
S_1 (Risk-Targeted Spectral Accelerations for 1-Second Periods)	0.647g	From SEAOC, 2025
F_a (per Table 1613.2.3(1))	1.000	For Simplified Design Procedure of Section 12.14 of ASCE 7, F_a shall be taken as 1.4 (Section 12.14.8.1)
F_v (per Table 1613.2.3(2))	1.700	Value is only applicable per requirements/exceptions per Section 11.4.8 of ASCE 7
S_{MS} for Site Class D [Note: $S_{MS} = F_aS_S$]	1.831g	-
S_{M1} for Site Class D [Note: $S_{M1} = F_vS_1$]	1.100g	Value is only applicable per requirements/exceptions per Section 11.4.8 of ASCE 7
S_{DS} for Site Class D [Note: $S_{DS} = (^2/_3)S_{MS}$]	1.221g	-
S_{D1} for Site Class D [Note: $S_{D1} = (^2/_3)S_{M1}$]	0.733g	Value is only applicable per requirements/exceptions per Section 11.4.8 of ASCE 7
C_{RS} (Mapped Risk Coefficient at 0.2 sec)	0.904	ASCE 7 Chapter 22
C_{R1} (Mapped Risk Coefficient at 1 sec)	0.901	ASCE 7 Chapter 22
*Since site soils are Site Class D and S_1 is greater than or equal to 0.2, the seismic response coefficient Cs is determined by Eq. 12.8-2 for values of $T \leq 1.5T_s$ and taken equal to 1.5 times the value calculated in accordance with either Eq. 12.8-3 for $T_L \geq T > T_s$, or Eq. 12.8-4 for $T > T_L$. Refer to ASCE 7-16.		

2.7 Expansion Potential

Based on observations during our evaluation and the laboratory testing results, site soils are anticipated to have a “Low” to “Medium” expansion potential. Final expansion potential of site soils should be determined at the completion of grading. Results of expansion testing at finish grades will be utilized to confirm final foundation design.

Does LGC plan to use two different foundation types at these locations? If yes, then what is the preliminary estimate for differential foundation settlement? Will a structural floor be used at CIDH locations? If no, then what is the preliminary estimate between the CIDH foundation system and the slab-on-grade floor? Note that many new warehouses use a high racking system with heavy floor loads (approx. 500 psf). LGC should confirm the type of system and floor loads planned for this project and estimate total and differential settlements accordingly.

3.0 CONCLUSIONS

Based on the results of our subsurface geotechnical evaluation, it is our opinion that the proposed improvements are feasible from a geotechnical standpoint, provided that the recommendations contained in the following sections are incorporated during site grading and development. A summary of our geotechnical conclusions are as follows:

- As encountered at the subject site, young alluvial deposits are overlain by undocumented artificial fill presumed to be placed during the construction of the existing site development. The depth of undocumented artificial fill was found at a depth ranging from approximately 4 to 10 feet below existing grade during our and previous evaluations but may be found at a deeper depth during construction (especially underneath the current building footprints). As encountered at the subject site, the on-site soils generally consisted of medium stiff to hard clays and sandy clays and medium dense to dense d depth of approximately 5 grade. re not suitable for the plan their medial earthwork recomm

High plasticity clay (CH), gray, very stiff, very moist was encountered in boring HS-2 at a depth of 5.5 feet. Other soils (including fill soils) at the site have similar descriptions, but are classified as low plasticity clay (CL) and no Atterberg limits tests were performed on these soils. Please explain how LGC distinguished between CL and CH soils. Also, explain why onsite soils (including fill soils) at the site are all considered lto have a low to medium expansion potential, when the expansion index test was performed on dark reddish brown and dark reddish gray CLAY and SANDY CLAY from the upper 5 feet of boring HS-1? Shouldn't there be more testing of soils and foundation and grading recommendations that address the presence of high plastic clays at the site?

What about grading limitations for planned hardscape and pavement areas?

cumented fill directly adjacent existing property lines al grading is not feasible. In these areas, CIDH piers or rs may be constructed. This condition is found west and ilding D. As an alternative north of Building D, remedial Section 4.1.3 for further details regarding slot cutting. e able to be performed approximately 20 feet off the structed to a minimum of 20 feet off the property line. n how far off the property line the CIDH piers will need to be constructed.

- From a geotechnical perspective, onsite soils are anticipated to be suitable for use as general compacted fill, provided they are screened of construction debris and any oversized material (8 inches in greatest dimension).
- Groundwater was encountered in previous field evaluations at a depth of approximately 24 feet below existing grade. Historic high groundwater is mapped at approximately 25 feet below current grade based on the seismic hazard zone report for the Inglewood quadrangle (CGS, 1998).
- The subject study area is not located within a mapped State of California Earthquake Fault Zone (i.e., Alquist-Priolo Earthquake Fault Act Zone), and based upon our review of published geologic mapping, no known active or potentially active faults are known to exist within or in the immediate vicinity of the site. Therefore, the potential for ground rupture as a result of faulting is considered very low.
- The main seismic hazard that may affect the site is ground shaking from one of the active regional faults. The subject site will likely experience strong seismic ground shaking during its design life.
- Based on our review of the 1999 & 2025), the site is not soils are generally not susce grained on-site soils. Therefore, liquefaction potential is considered low.

Similar comment about the potential for high plasticity clays (CH) at the site and appropriate mitigation measures to minimize the impacts of expansive soil. Further comments are provided below regarding specific design recommendations associated with potentially expansive soils at the site.

- Based on observations during our evaluation and the laboratory testing results, site soils are anticipated to have a "Low" to "Medium" expansion potential Mitigation measures are required for foundations and site improvements like concrete flatwork to minimize the impacts of expansive soils. Final design expansion potential must be determined at the completion of grading.

- Pre-soaking of the subgrade for building slabs (and flatwork) will be required due to site expansive soils. The duration of this process varies greatly based on the chosen method and is also dependent on factors such as soil type and weather conditions. Time duration for presoaking from completion of rough grading to trenching of foundations should be accounted for in the construction schedule (typically 1 to 3 weeks).
- Excavations into the existing site soils should be feasible with heavy construction equipment in good working order. We anticipate that the sandy and silty earth materials generated from the excavations will be generally suitable for re-use as compacted fill, provided they are relatively free of rocks larger than 8 inches in dimension, construction debris, and significant organic material.
- On-site soils are not suitable for backfill of site retaining walls. Import soils that will be used for retaining wall backfill should be tested and approved by the geotechnical consultant prior to the backfill of site walls.

Are gray clayey soils also suitable for reuse?

Considering that high plasticity clays (CH) typically have very low permeability rates, is pre-soaking of the subgrade considered an effective means of increasing the moisture content of planned subgrade materials? Would it be more efficient to increase the moisture content to a sufficiently high level during the fill placement, moisture-conditioning, and compaction process and/or selectively place a layer of non-expansive soils beneath planned shallow improvements, such as shallow foundations, slabs-on-grade, and hardscape, which may be adversely impacted by expansive soils?

If pre-soaking results in expansion and softening of high plasticity clayey soils, will the subgrade need to repaired in order to support new shallow improvements, such as shallow foundations, slabs-on-grade, and hardsacape?

4.0 RECOMMENDATIONS

The following recommendations are to be considered preliminary and should be confirmed upon completion of grading and earthwork operations. In addition, they should be considered minimal from a geotechnical viewpoint, as there may be more restrictive requirements from the architect, structural engineer, building codes, governing agencies, or the owner.

It should be noted that the following geotechnical recommendations are intended to provide sufficient information to develop the site in general accordance with the 2022 CBC requirements. With regard to the possible occurrence of potentially catastrophic geotechnical hazards such as fault rupture, earthquake-induced landslides, liquefaction, etc. the following geotechnical recommendations should provide adequate protection for the proposed development to the extent required to reduce seismic risk to an "acceptable level." The "acceptable level" of risk is defined by the California Code of Regulations as "that level that provides reasonable protection of the public safety, though it does not necessarily ensure continued structural integrity and functionality of the project" [Section 3721(a)]. Therefore, repair and remedial work of the proposed improvement may be required after a significant seismic event. With regards to the potential for less significant geologic hazards to the proposed development, the recommendations contained herein are intended as a reasonable protection against the potential damaging effects of geotechnical phenomena such as expansive soils, fill settlement, groundwater seepage, etc. It should be understood, however, that our recommendations are intended to maintain the structural integrity of the proposed development and structures given the site geotechnical conditions but cannot preclude the potential for some cosmetic distress or nuisance issues to develop as a result of the site geotechnical conditions.

The geotechnical recommendations contained herein must be confirmed to be suitable or modified based on the actual as-graded conditions.

4.1 Site Earthwork

We anticipate that earthwork at the site will consist of required earthwork removals, precise grading and construction of the proposed new improvements, including the industrial structures, subsurface utilities, and vehicular pavement areas.

We recommend that earthwork onsite be performed in accordance with the following recommendations, future grading plan review report(s), the 2022 CBC/City of Gardena requirements, and the General Earthwork and Grading Specifications for Rough Grading included in Appendix D. In case of conflict, the following recommendations shall supersede those included in Appendix D. The following recommendations may be revised within future grading plan review reports or based on the actual conditions encountered during site grading.

Can existing concrete footings, slabs, sidewalks, AC and concrete pavements, and aggregate base materials be crushed to a minus 3" size and reused/recycled onsite as an engineering fill?

4.1.1 Site Preparation

Prior to grading of areas to receive structural fill or engineered improvements, the areas should be cleared of existing asphalt, surface obstructions, structures, foundations and demolition debris. Vegetation and debris should be removed and properly disposed of off-site. Holes resulting from the removal of buried obstructions, which extend below proposed finish grades, should be replaced with suitable compacted fill material. Any abandoned sewer or storm drain lines should be completely removed and replaced with properly placed compacted fill. Deeper demolition may be required in order to remove existing foundations. We recommend the trenches associated with demolition which extend below the remedial grading depth be backfilled and properly compacted prior to the demolition contractor leaving the site.

If cesspools or septic systems are encountered, they should be removed in their entirety. The resulting excavation should be backfilled with properly compacted fill soils. As an alternative, cesspools can be backfilled with lean sand-cement slurry. Any encountered wells should be properly abandoned in accordance with regulatory requirements. At the conclusion of the clearing operations, a representative of LGC Geotechnical should observe and accept the site prior to further grading.

Does this include undocumented fill that exists beneath pavements, sidewalks, landscape areas or just the undocumented fill beneath the buildings?

4.1.2 Removal and Recompaction Depths and Limits

In order to provide a relatively uniform bearing condition for the planned building structures, all undocumented fill soils are to be temporarily removed and recompacted as properly compacted fills. Existing undocumented artificial fill within the influence of the proposed structural improvements should be removed to suitable, competent native materials prior to placement of artificial fill to design grades. For preliminary planning purposes, the depth of required remedial grading may be estimated as indicated below. Updated recommendations may be required based on additional field work, changes to building layouts and actual structural loads.

What is the definition of structural improvements? Footings? Building slabs-on-grade? Concrete truck aprons and pavements? AC pavements? Sidewalks?

In order to promote more uniform soil conditions, soils shall be temporarily removed and recompacted to a minimum depth ranging from approximately 5 to 10 feet below existing grade or 3 feet below the bottom of proposed foundations, whichever is deeper. Refer to the Geotechnical Map (Figure 2) for approximate recommended remedial grading depths. Where space is available, the envelope for remedial grading should extend laterally a minimum distance equal to the depth of remedial grading below finish grade or 5 feet beyond the edges of the proposed building improvements, whichever is larger.

For minor site structures such as perimeter free-standing and screen walls, the owner may elect not to do complete remedial grading. If this option is elected the temporary removals should extend at least 3 feet beneath the existing grade or 2 feet beneath the base of foundations, whichever is deeper. Within perimeter hardscape and pavement areas, temporary removals should extend to a depth of at least 2 feet below the existing grade or 2 feet below design subgrade, whichever is deeper. In general, the envelope for remedial grading should extend laterally a minimum distance equal to the remedial grading depth

Is it acceptable to use CIDH piers and/or ground improvement in conjunction with isolated and continuous spread-type footings? Will the slab-on-grade floors also be supported on CIDH piers and/or ground improvement?

beyond the edges of the proposed improvements mentioned above.

What is the estimated amount of differential settlement between portions of the building supported on CIDH piers vs. spread footings? How much total and differential settlement will occur due to weight of fill needed for the raised floor elevation (to accommodate the loading docks) and the floor loads, which may include heavy loads associated with a high rack systems? Will these fill and floor loads have the potential to cause settlement of the neighboring structures along the western edge of the A building?

medial grading is not feasible due to the depth of existing undocumented fill perty lines, CIDH piers or ground improvement such as aggregate piers may be ed. This condition is found west and north of proposed Building A and north of D. As an alternative north of Building D, remedial grading may be performed in as there is an easement along this boundary and no structural improvements. on 4.1.3 for further details regarding slot cutting. Proper remedial grading is d to be able to be performed approximately 20 feet off the property line. The s should be constructed to a minimum of 20 feet off the property line. The engineer will ultimately design how far off the property line the CIDH piers will e constructed.

Local conditions may be encountered during excavation that could require additional over-excavation beyond the above-noted minimum in order to obtain an acceptable subgrade. The actual depths and lateral extents of grading will be determined by the geotechnical consultant, based on subsurface conditions encountered during grading. Removal areas and areas to be over-excavated should be accurately staked in the field by the Project Surveyor.

What earth pressures should be used by the shoring designer? At-rest where neighboring buildings are present plus surcharge loads associated with the building foundations and floor loads or should these buildings be underpinned (with the neighbor's permission)? Will there be any risk of settlement and lateral movement of the neighboring buildings? What is the estimate or settlement/movement of the neighboring buildings?

4.1.3 Temporary Excavations

Temporary excavations shou accordance with project plans, specifications, and applicable nd Health Administration (OSHA) requirements. Excavations sh shored in accordance with OSHA requirements before personne lowed to enter. Based on our field investigation, the majority of th are anticipated to be OSHA Type "B" soils (refer to the attached bo ly soils are present and should be considered susceptible to cavi ould be regularly evaluated during construction to verify condition e contractor shall be responsible for providing the "competent perso tandards to evaluate soil conditions. Close coordination with the g should be maintained to facilitate construction while providing sa tion safety is the sole responsibility of the contractor.

Are existing undocumented fills near Building D capable of temporarily holding a 20-foot-wide, 6-foot-deep cut? Most unsupported vertical cuts are move limited in width. Is the slot cut approach acceptable adjacent to Building A?

e proposed improvements will be adjacent to property lines, the potential for cting existing offsite improvements may be reduced by performing "ABC" slot cuts performing earthwork removal and recompaction. "ABC" slot cuts are defined as vations perpendicular to sensitive property boundaries that are divided into ple "slots" of equal width. If slots are labeled A, B, C, A, B, C, etc., then all "A" slots can cavated at the same time but must be backfilled before all "B slots can be excavated, ny given slot should be backfilled immediately with properly compacted fill to finish e prior to excavation of the adjacent two slots. To reduce the risk of slot cut failure, north of Building D, slot cuts may be constructed up to 6 feet in height and 20 feet wide. These widths are preliminary and should be continuously evaluated during construction. If necessary, the maximum slot cut widths may be adjusted in the field based on the observed conditions during construction. Please note some minor amounts of sands

susceptible to caving are present at the site. Protection of the existing offsite improvements during grading is the responsibility of the contractor.

Vehicular traffic, stockpiles, and equipment storage should be set back from the perimeter of excavations a minimum distance equivalent to a 1:1 projection from the bottom of the excavation or 5 feet, whichever is greater. Once an excavation has been initiated, it should be backfilled as soon as practical. Prolonged exposure of temporary excavations may result in some localized instability. Excavations should be planned so that they are not initiated without sufficient time to shore/fill them prior to weekends, holidays, or forecasted rain.

It should be noted that any excavation that extends below a 1:1 (horizontal to vertical) projection of an existing foundation will remove existing support of the structure foundation. If requested, temporary shoring parameters can be provided.

Is this still acceptable if high plasticity clayey soils are used as compacted fill?

4.1.4 Removal Bottoms and Subgrade Preparation

In general, areas to receive compacted fill should be scarified to a minimum depth of 6 inches, brought to a near-optimum moisture condition (generally within optimum and 2 percent above optimum moisture content), and re-compacted per project requirements. Removal bottoms and areas to receive fill should be observed and accepted by the geotechnical consultant prior to subsequent fill placement.

Pumping subgrade conditions may be encountered throughout the site due to potentially very moist soils at removal bottom depth. Should pumping subgrade be encountered, stabilization of the removal bottom can be achieved with 6 to 12 inches of 1 to 4-inch nominal diameter crushed aggregate or an approved alternative stabilization method. However, the actual thickness of stabilization aggregate will have to be determined during earthwork based on field conditions and equipment used. Stabilization aggregate base should be placed in layers and compacted. It should be anticipated that the first lift of crushed aggregate will be worked into the pumping subgrade. Subsequent lifts will help bridge the pumping conditions. Thickness of required aggregate base stabilization may be reduced by placing a layer of biaxial geogrid reinforcement (Tensar TX140 or acceptable equivalent) directly on the subgrade prior to aggregate base placement. Contractor may have to minimize construction traffic on the removal bottom to reduce disturbance. Soft and yielding subgrade should be evaluated on a case-by-case basis during earthwork operations.

Removal bottoms and all areas to receive fill should be observed and accepted by the geotechnical consultant prior to subsequent fill placement. Soil subgrade for planned footings and improvements (e.g., slabs, etc.) should be firm and competent.

Engineered fill material should typically be limited to a smaller size, say about 3 inches, to reduce the potential for the compactor to "ride up" on large pieces, which in turn prevents adequate compaction of the soil matrix adjacent to the large pieces.

4.1.5 Material for Fill

From a geotechnical perspective, the onsite soils are generally considered suitable for use as general compacted fill, provided they are screened of organic materials, construction debris and any oversized material (8 inches in greatest dimension).

From a geotechnical viewpoint, import soils for general fill (i.e., non-retaining wall backfill) should consist of clean, granular soils of Low expansion potential (expansion index of 50 or less based on ASTM D4829). Import for retaining wall backfill should meet the criteria outlined in the paragraph below. Source samples should be provided to the geotechnical consultant prior to any planned

Typically, warehouse buildings with loading docks will build up the pad, cast the footings, cast tilt-up `wall panels, and lift and attach the panels to the new footings. By limiting engineered fills to clean granular soils, the planned footing excavation may become more difficult due to the potential for the sidewalls to collapse more easily.

Retaining wall backfill should consist of sandy soils with a maximum of 35 percent fines (passing the No. 200 sieve) per American Society for Testing and Materials (ASTM) Test Method D1140 (or ASTM D6913/D422) and a Very Low expansion potential (EI of 20 or less per ASTM D4829). Soils should also be screened of organic materials, construction debris, and any material greater than 3 inches in maximum dimension. On-site soils are not suitable for backfill of site retaining walls. Import soils that will be used for retaining wall backfill should be tested and approved by the geotechnical consultant prior to the backfill of site walls.

Aggregate base (crushed aggregate base or crushed miscellaneous base) should conform to the requirements of Section 200-2 of the Standard Specifications for Public Works Construction ("Greenbook") for untreated base materials (except processed miscellaneous base), the City of Gardena or Caltrans Class 2 aggregate base.

The placement of demolition materials in compacted fill is acceptable from a geotechnical viewpoint provided the demolition material is broken up into pieces not larger than approximately 2 to 4 inches in maximum dimension and well blended into fill soils with essentially no resulting voids. Demolition material placed in fills must be free of construction debris (wood, organics, etc.) and reinforcing steel. If asphalt concrete fragments will be incorporated into the demolition materials, approval from an environmental viewpoint may be required and is not the purview of the geotechnical consultant. From our previous experience, we recommend that asphalt concrete fragments be limited to fill areas within planned street areas (i.e., not within building pad areas).

Similar to previous comment, is this moisture-conditioning recommendation acceptable for clayey soils with high plasticity (CH)?

4.1.6 Placement and Compaction of Fills

Material to be placed as fill should be brought to near-optimum moisture content (generally within optimum and 2 percent above optimum moisture content) and recompacted to at least 90 percent relative compaction (per ASTM D1557). Moisture conditioning of site soils will be required in order to achieve adequate compaction. Drying and/or mixing the very moist soils may be required prior to reusing the materials in compacted fills. Additionally, soils are present that will require additional moisture in order to achieve the recommended compaction criteria.

As previously discussed, many new warehouse structures incorporate high racking systems that impose a heavy load on the floor slab. The automated stacking equipment used for these systems are very sensitive to differential settlement. We suggest that LGC further investigate whether this type of racking system will be used for this project, and if yes, then will fill compacted to 90 percent compaction relative compaction provide suitable support for the floor slab and racking system?

The optimum lift thickness to produce a uniformly compacted fill will depend on the type and size of compaction equipment used. In general, fill should be placed in uniform lifts not exceeding 8 inches in compacted thickness. Each lift should be thoroughly compacted and accepted prior to subsequent lifts. Generally, placement and compaction of fill should be performed in accordance with local grading ordinances and with observation and testing by LGC Geotechnical. Oversized material as previously defined should be removed from site fills, if encountered.

How is this performed where slot cuts are used?

During backfill of excavations, the fill should be properly benched into firm and competent soils of temporary backcut slopes as it is placed in lifts.

Aggregate base material should be compacted to a minimum of 95 percent relative compaction at or slightly above optimum moisture content per ASTM D1557. Subgrade below aggregate base should be compacted to a minimum of 90 percent relative compaction, or in accordance with the City of Gardena requirements, per ASTM D1557 at near-optimum moisture content (generally within optimum and 2 percent above optimum moisture content), unless otherwise noted in the pavement recommendations section (see Sections 4.5 and 4.6).

See previous comments regarding clayey CH soils

If gap-graded ¾-inch rock is used for backfill (around storm drain storage chambers, retaining wall backfill, etc.) it will require compaction. Rock shall be placed in thin lifts (typically not exceeding 6 inches) and mechanically compacted with observation by geotechnical consultant. Backfill rock shall meet the requirements of ASTM D2321. Gap-graded rock is required to be entirely wrapped in filter fabric (Mirafi 140N or approved alternative) to prevent the migration of fines into the rock backfill.

4.1.7 ***Trench and Retaining Wall Backfill and Compaction***

Bedding material used within the pipe zone should conform to the requirements of the current Greenbook and the pipe manufacturer. Where applicable, sand having a sand equivalent (SE) of 20 or greater (per Caltrans Test Method [CTM] 217) may be used to bed and shade the pipes within the bedding zone. Sand backfill should be densified by jetting or flooding and then tamped to ensure adequate compaction. Sand grains should be from a natural source with rounded shape. Manufactured sand from crushed rock material is not suitable for jetting/flooding as the grains are typically angular and do not densify well enough with these methods. Manufactured sand can be used material when mechanical compaction efforts are used. The onsite soils may generally be considered suitable as trench backfill (zone defined as 12 inches above the pipe to subgrade), provided the soils are screened of rocks greater than 6 inches in maximum dimension, construction debris and organic material. Trench backfill should be compacted in uniform lifts (as outlined above in Section "Material for Fill") by mechanical means to at least 90 percent relative compaction (per ASTM D1557). If gap-graded rock is used for trench backfill, refer to the above Section).

Similar comment as above regarding establishing smaller size limits for compacted engineered fill.

Retaining wall backfill should consist of sandy soils as outlined in preceding Section 4.1.5. The limits of select sandy backfill should extend at minimum ½ the height of the retaining wall or the width of the heel (if applicable), whichever is greater, refer to Figure 3 (rear of

text). Retaining wall backfill soils should be compacted in relatively uniform thin lifts to at least 90 percent relative compaction (per ASTM D1557). Jetting or flooding of retaining wall backfill materials should not be permitted.

In backfill areas where mechanical compaction of soil backfill is impractical due to space constraints, typically sand-cement slurry may be substituted for compacted backfill. The slurry should contain about one sack of cement per cubic yard. When set, such a mix typically has the consistency of compacted soil. Sand cement slurry placed near the surface within landscape areas should be evaluated for potential impacts on planned improvements.

A representative from LGC Geotechnical should observe, probe, and test the backfill to verify compliance with the project recommendations.

4.1.8 Shrinkage and Subsidence

Volumetric changes in earth quantities will occur when excavated onsite earth materials are replaced as properly compacted fill. The following is an estimate of shrinkage factors for the various soil types found onsite. These estimates are based on in-place densities of the various materials and on the estimated average degree of relative compaction that will be achieved during grading.

TABLE 2

Estimated Shrinkage

Soil Type	Allowance	Estimated Range
Undocumented Artificial Fill/Alluvium	Shrinkage	0 to 10 %

Subsidence due to earthwork equipment is expected to be on the order of 0.1 feet. It should be stressed that these values are only estimates and that actual shrinkage factors are extremely difficult to predict. These values are estimates only and exclude losses due to removal of vegetation or debris. The effective change in volume of onsite soils will depend primarily on the type of compaction equipment, method of compaction used onsite by the contractor, and accuracy of the topographic survey. The above shrinkage estimates are intended as an aid for others in determining preliminary earthwork quantities. However, these estimates should be used with some caution since they are not absolute values.

If high plasticity clays are present at the site, are these recommended foundation and floor slab recommendations still appropriate?

4.2 Preliminary Foundation Recommendations

Where complete remedial grading is performed, the proposed structures may be supported on spread or continuous footings and conventional slabs, provided earthwork is performed in accordance with the recommendations presented in this report. Since the site soils are anticipated

to be "Low" to "Medium" expansion potential (EI of 90 or less per ASTM D4829), special design considerations from a geotechnical perspective are anticipated, to minimize the impacts of expansive soils. This must be verified based on as-graded conditions. Footings should be supported on properly compacted fill. Please note that the following foundation recommendations are preliminary and must be confirmed by LGC Geotechnical at the completion of project plans (i.e., foundation, grading and site layout plans) as well as completion of earthwork/grading.

Preliminary foundation recommendations are provided in the following sections. The foundation design shall be performed by the structural engineer based on the following geotechnical parameters and minimum values provided.

Modern warehouse structures use high racks (about 500 psf uniform floor loads) and automated equipment (which have a low tolerance to differential floor settlement). If a high rack system is selected for this project, will a conventional floor slab still be acceptable?

4.2.1 Slab Design and Construction

From a geotechnical perspective, minimum slab thickness provided below is recommended for new slabs. Conventional [illegible] soils properly prepared in accordance with t[illegible] Structural slabs should be constructed wher[illegible] on-grade recommendations can be provided for alternative building types upon request. Based on the geotechnical site conditions, the floor slab may be designed using the following parameters:

Supporting heavy floor loads on a structural slab can be expensive. What is the anticipated amount of differential settlement across the transition from a structurally supported slab and a conventional slab-on-grade?

- Minimum concrete slab thickness of 5 inches.
- Minimum slab reinforcement consisting of No. 4 bars [illegible] to center, both ways, to reduce the impact of expansiv[illegible]
- The structural engineer should structurally connect[illegible] foundation/grade beam.
- The actual slab reinforcement, connections and slab thickness should be determined by the structural engineer based on the imposed loading and geotechnical conditions of the site.

It is common to see the concrete floor slab supported on a layer of compacted AB or a layer of open-graded crushed rock, which is overlain by a Class C vapor retarder with seams overlapped and taped. Please confirm that LGC is recommending the planned slab-on-grade floor be supported directly on compacted soil subgrade.

As previously mentioned, pre-soaking may be difficult due to the low permeability of high plasticity clays and the soaked subgrade may soften over time. As an alternative, should moisture be added to the clayey fill during fill placement and compaction? Should a layer of non-expansive fill be placed beneath the planned footings and floor slabs to reduce the potential for foundation and slab movement.

[illegible]y use a modulus of vertical subgrade reaction (k) of 100 [illegible]ds per square inch per inch of deflection). This value is for a [illegible]d area and should be adjusted by the structural designer for [illegible]ing using the following formula:

$$k = 100 \times [(B+1)/2B]^2$$

k = modulus of vertical subgrade reaction, pounds per cubic inch (pci)
B = foundation width (feet)

Is this consistent with previous fill moisture-conditioning recommendations?

It is recommended that moisture content of the subgrade soils below slabs be maintained up to the time of concrete placement. The recommended moisture content of the slab subgrade soils should be approximately 120% percent of optimum moisture content to a depth of approximately 18 inches. Pre-soaking of the subgrade for building slabs will be required due to site expansive soils. The duration of this process varies greatly based on the chosen method and is also dependent on factors such as soil type and weather

See previous comments regarding pre-soaking.

conditions. Time duration for presoaking from completion of rough grading to trenching of foundations should be accounted for in the construction schedule (typically 1 to 3 weeks). The subgrade moisture condition of the building pad soils should be maintained at the recommended moisture content up to the time of concrete placement. This moisture content should be maintained around the immediate perimeter of the slab during construction and up to occupancy of the building structures. Additional recommendations regarding the control of surface water and landscaping adjacent to the building are provided in Section 4.9.

The following recommendations are for informational purposes only, as they are unrelated to the geotechnical performance of the foundation. The following recommendations may be superseded by the foundation engineer and/or owner. Some post-construction moisture migration should be expected below the foundation. In general, interior floor slabs with moisture sensitive floor coverings should be underlain by a minimum 10 mil thick polyolefin material vapor retarder, which has a water vapor transmission rate (permeance) of less than 0.03 perms. The need for sand and/or the sand thickness (above and/or below the vapor retarder) should be specified by the structural engineer, architect or concrete contactor. The selection and thickness of sand is not a geotechnical engineering issue and is therefore outside our purview.

4.2.2 Foundation Design Parameters

For the proposed industrial warehouse structures, minimum continuous wall and column footing widths are to be 12 inches and 24 inches, respectively, minimum foundation embedment is to extend a minimum of 18 inches below the adjacent exterior grade, and interior column footings should be embedded a minimum of 12 inches beneath the adjacent subgrade. Footing reinforcement should be designed by the structural engineer based on the structural loading conditions.

The following allowable bearing pressures for both continuous and column spread footings presented in Table 3 are recommended for corresponding footing widths and embedments.

TABLE 3

Allowable Soil Bearing Pressures

Allowable Static Bearing Pressure (psf)	Minimum Footing Width (feet)	Minimum Footing Embedment* (feet)
3,000	5	2.5
2,500	3	2
2,000	2	1.5
1,500	1	1

* Refers to minimum depth measured below lowest adjacent grade.

Perimeter building foundations should be designed to be continuous across openings such as exterior doorways and the owner may elect to connect flatwork to the building.

These allowable bearing values indicated above (exclusive of the weight of the footings) are for total dead loads and frequently applied live loads and may be increased by ⅓ for short duration loading (i.e., wind or seismic loads). The allowable bearing pressures are applicable for level (ground slope equal to or flatter than 5H:1V) conditions only.

In utilizing the above-mentioned allowable bearing capacity and provided our earthwork recommendations are implemented, foundation settlement due to structural loads is anticipated to be on the order of 1-inch or less. Differential static settlement may be taken as half of the static settlement (i.e., ½-inch over a horizontal span of 40 feet).

The foundation is to be excavated into competent compacted artificial fill placed during grading operations. It is recommended that the foundation subgrade soils be evaluated by the geotechnical engineer prior to steel and/or concrete placement.

4.2.3 Lateral Load Resistance

Resistance to lateral loads can be provided by friction acting at the base of foundations and by passive earth pressure. For concrete/soil frictional resistance, an allowable coefficient of friction of 0.25 may be assumed with dead-load forces. An allowable passive lateral earth pressure of 200 psf per foot of depth (or pcf) to a maximum of 2,000 psf may be used for the sides of footings poured against properly compacted fill. Allowable passive pressure may be increased to 270 pcf (maximum of 2,700 psf) for short duration seismic loading. This passive pressure is applicable for level (ground slope equal to or flatter than 5H:1V) conditions. Frictional resistance and passive pressure may be used in combination without reduction. We recommend that the upper foot of passive resistance be neglected if finished grade will not be covered with concrete or asphalt. The provided allowable passive pressures are based on a factor of safety of 1.5 and 1.1 for static and seismic loading conditions, respectively.

4.2.4 Deep Foundation Recommendations for Industrial Building

In areas where remedial grading is not feasible along the property line due to the depth of existing undocumented fill, CIDH piers may be constructed such that the building loads are transmitted below the depth of the undocumented fill. This condition is found west and north of proposed Building A and north of Building D. As an alternative north of Building D, remedial grading may be performed in slot cuts. See Section 4.1.3 for further details regarding slot cutting. Proper remedial grading is anticipated to be able to be performed approximately 20 feet off the property line. The CIDH piles should be constructed to a minimum of 20 feet off the property line. The structural engineer will ultimately design how far off the property line the CIDH piers will need to be constructed.

Allowable passive pressures should be neglected within the existing undocumented fill soils (See Figure 2). The depth of undocumented fill and remedial grading depths are the

same. For Cast-In-Drill-Hole (CIDH) piers spaced a minimum of three diameters on-center, an allowable passive pressure of 400 pcf may be used for passive resistance in the native soils below the undocumented fill. This passive pressure is based on an arching factor of 2 (e.g., 200 pcf x 2) and should be limited to a maximum of 10 times the value provided above (e.g., 400 pcf to a maximum of 4,000 psf). Passive pressure should be reduced below groundwater (greater than approximately 24 feet below grade). Below groundwater, an allowable passive pressure 200 pcf may be used. This passive pressure is based on an arching factor of 2 (e.g., 100 pcf x 2) and should be limited to a maximum of 10 times the value provided above (e.g., 200 pcf to a maximum of 2,000 psf). These passive pressures are applicable for level (ground slope equal to or flatter than 5H:1V) conditions. This value may be increased by one-third for short-duration loading. The increase of passive pressure is based on a reduced factor of safety (seismic factor of safety equal to three-fourths of the static factor of safety) for short duration loading. To develop the full lateral value, provisions should be made to assure firm contact between the CIDH piers and the undisturbed soils. The provided allowable passive pressure is based on a factor of safety of 1.5. The foundation designer should incorporate appropriate factors of safety in design.

Skin friction should be neglected within the existing undocumented fill soils (See Figure 2). The depth of undocumented fill and remedial grading depths are the same. To resist dead and live loads, the allowable axial capacity may be calculated using a skin friction of 400 psf in the native soils below the undocumented fill. Allowable compressive capacity is based on a safety factor of 2.0. Piers should be spaced at a minimum on-center spacing of three times the pier diameter. The pier capacities are based on soil resistance only and may be further limited by the pier-head connection details and structural material strength. The effects of end bearing should be neglected for drilled piers. The piers should connect to a grade beam system supporting the industrial building. The actual pier depth and diameter should be determined by the structural engineer.

If feasible, for constructability purposes we would recommend that the CIDH piers be designed to not be constructed at a depth below groundwater.

4.2.5 ***<u>Aggregate Piers</u>***

As an alternative to CIDH piers, ground improvement such as Rammed Aggregate Piers (RAPs) may be utilized below the proposed building footprints to improve the existing undocumented fill soils. RAPs consist of drilled holes filled with aggregate that are mechanically compacted as it is placed. Because such systems are proprietary, the work is performed on a design-build basis by a specialty contractor. Every aspect of the design and construction of the ground improvement system is the responsibility of the specialty contractor/designer including estimated static settlements of foundations and bearing on the RAPs. We expect the RAPs will need to be installed to depths approximately 10 to 15 feet below existing grade; however, the actual depths and spacing will be determined by the specialty contractor/designer.

It is standard practice for the geotechnical consultant to observe the construction of the ground improvement system (e.g., RAPs, etc.) to confirm that they have been installed in

accordance with the approved foundation plan. A representative of LGC Geotechnical can perform these services including confirmation of the diameter and depth of the drilled hole, specified lift thickness and compaction effort. The locations of the RAPs should be confirmed by the project surveyor.

4.2.6 Borehole Shaft Construction

Boreholes should be plumb and free of loose or softened material. Extreme care in drilling, placement of reinforcement steel and the pouring of concrete will be essential to avoid excessive disturbance of borehole walls. The reinforcement cage should be installed and the concrete pumped immediately after drilling is completed. If applicable, concrete placement by pumping or tremie tube to the bottom of CIDH excavations is recommended. No pier boreholes should be left open overnight. We recommend that CIDH pier boreholes not be drilled immediately adjacent to another borehole until the concrete in the other pier has attained its initial set. If aggregate piers are constructed, we recommend that borings are not be drilled immediately adjacent to another pier until the RAP has been constructed. A representative from LGC Geotechnical should be onsite during the drilling of pier boreholes to verify the assumptions made during the design stages.

Sandy soils and groundwater are also locally present at the site and these materials are generally susceptible to caving. Some caving of drilled holes should be anticipated. The contractor should anticipate that any borehole left open for any extended period of time will likely experience additional caving and groundwater typically from local irrigation. Refer to the boring logs provided in Appendix B. If caving occurs during construction of pier boreholes a temporary casing may be required.

4.3 Lateral Earth Pressures for Retaining Walls

The following preliminary lateral earth pressures may be used for site retaining walls. Lateral earth pressures are provided as equivalent fluid unit weights, in pound per square foot (psf) per foot of depth or pcf. These values do not contain an appreciable factor of safety, so the retaining wall designer should apply the applicable factors of safety and/or load factors during design.

The following lateral earth pressures are presented on Table 4 for approved imported sandy soils with a maximum of 35 percent fines (passing the No. 200 sieve per ASTM D-421/422) and Very Low expansion potential (EI of 20 or less per ASTM D4829). Retaining wall backfill should also be limited to fill material not exceeding 3 inches in greatest dimension. The wall designer should clearly indicate on the retaining wall plans the required sandy soil backfill criteria. On-site soils are not suitable for backfill of site retaining walls. Import soils that will be used for retaining wall backfill should be tested and approved by the geotechnical consultant prior to the backfill of site walls.

TABLE 4

Lateral Earth Pressures – Import Sandy Backfill

Conditions	Equivalent Fluid Unit Weight (pcf)	Equivalent Fluid Unit Weight (pcf)
	Level Backfill	**2:1 Sloped Backfill**
	Imported Sandy Soils	**Imported Sandy Soils**
Active	35	55
At-Rest	55	70

If the wall can yield enough to mobilize the full shear strength of the soil, it can be designed for "active" pressure. If the wall cannot yield under the applied load, the earth pressure will be higher. The equivalent fluid pressure values assume free-draining conditions. Retaining wall structures should be provided with appropriate drainage and appropriately waterproofed (Refer to Figure 3). Please note that waterproofing and outlet systems are not the purview of the geotechnical consultant. If conditions other than those assumed above are anticipated, the equivalent fluid pressure values should be provided on an individual-case basis by the geotechnical consultant.

Surcharge loading effects from any adjacent structures should be evaluated by the retaining wall designer. In general, structural loads within a 1:1 (horizontal to vertical) upward projection from the bottom of the proposed retaining wall footing will surcharge the proposed retaining structure. In addition to the recommended earth pressure, retaining walls adjacent to streets should be designed to resist vehicular traffic if applicable. Uniform surcharges may be estimated using the applicable coefficient of lateral earth pressure using a rectangular distribution. A factor of 0.35 and 0.5 may be used for the active and at-rest conditions, respectively. The vertical traffic surcharge may be determined by the structural designer. The retaining wall designer should contact the geotechnical engineer for any required geotechnical input in estimating any applicable surcharge loads.

If a retaining wall greater than 6 feet in height is proposed, the retaining wall designer should contact the geotechnical engineer for specific seismic lateral earth pressure increments based on the configuration of the planned retaining wall structures).

Soil bearing and lateral resistance (friction coefficient and passive resistance) are provided in Section 4.2. Earthwork considerations (temporary backcuts, backfill, compaction, etc.) for retaining walls are provided in Section 4.1 (Site Earthwork) and the subsequent earthwork related sub-sections.

4.4 Corrosivity to Concrete and Metal

Although not corrosion engineers (LGC Geotechnical is not a corrosion consultant), several governing agencies in Southern California require the geotechnical consultant to determine the corrosion potential of soils to buried concrete and metal facilities. We therefore present the

results of our testing with regard to corrosion for the use of the client and other consultants, as they determine necessary.

Corrosion testing of near-surface bulk samples indicated soluble sulfate contents of approximately 0.01 percent, chloride content of approximately 27 parts per million (ppm), pH value of approximately 8.1, and minimum resistivity value of 2,144 ohm-cm. Based on Caltrans Corrosion Guidelines (2021), soils are considered corrosive if the pH is 5.5 or less, or the chloride concentration is 500 ppm or greater, or the sulfate concentration is 1,500 ppm (0.15 percent) or greater. Based on the test results, soils are not considered corrosive using Caltrans criteria. Note that based on minimum resistivity the soils are considered moderately corrosive to metallic improvements. If improvements that may be susceptible to corrosion are proposed, it is recommended that further evaluation by a corrosion engineer be performed

Based on laboratory sulfate test results, the near surface soils are designated to a class "S0" per ACI 318, Table 19.3.1.1 with respect to sulfates. Concrete in direct contact with the onsite soils can be designed according to ACI 318, Table 19.3.2.1 using the "S0" sulfate classification.

Laboratory testing may need to be performed at the completion of grading by the project corrosion engineer to further evaluate the as-graded soil corrosivity characteristics including sulfate, chloride, pH, minimum resistivity and provide design level recommendations. Accordingly, revision of the corrosion potential may be needed, should future test results differ substantially from the conditions reported herein. The client and/or other members of the development team should consider this during the design and planning phase of the project and formulate an appropriate course of action.

4.5 Preliminary Asphalt Concrete Pavement Sections

For the purposes of these preliminary recommendations, we have assumed an R-value of 10 and calculated pavement sections for Traffic Indices of 5.0 (or less), 6.0, 7.0 and 8.0. R-value testing of the drive aisles and parking subgrade will need to be performed to confirm our preliminary testing results/assumptions once the underground utilities have been backfilled, drive aisles and parking areas have been graded to finish subgrade elevations, and the final Traffic Index is determined by the Civil Engineer or City Engineer. Determination of the Traffic Index is not the purview of the geotechnical consultant. Final asphalt concrete pavement sections should be confirmed by the project civil engineer based upon the projected design Traffic Index. If requested, LGC Geotechnical will provide sections for alternate TI values. Should the City of Gardena have more stringent requirements, updated pavement recommendation can be provided.

Typically, several R-value tests are performed on bulk samples of the near-surface soils and the proposed pavement section is designed using the engineer's judgement of the most appropriate subgrade R-value. For this project, no R-value tests were perform as the basis of the pavement design. Considering that there are subgrade R-values that are less than 10, the pavement designs presented in this report could potentially be unconservative for the given vehicular loading conditions.

TABLE 5

Preliminary Asphalt Concrete Pavement Sections

Assumed Traffic Index	5.0 (or less)	6.0	7.0	8.0
R -Value Subgrade	10	10	10	10
AC Thickness	4.0 inches	4.5 inches	5.5 inches	6.5 inches
Aggregate Base Thickness	7.0 inches	10.0 inches	11.5 inches	14.0 inches

Increasing the thickness of asphalt or adding additional base material will reduce the likelihood of the pavement experiencing distress during its service life. The above recommendations are based on the assumption that proper maintenance and irrigation of the areas adjacent to the roadway will occur through the design life of the pavement. Failure to maintain a proper maintenance and/or irrigation program may jeopardize the integrity of the pavement. Additionally, earth moving equipment should not be allowed to drive on paved surfaces. The weights of these vehicles far exceed the limits of the pavement and will cause distress, likely requiring the pavement sections to be removed and replaced.

Aggregate base material (crushed aggregate base and crushed miscellaneous base) should be compacted to a minimum of 95 percent relative compaction at or slightly above optimum moisture content per ASTM D1557. Subgrade below aggregate base should be compacted to a minimum of 90 percent relative compaction, or the City of Gardena specifications, at or slightly above optimum moisture content per ASTM D1557. Earthwork recommendations are provided in Section 4.1 "Site Earthwork" and the related sub-sections of this report.

Please note that as the geotechnical consultant of record we will only be performing temperature checks of the asphalt and testing the wet density for calculating relative compaction. We recommend obtaining the services of others if material testing and evaluation of the quality of workmanship by the contractor is desired or required by the regulatory agency.

4.6 Preliminary Portland Cement Concrete Pavement Sections

The provided preliminary Portland Cement concrete section is based on the guidelines of the American Concrete Institute (ACI 330R-08). For the final design section, we recommend a traffic study be performed as LGC Geotechnical does not perform traffic engineering. Traffic study should include the design vehicle (number of axles and load per axle) and estimated number of daily repetitions/trips. LGC Geotechnical does not perform traffic engineering and determination of traffic loading is not the purview of the geotechnical consultant. The concrete should have a minimum compressive strength of 4,000 psi and a minimum flexural strength of 550 psi at the time the pavement is subjected to traffic. Steel reinforcement is not required (ACI, 2013). This pavement section assumes that edge restraints like a curb and gutter will be provided. To reduce the potential (but not eliminate) for cracking, paving should provide control joints at regular intervals not exceeding the recommendations provided in Table 6. Decreasing the spacing of these joints will further reduce, but not eliminate the potential for unsightly cracking.

The primary input for anticipated loadings over the lifetime of the concrete pavement is based on the Average Daily Truck Traffic (ADTT). Truck loading is defined one 16-kip axle and two 32-kip tandem axles. Other factor to be considered are potentially the use of industrial vehicles (e.g., lift trucks, mobile cranes, gantry cranes, reach stackers, etc.), static loads from containers, and temporary structures stored on the pavement. If semi-trailers are to be disconnected from the tractors from dolly jacks the design should consider concentrated loads imposed on the concrete pavement. These loads typically exceed the axle loads of the semi-trailer combination and are applied to smaller contact areas, especially if applied near joint locations. If these irregular loadings are confined to specific areas of the site, the pavement section required thickness can be economized. These and other factors (e.g., traffic patterns, irregular loading, doweled vs un-doweled joints, etc.) outlined in ACI, 2017 should be addressed for the final design. Preliminary PCC pavement section recommendations are provided in Table 6 below.

Please confirm whether the maximum joint spacing intervals are in inches or feet.

TABLE 6

Preliminary Portland Cement Concrete Pavement Section Options

Assumed Daily Truck Traffic (ADTT)	Concrete Thickness* (inch)	Aggregate Base Thickness (inch)	Maximum Joint Spacing Thickness (inch)
100	7.0	5.0	12
300	7.5	5.0	14

*Minimum concrete compressive strength and Modulus of Rupture as indicated above.

The thicknesses shown are for minimum thicknesses. Increasing the thickness of any or all of the above layers will reduce the likelihood of the pavement experiencing distress during its service life. The above recommendations are based on the assumption that proper maintenance and irrigation of the areas adjacent to the roadway will occur through the design life of the pavement. Failure to maintain a proper maintenance and/or irrigation program may jeopardize the integrity of the pavement.

Earthwork recommendations regarding aggregate base and subgrade are provided in the previous section "Site Earthwork" and the related sub-sections of this report.

4.7 Nonstructural Concrete Flatwork

Nonstructural concrete (such as flatwork, sidewalks, etc.) has a potential for cracking due to changes in soil volume related to soil-moisture fluctuations. To reduce the potential for excessive cracking and lifting, concrete should be designed in accordance with the minimum guidelines outlined below. These guidelines will reduce the potential for irregular cracking and promote cracking along construction joints but will not eliminate all cracking or lifting. Thickening the concrete and/or adding additional reinforcement will further reduce cosmetic distress.

Nonstructural and non-vehicular concrete flatwork placed on compacted subgrade may be a minimum 4-inches in thickness with crack control joints spaced 6 feet apart for flatwork slabs

See previous comments regarding pre-soaking.

and 5 feet apart for flatwork sidewalks. Crack control joints should be sawcut or deep open tool joint to a minimum of 1/3 the concrete thickness. Reinforcement should consist of No. 3 bars spaced at 24 inches on center, both ways. The compacted subgrade below the nonstructural and non-vehicular concrete flatwork should be presoaked to a depth of 12 inches.

To reduce the potential for nonstructural concrete flatwork to separate from entryways and doorways, the owner may elect to install dowels to tie these two elements together.

4.8 Subsurface Water Infiltration

It should be noted that intentionally infiltrating storm water conflicts with the geotechnical engineering objective of directing surface water away from structures and improvements. The geotechnical stability and integrity of a site is reliant upon appropriately handling surface water. In general, the vast majority of geotechnical distress issues are directly related to improper drainage. Distress in the form of movement of foundations and other improvements could occur as a result of soil saturation and loss of soil support of foundations and pavements, settlement, collapse, internal soil erosion, and/or expansion. Additionally, off-site properties and improvements may be subjected to seepage, springs, instability, movements of foundations or other impacts as a result of water infiltration and migration. Infiltrated water may enter underground utility pipe zones or other highly permeable layers and migrate laterally along these layers, potentially impacting other improvements located far away from the point of infiltration. Any proposed infiltration system should not be located near slopes or settlement sensitive existing/proposed improvements in order to reduce the potential for slope failures and geotechnical distress issues related to infiltration.

If water must be infiltrated due to regulatory requirements, we recommend the absolute minimum amount of water be infiltrated and that the infiltration areas not be located near settlement-sensitive existing/proposed improvements, basement/retaining walls, or any slopes. As with all systems that are designed to concentrate surface flow and direct the water into the subsurface soils, some minor settlement, nuisance type localized saturation and/or other water related issues should be expected. Due to variability in geologic and hydraulic conductivity characteristics, these effects may be experienced at the onsite location and/or potentially at other locations beyond the physical limits of the subject site. Infiltrated water may enter underground utility pipe zones or flow along heterogeneous soil layers or geologic structure and migrate laterally impacting other improvements which may be located far away or at an elevation much lower than the infiltration source. Recommendations for subsurface water infiltration are provided below.

Based on the very low infiltration rates provided by others, low permeability fine-grained materials, and relatively shallow groundwater table, intentional infiltration of stormwater from a geotechnical perspective is not feasible.

Typically, there are requirements for filtering and on-site detention of surface water runoff. If the infiltration rates of onsite soils are very low, a surface water detention system with a perforated pipe collection system at the bottom of the system can be used to filter and temporarily detain the surface water runoff. Alternatively, the surface water runoff can be temporarily stored in tanks and reused for irrigating onsite landscaping.

4.9 Surface Drainage and Landscaping

Due to the presence of expansive soils, spec
potential for surface water to penetrate the soils adjacent to the proposed structures and improvements.

4.9.1 General

Surface drainage should be carefully taken into consideration during precise grading, building construction, future landscaping, and throughout the design life of the industrial structure. Positive drainage should be provided to direct surface water away from improvements and towards either the street or other suitable drainage devices. Ponding of water, adjacent to any structural improvement foundation, must be avoided. The performance of structural foundations is dependent upon maintaining adequate surface drainage away from them, thereby reducing excessive moisture fluctuations. From a geotechnical perspective, area drains, drainage swales, and finished grade soils should be aligned so as to transport surface water to a minimum distance of 5 feet away from the proposed foundations. Roof gutters and downspout systems should be discharged directly to a pipe or to a paved surface with a positive gradient away from the building and should not outlet directly into unpaved landscape areas.

Decorative gravel tends to act as a reservoir trapping surface water; therefore, we do not recommend it be used adjacent to buildings unless the system is designed with a subsurface drainage system and is properly lined.

4.9.2 Precise Grading

From a geotechnical perspective, we recommend that compacted finished grade soils adjacent to the proposed industrial structures be sloped away from the proposed structures and towards an approved drainage device or unobstructed swale. Drainage swales, wherever feasible, should not be constructed within 5 feet of buildings. Where lot and building geometry necessitates that the drainage swales be routed closer than 5 feet to structural foundations, we recommend the use of area drains together with drainage swales. Drainage swales used in conjunction with area drains should be designed by the project civil engineer so that a properly constructed and maintained system will prevent ponding within 5 feet of the foundation. Code compliance of grades is not the purview of the geotechnical consultant. We do not recommend that area drains be connected to basement/retaining subdrains.

Planters with open bottoms adjacent to buildings should be avoided. Planters should not be designed adjacent to buildings unless provisions for drainage, such as catch basins, liners, and/or area drains, are made. Overwatering must be avoided.

4.9.3 Landscaping

Planters adjacent to a building or structure should be avoided wherever possible or be properly designed (e.g., lined with a membrane and properly outlet), to reduce the penetration of water into the adjacent footing subgrades and thereby reduce moisture related damage to the foundation. Planting areas at grade should be provided with appropriate positive drainage. Wherever possible, exposed soil areas should be above adjacent paved grades to facilitate drainage. Planters should not be depressed below adjacent paved grades unless provisions for drainage, such as multiple depressed area

drains, are constructed. Adequate drainage gradients, devices, and curbing should be provided to prevent runoff from adjacent pavement or walks into the planting areas. Irrigation methods should promote uniformity of moisture in planters and beneath adjacent concrete flatwork. Overwatering and underwatering of landscape areas must be avoided. Irrigation levels should be kept to the absolute minimum level necessary to maintain healthy plant life.

Area drain inlets should be maintained and kept clear of debris in order to properly function. The building owner should also be made aware that excessive irrigation of adjacent properties can cause seepage and moisture conditions on adjacent lots.

The impact of heavy irrigation or inadequate runoff gradients can create perched water conditions. This may result in seepage or shallow groundwater conditions where previously none existed. Maintaining adequate surface drainage and controlled irrigation will significantly reduce the potential for nuisance-type moisture problems. To reduce differential earth movements such as heaving and shrinkage due to the change in moisture content of foundation soils, which may cause distress to a structure and associated improvements, moisture content of the soils surrounding the structure should be kept as relatively constant as possible.

4.10 Geotechnical Plan Review

Project plans (grading, foundation, retaining wall, etc.) should be reviewed by this office prior to construction to verify that our geotechnical recommendations have been incorporated. Additional or modified geotechnical recommendations may be required based on the proposed layout.

4.11 Geotechnical Observation and Testing

The recommendations provided in this report are based on limited subsurface observations and geotechnical analysis. The interpolated subsurface conditions should be checked in the field during construction by a representative of LGC Geotechnical. Geotechnical observation and testing is required per Section 1705 of the 2022 California Building Code (CBC).

Geotechnical observation and/or testing should be performed by LGC Geotechnical at the following stages:

- During grading (removal bottoms, fill placement, etc.);
- During retaining wall backfill and compaction;
- During utility trench backfill and compaction;
- During precise grading;
- Preparation of building pads and other concrete-flatwork subgrades, and prior to placement of aggregate base or concrete;
- After building and wall footing excavation and prior to placement of steel reinforcement and/or concrete;

- Preparation of pavement subgrade and placement of aggregate base; and
- When any unusual soil conditions are encountered during any construction operation subsequent to issuance of this report.

5.0 LIMITATIONS

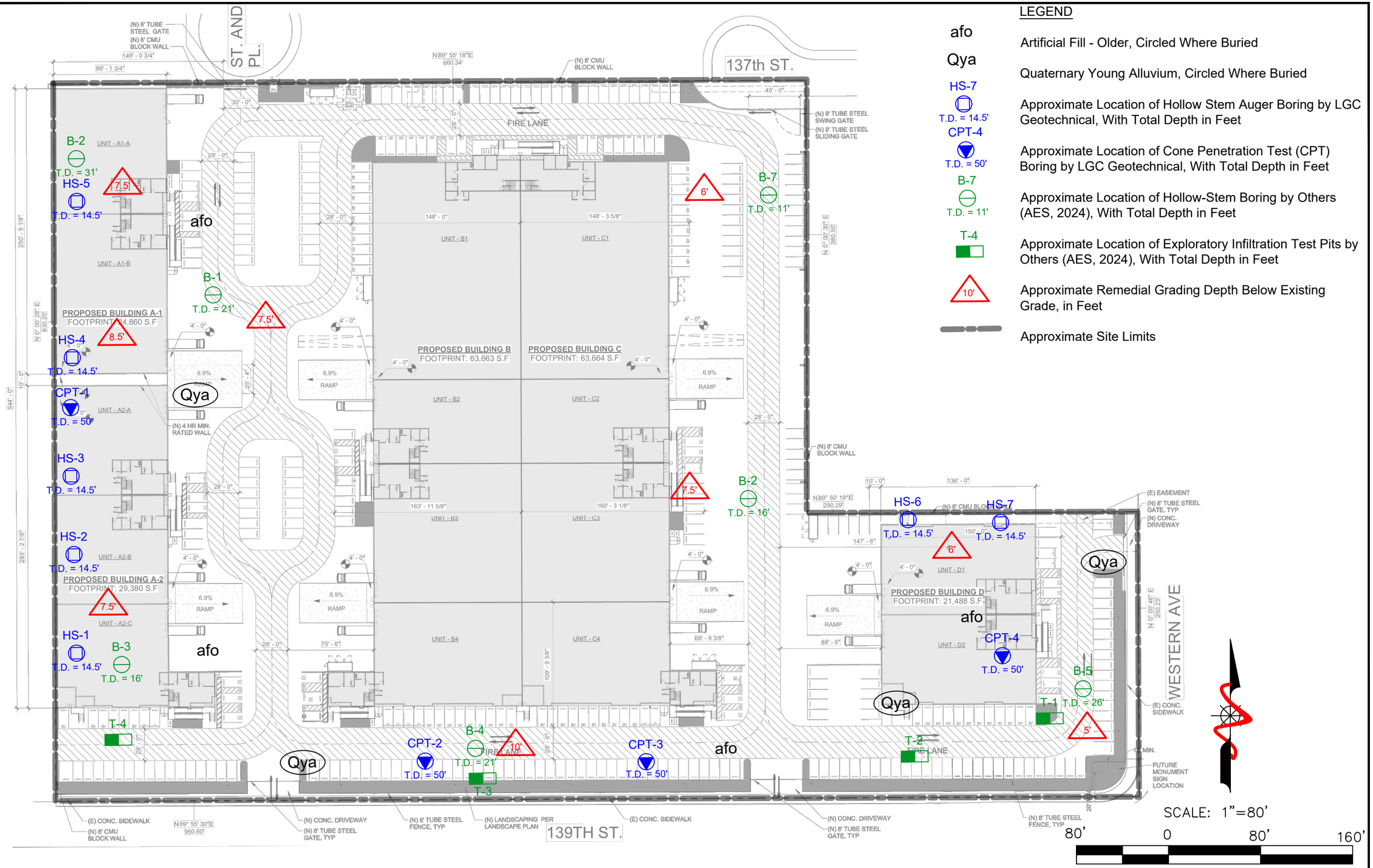
Our services were performed using the degree of care and skill ordinarily exercised, under similar circumstances, by reputable soils engineers and geologists practicing in this or similar localities. No other warranty, expressed or implied, is made as to the conclusions and professional advice included in this report.

This report is based on data obtained from limited observations of the site, which have been extrapolated to characterize the site. While the scope of services performed is considered suitable to adequately characterize the site geotechnical conditions relative to the proposed development, no practical evaluation can completely eliminate uncertainty regarding the anticipated geotechnical conditions in connection with a subject site. Variations may exist and conditions not observed or described in this report may be encountered during grading and construction.

This report is issued with the understanding that it is the responsibility of the owner, or of his/her representative, to ensure that the information and recommendations contained herein are brought to the attention of the other consultants (at a minimum the civil engineer, structural engineer, landscape architect) and incorporated into their plans. The contractor should properly implement the recommendations during construction and notify the owner if they consider any of the recommendations presented herein to be unsafe, or unsuitable.

The findings of this report are valid as of the present date. However, changes in the conditions of a site can and do occur with the passage of time, whether they be due to natural processes or the works of man on this or adjacent properties. The findings, conclusions, and recommendations presented in this report can be relied upon only if LGC Geotechnical has the opportunity to observe the subsurface conditions during grading and construction of the project, in order to confirm that our preliminary findings are representative for the site. This report is intended exclusively for use by the client, any use of or reliance on this report by a third party shall be at such party's sole risk.

In addition, changes in applicable or appropriate standards may occur, whether they result from legislation or the broadening of knowledge. Accordingly, the findings of this report may be invalidated wholly or partially by changes outside our control. Therefore, this report is subject to review and modification.



LGC Geotechnical, Inc.

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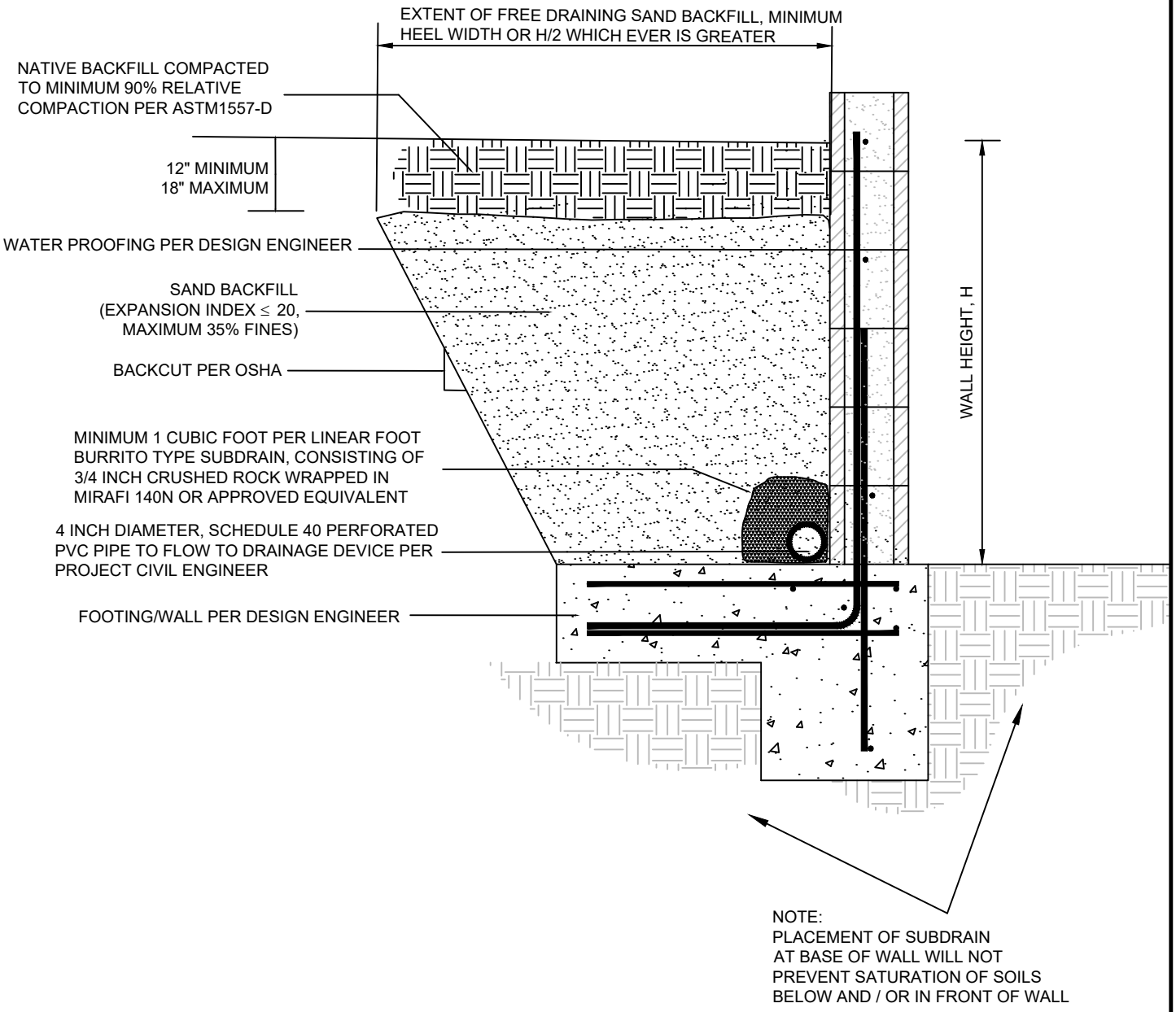
San Clemente, CA 92672
TEL (949) 369-6141 FAX (949) 369-6142

Figure 2
Geotechnical Map

PROJECT NAME	Focus Real Estate - Gardena
PROJECT NO.	25057-01
ENG. / GEOL.	DJB / BPG
SCALE	1" = 80'
DATE	May 2025



NOTE:
PLACEMENT OF SUBDRAIN AT BASE OF WALL WILL NOT PREVENT SATURATION OF SOILS BELOW AND / OR IN FRONT OF WALL

LGC Geotechnical, Inc.

FIGURE 3
Retaining Wall Backfill Detail

PROJECT NAME	Focus Real Estate - Gardena
PROJECT NO.	25057-01
ENG./ GEO.	DJB / BPG
SCALE	Not to Scale
DATE	May 2025

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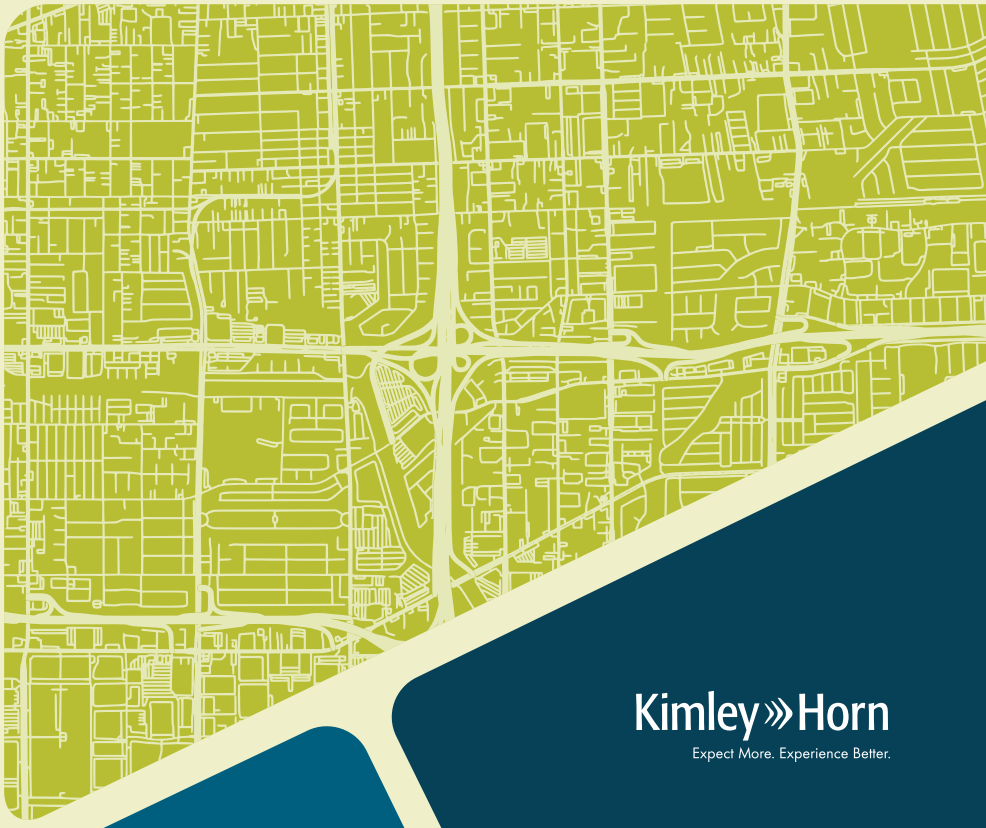

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Expect More. Experience Better.

CITY OF GARDENA RFQ NO. 2026-03PL

Environmental Consulting Services

Statement of Qualifications | October 30, 2025

MIG

6809 Indiana Avenue, Suite 203 | Riverside, CA 92506

(951) 733-5240 | www.migcom.com

In association with Fehr & Peers

Pamela Steele, Principal-in-Charge

1. Cover Letter

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SEATTLE

October 30, 2025

Jo-Anne Burns
Assistant Director of Community Development
1700 W 162nd St
Gardena, CA 90247
jburns@cityofgardena.org

RE: RFQ No. 2026-03PL On-Call Environmental Planning Services for the City of Gardena

Dear Ms. Burns and Selection Committee Members:

MIG, Inc., is pleased to submit our proposal and qualifications to the City of Gardena (City) to provide on-call California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) compliance services. MIG has a 40-plus year track record of working interactively with our public and private clients, becoming an extension of their staff and guiding them through the environmental review process from project initiation through approval.

MIG offers a full range of environmental services that are provided by seasoned CEQA practitioners and technical subject matter experts. Our environmental team has prepared and reviewed hundreds of CEQA documents and associated technical studies. Our highly capable environmental professionals have analyzed all manner of environmental projects throughout California. Our environmental staff also performs mitigation monitoring, field monitoring, and related services. On this contract, MIG staff will be supported by our longtime collaborators Fehr & Peers, who will provide transportation planning services.

We also have substantial experience providing environmental planning services in the Los Angeles area, assisting cities including Commerce, Compton, Paramount, Downey, Signal Hill, Long Beach, Lynwood, Carson, Whittier, and Santa Fe Springs. From our local office in Riverside, our environmental staff are accessible and can quickly respond to the consulting needs of the City.

Our Director of Environmental Services Bob Prasse has extensive experience with all types of environmental projects, including large-scale mixed-use developments, infrastructure and parks projects, industrial parks and warehouses, General Plans, Specific Plans, and “big box” commercial centers. He also has considerable experience in providing third-party peer review services for environmental documents.

As Principal-in-Charge, I am authorized to represent MIG, negotiate on its behalf, and bind MIG to all commitments made in our proposal. If you have any questions, please feel free to contact Bob Prasse at (909) 519-5871, or me at (951) 733-5240, or email us at bprasse@migcom.com or pams@migcom.com, respectively.

Sincerely,

Pamela Steele
Principal-in-Charge

2. TABLE OF CONTENTS

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3. Scope of Services

MIG has successfully initiated, organized, and managed a diverse array of planning and environmental projects throughout Southern California, as well as many CEQA and NEPA documents for cities and jurisdictions throughout the entire state. MIG offers a broad scope of environmental planning and permitting, design, communication, management, and technology services to public agencies and private clients. As a multidisciplinary firm, our array of services benefits clients; we can seamlessly integrate our areas of expertise to support the specific characteristics and unique environmental challenges of each project. Our public agency clients include community development, building, planning, and public works departments, as well as special districts. Our staff has a long and successful record working on complex planning and environmental projects, including tasks through on-call contracts. Our work is characterized by a dedication to quality, a flexible approach, compliance with city, state, and federal requirements, creativity in planning and design, and a commitment to completing projects on time and within budget.

MIG staff consists of highly experienced planners with expertise and qualifications needed to prepare and process thorough, technically sound, and legally defensible environmental documents in accordance with the requirements of the CEQA and NEPA. Staff backgrounds include urban and regional planning, environmental analysis, landscape architecture, public participation, communications, graphic design, and public policy. The diversity of our staff bridges technical expertise and values and facilitates the exchange of information between all parties engaged in the planning and design process. Our experienced staff is capable of acting as the extension of the Gardena Planning Division. We understand the unique project and staffing needs required of on-call contracts, necessitating proactive management, quickly formulating project teams, and aligning expectations between the client and the consultant. We also coordinate project and CEQA/NEPA review, including applicable noticing and submittal requirements for public disclosure and processes through the State Clearinghouse and the County.

MIG's environmental team has experience managing and preparing all types of environmental documents, from simple Initial Studies and Exemptions to complex, multiphase EIRs. Our staff has experience in environmental analysis of many forms of proposed land use and development, including transit-oriented development, and all types of residential development and industrial, office, and commercial projects. Our staff is also experienced in giving presentations to commissions, city councils, and community groups. Finally, our staff has experience assisting with the AB 52 and SB 18 Native American consultation processes. Our array of services includes environmental analysis in compliance with CEQA and NEPA including:

- Environmental Impact Reports (EIRs)
- Environmental Impact Statements (EIS)
- Combined EIR/EIS
- Environmental Assessments (EAs)
- Addendums to EIRs
- Initial Study/Mitigated Negative Declarations (IS/MNDs) and Negative Declarations
- Categorical Exemptions (CEs)
- Findings of No Significant Impact (FONSIs)

Additionally, we have in-house expertise in preparing a full range of technical studies and providing support services including:

- Air Quality Impact and Health Risk Assessments
- Biological Site Surveys and Special Status Species Surveys
- Energy Estimates and Evaluations
- Greenhouse Gas (GHG) Emissions and Climate Change Impact Assessments
- Noise and Vibration Impact Assessments
- Regulatory Permitting
- Native American Tribal Consultation Services
- Visual Impact Assessments and Analysis

Project Management

The MIG Project Manager will review all materials prior to submitting them to the City, providing comments to subconsultants as needed using our established QA/QC process to assure technical accuracy. Only after completing that process will the work products be submitted for City review. The MIG Project Manager will coordinate communications with any subconsultants and City staff to confirm deliverables meet expectations outlined in the project scope. Our record of successfully delivering projects shows that this process works, and clients know that a MIG-led team means products and deliverables will meet high standards.

We are highly responsive to our clients' needs and we deliver quality work products on time and within budget. Upholding these high standards requires the assignment of qualified, dedicated staff. Our project management procedures, including assigning appropriate staff, careful scoping, engagement of senior project management throughout the project, and consistent quality control, enable us to fulfill our contract requirements to the best of our abilities. Project Manager Bob Prasse will be responsible for verifying that your project goals are achieved and that we provide high-quality deliverables and superior client service. As an experienced Director of Environmental Services, Bob Prasse can direct any environmental services project and brings significant experience and knowledge in environmental planning. Bob has managed many successful complex multidisciplinary projects that involved a variety of in-house staff and subconsultants, as well as multiple review agencies. He will bring this wealth of experience and knowledge to any project we work on under this on-call contract and he will serve as the primary point of contact with the City's project manager.

Our team includes task order managers who regularly manage teams in preparing and/or reviewing CEQA/NEPA documents and associated technical studies. MIG's technical experts provide the full range of qualifications and experience to provide supporting studies and documentation. Further, MIG's firmwide resources are available to the project team, so that expertise in a variety of related fields are just a call or an e-mail away. Resumes for all proposed personnel, including their background, education, and relevant project experience are provided in Section 6.

QUALITY ASSURANCE/QUALITY CONTROL

The Quality Assurance/Quality Control (QA/QC) process begins with the preparation of the scope of services and staff assignments. The MIG project manager will closely match staff skills and experience with each project assignment. Once the City signs off on the project description, scope of work, content, and format of required technical studies, the project manager will then have an internal kick-off meeting to review the project assignments. At this point all staff will be provided clear guidance on deliverables, and senior subject matter experts are assigned to review these deliverables prior to finalizing them and sending them to the client. MIG's project manager will oversee all work products. The project manager will regularly keep the City and the applicant updated on the project's progress. If potential issues start to develop the project manager will identify such issues to the City and the applicant and recommend a corrective course of action before such issues become problems. Following these QA/QC procedures allows projects to remain on schedule and on budget, and assures that client expectations are met. The project manager, Bob Prasse, will direct QA/QC procedures and, as Principal-In-Charge, Pamela Steele is ultimately responsible for oversight of these procedures across all projects.

PROJECT CONTROLS

MIG will continuously monitor and manage the project scope, schedule, and budget for optimization during all phases of the project. MIG will notify the City in advance of any possible impacts to the project scope, schedule, and fees established during project initiation. These potential impacts will be reviewed with the City for immediate resolution. MIG has real-time project budgeting and monitoring software to align budget allocations and expenditures and support project success. Once the schedule and final budget have been set, the staff hours and costs by each team member will be generated each month and cumulatively for the monthly project invoice. This provides the basis for reviewing actual staff hours against estimated expenditures. Status reports are reviewed regularly with the internal project team and the client to allow us to proactively address potential overruns, thus avoiding change orders and requests for additional services. We will work with City staff to expedite the process of managing new assignments, thus facilitating project

delivery, quality control, and quality assurance, as well as full capability and flexibility to provide the appropriate services when needed.

STAFF AVAILABILITY

With over 265 people on staff, MIG is able to advance multiple assignments simultaneously. We have the personnel and firm resources to accommodate new projects and to respond to new assignments. Our project teams are assembled based on staff expertise and capacity. The MIG staff assigned to any project that may come from this on-call contract will be committed for the duration of the project and their current workload will not impact their availability to successfully complete the assignment. All our projects and staff capacity are monitored and scheduled in coordination with existing project workloads. Weekly in-house firm-wide Management Team meetings sustain a high level of communication among project leaders and the efficient allocation of personnel and other firm resources. Additional meetings are held with business lines that frequently work together on projects, in particular, our planning, design, and environmental planning groups work closely to plan optimal allocation of staff to projects.

BUDGET AND SCHEDULE

Proactive project management and client service are paramount to our success. Our strategies for successful budget and schedule control include: communication, advance planning, and early establishment (and communication) of agreed-upon scope, budgets, milestones, and deadlines for each task. This also takes into consideration report and review cycles required by the City and various other agencies and stakeholders involved. MIG's Project Manager carefully monitors project costs and schedule on a regular basis to meet the agreed-upon budget and milestone deliverable due dates. In addition, MIG does not over-commit our staff and will maintain City projects as a high priority for the designated staff. Our streamlined project team will include only essential staff in the project execution. Maintaining a streamlined project team helps facilitate smoother project management, simplify communications with clients and key stakeholders, and control costs. We will create an integrated working relationship with the City and will provide you and the applicant with: status updates regarding schedule and budget, monthly progress reports, and regular informal communication. We are proactive with our clients in communicating project status, issues to be resolved, the need for meetings, and project updates and news.

Tasks and Deliverables

An example of tasks and deliverables for a typical Initial Study and Mitigated Negative Declaration includes the following:

TASK 1: PROJECT INITIATION/DATA COLLECTION

- Host an initial meeting with City staff and, if necessary, the applicant to review project description, define data needs, clarify project objectives, and establish a timeline for deliverables.
- Discuss key project issues and/or concerns.
- Establish primary contact and communication protocols.

Task 1 Deliverables

- Host kick-off meeting
- Issue data request for all relevant project information and documents

TASK 2: PEER REVIEW TECHNICAL STUDIES AND REPORTS

- Confirm consistency of existing conditions and project description between documents.
- Review each report/study for technical adequacy, accuracy, clarity, and suitability for inclusion in the CEQA document.
- Prepare memorandum identifying critical deficiencies or concerns, if any, related to each study/report.
- Review revisions to confirm that peer review comments have been adequately addressed.

Task 2 Deliverables

- Memorandum
- Review revisions for adequacy

TASK 3: PREPARE/UPDATE TECHNICAL STUDIES AND REPORTS

- Establish existing baseline conditions and formulate an accurate and well-defined project description that is consistent with other project documents.
- Thoroughly analyze potential project impacts against established existing baseline conditions for certain technical issues using appropriate and accepted resources and methods.
- Prepare clear and concise technical memorandum for each technical issue area in accordance with the criteria contained in Appendix G of the CEQA Guidelines and other pertinent federal, state and local regulations.
- Recommend mitigation measures, if necessary, to reduce potentially significant impacts to within established significance thresholds.

Task 3 Deliverables

- Draft technical studies/reports supported with references and appendices (e.g., model outputs, archival information, findings from field reviews)
- Final technical studies/reports incorporating changes based on City review

TASK 4: PREPARE ADMINISTRATIVE DRAFT IS/MND

- Describe the purpose and organization of the Initial Study, as well as the need for the Initial Study under CEQA Guidelines.
- Describe the existing physical conditions of the project site and surrounding areas to establish baseline conditions.
- Formulate an accurate and well-defined project description containing a comprehensive description of all aspects of the project, including activities and processes that will occur on the site, as well as any off-site improvements necessary to implement the project.
- List all required approvals and permits, if any, that are needed to implement the project.
- Utilize Appendix G of the CEQA Guidelines (or the City's standard checklist, if available), project plans, relevant established thresholds of significance, and applicable federal, state, and City of Gardena regulations to analyze physical changes to the environment that could result from construction and operation of the proposed project.
- Provide thorough and comprehensive answers to each of the 80+ checklist question, within each of the 20 issue areas, which will be supported by tables, figures, maps, and graphics, as appropriate, with source information referenced.
- Summarize findings and conclusions reached for each Appendix G issue area (i.e., air quality, noise, transportation, etc.).
- Recommend mitigation measures, as necessary, in order to limit potentially significant project impacts.
- Provide administrative draft IS/MND and technical appendices to the City for review and comment prior to circulation for public review.

Task 4 Deliverables

- Administrative draft IS/MND
- Technical appendices

TASK 5: PREPARE PUBLIC REVIEW IS/MND

- Following receipt of City comments on the administrative draft IS/MND, prepare a screencheck draft IS/MND that incorporates the City's requested changes.
- Submit screencheck IS/MND to the City for final review.
- Upon approval of the screencheck IS/MND, prepare a public review draft IS/MND as well as a draft CEQA Notice of Intent (NOI) to adopt a Negative Declaration.
- Upon approval of the draft NOI, prepare and distribute the final NOI to agencies and interested parties on the City's standard mailing list via certified US mail.
- File the NOI with the Los Angeles County Registrar-Recorder/County Clerk office.
- Prepare a Notice of Completion and Summary Form and submit all documents and forms to the State Clearinghouse for state or local agency review.

Task 5 Deliverables

- Screencheck draft IS/MND
- Public review IS/MND
- Draft Notice of Intent to Adopt
- Final Notice of Intent to Adopt
- Distribute NOI to agencies and interested parties on City's standard mailing list
- File NOI with LA County Registrar-Recorder/County Clerk

- Prepare State Clearinghouse NOC and Summary Form
- Submit all documents and forms to State Clearinghouse

TASK 6: PREPARE FINAL DOCUMENTS

- Following the conclusion of the CEQA public review period of the Public Draft IS/MND, if requested, assist the City in responding to any written comments received, including the preparation of written responses, if necessary.
- Prepare the Mitigation, Monitoring, and Reporting Program (MMRP) for all mitigation measures adopted pursuant to Section 15097 of the State CEQA Guidelines to confirm they are implemented as intended by the IS/MND.
- Prepare a table that can be used by the City to track the implementation and monitoring of the mitigation measures.
- Immediately following the City's approval of the project and adoption of the IS/MND, provide a draft Notice of Determination (NOD) to the City for review and collect filing fees from the applicant or City that will need to be paid under the State of California Fish and Game Code Section 713.
- Following approval of the draft NOD by the City, prepare and file a final NOD with the Los Angeles County Registrar-Recorder/County Clerk office within five working days of the approval date.
- Submit final NOD and all required documents and forms to the State Clearinghouse.

Task 6 Deliverables

- Written response to public comments letter
- Mitigation Monitoring and Reporting Program
- Draft NOD
- Final NOD
- File NOD with LA County Registrar-Recorder/County Clerk
- Submit NOD and all required documents and forms to State Clearinghouse

TASK 7: PUBLIC HEARINGS AND MEETINGS

- Depending on the needs of the City and/or the complexity of the project, participate in an established number of internal meetings with the City and/or applicant throughout the environmental documentation process on either a recurring or as-needed basis.
- Attend up to two public hearings for the adoption of the IS/MND.

Task 7 Deliverables

- Internal meeting participation
- Public hearing attendance

TASK 8: PROJECT MANAGEMENT

- Maintain frequent, immediate, and clear communication with the project team.
- Administer contractual matters, coordinate subconsultants, and our quality control review process.

Task 8 Deliverables

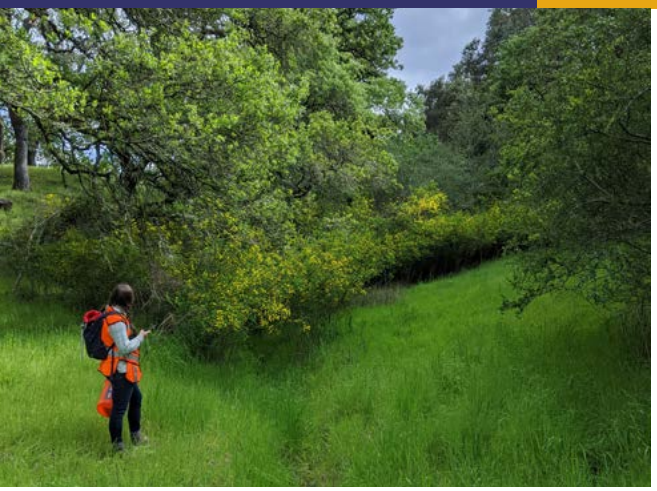
- Project status updates
- Budget updates

OPTIONAL TASK 9: NATIVE AMERICAN TRIBAL CONSULTATION SERVICES

- Provide Senate Bill 18 (SB 18) and/or Assembly Bill 52 (AB 52) consultation support as needed under the direction of the City.
- Assist the City in obtaining a list of tribes to contact to initiate SB 18/AB 52 consultation.
- Provide the City with a template consultation letter for the City to send to the tribes.
- Provide guidance any other information regarding consultation requested by the tribes including, but not limited to, tribal monitoring, avoidance/mitigation measures, the timing of consultation relative to the CEQA process, etc.

Task 9 Deliverables

- Contact NAHC for list of Native American tribes
- Template consultation letter
- Additional guidance as needed



4. Related Experience

MIG's CEQA and NEPA work is guided by three principles: first, the methodology and content of our CEQA and NEPA documents are consistent with the most current statutes, guidelines, and case law; second, mitigation recommendations are realistic and feasible; and third, conclusions are effectively presented through clear and concise writing, informative graphic design, and skillful oral presentation. These principles result in legally sound CEQA and NEPA documents that inform the public, decision-makers, and interested agencies.

CEQA DOCUMENTS

MIG's dedicated environmental staff have the background and experience to properly scope and prepare environmental impact analysis documents for a wide variety of projects. MIG prepares clearly written, legally defensible environmental impact reports (EIRs) and other CEQA compliance documentation; for example, Initial Studies/Mitigated Negative Declarations (IS/MND) and Categorical Exemptions, along with Mitigation Monitoring and Reporting Programs, findings, and resolutions. We specialize in preparing both "project-specific" environmental documents for projects such as parks, trails, water and sewer line replacements, and roadway improvements, as well as broad-based "program EIRs" for specific plans, general plans, and other policy plans.

MIG has successfully completed over 300 EIRs, as well as numerous other CEQA compliance documents for public agencies. We also provide third-party peer review services for all types of CEQA environmental documents and technical studies.

AIR QUALITY IMPACT AND HEALTH RISK ASSESSMENTS

MIG prepares the technical air quality analyses necessary to obtain CEQA and other permitting/regulatory approvals from regional, state, and federal air agencies. MIG prepares area and fugitive (e.g., dust and emissions from soil disturbance and material transfer), mobile, and stationary source emissions estimates using agency-recommended models.

The emissions estimates developed by these models and methodologies are compared to regulatory thresholds of respective air quality management districts, CEQA significance thresholds, or other state or federal regulatory requirements as appropriate.

MIG is skilled in quantifying the emissions levels from all aspects of a project, comparing emissions levels and concentrations against applicable thresholds and developing project design features or mitigation measures that reduce project emissions and associated risks.

BIOLOGICAL SITE SURVEYS/SPECIAL-STATUS SPECIES SURVEYS

MIG's experience in biological studies and impact assessments includes the preparation of biological surveys to evaluate existing conditions and the presence of sensitive habitat or special-status plant or animal species, and identifying the applicable laws pertaining to the resources found. Biological impact assessments evaluate the effects of a proposed project on biological resources and are used to support CEQA documents and permit applications.

MIG also provides the technical support required for Endangered Species Act Section 7 or Section 10 consultations and California Fish and Wildlife Endangered Species Act 2081 permits.

CULTURAL/HISTORIC RESOURCES

MIG's historic resources specialists have decades of experience in evaluating historic significance for properties in California and statewide and assessing the potential for impacts as part of the CEQA/NEPA review process, including under Section 106 of the National Historic Preservation Act. Our staff meet the Secretary of the Interior's Professional Qualification Standards and are certified to perform sensitive records searches at local and statewide repositories.

ENERGY

MIG also has expertise in evaluating the energy impact requirements of the State CEQA guidelines, including how project energy consumption is estimated using information from air quality emissions estimates or modeling conducted for the project. MIG will then evaluate whether the project will result in the wasteful, inefficient, or unnecessary consumption of energy resources, including mobile sources. Energy-saving factors analyzed will include site layout and orientation, proximity to regional arterials, building design, and any trip-reducing or other energy-saving operations that result in the efficient use of available energy resources.

GREENHOUSE GAS (GHG)/CLIMATE CHANGE IMPACT ASSESSMENT

In California, local land use authorities are required to consider the effects of project- and plan-level greenhouse gas emissions as part of the CEQA review process. Many of the models (e.g., CalEEMod) and inventories (e.g., OFFROAD) MIG uses to estimate emissions of criteria air pollutants like particulate matter also quantify GHG emissions from common GHG sources, such as vehicles, electricity consumption, space heating, etc.

However, the methods for evaluating GHG emissions levels can differ from traditional air quality analyses because GHG emissions represent a global impact and there are myriad state, national, and international goals, policies, and programs adopted for the purposes of reducing GHG emissions. GHG emissions are also produced from less common but high-emitting sources, such as refrigerants and electrical insulators, that fall outside the scope of traditional air quality analyses.

MIG tracks the latest information from state, national, and international governing bodies regarding climate change projections and impacts, GHG regulations, and GHG efficiency targets, and uses this information to prepare clear, concise analyses of whether project- and plan-level GHG emissions would constitute a significant cumulative contributor to climate change impacts. Our analyses include the GHG reductions that would occur from existing regulatory and policy requirements, as well as reductions from voluntary design features and mitigation measures included in a project's design or developed as part of the environmental review process.

NOISE IMPACT ASSESSMENT

MIG performs noise monitoring and impact assessments for environmental analysis, mitigation monitoring, and other compliance purposes. MIG has the necessary expertise and equipment to monitor pre- and post-project noise levels, documenting in-situ attenuation patterns and evaluating the effectiveness of noise-reducing insulation and infrastructure.

MIG has monitored noise levels from construction equipment, traffic, public events (with and without amplified sound), and various types of stationary equipment (e.g., HVAC units, generators, concrete batch plants).

MIG collects and analyzes project-specific noise data to assess the compatibility of pre- and post-project noise levels with zoning and general plan requirements. We can clearly articulate noise impact findings to decision-making bodies and have worked with community members, project architects, municipal staff, and project proponents to develop mitigation in the form of operating restrictions, sound barriers, and sound power output limits that provide community and project benefits.

VISUAL IMPACT ASSESSMENTS

MIG's graphic and computer simulation staff specialize in computerized view simulations and preparation of visual impact analyses. Our team can prepare and/or review visual simulations, urban design height analyses, shade studies, and other illustrative plans needed for all types of projects. We have extensive experience creating illustrations and analyzing environments—allowing for objective review and understanding of projects.

Schedule and Budget Control

MIG staff is capable of producing large work products with accuracy and cost effectiveness. Our experienced senior staff is actively involved in all aspects and phases of a project to maintain the quality of work products and to deliver documents are on schedule and within budget. Our project management strategies, including assigning appropriate staff, careful scoping, engagement of senior project management throughout the project, and consistent quality control, allow us to fulfill our contract requirements to the best of our ability. Our strategy starts with assigning the right personnel to the project team. MIG has many experienced senior project managers who can be assigned to a particular project based on its needs and staff availability.

MIG CEQA analysts and technical experts have relevant educational backgrounds to their areas of expertise and receive regular training and professional development. MIG keeps abreast of changes to the CEQA Guidelines and CEQA case law through conferences, trainings, and professional associations.

Our project teams are assembled based on staff expertise and their expected time availability during the project. All MIG projects and staff capacity are monitored and scheduled in coordination with existing project workloads.

Past Project Performance

MIG has a long track record of performing work for environmental on-calls to the satisfaction of our clients, on schedule and under budget. On the following pages, we have included a selection of project write-ups demonstrating our past success performing project work and coordinating with a team of subconsultants tailored for each project.

Madera at Citrus Trail Residential Project IS/MND

MIG was contracted to complete an Initial Study and Mitigated Negative Declaration and technical analyses for a single-family residential subdivision in the City of Redlands, California. The project involved the construction of 103 new single-family homes, ranging between 1,544 and 1,858 square feet each, along with associated landscaping and internal roadway improvements. The project also included a General Plan Amendment from Low Density Residential to Medium Density Residential; a new Specific Plan for residential development with applicable development standards; and a Tentative Tract Map to subdivide approximately 9.01 acres for condominium purposes. Development of the project also included 206 garage parking stalls and 70 guest parking stalls, totaling 276 parking stalls. Approximately 65,470 square feet (1.5 acres) of the site would be landscaped and a private community park is located within the center of the project site. This project was approved by the City in May 2024.

MIG

Location: Redlands, CA

Client: City of Redlands

Reference: Sean Reilly,
Principal Planner,
City of Redlands
(909) 798-7555 ext. 7344
sreilly@cityofredlands.org

Dates: 2024

Dalewood Street Hotel Renovation Project

The project included renovation of an existing, unoccupied 72-room hotel on a 1.23-acre site located at 14624 Dalewood Avenue. The project included a small (approximately 3,944 square foot) expansion of the hotel's total building space with the addition of a new 350 square-foot hotel lobby, a new 200-square foot water booster room, and enclosure of existing outdoor balconies to enlarge the size of the guest rooms. The façade of the building was also redesigned to account for the removal of the balconies. In addition, the project included an approximately 330 square-foot steel-framed canopy over the passenger drop-off zone at the entrance of the hotel lobby. The project also included demolition and backfilling of the existing 950-square-foot swimming pool with approximately 300 cubic yards of soil, reconfiguration of the existing parking lot to provide additional necessary parking spaces, and landscaping improvements throughout the parking lot area. The project included the addition of 18 parking spaces for a total of 62, and approximately 7,665 square feet of landscaping within the parking lot area. Because the City's Zoning Code did not allow for hotels with less than 100 rooms within the Freeway Commercial zone, within which the project was located, the project included a Zoning Code Amendment to reduce the minimum number of total rooms required for a hotel from 100 to 72. In addition, because the City's parking requirements required a total of 76 parking spaces for the project, the project also included a variance to allow for a parking reduction. Finally, the project included a Conditional Use Permit to allow the Hotel use pursuant to Section 153.050.020 of the City's Municipal Code. MIG's work included preparation of technical studies, the Initial Study and Mitigated Negative Declaration, and all CEQA required notices.

MIG

Location: Baldwin Park, CA

Client: City of Baldwin Park

Reference: Nick Baldwin, AICP, City Planner
Baldwin Park Planning Division
(626) 960-4011 ext. 475
nbaldwin@baldwinparkca.gov

Dates: 2023–2024

Dutch Bros Drive-Thru Coffee Shop IS/MND

MIG was contracted to complete an Initial Study and Mitigated Negative Declaration and technical analyses for a Dutch Bros drive-through coffee shop in the City of Grand Terrace, California. The project includes demolition of an existing auto repair shop building and associated soil remediation and construction of a 984-square-foot Dutch Bros coffee shop with drive-through and walk-up service. The project also includes approximately 17,577 square feet of ornamental landscaping, 12,063 square feet of parking and drive aisles, and 2,835 square feet of walkways. The project is currently in public review as of March 2025.

Location: Grand Terrace, CA

Client: City of Grand Terrace

Reference: Scott Hunter,
Planning and Development
Services Director,
City of Grand Terrace
(909) 954-5176
shutter@grandterrace-ca.gov

Dates: Ongoing

7400 Slauson Avenue Industrial Project CEQA Peer Review

This project included demolition of existing structures, including one primary 233,260-square-foot warehouse and office building and five ancillary structures ranging in size from 694 square feet to 6,750 square feet, and development of a new 292,029-square-foot warehouse/distribution facility on the 12.95-acre project site. The proposed warehouse/distribution facility included approximately 15,000 square feet of office floor area, 22 dock high loading doors, 63 truck trailer parking stalls, and 224 passenger vehicle parking spaces. The project also included approximately 55,336 square feet of ornamental landscaping, along with 184 ornamental trees.

MIG performed peer review of the applicant-provided Initial Study, technical studies, Draft and Final versions of the EIR (including responses to public comments), and all CEQA-required notices.

MIG

Location: Commerce, CA

Client: City of Commerce

Reference: Jessica Serrano
Director of Community Development,
City of Commerce
(323) 722-4805 Ext. 2811

Dates: 2021–2024

Additional Project Experience

	CEQA Documentation	Special Studies				
		Air Quality/ GHG	Noise	Biological Resources	Cultural Resources	Visual Impact/ Aesthetics
Santa Fe Springs GPU EIR, Santa Fe Springs, CA	●	●	●			
Whittier General Plan Update (GPU) EIR,Whittier CA	●	●	●	●	●	
Monterey Park General Plan Update EIR, Monterey Park, CA	●	●				
Walnut General Plan Update EIR, Walnut CA	●	●	●	●	●	●
Desert Hot Springs General Plan Update EIR, Desert Hot Springs, CA	●	●	●	●	●	
Cudahy GPU EIR, Cudahy, CA	●	●	●			
Garden Grove GPU, EIR, Garden Grove, CA	●	●	●			
Smoky Hollow Specific Plan EIR, El Segundo, CA	●	●	●			
Duke Realty Warehouse EIR, San Bernardino County, CA	●	●	●		●	
Duarte Station Specific Plan EIR, Duarte, CA	●	●	●			●
Walnut Ranch Park EIR and HCP, Walnut, CA	●	●	●	●	●	●
Garvey Avenue Specific Plan EIR, Rosemead, CA	●	●	●		●	
Covina Town Center Specific Plan EIR, Covina, CA	●	●	●			
Poway Road Specific Plan Amendment EIR, Poway, CA	●	●	●	●		
Positive Investments, Krameria TTM IS/MND, Moreno Valley, CA	●	●	●	●		
Olympic R.E. Holdings, Inland Ct. Dr. Warehouse, San Bernardino, CA	●	●	●	●		
Jack Lee, Perris/Rider St. 7-Eleven IS/MND	●	●	●	●		
G.H. Palmer Specific Plan EIR Addendum (Residential), Ontario, CA	●					
Memorial Park Improvements IS/MND, Upland, CA	●	●	●	●		
Sierra Madre Dolorosa Res. EIR Peer Review, Sierra Madre, CA	●	●	●			
Condor Battery Energy Storage Faciliity IS/MND, Grand Terrace, CA	●	●		●		
Cutter Way Residentiail IS/MND, Covina, CA	●	●	●			
Sheila St. Warehouse EIR Peer Review, Commerce, CA	●	●				
Costco Expansion IS/MND Addendum, Chino Hiills, CA	●	●	●			
Alere, Telegraph Commerce Ct. IS/MND, Pico Rivera, CA	●	●	●			
Outfront Media Digital Billboard IS/MND; Garden Grove, CA	●					
South Alhambra Ave. Senior Housing Project IS/MND, Monterey Park, CA	●	●	●			
Blue Mtn, Spruce St. Warehouse IS/MND, Riverside, CA	●					
Eastern Municipal Water District Water Well 204 IS/MND, Perris, CA	●	●	●	●		
S2A Modular Home Factory IS/MND, Hemet, CA	●	●	●	●		
Atlantic Blvd Improvement Cat. Exemption, Commerce, CA	●					
Arbor Express Car Wash IS/MND & Tech. Studies, Rancho Cucamonga, CA	●	●	●			
123 Pomona Ave. Residential IS/MND, Monrovia, CA	●	●	●			
Dhammakaya Meditation Center EIR Addendum, Azusa, CA	●					
Garvey Square Mixed-Use Development IS/MND, El Monte, CA	●	●				
Station Square South Specific Plan IS/MND, Monrovia, CA	●	●	●	●	●	●
Avalon Monrovia Specific Plan IS/MND, Monovia, CA	●	●	●	●	●	●

5. Subconsultants

About Fehr & Peers

Fehr & Peers is a transportation planning and engineering firm with 24 offices and over 400 staff nationwide. Since 1985, the firm has partnered with public and private clients to design safer, more effective ways for people and goods to move—creating spaces where everyone can thrive, today and for generations to come.

Bringing together data, technology, and the lived experiences of the communities they serve, Fehr & Peers helps clients make confident, well-informed decisions. In addition to understanding travel demand models and vehicular demands, they are sustainable transportation experts who have prepared hundreds of transportation sections of all types of California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) documents. They know the CEQA verbiage (CE, ND, MND, EIR) and NEPA lingo (FONSI, EA, EIS), but more importantly, they understand the criteria in determining the type of study required based on the mobility analysis.

Fehr & Peers' research into the connection between land use and transportation lead much of the work that is currently utilized to estimate vehicles miles of travel for both climate action plans and for CEQA assessment under SB 743.

Fehr & Peers' key staff are listed in the organizational chart in the next section, and their resumes follow.

PAST PROJECTS WITH MIG

MIG and Fehr & Peers have an extensive history of collaboration on various projects across many of our offices in California and nationwide. The following list is a selection of our project work together

- Santa Fe Springs General Plan
- Historic Whittier Boulevard Specific Plan
- Manhattan Beach Downtown Parking Study
- El Segundo LU Element Update
- Gold Line Transit-Oriented District Plan
- Marina del Rey Mobility Element
- Metro Regional Bike Share
- Cudahy General Plan
- City of Whittier General Plan
- I-710 Livability Initiative
- Duarte Station Specific Plan
- Covina Active Streets
- Alameda Street Mobility PSR-PDS
- SB State Street Master Plan
- Alondra Regional Park MND Traffic Study
- Grass Valley Amendment EIR
- Alameda Countywide Multimodal Arterial
- Chabot LP Master Plans
- San Pablo Ave Specific Plan Update
- Emeryville Powell Street Redesign
- SCAG Enhancement of Sustainability Tool
- Temecula Jefferson Avenue Corridor Study
- Anaheim Platinum Triangle
- Anaheim Urban Greening Plan
- Anaheim Canyon Specific Plan
- Los Rios Street SCAG
- Adelanto North Communities Plan EIR
- Armorlite Complete Street
- Tustin Downtown Commercial Core
- Garden Grove GP Update
- Lake Elsinore GPU EIR
- Lake Elsinore General Plan Update
- TriMet Transit Oriented Development Plan
- UC Davis 2015 LRDP
- CSUS Ramona Master Plan
- Ogden BRT TOD Study
- Vista SR2S Strategic Plan
- Euclid Avenue Master Plan
- National Avenue Master Plan
- SD County SB 743 Continuation
- Sacramento Pedestrian Plan
- Redwood City Fair Oaks Mobility Plan
- San Bruno Transit Corridors Plan

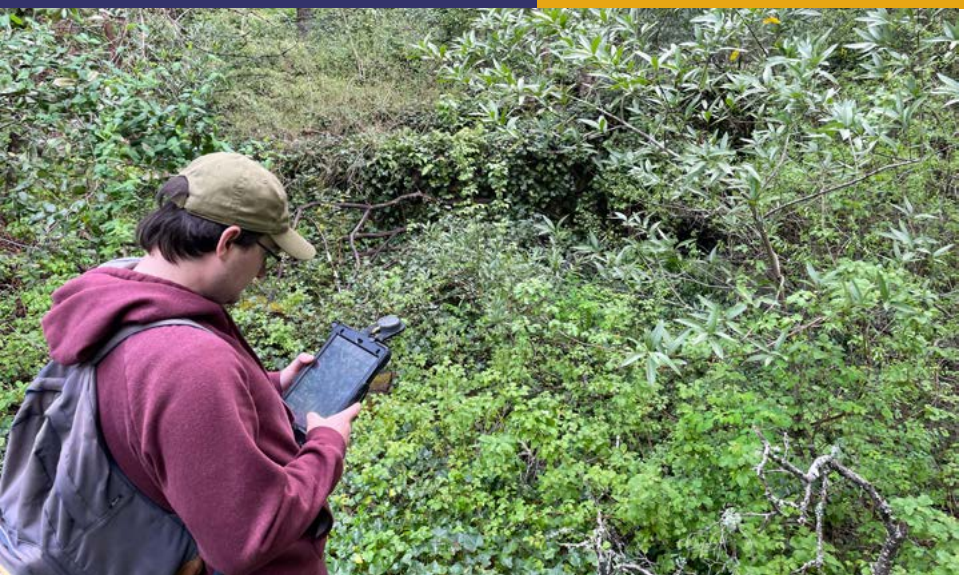
- St. Helena General Plan
- Tolay Lake Regional Park Master Plan
- Healdsburg Avenue Improvement Study
- South City San Bruno CBTPs
- Redwood City Downtown Precise Plan EIR
- San Bruno Transit Corridors Plan EIR
- Cupertino Parks Master Plan
- Redwood City DTPP Review
- Bascom Complete Streets
- Milpitas Midtown Specific Plan
- City of San José Vision Zero Strategic Plan
- San José Vision Zero Strategic Communications Plan
- Spokane RTC Transportation Visioning
- Downtown Newcastle Strategic Plan
- Renton Civic Core Vision and Action Plan
- Van Lierop Park Master Plan
- Eastgate-Tyee School Traffic Improvement
- Kent TMP Phase 5 - Comprehensive Plan
- Burien Subarea Plan
- Mercer Island Traffic Fee Update
- Puyallup Meridian Ave. Streetscape Design
- Blueprint Denver Plan Update
- Regis University Master Plan
- Denver Upper Downtown Plan
- DRCOG Vision Zero Action Plan
- Greeley Transportation Master Plan
- Denver Moves Cherry Creek
- Lutheran Campus Master Plan
- Louisville Downtown Vision Plan
- Puyallup Comprehensive Plan 2024
- Puyallup Meeker Festival Street
- Puyallup Meridian 2-Way Conversion Study
- Lacey Transportation Element
- Covington Systemic Safety Pedestrian Improvements
- San Pablo Ave Specific Plan/Complete Streets
- Sonoma Blvd. Corridor Design Project
- Fairfield Downtown/West Texas SP and EIR
- Adeline Corridor Specific Plan
- Vallejo Vision Zero

Team Member Coordination

With each project, MIG brings together professionals with the expertise and knowledge best suited to the project's scope of services regardless of their physical location within the organization. Working seamlessly across offices and between firms is part of our standard operations and procedures; systems and infrastructure exist firmwide to facilitate in-person and online communication and collaboration.

Before commencing work, MIG creates a detailed work plan and schedule that illustrates the project on a task-by-task basis, clarifying the project's critical path, key deadlines and checkpoints, and the responsibilities of each team member. This is communicated with our subconsultant team to maintain continuity in our plan.

Regularly scheduled project team meetings are conducted to sustain work quality and appropriately allocate staff time and project resources. Prior to delivery to the client, all work is reviewed by the project manager and principal using a comprehensive checklist. MIG has developed checklists to communicate and maintain standards for quality and timeliness, including a project initiation questionnaire, AutoCAD manual and standards, design process standards, QA/QC checklist, and/or construction administration procedures.



6. Qualifications and Capabilities

About MIG

MIG improves, adapts, and creates organizations, environments, and tools for human development. We are a community of designers, planners, engineers, scientists, and storytellers who engage people in creative problem-solving and collective action. We believe that the physical and social environment around us have a profound impact on our lives, and this belief shapes the principles that guide our work:

- Communities can plan their own futures.
- The world needs an ecological perspective.
- Great projects work for everyone.
- Elegant design inspires new thinking.
- Every project presents an opportunity to advance racial and social equity.
- All work must be context driven.

MIG understands the regulatory environment. Our dedicated staff has the experience to guide clients in environmental compliance and technical studies. As a complement to our planning, CEQA, and technical services, we bring critical information into the process, and ultimately into key decisions impacting feasibility, livability, and successful project implementation. Our expertise spans the breadth of state and federal environmental analysis (CEQA, NEPA), technical studies (air quality, biology, cultural resources, greenhouse gases, noise), and peer review.

MIG ENVIRONMENTAL SERVICE AREAS

- CEQA Documentation, including Consistency Analyses and Streamlining
- Biological Resources Reports
- Habitat Assessments
- Special-Status Species Surveys
- Jurisdictional Delineations, including Wetlands
- Noise and Vibration Studies
- Air Quality Studies
- Health Risk Assessments
- GIS Analysis and Mapping
- Construction Monitoring, including Worker Education
- State and Federal Permitting, including Wetlands and Rare Species
- Historic Structure Reports
- Historic Resource Evaluations and Determinations of Eligibility
- Cultural Resources Technical Reports

Team Organizational Chart

PROJECT MANAGEMENT

Pamela Steele, *Principal-in-Charge*
Bob Prasse, *Project Manager, Director of Environmental Services*

CEQA ANALYSIS

Kent Norton
Cameron Hile
Kevin Shannon

AIR QUALITY, GREENHOUSE GAS, AND NOISE STUDIES

Kasey Kitowski
William Deeman

BIOLOGICAL RESOURCES ANALYSIS

Erik Jansen

TRANSPORTATION

Miguel Nunez, F&P
Michael Kennedy, F&P
Fatemeh Raniefar, F&P

Pamela Steele

MIG

PRINCIPAL-IN-CHARGE | MIG

EDUCATION

- University of California, Riverside
- Brigham Young University, Utah

PROFESSIONAL AFFILIATIONS

- National Association of Industrial and Office Professionals
- American Planning Association
- Urban Land Institute

Pamela Steele has extensive experience on "both sides of the counter," offering a full range of planning, environmental, and development consulting services to public agencies and private-sector clients. Early in her 30-year career, she was a Building Department employee whose frequent interaction with planners shifted her path toward contributing to a project from beginning to end—from due diligence to entitlement and permit approval to occupancy. Having served as a Planning Director and as a development project manager, Pamela's strength lies in bringing people and perspectives together to create projects that provide public and private benefits. She has prepared and managed specific plans and amendments, community and master plans, and multilayered environmental reviews and clearances for industrial, commercial, residential, and medical projects. Pamela distills and articulates the needs of public agencies and private developers to foster collaboration and mutual understanding. In doing so, she helps them navigate the entire process to successfully achieve their common goals.

SELECTED PROJECT EXPERIENCE

- City of Twentynine Palms Planning Director, Twentynine Palms, CA
- City of Cypress Assistant Planning Director, Cypress, CA
- City of Canyon Lake Planning Director, Canyon Lake, CA
- City of Murrieta Planning Staff, Murrieta, CA
- City of Diamond Bar Consultant Staff, Diamond Bar, CA
- City of Yucaipa Planning Staff, Yucaipa, CA
- Kaiser Commerce Center Specific Ran Amendments and EIR, San Bernardino County, CA
- Crossroads Business Park Specific Plan Amendments and Build-Out, Ontario, CA
- Kaiser Permanente Medical Facilities and Master Plans, Fontana, Rancho Cucamonga, Colton, San Marcos, San Bernardino, and Victorville, CA
- Senior Assisted Living Projects (new and expansions of existing facilities), Multiple Locations, CA
- Steel Plant Expansion to Improve Air Quality and Safety Measures, San Bernardino County, CA
- Multiple General Plan and Specific Plan Amendments, Multiple Locations, CA

Bob Prasse

MIG

DIRECTOR OF ENVIRONMENTAL SERVICES/PROJECT MANAGER | MIG

EDUCATION

- Master of Urban and Regional Planning, University of Southern California
- BS, Public Affairs (Urban Planning), University of Southern California

Bob Prasse has extensive knowledge and expertise in urban planning and environmental analyses. A college class on the economics of environment peaked Bob's interest in the factors affecting the built environment, which led to a 35+-year career working with public agencies and developers throughout Southern California. With his analysis, communications, and writing skills, Bob helps clients anticipate and adjust to changing conditions while still meeting project goals related to general and specific plans, zoning ordinances, development reviews, and entitlement services. In addition, he has managed, prepared, and processed CEQA and NEPA documentation for a wide range of planning projects, including large-scale mixed-use communities, public facilities, general plans, retail centers, and warehouse/logistics complexes.

SELECTED PROJECT EXPERIENCE

- Citrus Avenue Industrial Warehouse, Fontana, CA
- FedEx Distribution Facility Expansion, Fontana, CA
- Duarte Station Specific Plan Amendment EIR, Duarte, CA
- Duke Realty Logistics Warehouse EIR, Redlands area of San Bernardino County, CA
- City of Garden Grove Focused General Plan Update (GPU) EIR, Garden Grove, CA
- City of Whittier GPU EIR, Whittier, CA
- City of Santa Fe Springs General Plan Update EIR, Santa Fe Springs, CA
- City of Monterey Park GPU EIR, Monterey Park, CA
- City of Desert Hot Springs General Plan Update EIR, Desert Hot Springs, CA
- City of Cudahy GPU EIR, Cudahy, CA
- City of Hesperia General Plan Update EIR, Hesperia, CA
- The Preserve Specific Plan and Program EIR, Chino, CA
- Smoky Hollow Specific Plan Program EIR, El Segundo, CA
- Covina Town Center Specific Plan Program EIR, Covina, CA
- Arrow Highway Specific Plan Program EIR, Glendora, CA
- Redlands Crossing Shopping Center (Walmart Store) EIR, Redlands, CA
- Renaissance Specific Plan (Rialto Airport Reuse), Program EIR, Rialto, CA

Kent Norton, AICP, REPA

MIG

SENIOR PROJECT MANAGER | MIG

EDUCATION

- MS, Environmental Studies, California State University, Fullerton
- BA, Biology, California State University, Fullerton

CERTIFICATIONS/ REGISTRATIONS

- American Institute of Certified Planners (AICP)
- Registered Environmental Property Assessor (REPA)

PROFESSIONAL AFFILIATIONS

- Association of Environmental Professionals
- American Planning Association
- California Association of Environmental Professionals, Past President

Kent Norton has 44 years of experience in California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) compliance for public- and private-sector clients encompassing transportation, aviation, public works, schools, residential, recreational, and mixed-use land developments. He has authored and managed a wide variety of environmental compliance documents for projects ranging from an Initial Study/Mitigated Negative Declaration (IS/MND) for relocation of aviation uses at a regional airport and road widening/improvements, to a subdivision of 13,000 acres in the San Bernardino desert and the World Logistics Center Specific Plan EIR that addressed 41-plus million square feet of warehousing on 2,600 acres in the City of Moreno Valley.

SELECTED PROJECT EXPERIENCE

- Citrus Avenue Industrial Warehouse, Fontana, CA
- Starpointe 6th Street Warehouse MND, San Bernardino County, CA
- Memorial Park Master Plan MND, Upland, CA
- Hemet Modular Home Factory MND, Hemet, CA
- Housing Element Update ND, Downey, CA
- General Plan Update EIR, Whittier, CA
- Queen of the Valley Hospital Specific Plan EIR, West Covina, CA
- Community Soccer Park IS/MND, Colton, CA
- General Plan EIR, Jurupa Valley, CA
- World Logistics Center Specific Plan EIR, Moreno Valley, CA
- Los Alamos Hills Master Plan and EIR for Park and School Facilities, Murrieta, CA
- Marketplace at Main Street Project EIR, Corona, CA
- West Fontana Logistics Center EIR, Fontana, CA
- North Business Park Specific Plan EIR, Westlake Village, CA
- Paradise Knolls Specific Plan EIR, Jurupa Valley, CA
- Limonite Avenue Widening, Bain to Homestead IS/MND, Jurupa Valley, CA
- Space Center Industrial Project EIR, Jurupa Valley, CA
- Gateway South Building 5 MND Addendum, San Bernardino, CA

Cameron Hile

MIG

SENIOR PROJECT MANAGER, SENIOR ANALYST | MIG

EDUCATION

- MS, Urban and Regional Planning, California State Polytechnic University, Pomona
- MA, Political Science, Colorado State University
- BA, Political Science, San Diego State University, California

PROFESSIONAL AFFILIATIONS

- American Planning Association
- Association of Environmental Professionals
- Cal Poly Pomona Graduate Planning Student Association

Cameron Hile is an accomplished environmental project manager who integrates his knowledge of public and environmental policy and planning to support responsible development and improve the interface between human and natural environments. Cameron has successfully applied his expertise and writing skills to develop and prepare a variety of environmental documents, such as Initial Studies, Negative Declarations, Mitigated Negative Declarations, EIR Addenda, and Air Quality Analyses. Understanding that his work can have positive impacts on communities for decades, he constantly seeks to learn and find new ways to innovate and contribute to project success. With over 12 years of experience, Cameron communicates easily with all project stakeholders and carefully plans for contingencies to facilitate a smooth and straightforward planning process. Along with his knowledge and skills, he brings integrity and diligence to each project—preparing legally defensible documents through an efficient, open, and meticulous process of research, analysis, and feedback.

SELECTED PROJECT EXPERIENCE

- FedEx Distribution Facility Expansion, Fontana, CA
- Rosemead Garvey Avenue Specific Plan EIR, Rosemead, CA
- Whittier General Plan Update EIR, Whittier, CA
- South Alhambra Blvd. Senior Housing IS/MND, Monterey Park, CA
- San Gabriel Valley Water Company Plant M4 IS/MND, Montebello, CA
- Covina Town Center Specific Plan EIR, Covina, CA
- Downey Parks and Recreation Park Renovation CEQA Analyses, Downey, CA
- Cutter Way Live-Work Development IS/MND, Covina, CA
- Flair Spectrum Mixed-Use EIR, El Monte, CA
- Gelson's Manhattan Beach Peer Review Services, Manhattan Beach, CA
- Santa Fe Springs General Plan and Targeted Zoning Code Update, Upland, CA
- Puente Hills Habitat Preservation Authority User Survey, Whittier, CA
- Smoky Hollow Specific Plan Update EIR, El Segundo, CA
- AltaMed Corporate Headquarters Rehabilitation Project IS/MND, Commerce, CA
- Sheila Street Warehouse Project Peer Review Services, Commerce, CA

Erik Jansen

MIG

DIRECTOR OF BIOLOGICAL SERVICES | MIG

EDUCATION

- MS, Wildlife, Aquatic, and Wildlands Science and Management, Texas Tech University
- BS, Wildlife Management and Conservation, California State Polytechnic University, Humboldt

CERTIFICATIONS

- Birchdale Ecological, Bat Acoustic Monitoring Certificate
- Wetlands Training Institute, Wetlands Delineation Certificate with Arid West Supplement

PROFESSIONAL AFFILIATIONS

- Audubon Society
- Backcountry Hunters & Anglers
- California Native Plant Society
- The Wildlife Society

As Director of Biological Services, Erik Jansen provides technical oversight, quality control and assurance, client and stakeholder management, and business support and direction for MIG's Northern California offices. With over two decades of experience, Erik is a seasoned ecologist who has led natural resource planning, compliance, and research projects throughout the Western United States. Although he has worked extensively in renewable energy development and other energy sectors, his technical knowledge and management experience extends to forestry and rangeland management, as well as the human-built environment including transportation and infrastructure projects. Erik's ability to synthesize complex data and collaborate across disciplines enables him to effectively communicate across diverse audiences. He conveys complex ideas in a very relatable way and is committed to helping clients successfully achieve a balance between project objectives, regulatory compliance, and environmental responsibility.

SELECTED PROJECT EXPERIENCE

- San Felipe Road Monitoring and Reporting, San Jose, CA
- Cordilleras Road Subdivision Biological Resources Assessment, Emerald Hills, CA
- Badger Mountain Solar Energy Project, Douglas County, WA *
- Bakeoven Solar Project, Wasco County, OR *
- Blythe and McCoy Solar Projects, Riverside County, CA *
- Boardman Solar Energy Project, Morrow and Gilliam County, OR *
- Boardman to Hemmingway Transmission Line, ID and OR *
- Boundary Dam Relicensing Project, Pend Oreille County, WA *
- China Mountain/Browns Bench Wind Project, Elko County, NV *
- Fountain Wind Energy Project, Shasta County, CA *
- Goose Prairie Solar Project, Yakima County, WA *
- Horse Heaven Renewable Energy Center, Benton County, WA *
- Jordan Cove Energy Project, Coos County, OR *
- Las Camas Solar Energy Project, Merced County, CA *
- Leaning Juniper II Wind Power Facility, Gilliam County, OR *
- Lund Hill Solar Energy Project, Klickitat County, WA *
- Manzana Wind Project, Kern County, CA *
- Middle Mile Broadband Initiative, Marin to Humboldt County, CA *
- Montague Wind Power Facility, Gilliam County, OR *

** Project completed prior to joining MIG*

Kevin Shannon

MIG

SENIOR PLANNER | MIG

EDUCATION

» BA, Economic Geography California State University, Northridge

Kevin Shannon has over 30 years of experience in planning and environmental review. He is experienced in processing entitlement projects, including surface mining permits, and in managing a broad spectrum of environmental documentation for private- and public-sector clients. He has worked with project sponsors, stakeholders, and subconsultants regarding entitlements; prepared scopes of work, schedules, and fees; and conducted technical study peer reviews.

Kevin's accomplishments include providing entitlements to private applicants; developing environmental documentation for relocation of a radio station transmitting tower array and other projects; preparing an entitlement feasibility study for a proposed interstate freeway media sign; and preparing environmental documentation for a controversial proposed ready-mix cement plant in an urban infill site.

SELECTED PROJECT EXPERIENCE

» The Retreat Senior Residential Community IS/MND, Orange County, CA

» Orange County Housing Element Update ND, Orange County, CA

» Orange County Local CEQA Procedures Manual—Principal Author, Orange County, CA

» Mile Square Park EIR Quality Assurance Peer-Review, Orange County, CA

» In-N-Out IS/MND Quality Assurance Peer-Review, Orange County, CA

» Orange County Civic Center Master Plan and EIR Quality Assurance PeerReview, Orange County, CA

» Fairlynn Residential Condominiums IS/MND Quality Assurance Peer Review, Orange County, CA

» Westminster Flood Risk Hazard Study EIR/EIS Quality Assurance Peer Review, Orange County, CA

» Talbert Park, IS/MND Quality Assurance Peer-Review, Orange County, CA

» OC Loop Bikeway Project, IS/MND Quality Assurance Peer Review, Orange County, CA

» Brea Canyon Road Widening Project EIR Quality Assurance Peer Review, Orange County, CA

» Government-to-Government Consultations with Native American tribes on Orange County Development, Infrastructure, and Parks Projects implementing the Tribal Cultural Resources component the California Environmental Quality Act, Orange County, CA

» Cerritos Homes Residential Infill Zoning Compliance Memorandum to County Attorney, Orange County, CA

Kasey Kitowski

MIG

AIR QUALITY AND NOISE ANALYST | MIG

EDUCATION

- BS, Environmental Policy Analysis and Planning, University of California, Davis

Kasey Kitowski is a highly skilled environmental planner and analyst who has contributed their specialized expertise in air quality and noise to a wide range of projects from public infrastructure and transportation to parks and open space. An abiding interest in environmental issues led to their degree in environmental policy and continues to motivate their work in a fast-paced and ever-changing field. Kasey's in-depth knowledge and meticulous attention to detail result in meeting client objectives for compliance while protecting community air and noise resources in the context of a changing climate. Their ability to analyze and synthesize data from multiple sources produces clear, well-articulated air quality, climate change, and noise analyses. Kasey is inspired by opportunities to work on projects that have tangible, measurable impacts—developing feasible resource protection strategies that provide environmental benefits and facilitate effective project implementation.

SELECTED PROJECT EXPERIENCE

- Costco Expansion IS/MND, Chino Hills, CA
- West Hollywood Climate Action Plan Update and CEQA Review, West Hollywood, CA
- Standard Works Project, El Segundo, CA
- San Carlos 405 Industrial Road CEQA, San Carlos, CA
- San Carlos General Plan Update and Zoning Amendment, San Carlos, CA
- Lake Elsinore General Plan Update EIR, Lake Elsinore, CA
- Watsonville - Ohlone Parkway East/West, Watsonville, CA
- Santa Fe Springs General Plan and Targeted Zoning Code, Santa Fe Springs, CA
- Oxnard Campus Park Design, Oxnard, CA
- San Pablo Avenue Specific Plan Update, El Cerrito, CA
- Freedom Circle Focus Area Plan, Santa Clara, CA
- Rustin Warehouse, Riverside, CA
- Marin County Housing and Safety Elements, Marin County, CA

William Deeman

MIG

AIR QUALITY, GREENHOUSE GAS, AND NOISE SERVICES ANALYST | MIG

EDUCATION

- MS, Atmosphere, Ocean and Climate, University of Reading
- BS, Mathematics, Imperial College London

William Deeman brings scientific knowledge and dexterity with details to his work as an analyst of air quality, greenhouse gas (GHG), energy, and noise impacts. His background in geophysical fluid dynamics, oceanography, meteorology, and climate science further cemented his commitment to minimizing climate change one project at a time—with a cumulative effect that makes a difference. William appreciates "getting into the weeds" with the intricate, in-depth analysis required in environmental planning. His adaptability and ability to learn quickly serve him well as regulations, processes, technology, and the science itself change regularly. William assists in data collection and preparation of technical analyses in the areas of air quality, GHG, energy, and noise. He assesses project impacts and their level of significance to recommend viable mitigation strategies to clients, stakeholders, and colleagues. The rigor and attention William applies in each project help establish confidence in the accuracy and reliability of MIG's analysis and reporting.

SELECTED PROJECT EXPERIENCE

- San Pablo Ave Specific Plan Update Supplemental Environmental Impact Report (EIR), El Cerrito, CA
- Ontario PUD Health Risk Assessment, Ontario, CA
- Clayton Housing Element Final EIR, Clayton, CA
- St. Luke's Use Permit Modification Noise Study, Sunnyvale, CA
- Santa Clara 3301 Olcott CEQA Environmental Checklist IS, Santa Clara, CA
- Citrus Industrial Building Project Air Quality/Health Risk Assessment, Greenhouse Gas/Energy, and Noise Technical Reports, Fontana, CA
- Boyle Southeast Industrial Building Project Air Quality/Health Risk Assessment, Greenhouse Gas/Energy, and Noise Technical Reports, Fontana, CA
- Ohlone Parkway East 100 Manabe Ow Road CEQA AQHRA, Watsonville, CA

Miguel Núñez, AICP

PRINCIPAL | FEHR & PEERS

Miguel Núñez, AICP, brings over 18 years of experience in transportation planning, leading impactful projects that enhance mobility and safety. His work on development projects and regional planning has helped communities progress desired development projects, creating cleaner and more resilient land use and transportation connections for local stakeholders. His local experience includes guiding the City of Carson General Plan and conducting a VMT study for the Panattoni warehouse, providing data-driven strategies to support sustainable development and transportation efficiency.

EDUCATION

- MA, Urban Planning, University of California Los Angeles
- BA, Political Science, University of California Los Angeles

REGISTRATIONS

- American Institute of Certified Planners (024917)

SELECTED PROJECT EXPERIENCE

- City of Carson SB 743 Implementation, Carson, CA
- City of Pico Rivera SB 743 Implementation, Pico Rivera, CA
- City of Whittier SB 743 Implementation, Whittier, CA
- City of Vernon Sustainability Plan, Vernon, CA
- City of Cudahy General Plan Circulation Element, Cudahy, CA
- Gateway Cities Council of Governments CAP, CA
- South Bay Council of Governments CAP Framework, CA
- Westfield West Covina Traffic Impact Report, West Covina, CA
- Wilmington Waterfront Traffic Study, Los Angeles, CA
- 401 San Fernando Mixed Use Project Traffic Study, Burbank, CA
- McGaelic West Light Industrial Project, Santa Paula, CA
- East Area 1 and 2 Annexation Traffic Impact Study, Santa Paula, CA

Michael Kennedy, AICP, LEED AP

PRINCIPAL | FEHR & PEERS

Michael Kennedy is a Principal at Fehr & Peers and leads the Long Beach office with nearly two decades of experience in long-range planning, environmental analysis, transit planning, and pedestrian and bicycle planning. He was previously the project manager for the Waterfront Revitalization Project EIR traffic study, the Redondo Beach Harbor/Pier Zoning Amendments traffic study, as well as the Shade Hotel Redondo Beach traffic study. His work helps clients balance access, safety, and sustainability in complex, evolving environments.

EDUCATION

- Master of Urban and Regional Planning, California State Polytechnic University, Pomona
- BA, Wesleyan University, Middletown, CT

REGISTRATIONS

- American Institute of Certified Planners (AICP)
- Leadership in Energy and Environmental Design Accredited Professional (LEED AP)

SELECTED PROJECT EXPERIENCE

- PLAN Redondo, Redondo Beach, CA
- 100-132 Catalina Ave Project, Redondo Beach, CA
- Artesia – Aviation Corridors Area Plan, Redondo Beach, CA
- Redondo Beach SB 743 Implementation, Redondo Beach, CA
- Beach Cities Health District Campus Plan EIR, Redondo Beach, CA
- Beach Cities Health District Bicycle Path Design, Redondo Beach and Torrance, CA
- LA Metro C (Green) Line Extension to Torrance EIR & Advanced Conceptual Engineering (ACE), Lawndale, Redondo Beach, and Torrance, CA
- Waterfront Revitalization Project, Redondo Beach, CA
- Harbor/Pier Zoning Amendments Study, Redondo Beach, CA
- Shade Hotel Traffic Study, Redondo Beach, CA

Fatemeh Ranaiefar, PHD

SENIOR ASSOCIATE | FEHR & PEERS

Fatemeh Ranaiefar is a senior associate based locally in the Fehr & Peers Long Beach office. She specializes in transportation modeling, transportation data analytics, developing performance measures, and building decision support tools for prioritizing projects to address transportation issues. She currently leads the firm's internal research and development freight discipline group. Fatemeh has experience managing large-scale projects involving coordination with various groups of public and private stakeholders and community organizations. She also managed/or served as task lead for several statewide, regional, and multi-jurisdiction corridor studies, impact fee programs, truck route study, travel demand model development, traffic forecast, goods movement plan, truck parking study, origin-destination study, and National Cooperative Highway Research Programs studies.

EDUCATION

- PhD, Transportation Science, University of California, Irvine
- MS, Industrial Engineering/ System Engineering, TMU, Tehran, Iran
- BS, Industrial Engineering, Tehran, Iran

SELECTED PROJECT EXPERIENCE

- Caltrans Freight Mobility Plan, Statewide, CA
- Caltrans Southern California Freight Plan, Southern CA
- Long Beach Via Oro Traffic Study, Long Beach, CA
- Long Beach Pier Wind Terminal, Long Beach, CA
- City of Long Beach 4000 Via Oro, Long Beach, CA
- Goodman Commerce Center TIA, Long Beach, CA
- Port of Long Beach Community Impact Study, Long Beach, CA
- Port of Long Beach Master Plan Update, Long Beach, CA
- SCAG Strategic Freight Plan, SCAG Region, CA
- SCAG Goods Movement Community Impact Study, SCAG Region, CA

Sample Peer Review

MIG has performed several CEQA peer reviews as part of our on-call contract with the City of Commerce, including for the 7400 Slauson Avenue Industrial Project. This project is located at the intersection of Slauson Avenue and Greenwood Avenue and is immediately adjacent to residential uses on two sides. This interface between industrial and residential land uses is similar to what exists in the northern portion of the City of Gardena. As such, this project represents an example of a CEQA peer review for a type of project or projects that could potentially occur in Gardena in the future and that the City would likely want to have reviewed by a third party.

Sample Peer Review Document

7. Fees/Cost

As requested in the RFQ, this section is uploaded separately

8. Additional Information

Summary of Insurance Coverage

MIG currently maintains the following levels of insurance coverage:

- General Liability: $1,000,000 per occurrence, $2,000,000 aggregate, and $10,000,000 umbrella.
- Professional Liability: $5,000,000 per claim and $5,000,000 aggregate
- Automobile Liability: $1,000,000 per accident
- Worker's Compensation: $1,000,000 per accident

A Certificate of Insurance can be provided upon request.

Cover Page

Request for Qualifications (RFQ)

Environmental Consulting Services
No.2026-03PL

Submitted To:

City of Gardena
Jo-Anne Burns, Assistant Director of Community Development
1700 West 162nd Street
Gardena, California 90247

Submitted By:

Rincon Consultants, Inc.
180 North Ashwood Avenue
Ventura, California 93003
(805) 644-4455
www.rinconconsultants.com

Primary Contact:

Name: Susanne Huerta, AICP, Project Manager
Title: Project Manager
Email: shuerta@rinconconsultants.com
Phone: 213-797-5859

Date Submitted:

October 30, 2025

Authorized Signature:

Susanne Huerta
Project Manager
Rincon Consultants, Inc.
Date: 10/30/25

City of Gardena

Statement of Qualifications for Environmental Consulting Services

Gardena, California • October 30, 2025

RINCON CONSULTANTS

Rincon Consultants, Inc.
250 East 1st Street, Suite 1400
Los Angeles, California 90012
213-788-4842

1 Cover Letter

October 30, 2025

Jo-Anne Burns, Assistant Director of Community Development
Community Development
City of Gardena
1700 West 162nd Street
Gardena, California 90247

Subject: Statement of Qualifications for Environmental Consulting Services

Dear Ms. Burns:

As the **City of Gardena (City)** advances its efforts to streamline processing of projects under the California Environmental Quality Act (CEQA) and establish a trusted list of pre-qualified environmental consulting partners, **Rincon Consultants (Rincon)** offers the expertise and partnership to support the City's goals. We understand the City's goal of improving efficiency and providing high-quality, defensible environmental documents for private development projects. Through our regional experience, comprehensive in-house capabilities, and proactive approach to legislative and procedural changes, Rincon offers the expertise and insight necessary to be an effective, long-term partner to the City.

Why Rincon?

- **Southern California Experience.** Rincon has extensive experience working with jurisdictions throughout Southern California, including El Segundo, Long Beach, and San Pedro. Our familiarity with local planning practices, development contexts, and agency expectations allows us to deliver context-sensitive, efficient service aligned with the City's needs.
- **CEQA Streamlining.** Rincon is at the forefront of CEQA streamlining tools and legislative implementation. Our team has prepared Sustainable Communities Project Exemptions, Sustainable Communities Environmental Assessments, Appendix N documents, CEQA statutory and categorical exemptions, and coordinated their associated CEQA processes. We also have a deep understanding about different forms of streamlining and exemptions, including Assembly Bill (AB) 130, Senate Bill (SB) 131, SB 79, SB 35/423, and "Common Sense" exemptions. This expertise translates directly into time and cost savings for cities and project applicants.
- **In-House Technical Services.** Rincon provides nearly all environmental disciplines required by the City's Request for Qualifications in-house, enabling consistent quality, efficient coordination, and responsive project delivery. Where specialized transportation support is needed, we work seamlessly with trusted subconsultants to ensure complete coverage.
- **Strong Quality Assurance/Quality Control (QA/QC) and Staff Support.** Rincon regularly functions as an extension of municipal staff, providing project management, peer review, and ongoing coordination. Our proven QA/QC procedures and experienced team deliver defensible documents, adherence to schedules, and reliable communication throughout each assignment.

Our Commitment

Rincon understands the City's priorities: timely and accurate environmental review, high-quality CEQA and National Environmental Policy Act (NEPA) documents, strong project management, and knowledgeable staff familiar with local conditions. We are prepared to support the City on an as-needed basis with scalable resources, streamlined processes, and a dedicated team that is responsive and collaborative. We are committed to being a trusted, solutions-oriented partner.

Rincon welcomes the opportunity to contribute to the City's environmental review efforts and support its vision for efficient, high-quality development processing. Thank you for considering our qualifications. Please feel free to contact us with any questions.

Sincerely,
Rincon Consultants, Inc.

Susanne Huerta, AICP | Project Manager
shuerta@rinconconsultants.com
250 East 1st Street, Suite 1400
Los Angeles, California 90012
213-797-5859

Contact for Clarification

Danielle Griffith | Principal-in-Charge
dgriffith@rinconconsultants.com
Authorized to contractually obligate and negotiate on behalf of Rincon

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Appendices

Appendix A Resumes
Appendix B Peer Review Example

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3 Scope of Services

CEQA/NEPA Strategy

Rincon Consultants (Rincon) supports agencies and applicants through all levels of the California Environmental Quality Act (CEQA) process, as well as compliance with the National Environmental Policy Act (NEPA). This work includes reviewing project documents, coordinating with lead and regulatory agencies, preparing technical reports, and participating in public meetings and hearings.

For the CEQA process, this task typically starts with a review of the *CEQA Guidelines* to assess whether a project is exempt from more detailed environmental review. Rincon has extensive experience preparing comprehensive analyses to justify the eligibility of projects for a categorical exemption under Section 15300 of the *CEQA Guidelines*. For projects that do not qualify under a Categorical Exemption, we are adept at preparing other exemption documents, including:

- Affordable housing exemptions under *CEQA Guidelines* Section 15194
- Residential infill exemptions under *CEQA Guidelines* Section 15195
- Sustainable Communities Project Exemptions (SCPE) under CEQA Statute 21155.1
- *CEQA Guidelines* Appendix N: Infill Environmental Checklist Forms

With the support from our in-house legal counsel, Rincon also works with clients to navigate the recent addition of exemption options under Assembly Bill 130 and Senate Bill (SB) 131, signed into law on June 30, 2025. Furthermore, we understand the ministerial exemptions under SB 35/423 and SB 4, as well as the streamlining and CEQA processes for certain projects under the recently adopted SB 79.

In non-CEQA exempt cases, we prepare an Initial Study Checklist under *CEQA Guidelines* Appendix G to determine the appropriate environmental clearance document under CEQA. For projects where all impacts can clearly be mitigated and where there is not a strong base of public controversy, a negative declaration (ND) or mitigated negative declaration (MND) is prepared. For projects that may result in a significant impact, an environmental impact report (EIR) is typically the appropriate CEQA document, although Rincon has also prepared sustainable communities environmental assessments for projects that qualified as transit priority projects under the Southern California Association of Governments' Sustainable Communities Strategy. The sustainable communities environmental assessment allows for a 30-day review period but provides more legal protection than an MND due to a project's compliance with the applicable Regional Transportation Plan/Sustainable Communities Strategy.

When an EIR is required, we use the Initial Study Checklist and scoping process to focus the document on impacts that can potentially result in significant impacts, as well as the issues that are anticipated to be focused on by the public. For program-level EIRs, we aim to prepare a document that includes comprehensive impact analyses and mitigation measures that allow for streamlining under the program EIR for reasonably anticipated projects.

Similarly, for the NEPA process, federal agency consultation will be required to determine the appropriate NEPA pathway. Documentation may involve categorical exclusions (subject to or not subject to Section 58.5), Environmental Assessments (EAs), or Environmental Impact Statements (EISs). In some cases, CEQA and NEPA apply to a project, and a joint CEQA/NEPA document may be appropriate. In other cases, federal lead agencies prefer to process final review documentation after the CEQA environmental review is finalized.

Scope of Work

CEQA and NEPA are core business areas for Rincon, and our firm has provided environmental consulting services for over 30 years. Rincon project managers and analysts are skilled at assisting agencies in not only meeting the legal requirements of the CEQA and NEPA processes, but also ensuring a project is consistent with a City's ordinances and codes and the relevant standards of other local and state agencies (e.g., County of Los Angeles, California Department of Transportation [Caltrans], Regional Water Quality Control Board [RWQCB], California Department of Fish and Wildlife [CDFW], and United States Army Corps of Engineers [USACE]).

We understand the need to integrate with City staff in conducting the environmental review process. We will provide regular progress reports on work status, as well as the budget and schedule tracking. Our teamwork approach allows a City direct access to strong technical expertise, and our local experience provides understanding of community issues and local political concerns. Our firm has successfully prepared hundreds of CEQA and NEPA documents for agencies throughout California. We are equipped to assist the City of Gardena (City) with preparation and processing of environmental review documents, including the following:

- Initial studies addressing the *CEQA Guidelines* environmental checklist with a focus on resources specific to the City
- Notices of Preparation (NOPs)
- Notices of Intent
- Notices of Availability
- Notices of Determination (NODs) or Exemption
- Categorical and statutory exemptions
- NDs and MNDs
- EIRs, including Program, Focused, Master, and Staged EIRs
- Sustainable Communities Environmental Assessments and Exemptions
- Mitigation Monitoring and Reporting Programs (MMRPs)
- Response to Comments
- Statement of Overriding Considerations
- NEPA compliance documents
- Statutory worksheets
- Technical studies for air quality, biological and cultural resources studies, greenhouse gas (GHG) emissions, noise, and water supplies
- Phase I and II Environmental Site Assessments
- Sustainability services, including climate action planning, GHG inventories and reduction strategies, and LEED consulting services
- Facilitation and leading scoping meetings and public hearings

Our work products will meet the requirements of the *CEQA Guidelines*, California planning and zoning law, and other relevant statutes, such as the National Historic Preservation Act.

> **Rincon provides exceptional environmental consulting services to the City of Calimesa. The City is rapidly developing and has significant environmental consulting needs for multiple large, complex projects. Rincon's team offers excellent project management and CEQA/technical expertise, including biological resources and MSHCP support. Rincon also consistently goes above and beyond with responsiveness, collaboration, and meeting project schedules. This contract has exceeded expectations by providing Calimesa with dedicated, trusted advisors that are accessible, knowledgeable, and a pleasure to work with.**

Kelly Lucia, Planning Director
City of Calimesa

The following are typical procedures for peer reviews and environmental documents under CEQA and NEPA.

Peer Review of Applicant Assessments

Rincon provides technical peer review services for public agencies throughout California. When Rincon is not preparing technical studies directly, our team of technical experts supports City staff by ensuring applicant-prepared technical reports are thorough, accurate, and defensible. We confirm regulatory compliance, identify potential deficiencies, and strengthen the overall CEQA record.

These reviews often include assessments related to air quality/GHG emissions, health risk, biological and cultural resources, Phase I environmental site assessments, and noise, among other specialized areas. Rincon's in-house review emphasizes appropriate methodologies and assumptions, adherence to regulatory standards, accuracy and completeness of findings, and the appropriateness of recommended mitigation. We also flag issues of internal inconsistency and potential bias, ensuring that technical studies withstand the high level of scrutiny CEQA documents often receive.

Our approach supports early identification of technical disagreements, additional data needs, and critical path items, leading to smoother project delivery and more defensible environmental documents.

- **Task 1: Technical Study Review.** Rincon's subject matter experts will review applicant-prepared technical studies for accuracy, methodology, adherence to standards, and appropriateness of conclusions and mitigation.
- **Task 2: Peer Review Memorandum.** For each technical study reviewed, Rincon will prepare a memorandum that summarizes our methodology, identifies issues requiring resolution, outlines data gaps, and lists critical path items for completion of CEQA documentation.
- **Task 3: Coordination with City Staff.** Following preparation of the memorandum, Rincon's project manager will meet with City staff to discuss findings, confirm key issues, and develop a plan to resolve outstanding items efficiently.
- **Task 4: Documentation and Resolution.** Rincon will work with City staff to finalize peer review findings, resolve outstanding issues, and ensure technical studies provide a complete, accurate, and defensible basis for CEQA determinations.

Alternatives under CEQA and NEPA

A reasonable range of alternatives will be identified during the process in concert with City staff and the federal lead, depending on the CEQA or NEPA document, respectively. For EIRs, evaluating alternatives typically includes less detail than required for NEPA documents. The analysis, whether CEQA or NEPA specific, will give decision-makers and the public adequate information to decide between alternatives. This section will also identify the "environmentally superior alternative." If the "no project–no building" alternative is deemed environmentally superior, the EIR will identify the alternative among the remaining scenarios.

Technical Studies

Our environmental planners and scientists are skilled in the preparation of a broad range of technical analyses and studies, including aesthetics, air quality, biological resources (wetland delineation, special-status species analysis), cultural and tribal cultural resources, health risk assessments, noise, GHG emissions, water supply assessments, and wildfire. Often, these studies are performed before finalizing a proposed project to assist project design teams in developing a project that avoids or minimizes significant environmental effects during the design phase. For example, our biological resources studies have included simple special-status species surveys used in site selection and feasibility, as well as more detailed protocol-level surveys to meet specific ordinance and permitting agency requirements (Caltrans, RWQCB, USACE, CDFW, etc.). Our environmental team also supports our clients with developing and implementing MMRPs, such as revegetation and habitat restoration, that may arise through the environmental planning process. Rincon has extensive experience preparing the various types of technical reports that the City might require under a contract for environment and impact analysis.

MND Process

- **Task 1: Kickoff Meeting.** A kickoff meeting will be held with City staff to confirm study objectives and approaches; discuss and submit a list of data needs, such as site plans and applicant-prepared studies; communication protocol; and schedule.
- **Task 2: Project Description.** The project description will be submitted within approximately two weeks of receipt of all data and information regarding the project.
- **Task 3: Administrative Draft MND.** The Administrative Draft MND will be prepared typically between four and six weeks, depending on the complexity of the project and the types of accompanying technical studies required.
- **Task 4: Public Review Draft MND.** Rincon will typically deliver the Public Review Draft MND within one to two weeks of receipt of comments on the Administrative Draft MND. Rincon will file the Notice of Intent with the County Clerk and State Clearinghouse, and the Public Review Draft MND will circulate for a period of 20 to 30 days.
- **Task 5: Final MND.** Rincon will prepare written responses and submit to staff for review within one to two weeks of receipt of all comments received during the public review period. Revisions will be made as necessary, and a final set of responses will be provided with the Final MND to be considered as part of project approval. The Final MND will typically be provided within one week of receipt of all City comments regarding the responses. The Final MND will be in the form of a single document that includes the Draft MND (with final revisions in track changes), mitigation measures, and MMRP, as well as all agency and public comments and responses to comments. If desired, we can also prepare CEQA findings for the project in conjunction with the Final MND. Within five days of project approval (if any), Rincon will file the NOD with the County Clerk and/or State Clearinghouse.
- **Task 6: Attend Public Hearings.** If requested, Rincon's Project Manager and/or Principal-in-Charge will attend the public meetings to support City staff in presenting and answering questions regarding the CEQA process. Rincon's technical experts and subconsultant staff can also attend as necessary to address specific issues of concern or controversy

For projects that do not result in potentially significant impacts that require mitigation measures, the ND process would be the same, except that an MMRP would not be prepared.

EIR Process

- **Task 1: Kickoff Meeting.** A kickoff meeting will be held with City staff to confirm study objectives and approaches; discuss and submit a list of data needs, such as site plans and applicant-prepared studies; communication protocol; and schedule.
- **Task 2a: Initial Study-NOP.** Rincon will prepare an Initial Study Checklist with supporting discussion, typically within three to four weeks from receipt of all data needs. The Initial Study will cover all items on the City's environmental checklist and will include facts and analysis to support all conclusions. Upon City approval of the Initial Study, we will circulate an NOP of a Draft EIR.
- **Task 2b: EIR Scoping Meeting.** If required, a scoping meeting will be held during the 30-day NOP period to introduce the community to the proposed project and obtain input on the EIR scope of work. (Note: scoping meetings are required only for "regionally significant" projects.)
- **Task 3: Technical Studies and Peer Reviews.** Rincon and our transportation subconsultant will prepare the technical studies within six to eight weeks of the kickoff meeting. If peer reviews of applicant-prepared documents are required, the memorandum will be prepared within two to four weeks of the kickoff meeting, depending on the complexity of the report(s).
- **Task 4: EIR Project Description.** Rincon will prepare a description of the proposal being analyzed in the EIR, including descriptions of the site and its location, project characteristics relevant to the EIR analysis, project objectives, and required discretionary approvals. This typically includes textual, tabular, and graphic presentation.
- **Task 5: Administrative Draft EIR.** Rincon will prepare an Administrative Draft EIR within six to eight weeks of release of the NOP. The EIR will include the following:
  - **Executive Summary.** Summary of the proposed project and associated environmental consequences presented in tabular format to simplify review by decision-makers and the public.
  - **Introduction and Environmental Setting.** Introductory sections (required by CEQA) lay the groundwork for and summarize the substantive analysis to follow; the introduction describes the purpose and legal authority of the study and provides a discussion of lead, responsible, and trustee agencies; the environmental setting provides a general description of the existing urban geographic character of the city and the site vicinity.
  - **Environmental Impact Analysis.** Analysis of impacts determined in the Initial Study to be potentially significant includes four main components:
    - **Setting.** Description of current conditions with respect to the issue in question, including the existing regulatory environment
    - **Impact Analysis.** Discussion of potentially significant effects of the proposed project, impacts are typically compared to established "thresholds of significance"
    - **Mitigation Measures.** Methods by which significant effects can be reduced or eliminated
    - **Level of Significance after Mitigation.** Discussion of whether proposed mitigation measures reduce impacts to below the adopted significance threshold
    - **Other CEQA-Required Discussions.** EIRs also include other discussions required by the *CEQA Guidelines*, including an analysis of potential growth-inducing impacts, a listing of significant irreversible changes, and a discussion of areas of public controversy.
    - **Alternatives.** See discussion below under *Alternatives under CEQA and NEPA*.
- **Task 6: Draft EIR.** Rincon will incorporate City comments on the Draft EIR and complete the Draft EIR, typically within two to three weeks. Rincon will file the Notice of Availability and circulate the Draft EIR for a period of 30 to 45 days.
- **Task 7: Final EIR.** Rincon will complete the Final EIR after the receipt of all written comments received during the review period. The Final EIR will consist of the comments, responses, and revisions to the Draft EIR (if warranted), and the MMRP. If desired and required, we will also prepare a CEQA Findings of Fact and Statement of Overriding Consideration for the project.
  - **Response to Comments.** Within two to three weeks of receipt of all comment letters on the Draft EIR, Rincon will submit a draft Responses to Comments. Within one week of receipt of City comments on the draft report, Rincon will prepare the Final Responses to Comments.

- **MMRP.** Concurrent with the Responses to Comments, Rincon will prepare an MMRP, which will be included in the Final EIR.
- **CEQA Findings of Fact.** If requested by City staff, Rincon will prepare the CEQA Findings of Fact as part of the Staff Report.
- **NOD.** Within five days of EIR certification and project approval (if any), Rincon will file the NOD with the County Clerk and/or State Clearinghouse.

- **Task 8: Attend Public Hearings.** Similar to MND process.

Approach to NEPA Document Preparation

Upon receiving an inquiry from the City on a particular project with federal agency involvement, an early step will be determining what level of NEPA review will be required specific to the federal lead's requirements. Rincon's project manager will obtain a detailed project description from City staff and consider the location, scale, and implementation time frame. Preliminary research on the site will be conducted, and existing technical studies and environmental documentation will be reviewed. The following is a typical set of steps that we would employ for an EA/Finding of No Significant Impact (FONSI) or an EIS process.

For current NEPA projects under other on-calls, we have submitted projects through the United States Department of Housing and Urban Development's online portal and Environmental Review Online System. As such, our team has been trained to use the Environmental Review Online System platform, and will be able to execute this task as a Partner User for City staff when necessary.

EA/FONSI Process

- **Task 1: Kickoff Meeting.** Similar to the MND process
- **Task 2: Administrative Draft EA/FONSI.** The Administrative Draft EA/FONSI will be provided within six to eight weeks of receipt of notice to proceed and approval of the project description. This process typically involves preparation of a Section 106 report for compliance with the National Historic Preservation Act.
- **Task 3: Public Review Draft EA/FONSI.** Rincon will deliver the Public Review Draft EA/FONSI within one to two weeks of receipt of comments on the Administrative Draft EA/FONSI.
- **Task 4: Final EA/FONSI.** Rincon will prepare written responses and submit them to City staff for review within seven days of receipt of all comments received after the closing of the public review period. The Final EA/FONSI will be provided within one week of receipt of all comments regarding the responses.

EIS Process

- **Task 1: NOI and Scoping Process.** Similar to the EIR process
- **Task 2: Scoping Meeting.** Similar to EIR process
- **Task 3: Description of Project Alternatives.** Similar to the EIR process, except that all potential alternatives will be described in an equal level of detail, as required by NEPA
- **Task 4: Administrative Draft EIS.** Similar to the EIR process, except that all potential alternatives will be analyzed at an equal level of detail, as required by NEPA
- **Task 5: Draft EIS.** Similar to the EIR process
- **Task 6: Final EIS.** Similar to the EIR process
  - **Responses to Comments/Preliminary Final EIS.** Similar to the EIR process
  - **Final EIS Publication.** NEPA requires a 30-day wait period for a Final EIS. The Final EIS will need to be made available for 30 days before the federal agency can make a final decision on the project. A formal comment period is not required for the Final EIS; however, the federal agency may choose to accept comments on the Final EIS, and such comments may be considered by the federal agency in developing the Record of Decision.
- **Task 7: Record of Decision.** The Record of Decision will be issued no sooner than 30 days after the approved Final EIS is distributed or 90 days after the Draft EIS is circulated.
- **Task 8: Attend Public Hearings.** Similar to MND process

4 Related Experience

Rincon's Approach

Rincon understands that the City is seeking a highly qualified and responsive consultant to provide on-call CEQA and environmental services for a wide range of private development and City-initiated projects. We recognize the City's need for a partner, who can deliver high-quality, legally defensible environmental documents, technical studies, and peer reviews efficiently, while coordinating closely with City staff and adhering to strict timelines. Our experience enables us to anticipate City needs, streamline project delivery, and provide consistency across assignments of varying size and complexity.

Rincon has supported numerous Southern California jurisdictions, including cities within the South Bay region and is familiar with the local environmental setting, CEQA procedures, and municipal expectations.

Our approach is rooted in proactive communication, technical accuracy, and schedule efficiency. At the start of each assignment, our Project Manager will meet with City staff to confirm scope, deliverables, and key milestones. By identifying potential issues early, we reduce the need for revisions and maintain momentum throughout the process. Whether an exemption justification memorandum, ND, MND, EIR, or peer review is prepared, we tailor each CEQA document to the project's characteristics and the City's procedural standards. Our team is expertly aware of CEQA and NEPA guidelines, current case law, and best practices, allowing us to prepare concise, defensible documents that clearly communicate findings to City staff, decision-makers, and the public. We balance thorough analysis with clarity and accessibility, maintaining legal defensibility without unnecessary complexity.

Rincon assigns a dedicated Project Manager as the single point-of-contact to ensure accountability, consistency, and timely communication. The Project Manager leads coordination with City staff, directs the technical team, and manages schedules and deliverables. Subject matter experts in air quality, GHG emissions, noise, biology, cultural resources, hazards, hydrology, land use, transportation, and other disciplines contribute focused analysis. Regular progress updates, collaborative document sharing, and version control tools ensure transparency and alignment with City expectations. Our team structure and staffing capacity allow us to manage multiple concurrent assignments and quickly respond when timelines are accelerated or when project needs evolve.

Rincon offers comprehensive in-house technical capabilities across all CEQA topic areas, reducing the need for external support and improving coordination. When specialized expertise is required, we engage previously vetted subconsultants, such as **Ganddini Group, Inc. (Ganddini Group)** and **Translutions, Inc. (Translutions)**. However, Rincon maintains full responsibility for scope, schedule, communication, and quality. The Project Manager oversees all subconsultant coordination to ensure seamless integration of work products and a cohesive final deliverable.

Above all, Rincon is committed to being a collaborative, long-term partner to the City. We pride ourselves on being accessible, solutions-oriented, and aligned with City goals. We understand the importance of public transparency, consistency in environmental documentation, and maintaining trust in the CEQA process. With our extensive local experience, multidisciplinary team, streamlined processes, and proven success on similar on-call contracts, Rincon will support the City in delivering efficient, defensible, and high-quality environmental consulting services.

Project Experience

Rincon brings decades of proven environmental consulting experience supporting cities across California with the preparation of CEQA documentation for residential, commercial, industrial, and infill development projects. Our team has **successfully completed initial studies, NDs, MNDs, EIRs, peer reviews, and technical analyses** for agencies with needs similar in scale and complexity to the City. **All projects undergo a rigorous Quality Assurance/Quality Control (QA/QC) process to ensure technical accuracy, internal consistency, and compliance with CEQA requirements.** We are known for our strong coordination with subconsultants, diligent QC protocols, and ability to deliver accurate documents on schedule and within budget. The following examples highlight our past performance on comparable projects and demonstrate our capacity to serve as a responsive, highly qualified partner to the City.

City of Santa Ana

On-Call Environmental Consulting Services

Santa Ana, California

Rincon has provided CEQA and NEPA documentation and consulting services to the City of Santa Ana for approximately 20 years and environmental site assessments for over 25 years. Under Rincon's on-call contracts with the Planning Division, Rincon has prepared various CEQA documents, including two EIR addenda for the First American Mixed-Use Project and 4th and Mortimer Project between 2019 and 2021, which tiered from the 2010 EIR for the Transit Zoning Code. In November 2023, Rincon was re-selected as an approved consultant for CEQA and NEPA services for projects managed by the City of Santa Ana's Planning Division. Under our on-call contracts with the Housing Division, Rincon has prepared numerous environmental assessments under NEPA, along with the required EA/FONSI, and categorical exclusions (subject to and not subject to Section 58.5) for affordable housing projects, rehabilitation projects, and capital improvement projects. As part of Rincon's most recent on-call with the Housing Division, active since August 2021, Rincon has prepared eight categorical exclusions subject to (CEST) Section 58.5, one categorical exclusion not subject to (CENST) Section 58.5, and four EA/FONSIs. Recent projects include:

- Santa Ana Main Library Window Repairs CEST
- Crossroads at Washington Project EA
- Santa Anita Park Improvements Phase I EA/FONSI
- Heninger Park Street Improvements Phase I CEST
- Heninger Park Street Improvements Phase II CEST
- Capital Improvements – Ivy Installation Project CENST
- Logan Center/Chepa's Park Redesign EA/FONSI

Rincon consistently meets project deadlines and maintains cost efficiency on all projects. Rincon's disciplined management, firsthand agency familiarity, and long-standing partnership with the City of Santa Ana enable us to deliver high-quality environmental documents on time and within budget.

Reference Information:
David Flores, Housing Programs Coordinator
City of Santa Ana
714-647-6561 | dflores@santa-ana.org

Dates: 2004 to Present (various projects completed in the last five years)

City of Long Beach

On-Call Environmental Services

Long Beach, California

Rincon has worked with the City of Long Beach since 2005 and has held an open services contract with the City of Long Beach since 2008 to provide environmental documentation for development projects. Projects include EIRs, initial studies, MNDs, EAs, and one SCPE for various commercial and residential developments, as well as City of Long Beach projects, such as the new Courthouse and Civic Center. In addition to documentation, Rincon has also performed technical studies for such issues as noise, air quality, historical, and hazards. The following are projects under the current contract:

- Fountain Street and Wehrle Court Family Housing Project SCPE and EA
- North Village Center Redevelopment Project EIR
- Dorado Residential Development Project EIR
- Civic Center Supplemental EIR
- Cerritos Bahia Marina Initial Study-Mitigated Negative Declaration (IS-MND)
- 3655 North Norwalk Boulevard Residential Development EIR
- Riverwalk Residential Development EIR
- Studebaker Tank Removal Project EIR
- The Pike Outlets Remodel IS-MND
- Pacific Pointe East Development EIR
- Press-Telegram Mixed Use Project EIR
- Thomas Safran Senior Housing Project EIR
- 2nd and Pacific Coast Highway Development Project EIR
- Auto Nation Automobile Auction EIR
- Plastic Bag Carryout Ordinance Addendum
- Long Beach Police Department Tunnel IS-MND
- Downtown Plan Final EIR Peer Review
- Pier S Marine Terminal and Backchannel Improvement Project EIR Peer Review
- Southern California International Gateway EIR Peer Review

Rincon consistently delivers documents on schedule and within budget. Rincon's ability to anticipate challenges, maintain responsiveness, and control costs has helped the City of Long Beach rely on Rincon as a trusted environmental partner for nearly two decades.

Reference Information:
Christopher Koontz, Deputy Director
City of Long Beach
562-570-6288 | christopher.koontz@longbeach.gov

Dates: 2008 to Present (various projects completed in the last five years)

City of Calimesa

As-Needed Environmental Consulting

Calimesa, California

The City of Calimesa began contracting Rincon in 2023 for environmental services related to all levels of CEQA documents from categorical exemptions, initial studies and MNDs, through EIRs and addenda thereof. Rincon is also contracted for all technical studies, including biological resources; Western Riverside County Multiple Species Habitat Conservation Plan consistency; cultural/tribal resources; paleontological resources; air quality, GHG emissions, and energy; noise; Phase 1 environmental site assessments; transportation (through subconsultants); visual quality analyses; and wildfire plans. Rincon currently serves as the City of Calimesa's objective third-party peer reviewer of all complex projects, particularly those with anticipated public opposition. Most recently, peer reviews of CEQA documents (both draft and final) and technical studies have included:

- Oak Valley North EIR
- Summerwind Ranch Specific Plan Amendment #5 EIR Addendum
- Interstate 10 Logistics Center Annexation EIR Addendum
- Riedman Tentative Tract Map 37802 MND
- Sartin Storage Yard IS-MND
- Summerwind Commons II Specific Plan #4 EIR Addendum
- Calimesa Boulevard Realignment EIR Addendum
- Calimesa Creek Stage III MND
- Rancho Citrus EIR Addendum

Other task orders requiring full preparation of CEQA documents and supporting technical studies included preparation of:

- Mesa Verde Specific Plan Subsequent EIR
- County Line Road RV Storage Facility MND
- Categorical exemption for a helicopter pad
- EIR consistency analyses for two proposed commercial developments within the Summerwind Ranch area of the Oak Valley Specific Plan
- Heights at Calimesa Specific Plan EIR
- Class 32 Infill categorical exemptions for a proposed fueling station/convenience store remodel and a cell tower

Services have also included regulated waters permitting for the County Line Road Improvements Project; regulated waters permitting for the Calimesa Creek Stage III Project; CEQA conformance reviews; miscellaneous peer reviews of projects that are not within the city but could impact the city primarily related to air quality, noise, and traffic. Rincon also participated in an educational workshop for the Planning Commission and City Councilmembers, specifically presenting on CEQA compliance and Multiple Species Habitat Conservation Plan consistency.

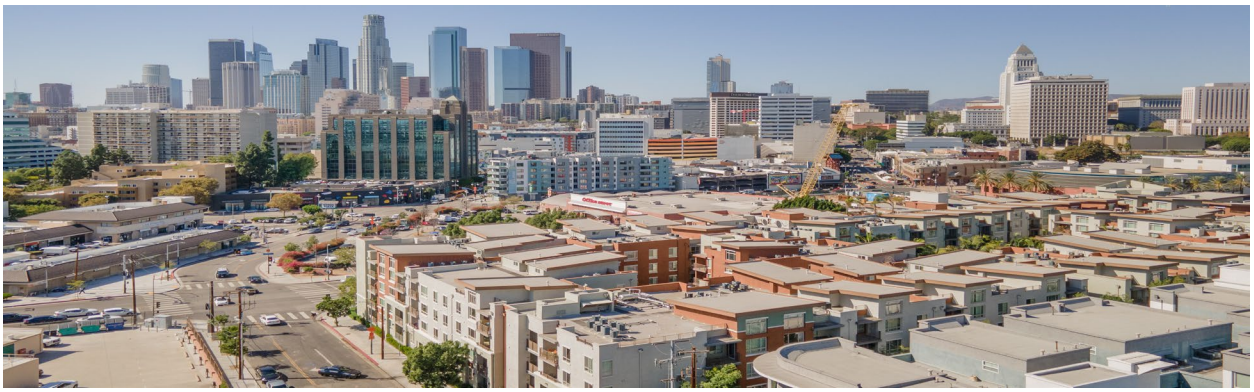
Reference Information:
Kelly Lucia, Planning Director
City of Calimesa
909-809-8778 | klucia@cityofcalimesa.net

Dates: 2023 to Present (various projects completed in the last two years)

Housing Authority of the City of Los Angeles

Rancho San Pedro Joint EIR/EIS Projects

Los Angeles, California



Rincon prepared a project-level joint EIR/EIS for the proposed One San Pedro Specific Plan, which would redevelop the existing Rancho San Pedro affordable housing community in order to improve the physical condition of the community and increase housing stock and amenities for residents. The project would include phased demolition of the existing 478-unit Rancho San Pedro complex, including 8,000 square feet of amenities, services and administration, and construction of new housing with a total of up to 1,600 multifamily residential units for mixed-income households, 85,000 square feet of services, amenities and administration, and 45,000 square feet of commercial/retail uses. In addition, improvements to the surrounding streets would be made to create new parking opportunities, expand multimodal access to the project area, and improve safety. Open spaces provided by the proposed project would include a pedestrian plaza at the intersection of Beacon Street and Second Street, a linear park throughout the site, and several other courtyards and community recreation spaces, totaling approximately 4.6 acres.

The development of the project would occur in three phases (Planning Areas) to minimize disturbance to existing residents. Initial phases would focus on replacement and expansion of the aging housing stock with the later phases dedicated to expansion of affordable units, community amenities, and services. For purposes of the environmental analysis and to provide a conservative analysis of environmental impacts, overall construction is estimated to take approximately 14 years, with construction activities occurring from 2024 to 2037. At the request of the client and in response to the need for flexibility in resident relocation, the availability of affordable housing funding, and project requirements resulting from future economic needs and demands, Rincon helped prepare two development phasing scenarios. Under the first scenario, development in each planning area would follow the maximum development standards established by the One San Pedro Specific Plan. The second scenario considers an approach in which development of Planning Areas I and II is intensified by up to 20 percent, with reduced development in Planning Area III, such that total development across the site would be the same under both development scenarios.

To maintain schedule and control costs over the 14-year timeline, Rincon tracks milestones, anticipates potential delays, and works closely with the client to align deliverables with funding availability and phasing needs, allowing for flexibility without scope creep. This approach ensures that the project remains on schedule, within budget, and consistent with client objectives, while maintaining the highest CEQA and NEPA standards.

Reference Information:

Zoe Kranemann, Development Officer
Housing Authority of the City of Los Angeles
213-760-9040 | zoe.kranemann@hacla.org

Dates: August 2020 to December 2024

City of Culver City

Density Bonus Ordinance and Subdivision Ordinance Updates

Culver City, California

Density Bonus Ordinance Update

The Density Bonus Ordinance update focuses on ways to increase the production of affordable housing in Culver City by going beyond state incentives. Strategies include tiered bonuses, where developers would get a higher bonus for the more units they provide, and additional bonuses for developments that provide other benefits, such as affordable units with at least three bedrooms, transit facilities, and publicly accessible open space, while not compromising on the need to provide affordable units.

Rincon initiated this effort by conducting outreach at the weekend-long La Ballona festival, three community outreach meetings in conjunction with the General Plan Update, and two Planning Commission workshops. In an effort to gain interest and data with an online survey, Rincon offered a raffle, providing gift cards from local businesses to those that took the survey. This effort resulted in over 100 surveys being tallied over the weekend-long festival.

Subdivision Ordinance Update

Rincon is updating the City of Culver City's Subdivision Ordinance to ensure it complies with applicable state laws, the current Subdivision Map Act, and facilitates streamlined review and approval of subdivisions consistent with the site plan review process, including processes and regulations to allow for small-lot subdivisions and ministerial approvals in sync with state law. Additionally, the Subdivision Ordinance effort will include Objective Design Standards and criteria for residential small-lot subdivisions.

Rincon prepared an ND for this ordinance as the update went beyond allowing just the small-lot subdivisions included in recent state laws (SB 684 and SB 1123) and allowing for additional small-lot subdivisions in certain multifamily zones. By removing these barriers to development and since this project was not mandated by the City of Culver City's Housing Element or recent General Plan Update, the ND was necessary. The project was approved by City Council in May 2025 and was completed under budget.

Reference Information:
Emily Stadnicki, AICP, Current Planning Manager
City of Culver City, Planning & Development Department
310-253-5727 | emily.stadnicki@culvercity.org

Dates: April 2023 to May 2025

City of Duarte

EIR and Technical Studies for the Andres Duarte School Project

Duarte, California

Rincon prepared an EIR and the supporting technical studies for the City of Duarte's Andres Duarte School Project, which involves demolition of an existing school campus and construction of 169 residential units and a 7-acre park. As the CEQA lead consultant, Rincon guided the project through all phases of environmental review, beginning with project initiation, data collection, and preparation of the Project Description.

Rincon conducted an Initial Study, circulated the NOP, supported the public scoping process, and prepared the Administrative Draft, Draft, and Final EIR in accordance with the *CEQA Guidelines*. The EIR addresses a wide range of environmental topics, including air quality and health risks, GHG emissions, biological and cultural resources, noise, transportation, utilities, and geology/soils. Rincon's in-house technical experts prepared the majority of the analyses, while **Ganddini Group** prepared the transportation impact analysis as a trusted subconsultant. Rincon coordinated closely with City of Duarte staff, the applicant's design team, and subconsultants to ensure technical accuracy, consistency between disciplines, and responsiveness to the City of Duarte's direction.

Rincon facilitated regular meetings with City of Duarte staff to discuss findings, maintain proactive communication, and ensure expectations are met. Rincon managed the public engagement components of the CEQA process, including preparation of scoping materials, attendance at public hearings, and development of responses to public and agency comments. Following completion of the Draft EIR, Rincon prepared the Final EIR, MMRP, and CEQA Findings, and assisted the City of Duarte through public hearings and filing of the NOD. The EIR process was completed in 12 months with the final cost below the contract amount.

This project demonstrates Rincon's ability to lead complex residential development CEQA efforts, coordinate multiple technical disciplines and subconsultants, maintain schedule commitments, and deliver high-quality environmental documents that support informed decision-making.

Reference Information:

Carig Hensley, Community Development Director
City of Duarte
626-357-7931 ext. 232 |
chensley@cityofduarte.ca.gov

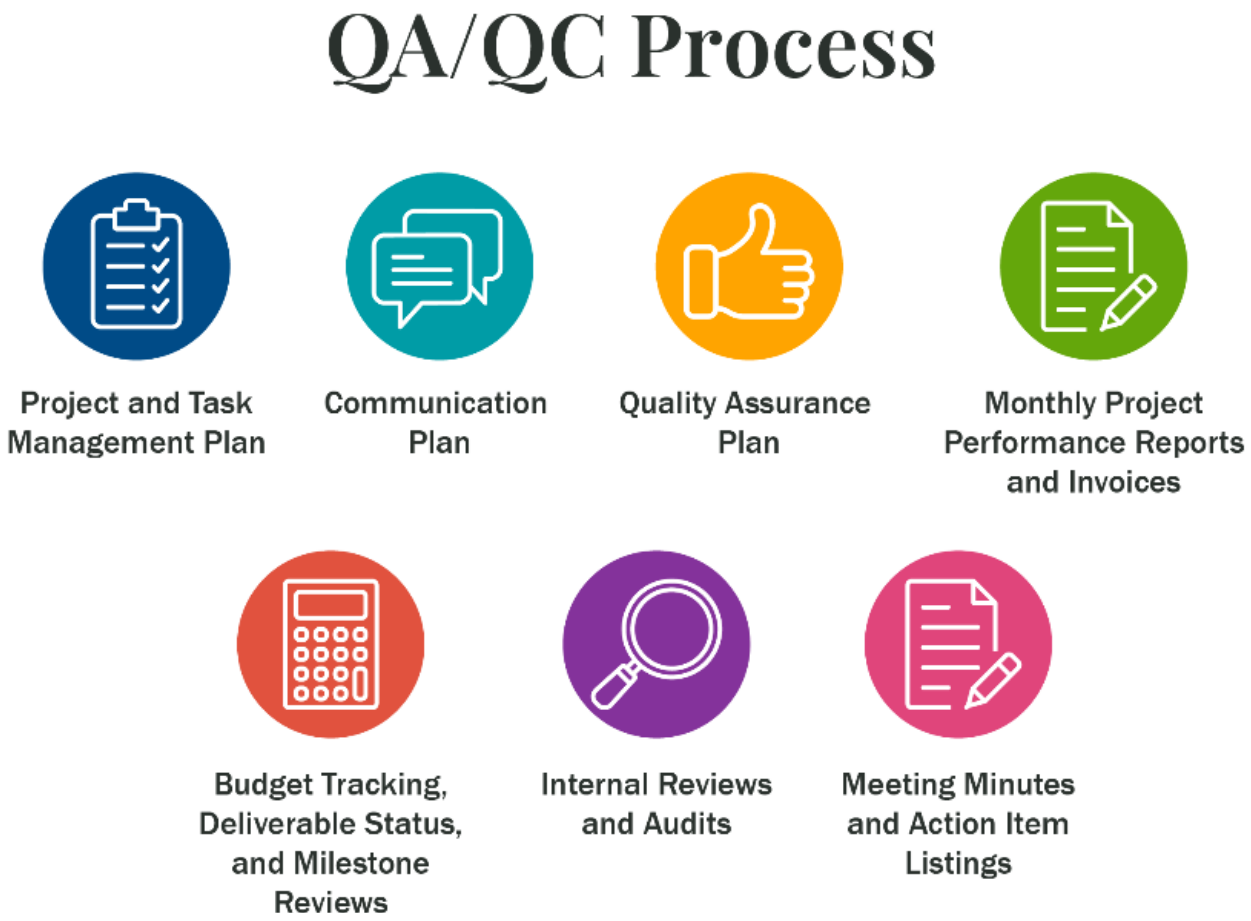
Dates: September 2024 to September 2025

Quality Assurance and Quality Control

With every project that Rincon manages, we endeavor to provide each client with a high-quality product that meets or exceeds expectations and for which all applicable professional standards and regulatory requirements are met. To meet this quality standard, QA/QC procedures are developed for each project at the planning stage, outlining the management techniques to be used. Adherence to these standard methods is particularly important due to the variety of properties, locations, and projects that may be included in this program. Consistency in project implementation can provide the City with confidence that the same quality and rigor of analysis will be delivered on every project, regardless of the location, size, scope, or technical complexity. Susanne Huerta will be the Primary Contact for the City and oversee the Rincon team to ensure consistency in project implementation and effective communication with regulatory agency personnel and other stakeholders, as appropriate.

Rincon's structured management of all development and long-range planning projects allows for successful delivery to our clients. The major components of our management program are as follows:

- Technical Direction and Control
- Communication and Documentation Procedures
- Cost and Schedule Control
- Project Reporting and Editorial Review
- Proactive Problem-Solving and Management



Technical Direction and Control

The consistent and effective application of QA/QC procedures is central to successful project/program delivery. The following sections discuss the primary principles and practices Rincon routinely implements to ensure that our contractual obligations to the client are met, that our work is conducted in a safe, efficient, and defensible manner, and that the final product of our efforts satisfy the needs of our clients. Rincon will provide the City with cost-effective, technically sound, and sustainable solutions to the City's environmental needs.

Communication and Documentation Procedures

Clear, concise, and thorough communication among team members is a critical component in the successful implementation of every project, regardless of size. Rincon's project management communication procedures are designed to accomplish the following objectives:

- Specify the formal communication and documentation procedures to be used by the team
- Institute a uniform method of recording actions and maintaining reference files
- Ensure appropriate data flow to and between team members
- Manage the flow of data from the field to the Project Manager

Each Project Manager is responsible for coordinating internal communication among the in-house team, as well as with the client. To facilitate coordination and communication among staff members, we will convene focused planning and coordination meetings/teleconferences using an agenda developed and circulated in advance. The Project Manager will convene these meetings to review work in progress, plans, and schedules, and to ensure effective communication among the project team and with the client. The objective of these meetings is to ensure that communication—internal and external—is clear and consistent.

Rincon has a formal process for tracking and disseminating information and data for all our projects. We employ a secure electronic, centralized recordkeeping system for all data relevant to the projects. The database is maintained by housing all the information in the central file dedicated to the project, with data back-up and security measures in place. Our method of electronic file organization allows team members to easily and remotely access the most up-to-date project information.

Project Reporting and Editorial Review

In-house, Rincon holds formal monthly status review meetings in which project analysts meet with the Project Manager for a technical, schedule, and budgetary assessment of progress. Monthly status reviews provide a continuing forum for mutual discussion and peer review of the quality of our work, often leading to important improvements in performance that results from the widest possible sharing of information. In addition to discussion of project issues, project managers conduct editorial reviews of the work produced to ensure concise and effective delivery of information.

Management of Subcontractors

Rincon has a long history of using subcontractors on assignments for any transportation/traffic, utility/sewer, and geotechnical analysis beyond our internal capacity. We have developed a comprehensive system for managing our subcontractors. Each subcontractor is issued a purchase order that states the scope of work, deliverables and due dates, and associated cost estimate. The purchase order also contains the required billing and progress reporting instructions. These purchase orders serve as our contracts with each of the subcontractors. In addition, project managers monitor the performance of each subcontractor. The monitoring activities include daily communication and monthly meetings. This combination of activities will assess the progress relative to schedule and budget and forecast work activities expected to occur during the next month.

The following section provides a summary of the qualifications and experience of our transportation subconsultants **Ganddini Group** and **Translutions**.

5 Subconsultants

Ganddini

Rincon has worked on multiple projects with the Ganddini Group for over 10 years.

The Ganddini Group is a technical consulting services firm dedicated to helping our clients succeed through a context-sensitive and cost-effective approach to every project. The Ganddini Group consists of licensed engineers and highly qualified environmental specialists, offering expertise in traffic engineering/transportation planning, acoustical engineering and vibration, and air quality/GHG and energy sciences, with an emphasis in the preparation of technical studies for CEQA documentation and local development review.

The Ganddini Group was founded by Giancarlo Ganddini in 2018 and has serviced over 600 projects since its founding. Drawing from a decade of experience in both small consulting firms and international multidisciplinary services firms, the Ganddini Group was founded with the goal of helping clients succeed by providing reliable, high-quality services in a cost-effective and professional manner.

The Ganddini Group is a California S Corporation and registered public works contractor with the California Department of Industrial Relations (#PW-LR-1000654944). Proudly serving California with headquarters in the City of Santa Ana, The Ganddini Group strives to continue building on trusted working relationships by applying professional expertise with integrity and with every effort to make a positive contribution to the projects and communities in which they are involved.

Technical Expertise

The Ganddini Group has the requisite expertise, technical capabilities, and licensing to provide the requested services in a professional and timely manner. Our senior personnel have over 75 years of combined experience supporting a range of projects at various stages of development, from early planning/due diligence through entitlements to operational review. With its founding Principal being a Registered Traffic Engineer since 2012, the Ganddini Group's core services has focused on traffic engineering and transportation planning.

The transportation team consists of licensed engineers and experienced transportation planners highly knowledgeable of industry standards, such as the *Highway Capacity Manual*, Caltrans' *Highway Design Manual*, *AASHTO Policy on Geometric Design of Highways and Streets*, *California Manual on Uniform Traffic Control Devices*, Institute of Transportation Engineers' *Trip Generation Manual* and *Parking Generation Manual*, and the Urban Land Institute's *Shared Parking*. Our technical knowledge is supplemented with professional knowledge of the latest software applications for traffic and parking analysis, such as Vistro, Synchro/SimTraffic, Highway Capacity Software, and Urban Land Institute's *Shared Parking*, as well as legacy software applications, such as Traffix.

Gandinni Group Staff

Giancarlo Ganddini | Principal Traffic Engineer

Giancarlo is the Principal-in-Charge who directs, reviews, and oversees the assignment and timely delivery of all services. He is a Registered Professional Engineer (Traffic) in the State of California, a nationally certified Professional Transportation Planner, and Past President of the Institute of Transportation Engineers for both the Western District and Southern California Section. He has managed the preparation of hundreds of studies involving traffic engineering analysis and transportation planning for a broad range of development and infrastructure projects, including vehicle miles traveled (VMT) and active transportation analysis in support of CEQA documentation.

Prior to founding the Ganddini Group, Giancarlo developed his technical expertise and project management competency at notable local and international engineering services firms, where he performed and directed work on numerous projects involving transportation analysis for both public and private sector developments throughout California, including traffic impact studies, peer reviews, Specific Plan and General Plan circulation updates, complete streets plans, and parking studies. He obtained a BS in civil engineering with a specialization in transportation systems engineering from the University of California, Irvine.

Translutions

Translutions is a solutions-oriented transportation planning and traffic engineering company, registered as a California S Corporation, and a Certified Small Business. Translutions act as partners with clients, communities served, and the environment.

Rincon has worked on multiple projects with Translutions for over 10 years.

Translutions provides context-sensitive transportation planning and traffic engineering services. A background in architecture, urban planning, and civil engineering provides Translutions with the skillset to address traffic engineering and transportation planning needs of public and private sector clients. Using this toolset, Translutions develops context-sensitive, and creative solutions for problems. Their background and experience with CEQA helps them take transportation and traffic expertise a step forward, allowing them the ability to bridge the gap between traditional traffic engineering and CEQA compliance. Translutions is one of the very few small businesses with full modeling capabilities in-house. With the passage of SB-743, Translutions helps several jurisdictions navigate these new requirements. They provide the following transportation services:

- Transportation Planning
- Transportation Modeling
- VMT Analyses
- Multimodal Operations Analysis
- Microsimulation

Translutions Staff

Sandipan Bhattacharjee | Traffic and Transportation Principal

Sandipan is a cofounder and Principal at Translutions. His primary responsibilities are to prepare technical analyses of land development and transportation infrastructure projects, including comprehensive traffic impact analyses, traffic operations analyses, and parking studies. Sandipan has worked in the Southern California region for over 15 years and has extensive experience in preparing traffic operations analyses for Caltrans and other metropolitan planning organizations. He is fully knowledgeable with the rules and regulations in the five-county Southern California Association of Governments region. Sandipan has led teams preparing traffic studies and multimodal analyses for various types of projects. Sandipan has extensive experience in preparing defensible transportation analysis for inclusion in CEQA documents. Sandipan has worked with several jurisdictions to help prepare and/or review proposed guidelines and implementation of SB 743 requirements, as well as all requirements under CEQA. He has advised several agencies on VMT guidelines and adoption of thresholds and has also presented at various events and webinars on transportation planning and CEQA.

6 Qualifications and Capabilities

Rincon's Qualifications

Rincon is a multidisciplinary environmental science, planning, and engineering consulting firm that provides quality professional services to government and industry. Our principal service is to provide environmental support and scientific research to create and sustain innovative solutions to natural resource, sustainability, and environmental impacts. Rincon prides itself on the considerable depth of its staff, which includes certified urban planners, environmental scientists and engineers, accredited LEED professionals, noise and air quality experts, geologists, biologists, and cultural and historical resource specialists. Our approach to every project centers on the design and development of innovative solutions that respond to our clients' specific needs in a cost-effective manner.

We are uniquely qualified to support environmental consulting services tailored to Gardena's unique needs. Although there are a number of consultants in California who can prepare supporting technical studies and documentation consistent with CEQA and NEPA, few offer combined local knowledge, in-house expertise, and environmental planning services to support both CEQA and NEPA environmental documentation. This offering includes technical support services and comprises the foundation of Rincon's business model. Our extensive team of skilled environmental scientists and planning professionals use their expertise and technical qualifications to support our CEQA and NEPA practice. In addition, the Rincon team stays current with case law updates to ensure our documents are compliant with the most recent regulatory requirements.

For the past 30 years, Rincon has been an industry leader in environmental consulting services for CEQA and NEPA environmental documentation.

Services

We have categorized our environmental consulting services into seven core areas:

This comprehensive categorization provides a focused and expert approach to addressing a wide range of environmental needs, which ensures swift access to specialized knowledge for timely and effective problem-solving as needed. The following is a summary of the full range of the services that Rincon provides.

Peer Review Sample

Rincon's peer review example can be found in **Appendix B**. This peer view was prepared for the City of Calimesa. As shown in Section 4, we have prepared several peer reviews for the City of Calimesa using a format with all peer review comments provided in a matrix. We typically use this format when there are multiple reviewers and more than one round of comments. This approach maintains a less cluttered document and makes it easier to keep track of the input from the various reviewers. However, we can also provide a more direct approach by providing comments and edits with tracked changes directly in the Word document(s). If needed, we will also include a memorandum to summarize any overarching comments regarding the methodology or conclusions in the document.

Core Services

Environmental and Land Use Planning

- CEQA Compliance: EIRs, Initial Studies, Categorical and Statutory Exemptions, Addendums, MMRPs
- NEPA Compliance: EISs, EAs, FONSIs
- Planning Services: General Plans, Specific Plans, and Neighborhood, Community, and Area Plans
- Contract Planning
- Community Involvement Programs
- Noise Studies, including Bio-Acoustic Evaluation
- Air Quality/GHG Emissions/Energy Analysis, Health Risk Assessments
- Recreation and Open Space Planning
- Grant Application Assistance

Biological Resources Assessment and Regulatory Compliance

- Baseline Biological Resources Inventories and Vegetation Mapping
- Biological Resources Effects/Impacts Analyses: Biological Assessments, Biological Evaluations, Natural Environment Studies
- Rare, Threatened, and Endangered Plant and Wildlife Species Surveys
- Nesting Bird Surveys
- Tree Inventory, Health Assessment, Risk Assessment, and Tree Protection Plans
- Certified Arborist Tree Surveys and Impacts Assessments
- Federal Endangered Species Act Section 7 Consultations and Section 10 Habitat Conservation Plans
- California Endangered Species Act Section 2081 Permits/Memorandum of Understandings

Cultural Resources

- Literature Reviews/Records Searches/Archival Research
- Native American Consultation
- Cultural Resource Surveys
- Paleontological Resource Surveys
- California Register of Historical Resources and National Register of Historic Places Eligibility Evaluations: Archaeological Site Testing, Historic Built Environment Resource Evaluation, Traditional Cultural Property Evaluation
- Native American Monitor Training Programs
- Section 106 Consultation
- State Historic Preservation Officer Consultation
- Historic Preservation Plans
- Cultural Resources and Paleontological Management Plans
- Third Party Peer Review
- Phase I, II, and III Cultural Resources Analysis

Environmental Site Assessment and Remediation

- Phase I and II Environmental Site Assessments
- Hazardous Waste Characterization
- Site Remediation: Planning, Design, and Construction
- Underground Storage Tank Removal and Investigation
- Health Risk Assessments
- Methane Soil Gas Testing
- Asbestos/Lead Based Paint Testing
- Geological and Seismic Studies

Water Resources

- Storm Water Pollution Prevention Plans
- Storm Water Management and Compliance Monitoring
- Water Supply Assessments
- Watershed Management and Planning

Sustainability Services

- Climate Action Plans
- GHG Emissions Inventories
- Assembly Bill 32 GHG/Gas Offset Verification
- Strategic Growth Council Prop 84 Sustainable Community Planning Grants Projects
- Energy Action Plans
- Comprehensive Public Engagement and Outreach Programs
- ASHRAE Level 1 and 2 Energy Audit

Geographic Information Systems

- GPS and Field Data Collection with Real-Time Sync
- Integrated Web-Based Survey Forms
- Data Conversion (Geodatabase, CAD, KML, etc.) and Digitization
- High-Quality Digital and Physical Cartographic Products and Displays
- Project Impact Analysis and Data Visualization
- Secure, Cloud-Based Data Management
- Multiple Program Integration and Process Automation
- Web-Based Data Viewers and Project Status Dashboards
- Data Delivery Systems for Team Collaboration
- Drone Imagery Capture and Post-Processing
- Imagery and Elevation Analysis
- Complete GIS Systems Management

Team Organization

Rincon has assembled a diverse, multidisciplinary team of environmental planners, CEQA specialists, technical analysts, and project managers with extensive experience supporting municipal agencies on complex private development projects. Our team combines extensive regulatory expertise, firsthand familiarity with CEQA procedures and local agency requirements, and a proven ability to coordinate subconsultants across technical disciplines, such as traffic. Each key staff member brings hands-on experience preparing high-quality environmental documents, facilitating communication with City staff, and ensuring timely project delivery. Together, our team offers the leadership, technical proficiency, and responsiveness needed to effectively support the City's environmental consulting needs.

City of Gardena

Danielle Griffith
Principal-in-Charge

Susanne Huerta, AICP
Project Manager

John Moreland, AICP
State Policy Advisor

KEY STAFF

TASK ORDER LEADS

Vanessa Villanueva
Project Manager

Ryan Luckert
Project Manager

Emily Marino
Project Manager

TECHNICAL EXPERTS

Josh Carman
Air Quality/Noise

Aubrey Mescher
Water Supply Assessment

Shannon Carmack
Built Environment

May Lau
Biological Resources

Chris Duran, RPA
Archaeologist

Ryan Thacher, PhD, PE
Hazards and Hazardous Materials

SUBCONSULTANTS

ganddini

translutions
the transportation solutions company

Resumes for Key Personnel

Rincon's multidisciplinary team of environmental planning and technical experts with extensive experience preparing CEQA and NEPA documentation for Southern California cities. Leading the team are Principal-in-Charge **Danielle Griffith** and Project Manager **Susanne Huerta, AICP**, who collectively offer profound knowledge of CEQA procedures, municipal planning processes, and successful project delivery in urban infill environments, supported by State Policy Advisor **John Moreland, AICP**, who provides alignment with evolving state policy and regulatory requirements. To provide responsive service across multiple concurrent task orders, **Vanessa Villanueva, Ryan Luckert, and Emily Marino** will serve as Project Managers, each with proven experience managing environmental processes under CEQA and NEPA. Our in-house technical experts can deliver a full array of technical studies, ensuring comprehensive analysis, efficient peer review, and consistency across disciplines. Subconsultants **Ganddini Group** and **Translutions** will be incorporated as needed to support specialized tasks. Brief biographies for key team members are included on the following pages, and detailed resumes for the individuals listed above are provided in **Appendix A**.

Management Team

Danielle Griffith, JD | Principal-in-Charge

Danielle is a Principal Environmental Planner with over 20 years of experience leading the preparation and peer review of CEQA documents, including initial studies, NDs, MNDs, EIRs, and addenda for cities throughout Southern California. She specializes in managing complex residential, commercial, industrial, infill, and affordable housing projects, as well as coordinating multidisciplinary technical studies, such as air quality, noise, traffic, biological resources, cultural resources, and GHG emissions. Danielle has an extensive track record of working directly with local government agencies to ensure regulatory compliance, maintain project schedules, facilitate public review, and provide clear communication with staff, applicants, and subconsultants. Her thorough understanding of CEQA procedures, project-level and program-level environmental analysis, and quality control processes allows her to deliver technically sound, defensible environmental documents that support timely project approvals.

Susanne Huerta, AICP | Project Manager

Susanne is a Director of Environmental Planning with 17 years of experience managing and preparing CEQA and NEPA documents for cities across Southern California, including numerous on-call contracts with local government agencies. She has led the preparation of a wide range of environmental documents, from categorical exemptions, MNDs, and addenda to project-level and program-level EIRs and sustainable communities streamlining documents, for residential (including affordable housing), commercial, industrial, mixed-use, and infill developments. Susanne specializes in coordinating technical studies, overseeing peer reviews, and ensuring regulatory compliance, while maintaining schedules and supporting agency staff throughout the entitlement and public review process. She manages multidisciplinary teams, provides QC of complex CEQA deliverables, and mentors staff to ensure consistency, responsiveness, and clear communication with City partners.

John Moreland, AICP | State Policy Advisor

John is a Director of Community Planning with 20 years of experience managing complex entitlement, zoning, and land use planning projects for cities across Southern California. He has led comprehensive updates to zoning codes, specific plans, General Plan amendments, objective design standards, density bonus ordinances, and subdivision ordinances, with a strong focus on streamlining processes and supporting housing and mixed-use development. John regularly collaborates with City staff, applicants, and multidisciplinary teams to prepare and implement planning policies and development standards that align with local, state, and CEQA requirements. His extensive experience in both public-sector on-call roles and private development projects allows him to effectively manage large-scale planning efforts, facilitate community outreach, and deliver actionable, user-friendly planning documents that support efficient project approvals and long-term City goals.

Technical Team

Vanessa Villanueva | Project Manager

Vanessa is a Senior Environmental Planner with nine years of experience preparing CEQA and NEPA documents, managing on-call environmental review contracts, and coordinating technical studies for cities throughout Southern California. She has led and supported the preparation of MNDs, EIRs, addenda, categorical exemptions, and NEPA environmental reviews for affordable housing, mixed-use, infill development, infrastructure, park and capital improvements, and long-range planning projects. Vanessa regularly collaborates with City staff, applicants, subconsultants, and technical specialists to ensure regulatory compliance, efficient project delivery, and clear communication throughout the environmental review process. With added expertise in noise modeling, other technical analysis, and bilingual public outreach, she brings a detail-oriented, solutions-focused approach that supports high-quality, defensible environmental documents and successful project approvals.

Ryan Luckert | Project Manager

Ryan is a Supervising Planner with 24 years of experience leading the preparation and management of CEQA and NEPA environmental documents for cities and agencies throughout Southern California. He has successfully delivered EIRs, MNDs, CEQA exemptions, and environmental documentation for specific plans, General Plan amendments, large-scale residential and mixed-use developments, commercial and industrial projects, and multiphase regional efforts. Ryan regularly manages on-call environmental contracts, coordinates multidisciplinary technical teams, and works closely with City staff to ensure regulatory compliance, accurate impact analysis, and timely project delivery. With a rigorous understanding of CEQA procedures, land use entitlements, and issues such as sustainability, water supply, environmental justice, and community impacts, Ryan provides strategic guidance that leads to defensible environmental documents and successful project approvals.

Emily Marino | Project Manager

Emily is an Associate Environmental Planner with over seven years of experience managing and preparing CEQA and NEPA environmental documents for cities, special districts, and public agencies across Southern California. She has led and supported EIRs, MNDs, EAs, and climate action planning documents for a wide range of housing, infrastructure, long-range planning, and Specific Plan projects. Emily regularly manages project teams, coordinates technical studies, develops mitigation monitoring and reporting programs, conducts public outreach, and collaborates with City staff to ensure regulatory compliance, clear communication, and timely project delivery. With dual graduate degrees in Environmental Health Sciences and Urban and Regional Planning, and specializations in air quality and sustainability, Emily brings a strong technical foundation and a solutions-oriented approach to delivering high-quality, defensible environmental documents.

Josh Carman | Air Quality/Noise

Josh is the Director of Technical Services with over 20 years of specialized experience in acoustics, air quality, GHG, and community health risk assessment for CEQA and NEPA environmental documents. He has led the preparation and peer review of complex technical studies and impact analyses for General Plan updates, specific plans, mixed-use and residential developments (including affordable housing), transportation and infrastructure improvements, industrial facilities, and public facilities projects throughout California. Josh regularly collaborates with City staff, applicants, and multidisciplinary teams to develop defensible analyses, craft effective mitigation measures, and ensure regulatory compliance with federal, state, and local standards. His significant expertise in technical modeling, policy development, and QA/QC review strengthens CEQA documents and supports successful project approvals.

Shannon Carmack | Built Environment

Shannon is a Principal and Architectural History Program Manager with over 25 years of experience leading cultural resources management and historic preservation planning for large-scale CEQA and NEPA projects throughout California. She prepares and oversees cultural resource technical studies, Section 106 compliance, historic resource evaluations, Secretary of the Interior's Standards reviews, and mitigation programs for a wide range of public agency projects, including specific plans, General Plan updates, affordable housing, transportation, infrastructure, utilities, civic facilities, and redevelopment projects. Shannon collaborates closely with City staff, applicants, Native American tribes, and state and federal agencies to ensure regulatory compliance, accurate documentation, and defensible impact analyses. Her expertise in leading multidisciplinary teams, developing innovative mitigation strategies, and preparing high-quality cultural resources reports strengthens CEQA documents and supports successful project approvals.

Chris Duran, RPA | Archaeologist

Chris is a Principal Investigator and Program Manager with over 18 years of experience in cultural resources management and CEQA and NEPA compliance for public agency and utility projects across California. He meets and exceeds the Secretary of the Interior's Professional Qualifications Standards and serves as a cultural resources lead for cities, counties, water districts, Caltrans, and federal agencies. Chris specializes in archaeological surveys, testing, data recovery, monitoring, mitigation development, peer review, and preparation of cultural resources technical studies that support EIRs, MNDs, CEQA-Plus documents, and Section 106 and Assembly Bill 52 consultation. He regularly coordinates with Native American tribes, regulatory agencies, and project applicants to develop defensible mitigation measures, ensure regulatory compliance, and protect agency interests. His expertise in managing

complex infrastructure, housing, transportation, and utility projects allows him to provide strategic guidance, QA, and clear communication that strengthens environmental documents and supports successful project approvals.

Aubrey Mescher | Water Supply Assessment

Aubrey is a Supervising Environmental Planner with 19 years of experience managing and preparing CEQA and NEPA environmental documents and technical analyses for public agencies, water districts, utilities, and municipalities throughout California. She specializes in water infrastructure, groundwater resources, hydrology, flood control, recycled water, and stormwater projects, and has extensive experience preparing EIRs, MNDs, CEQA-Plus documents, water supply assessments, and feasibility studies. Aubrey currently manages multiple on-call environmental services contracts, working closely with agency staff to coordinate technical studies, ensure regulatory compliance, develop mitigation measures, and maintain project schedules and budgets. In addition to her strong technical expertise, she leads public outreach efforts, presents at hearings and workshops, and effectively communicates CEQA findings to decision-makers and stakeholders. Her depth of knowledge in water resources and environmental planning enables her to deliver defensible documents that support project approvals and long-term resource reliability.

May Lau | Biological Resources

May is a Principal Regulatory Specialist with over 20 years of experience leading permitting strategy, biological resources analysis, and environmental compliance under CEQA, NEPA, the Clean Water Act, and state and federal endangered species regulations. She specializes in securing regulatory approvals and developing mitigation solutions for complex water infrastructure, private development, transportation, restoration, and flood control projects. May regularly works with cities, counties, water districts, and state and federal agencies, including USACE, United States Fish and Wildlife Service, CDFW, RWQCBs, and coastal agencies to obtain permits, streamline review processes, and ensure regulatory compliance. She manages on-call environmental contracts, oversees multidisciplinary teams, reviews CEQA and NEPA documents, and implements QA/QC procedures to deliver defensible environmental and permitting documentation. Her vast technical knowledge of wetlands, jurisdictional delineations, aquatic resources, and biological assessments allows her to support City staff and project teams in achieving timely approvals and successful project implementation.

Ryan Thacher, PhD, PE | Hazards and Hazardous Materials

Ryan is a Principal Environmental Engineer with 15 years of experience developing remediation strategies, hazards assessments, and regulatory compliance solutions to support CEQA and NEPA environmental review for public agency, affordable housing, brownfield redevelopment, utility, and infrastructure projects. He specializes in evaluating and mitigating soil, groundwater, and vapor contamination; preparing Phase I and II environmental site assessments; and designing remediation and mitigation measures in coordination with regulatory agencies, such as the Department of Toxic Substances Control, RWQCBs, United States Environmental Protection Agency, and local jurisdictions. Ryan regularly supports EIRs and IS-MNDs by developing hazards and hazardous materials analyses, advising on mitigation measures, and ensuring compliance with the California Health and Safety Code, California Water Code, and Clean Water Act. As a Licensed Professional Civil Engineer with a PhD, he provides senior-level technical oversight, agency negotiation, litigation support, and strategic guidance that result in defensible environmental documents and successful project approvals.

7 Fee Schedule

Rincon Standard Fee Schedule for Environmental Sciences and Planning Services

Professional, Technical and Support Personnel*	January 1, 2025 – December 31, 2025
Senior Principal	$330
Principal	$318
Director	$318
Senior Supervisor II	$302
Supervisor I	$282
Senior Professional II	$264
Senior Professional I	$246
Professional IV	$218
Professional III	$203
Professional II	$180
Professional I	$160
Associate III	$135
Associate II	$121
Associate I	$113
Field Technician	$97
Technical Editor	$152
Project Accountant	$129
Billing Specialist	$111
Publishing Specialist	$124
Clerical	$111

* Professional classifications include environmental scientists, urban planners, biologists, geologists, marine scientists, GHG verifiers, sustainability experts, cultural resources experts, data technology experts, and other professionals. Expert witness services consisting of depositions or in-court testimony are charged at the hourly rate of $400.

Reimbursable Expenses

Direct Cost	Rates
Photocopies – B/W	$0.25 (single-sided), $0.45 (double-sided)
Photocopies – Color	$1.55 (single-sided), $3.10 (double-sided)
Photocopies – 11” by 17”	$0.55 (B/W), $3.40 (color)
Oversized Maps	$8.50/square foot
Digital Production	$15/CD, $20/flash drive
Light-Duty and Passenger Vehicles*	$90/day
4WD and Off-Road Vehicles*	$150/day

* Current IRS mileage rate for mileage over 50 and for all miles incurred in employee-owned vehicles.

Direct Costs. Other direct costs associated with the execution of a project, that are not included in the hourly rates above, are billed at cost plus 16%. These may include, but are not limited to, laboratory and drilling services, subcontractor services, authorized travel expenses, permit charges and filing fees, mailings and postage, performance bonds, sample handling and shipment, rental equipment, and vehicles other than covered by the above charges.

Annual Escalation. Standard rates subject to 3.5% annual escalation, on January 1.

Payment Terms. All fees will be billed to Client monthly and shall be due and payable upon receipt or as indicated in the contract provisions for the assignment. Invoices are delinquent if not paid within 10 days from receipt or per the contractually required payment terms.

Equipment	Rate
Environmental Site Assessment	
Soil Vapor Extraction Monitoring Equipment	$160
Four Gas Monitor	$137
Flame Ionization Detector	$110
Photo Ionization Detector	$82
Hand Auger Sampler	$62
Water Level Indicator, DC Purge Pump	$46
CAPDash	$7,500
Natural Resources Field Equipment	
UAS Drone	$300
Spotting or Fiberoptic Scope	$170
Pettersson Bat Ultrasound Detector/Recording Equipment	$170
Sound Level Metering Field Package (Anemometer, Tripod and Digital Camera)	$113
GPS (Submeter Accuracy)	$67
Infrared Sensor Digital Camera or Computer Field Equipment	$57
Scent Station	$23
Laser Rangefinder/Altitude	$11
Pitfall Traps, Spotlights, Anemometer, GPS Units, Sterilized Sample Jar	$9
Mammal Trap, Large/Small	$1.55/$0.55
Water and Marine Resources Equipment	
Boat (20-foot Boston Whaler or Similar)	$800
Multiparameter Sonde (Temperature, Conductivity, Turbidity, DO, pH) with GPS	$170
Water Quality Equipment (DO, pH, Turbidity, Refractometer, Temperature)	$62
Refractometer (Salinity) or Turbidity Meter	$38
Large Block Nets	$114
Minnow Trap	$98
Net, Hand/Large Seine	$57
Field Equipment Packages	
Standard Field Package (Digital Camera, GPS, Thermometer, Binoculars, Tablet, Safety Equipment, and Botanic Collecting Equipment)	$114
Remote Field Package (Digital Camera, GPS, Thermometer, Binoculars, Tablet and Mifi, Delorme Satellite Beacon, 24-Hour Safety Phone)	$144
Amphibian/Vernal Pool Field Package (Digital Camera, GPS, Thermometer, Decon Chlorine, Waders, Float Tube, Hand Net, Field Microscope)	$170
Fisheries Equipment Package (Waders, Wetsuits, Dip Nets, Seine Nets, Bubblers, Buckets)	$57
Underwater and Marine Sampling Gear (Photo/Video Camera, Scuba Equipment [Tanks, BCD, Regulators, Wetsuits, etc.])	$57/diver
Marine Field Package (Personal Flotation Devices, 100-foot Reel Tapes with Stainless Carabiners, Pelican Floats, Underwater Slates, Thermometer, Refractometer, Anemometer, Various Field Guides)	$100
Insurance, Hazard, and Fees	
Historic Research Fees	$55
L&H Dive Insurance	$57/diver
Level C Health and Safety	$70/person

Gandinni Group Standard Fees

transportation ▪ noise ▪ air quality | GANDDINI GROUP

Fee Schedule for:

City of Gardena On-Call Environmental Consulting Services (RFQ No. 2026-03PL)

CLASSIFICATION	HOURLY RATE
Founding Principal	$ 225
Associate Principal	$ 200
Senior Engineer/Planner	$ 180
Engineer/Planner	$ 140
Junior Engineer/Planner	$ 100
Senior Technician	$ 95
Technician	$ 60
Administrative Assistant	$ 60

Technical reports/deliverables are typically provided in electronic Portable Document Format (PDF) at no charge. If necessary, hard copies can be provided at $50 per copy for technical memorandums and $100 per copy for reports.

Valid for:

Effective through December 31, 2025; subject to annual increase.

555 Parkcenter Drive, Suite 225, Santa Ana, California 92705
(714) 795-3100 | ganddini.com

Translutions Standard Fee

2025 to 2027

Name/Job Classification	Hourly Rate
Sandipan Bhattacharjee, Principal	$325
Deepali Chausalkar, Principal	$255
Robert Aguirre, Senior Transportation Planner	$255
Senior Transportation Planner	$235
Transportation Intern	$140
GIS/Graphics Specialist	$140
Word Processer	$140

Travel Charges: At Cost

Translutions billing rates are same for regular business hours and outside.

Billing rates for attendance at public meetings, and administrative tasks related to this contract will remain the same as the standard billing rate. If expert witness testimony is required, the billing rate would be $500 per hour for principals.

All submittals are generally submitted in PDF format. If mailing, postage, printing, binding, etc. are required, this would be billed at cost.

Translutions uses the standard IRS mileage rates.

Notes

- Project direct costs are invoiced at actual cost, and backup is provided. Direct costs include project-related costs, such as transportation, mileage at IRS standard auto mileage rate, subsistence, reproduction, plotting and subcontractor services.

8 Additional Information

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

2/1/2026

DATE (MM/DD/YYYY): 10/13/2025

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
8110 E Union Ave., Ste. 100
Denver CO 80237
denver-certs@lockton.com

CONTACT NAME:
PHONE (A/C, No, Ext): FAX (A/C, No):
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Illinois Union Insurance Company	27960
INSURER B : Hartford Fire Insurance Company	19682
INSURER C : Palomar Excess and Surplus Insurance Co.	16754
INSURER D : Starstone National Insurance Company	25496
INSURER E :	
INSURER F :	

INSURED 1462718
Rincon Consultants, Inc.
180 N Ashwood Ave.
Ventura CA 93003

COVERAGES — CERTIFICATE NUMBER: 22495490 — 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 X SIR: $50,000 X P&I GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT LOC OTHER:	Y	N	G48968181 001	2/1/2025	2/1/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG $	$ 4,000,000 $ 100,000 $ 10,000 $ 4,000,000 $ 4,000,000 $ 4,000,000
B	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY X HIRED AUTOS ONLY SCHEDULED AUTOS X NON-OWNED AUTOS ONLY	Y	N	72UENOL5481	2/1/2025	2/1/2026	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) Comp./Coll. Ded	$ 1,000,000 $ XXXXXXX $ XXXXXXX $ XXXXXXX $ 1,000
A C	UMBRELLA LIAB X OCCUR X EXCESS LIAB CLAIMS-MADE DED X RETENTION $ 10,000	N	N	G48968193 001 CEEXP-25-0000094-00	2/1/2025 2/1/2025	2/1/2026 2/1/2026	EACH OCCURRENCE AGGREGATE $	$ 10,000,000 $ 10,000,000 $ XXXXXXX
D D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N: N If yes, describe under DESCRIPTION OF OPERATIONS below	N / A	N	T10250329 (AOS) T10251427 (FL)	2/1/2025 2/1/2025	2/1/2026 2/1/2026	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
A	Contractors Pollution Liab E&O Liab. Cyber	N	N	G48968181 001	2/1/2025	2/1/2026	$4M/$4M $4M Ea. occ./$4M Agg. Retro Date: 12/9/1994 See Description	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Effective 8/1/2025 - 2/1/2027, Cyber $5M Limit, $25K Deductible, Carrier: Houston Casualty Company, AMBest rating (A++XV), Policy #: H25NGP224923-02; Cyber Excess $5M x $5M Limit, Carrier: Corvus Insurance, AMBest rating (A++), Policy #: CXS-107946155-01 The City, its appointed and elected officers, employees, agents and volunteers shall be included as Additional Insured as respects General Liability and Auto Liability if required by written contract. If coverage is cancelled by the issuing company during the policy term, for other than non-payment of premium, 30 days' notice will be provided to the Certificate Holder named below and 10 days' notice for non-payment of premium. Coverages are Primary and Non-Contributory

CERTIFICATE HOLDER

22495490
City of Gardena
1700 West 162nd Street
Gardena, CA 90247-3732

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

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Appendix A

Resumes

Danielle T. Griffith, JD

Principal of Environmental Sciences and Planning

Danielle has over 20 years of experience in environmental planning, environmental policy and analysis. Additionally, Danielle worked for environmental regulation and land use transactional law firms for several years. Danielle's experience includes working as a project manager leading large, interdisciplinary consultant teams in environmental planning efforts for a variety of residential, commercial, industrial and mixed-use land development projects throughout Southern California. She also has experience in developing long- and short-term plans for land use, growth and revitalization of urban, suburban, and rural communities. Additionally, she has written and reviewed a variety of environmental planning documents, including technical reports. She has worked for both public agencies and private companies

EDUCATION

Juris Doctor, Western State University College of Law

MA, Political Science, Specializing Public Policy, San Diego State University

BA, Political Science, Sonoma State University

AFFILIATIONS

Association of Environmental Professionals

YEARS OF EXPERIENCE

20+

SELECT PROJECT EXPERIENCE

Project Director, City of Long Beach – Peer Review Services for the proposed Air Products Hydrogen Pipeline Project, Long Beach
Danielle lead the team with coordination with GHD Engineering to peer review an EIR for the Air Products Hydrogen Pipeline Project. The project includes the use of an existing 11.5-mile-long series of pipeline plus construction of a 0.5-mile new pipeline segment to connect from the Air Products' existing hydrogen facility in the City of Carson to the World Energy Paramount Refinery (Paramount Refinery) in the City of Paramount. The 11.5-mile pipeline crosses the cities of Carson, Los Angeles, Long Beach, Lakewood, Bellflower, and Paramount in addition to unincorporated parts of the County of Los Angeles and land owned or controlled by the Port of Los Angeles and the Join Ports Authority. The 0.5-mile of new pipeline would be located entirely within the City of Carson.

Project Director, City of Long Beach – Peer Review Services 5900 Cherry Avenue, Long Beach
The City of Long Beach requested Rincon peer reviews of technical analyses for a warehouse and trucking facility at 5900 Cherry Avenue. The project site encompasses approximately 14 acres and has existing buildings on site (approximately 32,815 square feet). The proposed project would construct a 303,972 square feet concrete tilt up building to accommodate office spaces, warehouse areas, 44 truck docks, vehicular and truck parking areas, as well as landscaped areas. Danielle oversaw the coordination of the peer review for reports related to Air Quality, Geotechnical (Phase I ESA), Greenhouse Gas emissions, Health Risk Assessment, Noise, and Traffic.

Project Manager, HACLA – Rancho San Pedro EIR/EIS, Los Angeles
The Housing Authority of the City of Los Angeles (HACLA), and its partner, One San Pedro Collaborative, which is made up of the following three development partners, Richmond Group, Century Housing, and National Community Renaissance, contracted with Rincon Consultants to prepare the requisite environmental documentation to support the vision for the Rancho San Pedro redevelopment project. We are successfully assisting the client to meet environmental review objectives in a manner that is both technically comprehensive and fully compliant with all applicable provisions of the National Environmental Policy Act (NEPA) and the California Environmental Quality Act of 1970 (CEQA) for Rancho San Pedro.

Project Director, City of Long Beach – 1601 San Francisco Avenue IS/MND
Danielle managed the CEQA component of the 1601 San Francisco Avenue Project which involves the development of two "L-shaped" buildings, restricted to a

maximum height of 35 feet above grade (two-stories), that would serve as a warehouse/manufacturing facility with associated office support. The two proposed units would total a square footage of 94,872. The individual building sizes would be 48,657 sf and 46,215 sf. Office space would be provided in the interior frontage of each building to support the business operations. Office space would occupy a maximum of 25 percent of the gross floor area. Loading docks would be located on the north and south sides of the respective buildings, with an orientation to the interior of the project and full screening from street view. The site would provide a maximum of 11 dock doors. The facility would operate 24 hours a day, 365 days a year.

Project Director, City of Long Beach – 300 Studebaker Road Initial Study-Mitigated Negative Declaration, Long Beach
Danielle managed the preparation of an IS/MND for the 300 Studebaker Road Project which involves the demolition of 400 sf of existing concrete, on-site pipeline structures, and asphalt paving, and the development of two concrete tilt-up industrial buildings, situated on 6.69 acres of land east of Studebaker Road and the dedication of an open space and restoration area of 1.81 acres of vacant land at the northwest and southwest corners of Studebaker Road and Loynes Drive. Situated within the eastern project area, two 35-foot high buildings would total 139,200 sf, including 21,000 sf office space. The individual building sizes would be 91,700 sf and 47,500 sf, respectively. The project involved multi-year coordination with the City of Long Beach and the California Coastal Commission to ensure impacts to ESHA and Burrowing Owl would be avoided with project development.

Project Manager, City of Carson – Carcom Project IS/MND, Los Angeles County
Danielle managed the preparation of an IS/MND for the approval of a Development Agreement, Site Plan and Design Review (DOR), and Zone Text Amendment to allow Cannabis Use subject to a Development Agreement pursuant to Ordinance No. 17-1637 (Commercial Automotive Zone with Regional Commercial General Plan designation for Carcom Center and CA Zone Regional Commercial General Plan designation). The project operations may include the following uses: 1) manufacturing facility sites that produce, prepare, propagate, or compound manufactured cannabis products, either directly or indirectly or by extraction methods, or independently by means of chemical synthesis or by a combination of extraction and chemical synthesis, package or repackage cannabis products, label or relabel its container, or transform cannabis into a concentrate, an edible product, or a topical product; 2) warehousing, transportation and distribution of the latter; 3) laboratory testing and compliance operation; and 4) any other use permitted by City law whether cannabis related or not.

Project Director, City of Long Beach – Broadway Block Addendum, Los Angeles County
Danielle directed the preparation of an Addendum to the City of Long Beach' s Downtown Master Plan EIR, for the Broadway Block project. The proposed project includes restoration and reuse of the historic Acres of Books building, as well as construction of new mixed-use buildings and ancillary above grade and below grade parking features. The project is generally divided into three main portions as follows: North Building, Acres of Books, and the South Building. The proposed redevelopment project will be approximately 503,797 square feet with 205,898 square feet of parking. The proposed redevelopment project will include 30,289 square feet of combined open space. Total lot coverage will be approximately 68,375 square feet, which will account for a floor area ratio of 7.36.

Supervising Planner, City of Long Beach – 3917 Long Beach Boulevard Focused EIR, Long Beach
Rincon is assisting the City of Long Beach with the preparation of a Focused Environmental Impact Report (EIR) in compliance with the California Environmental Quality Act (CEQA) for the demolition of the fire station located at 3917 Long Beach Boulevard and installation of a temporary/modular structure on-site for around approximately five years while a larger permanent replacement structure is built (site not yet identified and not a part of this project). The station has been closed due to toxic mold that cannot be remediated. However, because the fire station appears to be eligible for designation as a Long Beach Historic Landmark, the preparation of an EIR will be required.

Susanne Huerta, AICP

Director of Environmental Planning

Susanne is a Director of Environmental Planning for Rincon's Environmental Planning and Sustainability group responsible for managing and preparing environmental documents in accordance with the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA). She has worked on a wide range of projects including residential, commercial, industrial and community developments, utilities improvements and upgrades, and educational facilities. Her CEQA expertise ranges from exemptions, MNDs and addenda, to project and program-level EIRs. In recent years, she has prepared numerous streamlining documents for transit priority projects under Section 21155 and infill projects under Section 15183 of the *CEQA Guidelines*. In addition, as a leader for Rincon's environmental operations in Southern California, Susanne also focuses on mentorship of Rincon's environmental planning staff.

EDUCATION

Master of Urban Planning, New York University, Robert Wagner Graduate School of Public Service

BA, Geography, University of California, Los Angeles

CERTIFICATIONS/ REGISTRATIONS

American Institute of Certified Planners (No. 026358)

YEARS OF EXPERIENCE

17

SELECT PROJECT EXPERIENCE

Project Manager, City of Santa Ana – On-Call Services Environmental for the Planning Division and Housing Division, Santa Ana
Since 2015, Susanne has been the primary project manager for CEQA documents under Rincon's on-call contract with the City's Planning Division. She has managed the preparation of one MND and two EIR Addendums under this contract for mixed-use housing and commercial projects. While she was the primary project manager for the Housing Division, she managed the preparation of 10 NEPA Environmental Assessments (EA) for various affordable housing, park, and infrastructure improvement projects.

Project Manager, City of Santa Ana – First Street Family Apartments Project IS-MND, Santa Ana
Project Manager for an MND analyzing demolition of a brick office building and associated surface parking lot, followed by the construction of 7 buildings (69 all-affordable family apartment units) and 119 onsite parking spaces.

Project Manager, City of Santa Ana – NEPA Environmental Assessments for Three Park Projects, Santa Ana
In 2016, Susanne managed the preparation of Environmental Assessments under NEPA for the Roosevelt-Walker Community Center, the Raitt-Myrtle Street Park Project, and the 6th- Lacey Street Park Project. The projects all included federal funding, which required compliance with NEPA.

Project Manager, City of Santa Ana – Santa Ana Arts Collective Environmental Assessment/FONSI, Santa Ana
Rincon prepared an EA/FONSI for the proposed Santa Ana Arts Collective. Located at 1666 N Main Street in Santa Ana, the Arts Collective is an adaptive reuse and new construction project that involves 61 affordable rental units and 1 manager's unit on one acre of land. The Arts Collective would adaptively reuse a late modern, five-story office building and site to create an iconic community gallery and affordable family development designated for professional artists of all disciplines. The site was occupied by three vacant housing units.

Project Manager, City of West Hollywood – Housing Element Update EIR, West Hollywood
Susanne coordinated with the Housing Element team and City staff to prepare the programmatic EIR for the City's Housing Element Update. Rincon assisted with the scoping meeting, prepared the Draft EIR, and recently completed the Final EIR. Susanne has participated in the public hearings with the City Council, Planning Commission, and Historic Preservation Commission. The Housing Element update was approved and certification of the EIR occurred in February 2023.

Project Manager, City of Los Angeles – Citywide Housing Element Update EIR, Los Angeles
Rincon was retained to prepare the EIR for the City of Los Angeles' 2021-2029 Citywide Housing Element Update. Susanne is the project manager for preparation of the EIR. This process has included preparation and distribution of an Initial Study with the Notice of Preparation, extensive coordination with City staff to prepare the Draft EIR and circulate the document to the public and agencies, and preparation of the Final EIR which included responses to approximately 80 public comments letters. The project was approved and the EIR was certified in December 2021. Rincon scope of work for this project was expanded to prepare CEQA streamlining templates for proposed development projects under the Housing Element.

Project Manager, City of Beverly Hills– 9908 South Santa Monica Project EIR Addendum, Beverly Hills
Project Manager for a Supplemental EIR examining two high-rise towers originally approved in 2008. The original project involved a mix of residential and retail development, while the revised project would replace the retail component and some residences with a luxury hotel.

Project Manager, City of Compton – Compton Artesia Specific Plan EIR, Compton
Susanne is serving as the Project Manager for this effort. Rincon prepared the EIR for the proposed Specific Plan. The Draft EIR has been circulated to the public which analyzes the potential impacts associated with the anticipated transit-oriented development surrounding the Metro Blue Line Artesia Station. Major issues of concern have included air quality, recreation and transportation.

Project Manager, City of Los Angeles – Citywide Housing Element Update EIR, Los Angeles
Rincon has been retained to prepare CEQA documentation for the 2021-2029 Citywide Housing Element. Susanne is coordinating with City Staff to prepare a programmatic EIR and has prepared a preliminary study to determine the appropriate CEQA document. This process also includes preparation and distribution of an Initial Study with the Notice of Preparation along with the scoping outreach as required by CEQA a project of regional significance. Development

Project Manager, City of Beverly Hills – 9000 Wilshire Boulevard Commercial Project EIR, Beverly Hills
Project Manager for the preparation of a focused EIR and cultural resources study for a project in the City of Beverly Hills that involved demolition of two existing commercial buildings and removal of a paved parking lot. After demolition, the project involved construction of a new 31,702-square-foot building that consist of three stories of commercial office space and four levels of subterranean parking. Cultural resources and traffic were the primary issues of concern that were analyzed in the EIR. The one-story building on the west side of the site was eligible for listing as a historic resource.

Project Manager, City of Beverly Hills – 9908 South Santa Monica Project EIR, Beverly Hills
Susanne was the Project Manager for an EIR that analyzed a mixed-use residential and commercial development on a vacant site. The major issues of concern were the shade/shadow, noise and transportation impacts to the surrounding residences and the neighboring hotel. The project was controversial, so several public meetings were held by the Planning Commission and City Council. Rincon attended each meeting and supported City staff in addressing the public concerns. The project was approved and the EIR was certified in 2019.

Project Manager, BRIDGE Housing – Los Lirios Mixed-Use Project Sustainable Communities Environmental Assessment Response, Boyle Heights
Rincon prepared a Sustainable Communities Environmental Assessment (SCEA) for an affordable housing project located at 111-121 S. Soto Street and 2316-2328 E. 1st Street in the Boyle Heights community of Los Angeles. BRIDGE Housing proposed a project that involved development of a five-story mixed-use affordable housing building consisting of 63 affordable units and one market-rate manager's unit, and 4,265 square feet of ground floor commercial space. The project is located next to a LA Metro subway station. The project was approved in 2021.

John R. Moreland, AICP

Director of Community Planning

John brings 20 years of experience in managing, processing, and coordinating housing element implementation and zoning projects in over 85 jurisdictions throughout the western United States. John specializes in the preparation of Zoning Code and Specific Plan updates to promote the production of housing and to streamline municipal procedures. While with another firm, he drafted a completely new review process for the County of Orange, including the creation of new review bodies, new findings, and new applications to promote specific projects. While with the County of Orange, he developed new internal processes to help streamline entitlement review projects. He also was the Director-in-Charge for the City of West Covina Development Code Update, leading efforts to modernize and streamline the City's zoning regulations through extensive collaboration. John also worked with different architectural firms in his career and understands the residential portion of the California Building Code and how objective development standards can have an impact on the physical realm and construction costs. His work on objective development standards in Culver City focused on enhancing urban design, increasing housing opportunities, streamlining the process while ensuring that new developments adhered to sound design principles. These projects highlight John's ability to navigate complex regulatory environments and his commitment to creating sustainable, livable communities.

EDUCATION

MURP, California State Polytechnic University, Pomona

BS, Business Administration, Pepperdine University

CERTIFICATIONS/ REGISTRATIONS

American Institute of Certified Planners (AICP), no. 029496

AFFILIATIONS

American Planning Association

YEARS OF EXPERIENCE

20

SELECT PROJECT EXPERIENCE

Director-in-Charge/Outreach Lead, City of West Covina – Development Code Update, West Covina
John was the Director in charge of the comprehensive Development Code update for the City of West Covina. The Code update overhauls the Zoning and Subdivision portions of the Municipal Code that have not undergone a significant update in over 40 years. John also led the engagement meetings for this project. The goal of the update is to streamline processes and procedures at the City, reduce the number of overall zones in the City, and make the Code easier to implement and less ambiguous. The comprehensive Development Code was adopted in January 2024.

Director-in-Charge, Culver City – On-Call Services, Density Bonus, and Subdivision Ordinance Updates, and Objective Design Standards, Culver City
John is the Director-in-charge of the on-call services with Culver City. He also oversees the objective design standards, density bonus, and subdivision ordinance updates for the City. The ordinances included additional incentives and concessions beyond what State law currently allows to promote the development of affordable housing. The project team is also expanded the City's existing and successful workforce housing density bonus provisions, which provides bonuses to projects that provide housing up to 129 percent of the County's Area Median Income (AMI). The update to the subdivision ordinance included requirements for small-lot single-family subdivisions beyond what the State allowed, as well as streamlining the City review process for Tentative Maps. The project included a robust outreach campaign, including team attendance at the Fiesta La Ballona and other community-wide events. The objective development standards and density bonus ordinances were adopted in March 2025 and the subdivision ordinance was adopted in May 2025. Work also included checklists and guides to assist the design community and the public to understand these new requirements.

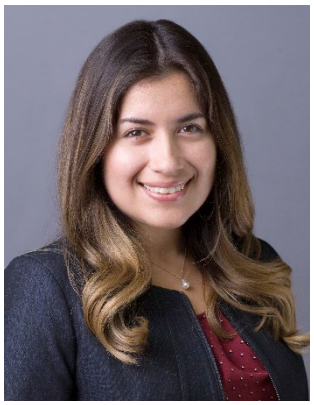
Principal-in-Charge, City of Hayward – Density Bonus Ordinance Update, Hayward
The City of Hayward chose Rincon to update their Density Bonus Ordinance update to allow for additional incentives and concessions beyond those authorized by State law to try and increase the development of affordable housing. Rincon drafted the update to the ordinance, made consistency updates elsewhere in the Code, and prepared a user's guide with flowcharts to help future applicants understand the process and incentives for residential developments that provide affordable housing.

Specific Plan Lead/Environmental Lead, City of Burlingame – North Rollins Specific Plan, Burlingame
The City of Burlingame, as part of its General Plan update, had identified the North Rollins Road corridor as a target area for future redevelopment. This corridor is a major employment base for the City and largely consists of light manufacturing businesses, warehouses, and auto repair shops. Given that the Millbrae CalTrain and BART station is located between a 5 and a 15-minute walk from the North Rollins Road corridor, this district was selected by the City to be reimagined as a live/work neighborhood – with parks, tree-lined streets, and a focus on the pedestrian experience and connectivity. The desire is to integrate residential into the existing industrial context and have the two uses interact with each other, providing both a business incubator and residential district. The result is a Specific Plan focusing on the pedestrian realm along Rollins Road, while including unique regulations for street performers, street vendors, craft breweries/distilleries, as well as a test art in public places ordinance for the City. In conjunction with the project team, John (while with a different firm) managed the Specific Plan, conducted outreach meetings, and led the implementation efforts of the plan. The Specific Plan was adopted in September 2023.

Director-in-Charge, Latigo Development – Hillcrest Specific Plan, Thousand Oaks
John is currently the Director-in-Charge for the Hillcrest Specific Plan in the City of Thousand Oaks. Working with the City on interpreting provisions of the recently adopted objective design standards resulted in unique provisions for this complicated site with a large utility easement that also abuts the 101-freeway. The Specific Plan folds the unique characteristics included in the modern design for the site and blends into the existing standards. The Specific Plan includes unique provisions related to housing allocation, EV charging requirements, and detailed open space guidelines and requirements.

Project Manager/Outreach Lead/Applicant Representative/Policy Drafter, Sunjoint Development, LLC – Terraces at Walnut Specific Plan, Walnut
With a previous firm, John was the Project Manager for the Terraces of Walnut Specific Plan, and led the visioning process for the site, conducted community outreach, and developed guiding principles for the largest vacant property in Walnut zoned for development. The most substantial challenges were the large hill in the center of the site and the sensitive single-family context to the north and east of the site. Rather than grade the top of the 200-foot hill to create a flat pad, the vision and design identified two terraces for housing, minimizing the grading impact while still allowing for higher-density housing. The result is a master planned community of 240 single-family detached homes, 270 townhomes and up to 50,000 square feet of retail and restaurant space linked by a "String of Pearls," interconnected pocket parks. John also wrote the Specific Plan for the project, which was contemplated as a visual land use policy document. The Specific Plan includes unique provisions related to connectivity, shared parking, and objective guidelines for the pocket parks.

Director-in-Charge, IMT Residential – T.O. Ranch Specific Plan, Thousand Oaks
With a previous firm, John was the Director-in-Charge for the T.O. Ranch Specific Plan. John led the development of the Specific Plan for the former K-Mart site, transitioning it to the mixed-use community of 420 homes and up to 15,000 square feet of retail space. This specific plan allows for a creative blend of uses and regulations to encourage pedestrian activity within the retail area. The specific plan includes regulations for live/work units as well as craft breweries/distilleries that go above City requirements. Additional regulations include memorializing the project features committed by the owner – all electric units, additional EV charging stations, dog and pocket parks accessible to the public, and use of native landscape. Part of the analysis and preparation for the hearings included a detailed comparison with the City's recently adopted objective design standards. The project was approved by the City Council in June 2022.



EDUCATION

BS, Environmental Science, University of California, Los Angeles

YEARS OF EXPERIENCE

9

Vanessa Villanueva

Senior Environmental Planner

Vanessa is responsible for managing the preparation of environmental planning documents for public and private sector development projects and providing technical impact analyses for a variety of projects. She has nine years of experience preparing and editing environmental analyses in accordance with CEQA and NEPA for infrastructure, capital improvements projects, housing and urban infill development, and long-range planning projects. Her recent experience includes projects located in the cities of West Hollywood, Los Angeles, Long Beach, Lancaster, Fountain Valley, and Chino Hills. Her responsibilities include project management, performing research and analysis, leading and preparing CEQA and NEPA environmental analyses, assisting with the preparation of comprehensive long-range planning documents, conducting noise monitoring field work necessary to complete high-quality technical noise studies, assisting with in-house English-to-Spanish translations of environmental notices and other public outreach materials, and interacting with various members of public agency and private client staff on matters related to land use planning, CEQA/NEPA compliance, and land development application processing.

SELECT PROJECT EXPERIENCE

Project Manager, City of West Hollywood – 1000 North La Brea Avenue Environmental Impact Report, West Hollywood
Vanessa currently serves as Project Manager for the demolition of a commercial building and concrete batch plant for construction and operation of a new 34-story mixed-use building with 514 apartment units, 30,000 square feet of ground floor commercial/retail use, up to seven billboards, and 667 parking spaces. The Initial Study was circulated for review in November 2023, and the Draft Environmental Impact Report (EIR) was circulated for review in January 2025. Vanessa is currently overseeing the preparation of the Final EIR for the project, which includes responses to 13 public comment letters and verbal comments received from the Transportation and Mobility Commission and Planning Commission. She is coordinating with the project applicant team, City staff, Rincon analysts, and Fehr & Peers to respond to all comments received on the project.

Project Manager, City of Santa Ana – On-Call Environmental Review Services for the Housing Division, Santa Ana
Since 2019, Vanessa has managed numerous NEPA projects under Rincon's on-call contract with Santa Ana's Housing Division. She has managed the preparation of approximately 25 Environmental Assessments/Findings of No Significant Impact (EA/FONSIs), Categorical Exclusions, and Exemptions for affordable housing developments and capital improvements projects. She is currently managing an EA/FONSI evaluating rehabilitation of the Logan Center/Chepa's Park facilities.

Project Manager, Los Angeles County Development Authority (LACDA) – On-Call Environmental Services, Los Angeles County
Since 2017, Vanessa has managed Rincon's on-call contract with LACDA and the preparation of an estimated 55 NEPA EA/FONSIs for affordable housing projects receiving federal funding from HUD. Her responsibilities include coordinating an internal team of planners, environmental scientists, and cultural resources specialists as well as interacting with County staff. She is currently managing and EA/FONSI for an affordable housing project in the City of Los Angeles.

CEQA Analyst, City of West Hollywood – 9034 Sunset Boulevard Project Exemption Justification, West Hollywood
Vanessa currently prepares a justification report for a statutory exemption to CEQA under Assembly Bill 130 for the 9034 Sunset Boulevard Project, which includes construction of a hotel complex and associated retail, residential, and ancillary uses, on four contiguous parcels. Her responsibilities include coordinating with the City and colleagues to inform and complete the exemption justification.

CEQA Analyst, City of West Hollywood – 9160-9176 Sunset Boulevard Project Recirculated Environmental Impact Report, West Hollywood
The project involves construction of a five-story mixed-use office and restaurant building located in the Sunset Specific Plan area. Uniquely, the project would include digital billboards on its facades. As Rincon was tasked with assisting with updates to a previously circulated Draft EIR for this project, Vanessa assisted with significant updates to the Aesthetics section of the Draft EIR based on project design changes, an updated Lighting Study, and other changes to applicable regulations. The Recirculated Draft EIR is currently under review by City staff.

CEQA/Noise Analyst and Assistant Project Manager, City of Los Angeles – Citywide Housing Element 2021-2029 and Safety Element Updates Environmental Impact Report, Los Angeles
Vanessa assisted with the preparation of a Preliminary Study to help determine the appropriate CEQA document for the Los Angeles Citywide Housing Element 2021-2029 Update and the subsequent EIR for the project, taking the lead in analyzing the project's construction and operational noise impacts throughout the city and crafting mitigation measures for future development facilitated by the Housing Element Update. Her responsibilities included coordinating with City and colleagues to inform and complete the environmental analyses.

Project Manager, City of Los Angeles – Addendum to the Citywide 2021-2029 Housing Element and Safety Element Update Environmental Impact Report, Los Angeles
Vanessa served as project manager for an addendum to the City's Housing Element EIR analyzing the Citywide Housing Incentive Program Ordinance, Citywide Adaptive Reuse Ordinance, Resident Protections Ordinance, and Housing Element Sites Ordinance, which will expand housing unit capacity to help the City meet its Regional Housing Needs Assessment (RHNA) allocation. Vanessa coordinated with an internal project team, a transportation subconsultant, as well as with City staff to complete an addendum analyzing project impacts against those previously analyzed in the Housing Element EIR in accordance with *CEQA Guidelines* Section 15164.

Project Manager, Bright Star Schools – Valor Elementary School Project Initial Study-Mitigated Negative Declaration, Los Angeles
Vanessa served as Project Manager for an Initial Study-Mitigated Negative Declaration (IS-MND) for development of an elementary school project located in the North Hills neighborhood of Los Angeles. She managed a team of arborists, historians, archaeologists, and technical analysts and coordinated frequently with the applicant team and City Planning staff. Rincon prepared the IS-MND and technical studies analyzing the project (i.e., air quality/greenhouse gas study, health risk assessment, cultural assessment, and noise and vibration study).

Project Manager, City of Long Beach – 51st Street Greenbelt Project EA/FONSI, Long Beach
Vanessa is currently serving as the Project Manager for preparation of an EA/FONSI for improvements to approximately one acre of open space in Long Beach. The City is seeking federal funding from HUD to include pedestrian trails, a cycle track, fitness stations, play equipment/structures, landscaping with new trees and ground cover, seating and benches, bioswales, and accessible parking at the existing open space. Her responsibilities have included overseeing a team of analysts, biologists, and archaeologists to complete the environmental analysis.

Project Manager, City of Pico Rivera – 6th Cycle Housing Element New Policies & Programs Initial Study-Mitigated Negative Declaration Addendum, Pico Rivera
Vanessa served as a project manager for preparation of an IS-MND Addendum tiered off the original IS-MND that was prepared for the City's Housing Element Update (adopted in September 2022). The project identifies 69 parcels with varying zones with the potential to accommodate the City's RHNA as part of the Housing Element Update. To meet the RHNA, City staff created a R-40 Overlay Zone that would allow up to 40 units per acre and would not change the existing underlying zone. In accordance with *CEQA Guidelines* Section 15164, Rincon did not find new significant environmental effects that were not previously identified in the original IS-MND.

Ryan F. Luckert

Senior Supervising Planner

Ryan has over twenty five years of experience in the field of environmental planning management, agency coordination, and entitlement processing. He holds ongoing responsibility for the preparation and management of environmental documentation pursuant to CEQA and NEPA for a variety of project types, including large-scale residential developments, commercial developments, high-rise mixed-use projects, General and Specific Plan Amendments, and multi-phase regional development projects. Ryan supports on-call planning and environmental service contracts throughout the Southern California region, including areas within Los Angeles County, Riverside County, and San Bernardino County, with consistent application of CEQA on a variety of environmental reports in order to successfully certify documentation. He is intimately familiar with all issues addressed under CEQA, as well as other regulatory requirements, including, but not limited to, sustainability issues, water supply and infrastructure, environmental justice, and community impacts.

EDUCATION

BS, City and Regional Planning, California Polytechnic State University, San Luis Obispo

CERTIFICATIONS/ REGISTRATIONS

Association of Environmental Professionals

American Planning Association

California Water Environmental Association

Professional Environmental Management Association

YEARS OF EXPERIENCE

25

SELECT PROJECT EXPERIENCE

Project Manager, City of Beverly Hills – 9600 Wilshire Specific Plan, Beverly Hills
Ryan is the project manager for the 4-acre 9600 Wilshire Boulevard Specific Plan CEQA process, including drafting and reviewing the Initial Study and project EIR, reviewing and synthesizing project documentation, coordinating assignments with the project team, and maintaining the project schedule, coordination, and client communication.

Project Manager, City of Pomona – 1707 N. Towne Ave 15183 Exemption, Pomona
Ryan was the project manager for a large multi-family development in the City of Pomona, which included the new exemption process for the state of California. This process, similar to an Initial Study and MND, enveloped many technical studies, such as Cultural, Biological, and Traffic. Ryan was solely responsible for coordinating assignments with the project team, and maintaining the project schedule, coordination, and client communication.

Project Manager, City of Menifee – Coastline Project MND, Menifee
Ryan is the project manager for an IS/MND in the City of Menifee related to a 45 single-family residential lots and associated site improvements on a 39.1 acre property within the City of Menifee.

Project Manager, City of Menifee – Trumble Pit MND, Menifee
Ryan was the project manager for an IS/MND in the City of Menifee related to an infill grading project, including the drafting and reviewing of the Initial Study and project MND.

Project Manager, Millennium Partners – Millennium Hollywood Project, Los Angeles
Ryan supervised the Millennium Hollywood EIR, which included the construction and operation of a new mixed-use and transit-oriented development anchored by the historic Capitol Records Tower building in the Hollywood area of the City of Los Angeles. Ryan assisted the County and City of Los Angeles through the historic preservation of the Capital Records Tower building and Gogerty building, These historic structures would be preserved and maintained and were to be operated as office and music recording facilities under a long term lease.

Project Manager, City of Agoura Hills – Agoura Business Center North, Agoura Hills
Ryan is the project manager for the development of two larger industrial buildings within an existing Specific Plan Area of the City. The document is a Subsequent MND. Ryan is managing the CEQA process, including drafting and reviewing the Initial Study and project MND, reviewing and synthesizing project documentation, coordinating assignments with the project team, and maintaining the project schedule, coordination, and client communication.

Senior Environmental Planner, Ratkovich Company – The Villages at The Alhambra Project, Alhambra
Ryan supported the preparation and management of the Villages at The Alhambra EIR for the neighboring community of Alhambra. The project is a redevelopment of a portion of the Alhambra center with newly designed and newly built residential uses and related parking structures. The project would retain existing office spaces, demolish offices, industrial and storage buildings, and construct new for-sale dwelling units in stacked flat and townhome configurations with rental apartments in 5-story stacked flat configurations. Ryan reviewed and incorporated various technical studies, such as water quality and hydrology reports into a complex EIR document for the City of Alhambra. He also oversaw the peer review process and provided feedback and management of responses to comments during the Final EIR process.

Project Manager, Dart Mateo – 1024 Mateo Street Project, Los Angeles
Ryan successfully managed and prepared one of the first Sustainable Communities Environmental Assessments (SCEA) in the City of Los Angeles for the construction, use, and maintenance of a single mixed-use building containing a total of 106 live/work condominium units in Downtown Los Angeles. Ryan oversaw preparation of all technical studies for the development, such as traffic/VMT, air quality, noise, and hazardous materials reports. A focus of the developer was to create a development that utilizes the existing transit system in and around the project site consistent with SCAG growth projections and policies, while constructing live/work units to minimize vehicle transit use in the downtown area.

Project Manager, City of Menifee – Trumble and Watson Warehouse Project MND, Menifee
Ryan is the project manager for an IS/MND in the City of Menifee related to a new warehouse structure on an existing vacant site within the boundaries of the City of Menifee.

Project Manager, California State University San Marcos – Athletic Fields Lighting Project IS/MND, San Marcos
Ryan managed and supervised the recently prepared Athletics Field Lighting and Audio system IS/MND, which included the construction of several new lighting poles at various field locations on campus. The IS/MND focused on Air Quality, Greenhouse Gas Emissions, Cultural Resources, and Tribal Cultural Resources. Ryan is still currently assisting CSUSM through this CEQA process.

Emily Marino

Senior Environmental Planner

Emily is a project manager with over seven years of experience preparing environmental analyses in accordance with the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) for a variety of projects and clients, including housing and urban development, long-range planning documents, parks, and infrastructure. Her responsibilities include performing research and analysis for public and private sector clients, preparing CEQA and NEPA environmental assessments and technical studies, and managing a variety of projects. Her recent experience includes projects for the cities of Los Angeles, Laguna Beach, Beverly Hills, and Riverside County.

EDUCATION

MPH, Environmental Health Sciences, University of California, Los Angeles

MURP, Urban and Regional Planning, University of California, Los Angeles

BS, Environmental Science, Duke University

BA, Earth and Ocean Sciences, Duke University

YEARS OF EXPERIENCE

7+

SELECT PROJECT EXPERIENCE

Client Manager, California State University Channel Islands - Various Projects, Camarillo
Emily serves as the client manager for CSUCI, including managing discrete projects, such as the North Loop Infrastructure Replacement Project, preparing proposals, and responding to client requests for information and guidance on CEQA and environmental permitting requirements. Emily is responsible for managing the delivery of services to CSUCI across Rincon's service lines, including long-range planning, cultural and biological resources, and environmental planning, and ensuring client satisfaction.

On-Call Manager, Los Angeles County Department of Public Works Flood Control Facilities – On-Call Environmental Services, Los Angeles
Emily serves as the on-call manager for LACDPW environmental services for flood control facilities projects. Emily is responsible for managing the delivery of services to LACDPW across Rincon's service lines, including cultural and biological resources and environmental planning, and ensuring client satisfaction.

Project Manager, Housing Authority of the City of Los Angeles – One San Pedro Specific Plan, Los Angeles County
Emily served as project manager for the One San Pedro Specific Plan project that will redevelop the 20-acre Rancho San Pedro public housing complex. Emily's work on the CEQA/NEPA process included managing the internal project team, leading client meetings and communication, maintaining the project timeline and budget, invoicing, drafting sections of the project Environmental Impact Report (EIR)/Environmental Impact Statement, developing public outreach materials, completing reviews of CEQA and NEPA sections, and developing the mitigation monitoring and reporting program.

Co-Project Manager, City of Beverly Hills – 9600 Wilshire Specific Plan, Beverly Hills
Emily is the co-project manager for the 4-acre 9600 Wilshire Boulevard Specific Plan CEQA process, including drafting and reviewing the Initial Study and project EIR, reviewing and synthesizing project documentation, coordinating assignments with the project team, and maintaining the project schedule, coordination, and client communication.

Co-Project Manager, City of Beverly Hills – 468 North Rodeo Project, Beverly Hills
Emily is the co-project manager for the CEQA analysis of this project, which seeks to redevelop a site on Rodeo Drive with a Louis Vuitton flagship facility including retail, fine dining, salons, and a museum/exhibition space. Emily is managing the technical studies and reports to support a Class 32 CEQA exemption, including

assignment coordination, public hearing support, and ensuring on time and on budget deliverables.

Project Manager, City of Los Angeles – Lower LA River Trail Improvements Project, Los Angeles
Emily is serving as project manager for the CEQA analysis of the Lower LA River Trail Improvements project, which will improve one mile of multi-use equestrian, pedestrian, and bicycle trails between Artesia Freeway and Somerset Boulevard along the LA River. Emily is overseeing the preparation of the CEQA documentation for the project.

Project Manager, City of Laguna Beach – Fire Station No. 4 Relocation Projects, Laguna Beach
Emily served as project manager for the CEQA analysis of three potential locations for the relocation of Laguna Beach Fire Department Fire Station No.4. The existing Fire Station No. 4 has seismic integrity issues and is not sized to meet the modern needs of a fire station, and the City of Laguna Beach considered three potential properties for acquisition and the eventual construction of a new Fire Station No. 4. Emily managed the preparation of three IS-MNDs for the three properties considered for acquisition, including internal team management, report writing, quality assurance, and public hearing attendance.

Project Manager, Ventura County – Binglin Park Equestrian Facility, Ventura County
Emily is serving as project manager for the entitlements process, technical study preparation, and CEQA analysis of the Binglin Park Equestrian Facility project, which will develop an equestrian competition park and small-scale boarding facility near Moorpark. Emily's work includes drafting and reviewing constraints reports and the Initial Study being prepared for the project, coordinating with the team of sub-consultants for the preparation of a conditional use permit application and project entitlements, reviewing and synthesizing project documentation, coordinating assignments with the project team, and maintaining the project schedule, coordination, and client communication.

CEQA Project Manager, City of Foster City – General Plan Parks and Open Space and Conservation Elements Updates, Foster City
Emily is serving as project manager for the environmental analysis of the Foster City General Plan Parks and Open Space Element and Conservation Element Updates. Emily is overseeing the preparation of the Common Sense Exemption Report for the project.

CEQA Project Manager, City of Glendale – Climate Action and Adaptation Plan (CAAP) and General Plan Safety Element (GPSE) Update, Glendale
Emily served as project manager for the CEQA analysis of the Glendale CAAP and GPSE Update. Emily oversaw preparation of the Initial Study- Negative Declaration (IS-ND) for the CAAP and GPSE Update, including coordination of the project team, senior review of documents, and project deadline and budget management.

Project Manager, City of Laguna Beach – Pacific Edge Hotel Remodel Projects, Laguna Beach
Emily is serving as project manager for the CEQA analysis for a controversial hotel remodel project in Laguna Beach. Emily prepared the original IS-MND for the project in 2020 and is now leading preparation of technical studies and an Addendum for new remodeling plans at the hotel. Emily's responsibilities include overseeing preparation of technical studies and an MND Addendum, providing QA/QC, maintaining the project schedule and budget, and client and applicant coordination.

Project Manager, Pacoima Beautiful – Pacoima Wash Greenway Project, Los Angeles
Emily is serving as project manager for the environmental constraints and feasibility study of the Pacoima Wash Greenway project, which seeks to create a connected set of multi-use trails, parks, and improvements along a 4-mile stretch of the Pacoima Wash within the City of Los Angeles and City of San Fernando.

Project Manager, City of Laguna Beach – Promenade on Forest, Laguna Beach
Emily served as project manager for the Promenade on Forest Project, which involves the permanent dedication of a portion of Forest Avenue as pedestrian plaza and outdoor dining and gathering space. The project includes key elements such as seating, landscaping, art installations, outdoor dining areas, special events, enhanced paving, and lighting, all to be incorporated within the City right-of-way. Emily oversaw the preparation of a Senate Bill 922 exemption, including managing the internal project team, leading client meetings and communication, maintaining the project timeline and budget, invoicing, and quality assurance.

Project Manager, Begonia Real Estate Development – Foothill Boulevard and Tokay Avenue Multi-Family Residential Project, Fontana
Emily served as project manager for the IS-MND process for this 10-acre multi-family residential project, including developing the project team, coordinating with the client and City, maintaining project timelines, drafting and reviewing the CEQA documents, and presenting at the project's planning commission hearing.

EDUCATION

BA, Environmental Studies, University of California, Santa Cruz

CONTINUING EDUCATION

SoundPLAN (2018), Navcon Engineering, Fullerton, California

US EPA AERMOD (2015), Lakes Environmental, Las Vegas, Nevada

FHWA – Traffic Noise Model 2.5 (2011), Bowlby & Associates, Inc., Brentwood, Tennessee

Noise Control for Buildings, Manufacturing Plants, Equipment and Products (2008), Hoover & Keith, Houston, Texas

YEARS OF EXPERIENCE

24

Josh Carman

Director of Technical Services

Josh has over 20 years of experience in the field of acoustics and air quality and has participated in the environmental review and monitoring process for a wide variety of projects in California, Washington, Nevada, and New York. Josh prepares noise, air quality, greenhouse gas, and community health risk assessments for environmental impact studies (CEQA/NEPA) and technical studies using federal, state, and local guidelines and methodology. His experience includes complex project- and program- level analyses of general plan updates; specific plans; mixed-use development; traffic, transit and rail; vibration-sensitive; industrial; infrastructure, utilities, and telecommunications; long-term and remote construction noise and vibration monitoring; and underwater construction (e.g., pile driving) projects. He is certified in the use of the FHWA's Traffic Noise Model (TNM), SoundPLAN, and the US EPA AERMOD air dispersion model.

SELECT PROJECT EXPERIENCE

Director, City of Los Angeles – One San Pedro Specific Plan EIR/EIS, Los Angeles
Josh oversaw the review and incorporation of the findings from the Noise Study into the EIR/EIS prepared by Rincon and developed mitigation for operational recreational noise impacts. The project involves the adoption of a specific plan to guide redevelopment of the Rancho San Pedro public housing complex, services, amenities, and programming for the project site. The project site consists of two locations in the community of San Pedro in the southwestern-most portion of Los Angeles. These locations include approximately 20 acres that comprise the One San Pedro Specific Plan Site and an approximately 0.6-acre site located at 319-327 North Harbor Boulevard. Josh oversaw the review and incorporation of the findings from the Noise Study into the EIR/EIS prepared by Rincon and developed mitigation for operational recreational noise impacts.

Director, City of Beverly Hills – 9600 Wilshire Boulevard Specific Plan, Beverly Hills
Josh oversaw the preparation of the noise assessment for the 9600 Wilshire Boulevard Specific Plan EIR prepared by Rincon. The Specific Plan would apply to an approximately 4-acre (net) site located south of Wilshire Boulevard, between Bedford Drive to the west and Camden Drive to the east, adjacent to the southwest neighborhood of Beverly Hills. The Specific Plan proposes a mix of uses and includes the historic Saks building. Mitigation measures were recommended to reduce or avoid impacts from construction noise and construction vibration, including at historic resources.

Technical Director, Kristin Harrison – 4579 - 4627 Hollywood Boulevard Residential Project Noise and Air Quality Technical Reports, Los Angeles
In support of a Class 32 Categorical Exemption, Josh oversaw the preparation of a noise technical report and an air quality technical report at Rincon. The existing Goodwill building on site and parking lot would be demolished to construct a new seven-story mixed-use building consisting with restaurant/retail space and 181 apartment units over 2 levels of subterranean parking. The proposed project would also reserve a total of 16,959 sf for open space and amenities which would include three outdoor courtyards, a recreation room, and private open space on the second level and a pergola deck on the seventh level. The noise and air reports evaluated project construction and operational impacts and identified required Regulatory Compliance Measures.

Noise Consultant, City of Los Angeles – City of Los Angeles Construction Noise and Vibration Thresholds Update Technical Advisory Committee, Los Angeles
Josh served on a technical advisory committee to the City of Los Angeles during the update to their CEQA construction noise and vibration thresholds guidelines at Rincon. The update focused on proposing updated thresholds that are more suited to the generally urban nature of the City, while still being protective of public health. Josh participated in workshops and provided input on appropriate thresholds to provide defensibility for their use while also accounting for the urban noise environment in the City. These thresholds have been incorporated into the draft guidelines.

Senior Noise Specialist, County of Los Angeles – Tapia Ranch/Project No. R2012-02667/Vesting Tentative Tract Map No. 072126, Los Angeles County
Josh conducted the environmental noise assessment while at a previous employer in support of an EIR for the development of 405-unit single-family residential lots with one public park (4.7 net acres), eight open space lots, one water pump lot, 63 HOA/Basin lots, one park trails lot, nine flood control district lots, 21 private and future street lots, and one private street lot in the Castaic area. Cumulative impacts considered the planned and approved Tesoro Del Valle residential development to the southeast.

Senior Noise Specialist, City of Los Angeles – Prologis Vermont and Redondo Project EIR, Los Angeles
Josh conducted the environmental noise and vibration assessment while at PlaceWorks in support of an EIR for a proposed one-story, 53-foot tall, 340,298-square foot warehouse/manufacturing/distribution center. The Project would also include 36 truck loading docks and parking for up to 71 trailers. To characterize existing conditions, ambient noise measurements were conducted in the project vicinity, including at residences and the Rosecrans Recreation Center to the north. In addition to using the City of Los Angeles noise and vibration thresholds of significance, the analysis considered noise standards from the City of Gardena Municipal Code, due to nearby sensitive receptors in Gardena. Detailed SoundPLAN noise modeling was performed for both project construction and operation. SoundPLAN modeling accounted for project design features, including a temporary construction noise barrier and a permanent sound wall. While at Rincon, Josh continued to provide support on the project by drafting responses to public comments.

Technical Director, City of West Hollywood – Programmatic Noise Study and Recommendations for the Hotel Rooftop Amenities Zone Text Amendment, West Hollywood
Josh prepared a programmatic noise study and recommendations for the potential zone text amendment to allow increased height of hotels to provide rooftop amenities in the City of West Hollywood. The study prepared by Rincon involved a summary of existing City noise policies, common hotel rooftop noise sources, and recommended conditions of approval to reduce potential noise impacts to the surrounding community.

Director, Kennedy Jenks – La Cienega Well Nos. 2 and 3 Project Noise and Vibration Study, Beverly Hills
Josh oversaw the preparation of a noise and vibration study for the La Cienega Wells Nos. 2 and 3 Project. The proposed project consists of construction and operation of two groundwater wells for raw water production on two non-contiguous areas within La Cienega Park in the city of Beverly Hills. The purpose of the project is to enhance the City of Beverly Hills' drinking water supplies. Construction of the two wells would require site preparation, minimal grading, well drilling and constant rate testing during daytime hours, construction of an approximately 420-square-foot concrete masonry unit building around each well, installation of water pipelines that extend from the proposed wells to an existing raw water transmission main within La Cienega Boulevard, and site restoration upon completion of construction. Both wells would be equipped with vertical turbine well pumps with aboveground motors with variable frequency drives, and both buildings would be equipped with heating, ventilation, and air conditioning (HVAC) equipment for the electrical rooms.

Director, City of Thousand Oaks – 2045 General Plan Update EIR, Thousand Oaks
Josh oversaw the preparation of the Air Quality, Greenhouse Gas Emissions, and Noise sections of the Thousand Oaks 2045 General Plan Update EIR. Mitigation measures were recommended to reduce construction and operational health risk impacts. In addition, mitigation measures were recommended to reduce construction noise and vibration and operational traffic noise. As part of this work, existing and future transportation noise contours were generated.

EDUCATION

BA, History, emphasis in American History, California State University, Long Beach

AA, Anthropology, Orange Coast College

CERTIFICATIONS/ REGISTRATIONS

Green Strategies for Historic Buildings, National Preservation Institute

CEQA Workshop Training, Association of Environmental Professionals

Oral History Methods, California State University, Long Beach

Identification and Evaluation of Mid-twentieth Century Buildings, National Preservation Institute

Section 4(f) Cultural Resources Compliance for Transportation Projects, National Preservation Institute

YEARS OF EXPERIENCE

25

Shannon Carmack

Principal/Architectural History Program Manager

Shannon has more than 25 years of professional experience providing cultural resources management and historic preservation planning for large-scale and high-profile projects. She has worked throughout California in numerous sectors including local planning, development/construction, public utilities, Department of Defense, transportation, recreation, and education. Shannon prepares documentation to satisfy CEQA/NEPA, Section 106, and Local Historic Preservation Ordinances. She also provides reports and studies that are in compliance with the Secretary of the Interior's Standards for the Treatment of Historic Properties and the California Historic Building Code. She has developed and implemented successful mitigation for countless projects that included Historic American Building Survey documentation, oral histories, and interpretive programs. Shannon meets and exceeds requirements in the Secretary of the Interior's Professional Qualification Standards in Architectural History and History.

SELECT PROJECT EXPERIENCE

Principal-in-Charge, Housing Authority of the City of Los Angeles – One San Pedro Specific Plan Project, Los Angeles County
Shannon was the Principal-in-Charge of the *One San Pedro Specific Plan Supplemental Cultural Resources Survey Report and Effects Analysis,* which was undertaken in compliance with CEQA, Section 106, and HACLA's programmatic agreement with the State Historic Preservation Officer (SHPO). Rincon's analysis included the following: delineation of the project's APE, archival and background research, support with local interested party, Native American, and SHPO consultation, an intensive-level built environment survey of the APE, consideration of the historical significance of all properties in the APE containing built environment features constructed prior to 1976; assessment of project effects and impacts in accordance with Section 106 and CEQA.

Principal Architectural Historian, City of Long Beach – 300 Studebaker Road Industrial Park Project, Los Angeles County
Shannon has served as Principal Architectural Historian for the cultural resources study. The project included the development of two concrete tilt-up industrial buildings, as well as 1.81 acres designated as open space. For these efforts, Mr. Carmack served in a senior oversight capacity, coordinating with staff to complete fieldwork, archival research, Tribal coordination and report preparation.

Principal-in-Charge – Los Angeles County Development Authority, Various Projects, Los Angeles County
Shannon has acted as the Principal-in-Charge for Rincon's contract with the Los Angeles County Development Authority (LACDA). By managing this contract, Rachel has contributed to and managed dozens of Section 106-compliant cultural resources assessments for projects throughout Los Angeles County. These assessments typically include delineation an area of potential effects (APE), background research, Native American and local interested party outreach and as needed consultation support, field surveys, evaluation of historic-period properties within the APE for NRHP eligibility, and preparation of a technical report to document the methods and results of these activities.

Principal, City of Santa Ana – Cultural Resources Study for the 4th and Mortimer Project, Santa Ana
The 4th and Mortimer Project is a redevelopment project encompassing two city blocks in downtown Santa Ana. In support of the project, Shannon served as the principal for the cultural resource study of the site. The study included the recordation of one property, 509-515 East 4th Street, on DPR forms. Shannon oversaw the evaluation of the property which included the development of site-specific context, archival and background research and a site visit. The property was evaluated and recommended ineligible for listing in the National Register of Historic Places, California Register of Historical Resources and the Santa Ana Register of Historic Properties.

Principal, City of Santa Ana Community Development Agency – Santa Ana Library Repair Project Cultural Resources Assessment Report, Santa Ana
Shannon served as the principal for the Santa Ana Library Repair Project Cultural Resources Assessment Report. The study included the delineation of an area of potential effects, searches of the California Historical Resources Information System and the Native American Heritage Commission Sacred Lands File and Native American and local interested party outreach. The study additionally included the development of a historic context, site specific background and archival research. The Santa Ana Library was recorded on DPR forms and evaluated for listing in the National Register of Historic Places. The study recommended the library building eligible for listing in the National Register of Historic Places under Criteria A and C.

Senior Architectural Historian, City of Santa Ana – Cultural Resources Study for the Raitt and Myrtle Project, Santa Ana
Shannon served as the Senior Architectural Historian for the Raitt and Myrtle Street Park Project. The project sought funds from the U.S. Department of Housing and Urban Development (HUD). Work was prepared in conformance with the National Environmental Policy Act (NEPA) and Section 106 of the National Historic Preservation Act (NHPA). The cultural resources study included a records search, Sacred Lands File search, archival research, an intensive pedestrian survey of the project site, and preparation of an effects report.

Project Manager, City and County of Los Angeles – Woodland Hills Fire Station 84 Environmental Impact Report and Mitigation, Los Angeles County
Shannon served as Project Manager for a historical structures evaluation of the Woodland Hills Fire Station No. 84. Located in the Woodland Hills neighborhood of Los Angeles. The post-war fire station was found to be historically significant at the local level, in accordance with SurveyLA. Shannon also assisted in the preparation of the cultural resources section of the Environmental Impact Report and conducted HABS documentation of the building for submittal to local repositories.

Principal, City of Beverly Hills – One Beverly Hills Overlay Specific Plan Cultural Resources Technical Report, Beverly Hills
Shannon served as the Principal in Charge for the One Beverly Hills Overlay Specific Plan Cultural Resources Technical Report. The One Beverly Hills Overlay Specific Plan will allow for the comprehensive and coordinated redevelopment of a 17.4-acre project site that includes the Beverly Hilton hotel and is flanked by the Los Angeles Country Club (LACC). As part of the study, Shannon oversaw the completion of update historical evaluations of the Beverly Hilton and the LACC properties, both of which were recommended eligible for historic designation and therefore considered historical resources for the purposes of CEQA, as a result of the study. In addition to a search of the California Historical Resources Information System (CHRIS) and the Native American Heritage Commission's Sacred Lands File (SLF), Native American outreach, background and archival research, a field survey of the project site and adjacent LACC property, and update historical evaluations, the study included an assessment of direct and indirect impacts associated with implementation of the One Beverly Hills Overlay Specific Plan One Beverly Hills Overlay Specific Plan on the Beverly Hilton and LACC properties. Ultimately, Rincon found that the project would result in less than significant impacts within mitigation incorporated.

Christopher Duran, RPA

Principal Investigator/Program Manager

Chris has more than 18 years of professional experience and meets and exceeds the Secretary of the Interior's Professional Qualification Standards. In addition, he has worked throughout California for various municipalities and utility districts assisting in cultural resources investigations for new installations and infrastructure updates. Chris also has extensive experience with the CEQA/NEPA process for cultural resources projects involving water infrastructure maintenance and development throughout California for districts, such as United Water Conservation District, Water Replenishment District of Southern California, Las Virgenes Municipal Water District, the Municipal Water District of Orange County, Metropolitan Water District of Southern California, Eastern Municipal Water District, and West Basin Municipal Water District. Chris is an expert in state and federal regulations as they pertain to cultural resources and serves as Principal Investigator for Rincon's projects providing resource recommendations and mitigation measures allowing clients to remain in sound compliance with applicable regulations. Chris has also been involved in Native American consultation with tribes located in Riverside and San Bernardino Counties and has assisted several local agencies and developers through the consultation processes related to Section 106 of the National Historic Preservation Act and Assembly Bill 52. Chris has authored a variety of cultural resources studies including archaeological survey, archaeological testing and eligibility evaluation, data recovery, mitigation monitoring plans and reports, and peer reviews.

EDUCATION

MA, Anthropology, Northern Arizona University

BS, Anthropology-Cultural Resources Management, Cal State Polytechnic University, Pomona

CERTIFICATIONS/ REGISTRATIONS

Registered Professional Archaeologist (ID# 415730)

Section 106 Compliance (2010)

Advanced Section 106 (2013)

Society for American Archaeology

Society for CA Archeology

PERMITS

Principal Investigator, California Bureau of Land Management statewide FLPMA permit (CA-15-27) (2015-2018)

AFFILIATIONS

Society for American Archaeology

Society for California Archeology

YEARS OF EXPERIENCE

18

SELECT PROJECT EXPERIENCE

Principal Investigator, City of Agoura Hills – Peer Review, Agoura Hills
Chris served as the cultural resources lead on behalf of the City of Agoura Hills providing peer review services for cultural resources documentation provided by a project applicant regarding a large-scale commercial development within the city limits. Chris provided a thorough review with recommendations for CEQA compliance needed by the project applicant and worked with the applicant team to provide the adequate documentation needed to protect the City's interests.

Principal Investigator, City of Los Angeles – West Santa Ana Branch Transit Line, Los Angeles
Chris served as a senior archaeologist provide guidance and oversight for the preparation of the cultural resources studies and assisting in the tribal consultations for the project, specifically addressing known archaeological resources in the Downtown Los Angeles area.

Principal Investigator, City of Malibu – Golf Club and Resort Permitting, Malibu
The project required the cultural resources review for a potential golf club and resort. The study identified one previously recorded resource and two previously recorded historic buildings. The buildings had been burned during the Woolsey Fire and were no longer extant. The study also revealed that the archaeological site was removed during the construction of a man-made lake.

Principal-in-Charge, Caltrans District 7 – On-Call SR-1 and SR-23 Woolsey Fire Repair Project, Los Angeles County
Christopher provided QA/QC support for the emergency repair and replacement project that was initiated to address fire damage to highway facilities on the State Highway System along SR-23/Decker Road from SR-1 to Country Ranch Road (post

mile 8.4) in Los Angeles County, California, and along SR-1 Decker Road/SR-23. Rincon provided archaeological monitoring on an as-needed basis within the duration of this task order. The monitoring will be performed under the direction of Rincon Archaeological Principal Investigator, Tiffany Clark, PhD, RPA, who meets and exceeds the Secretary of Interior's Professional Qualifications Standards for prehistoric and historic archaeology.

Principal Investigator, City of Inglewood – Intuit Dome Cultural Resources Monitoring, Inglewood
Chris currently serves as the Principal-in-Charge for cultural resources monitoring relating to the Intuit Dome and the future home of the Los Angeles Clippers. He has been involved in client communication and the development of testing plans for archaeological and paleontological resources discovered during ground-disturbing activities, including consultation with Tribal groups regarding the treatment of identified resources.

Principal Investigator, City of Malibu – Paradise Cove Utility Upgrade Project Cultural Resources Study, Malibu
The Paradise Cove Heritage Recovery Project involved the recovery of a Chumash cemetery identified during a utility upgrade. Chris served as the Principal Investigator developing the recovery methods for the identified inhumations. Additionally, Chris coordinated with tribal representatives for the dignified and respectful treatment of the human remains.

Principal-in-Charge, County of Los Angeles – Chatsworth Lake Manor Cultural Resources Study, Los Angeles County
Chris served as the Principal-in-Charge for a cultural resources survey of multiple parcels in Los Angeles County to support fire restoration under the California Vegetation Treatment Program. Our team worked closely with grand holders and Los Angeles County staff to produce a cultural resources study that has received high praise from CalFire and is being used as the example for other cultural resources studies executed under the CalVTP program.

Principal Investigator, City of Palos Verdes – West Basin Municipal Water District Palos Verdes Lateral Project, Palos Verdes
Chris served as a principal investigator for the Palos Verdes Lateral Project in the Palos Verdes area of Los Angeles County. The project included the survey of potential pipeline alignments within a golf course and residential area. During the project, Chris had several conversations with Tongva tribal groups identifying potential significant resources near the golf course that are considered significant to the tribes. Chris assisted in developing project mitigation measures to address potential impacts and reduce cultural resources impacts to less than significant levels.

Cultural Resources Principal Investigator, City of Agoura Hills – Medea Creek Restoration Project Phase II Cultural Resources Investigation, Agoura Hills
Chris served as Cultural Resources Principal Investigator for the project. Rincon prepared the CEQA documentation for the project, assisted with obtaining all required regulatory permits, provided consultation of the Mitigation Measures specified in the Mitigation Monitoring and Reporting Program within the Final IS-MND, review of the California Department of Fish and Wildlife issued a Streambed Alteration Agreement (No. 1600-2014-0244-R5), U.S. Army Corps of Engineers issued Nationwide Permit No. 27 (NWP No. SPL-2014-00769-AJS), and Regional Water Quality Control Board including surveying for roosting bats, nesting birds, archaeological/paleontological monitoring, as well as diversion monitoring, sampling, and reporting.

Principal Investigator, County of San Mateo – Sanchez Adobe Interpretive Center Project, San Mateo County
Chris served as the Principal Investigator for the development of the interpretive center located at the Sanchez Adobe. The effort included ground penetrating radar studies, archaeological trenching, and archaeological testing. The project resulted in the discovery of human remains which prompted some project redesigns with the information provided by Rincon. Chris oversaw the preparation of project reports, quality control, and client communication.

Principal Investigator, County of Ventura – Spanish Springs Housing Development Project, Camarillo
Chris served as the Principal Investigator for a housing development project within the Spanish Springs golf course to convert the course to a multi-unit housing community. During the course of the study, Rincon coordinated with local Chumash representatives regarding purported cultural resources including villages and rock art sites. The study resulted in a rebuts testing program that allowed the City to adequately address cultural resources issues and proceed with the development project.

EDUCATION

MESM, Water Resources Management; University of California Santa Barbara

BA, Environmental Studies/Film Studies; Emory University

CERTIFICATIONS/ REGISTRATIONS

California Association of Environmental Professionals

Water Education Foundation, Water Leaders Class, 2014

YEARS OF EXPERIENCE

20

Aubrey Mescher

Water Resources Planner

Aubrey has 20 years of experience as an Environmental Planner specializing in water resources and water supply reliability planning for Southern California infrastructure, development, and planning projects. Aubrey understands the complex dynamics of water supply systems throughout California, and she supports project-specific analyses with regional familiarity. Aubrey prepares and manages deliverables including water supply feasibility studies and supply source analyses, Water Supply Assessments (WSAs) for compliance with Senate Bill 610, and long-term analysis and documentation for Urban Water Management Plans (UWMPs).

Common challenges that Aubrey regularly navigates include a lack of thorough or consistent data on groundwater resources, the effects of compliance with the Sustainable Groundwater Management Act (SGMA), and the introduction of new groundwater uses in areas currently affected by overdraft conditions. Aubrey is skilled at communicating complex, technical concepts and issues in an approachable manner, including for public hearings, scoping meetings, and informational workshops. In addition, she is adept at coordinating with both public and private entities, and has thorough understanding of the respective interests and requirements of different types of clients.

SELECT PROJECT EXPERIENCE

Service Line Lead, Public and Private Clients –WSAs, California Statewide
Aubrey leads Rincon's service line for WSAs, preparing and managing the preparation of WSAs. Aubrey also provides technical review and guidance on WSAs to facilitate compliance with CEQA and California Water Code. Aubrey often works on projects located in areas dependent on imported surface water supplies and with limited local resources, including where groundwater resources are adjudicated or otherwise carefully managed due to scarcity and the effects of drought. No WSA prepared or managed by Aubrey has been legally challenged.

Aubrey is fluent in the requirements of SGMA and the contents of Groundwater Sustainability Plans (GSPs), which she uses to inform project-specific WSAs. Aubrey has prepared WSAs for projects located outside the management area of UWMPs and in areas not subject to SGMA, which require creative approaches to characterize existing demands and supply availability. Common challenges navigated in WSAs include a lack of thorough data and currently unknown effects of SGMA compliance; common issues addressed include but are not limited to the conjunctive use of groundwater and surface water resources, and consideration to climatic variables that affect the reliability of imported water supplies.

Project Manager, Multiple Clients – 2025 Urban Water Management Plans
Aubrey is currently preparing the 2025 UWMP updates for Olivenhain Municipal Water District (OMWD), Vallecitos Water District (VWD), and San Diego County Water Authority. She has coordinated an update of VWD's water demand forecasts for submittal to the Water Authority as the regional wholesaler, and reviewed OMWD's self-prepared demand update for the Water Authority. She is also coordinating with the Water Authority to review and consolidate all member agency demand forecasts in preparation for its 2025 update. For all three agencies, Aubrey is collecting water sales data, updating demand factors, and forecasting future water use based on socioeconomic growth factors from San Diego Association of Governments. She will lead updates to the water supply portfolio, water year analysis, and drought reliability analysis. She will also facilitate update of the climate change analysis, demand

management measures, and water shortage contingency plans.

Water Supply Specialist, Southern California Gas Company (SoCalGas) – Angeles Link Water Resources Evaluation, SoCalGas Service Territory, Various Counties/Cities
Aubrey recently finalized preparation of a Water Resources Evaluation as part of the Phase One feasibility investigation conducted for SoCalGas' proposed Angeles Link project (Angeles Link). Pursuant to the California Public Utility Commission (CPUC)'s Decision 22-12-055 (Decision), the Water Resources Evaluation included preparation of a Water Availability Study to identify and characterize potential water supply sources to support future third-party production of clean renewable hydrogen. Criteria used to identify potential supply sources included avoiding competition for water with existing and planned uses, and avoiding the degradation of existing water supply sources. The study also included agency outreach, analysis of water resources availability, identification of water quality requirements for hydrogen production, development of acquisition and purification costs, discussion of risks and opportunities, a water option prioritization analysis, and development of analogous water use activities. Key challenges include the large amount of water required to support hydrogen development, the ongoing long-term drought conditions throughout California, and characterization of supply availability that accounts for water agencies' plans to reuse and conserve their supplies.

Water Supply Specialist, Lewis Management Corporation – The Village at Lakeview (TVOL) Water Supply Technical Report, Riverside County
Aubrey prepared a technical report addressing water supply availability for the proposed TVOL project, in response to a legal challenge to the TVOL EIR. This project involved characterizing the current conditions of imported water supply systems including the Colorado River system and the State Water Project, evaluating the reliability of those sources for the project, and assessing whether the project's water demands were previously accounted for in regional planning documents, including the UWMPs of Eastern Municipal Water District (EMWD) and the Metropolitan Water District of Southern California. Coordination with EMWD was conducted to incorporate findings of a WSA and to ensure the findings of the WSA were applicable to the current project design. The technical report was provided to support court proceedings in response to legal challenge of the project's EIR.

Water Supply Planner, Inland Empire Utilities Agency (IEUA) – Chino Basin Program (CBP), San Bernardino County
Aubrey served as a Water Supply Planner for the Chino Basin Program EIR. The CBP is both a local water supply project that combines local infrastructure needs and long-term salinity management with groundwater storage and improved water supply reliability throughout IEUA's service area, while also providing ecosystem and habitat benefits in the Sacramento-San Joaquin Delta watershed. The CBP would be implemented as a 25-year conjunctive use project that uses advanced water purification to treat and store recycled water in the Chino Groundwater Basin, then extract water according to a schedule of deliveries informed by environmental analysis. Due to schedule requirements of the State funding program supporting the CBP, Rincon helped publish the Public Review Draft EIR within approximately two months of execution of notice to proceed.

Project Manager, Las Virgenes-Triunfo Joint Powers Authority – Tapia Water Reclamation Facility 003 Outfall Rehabilitation Project CEQA Categorical Exemption and Local Coastal Program Exemption, Los Angeles County
Aubrey is preparing documentation to support an IS-MND for this project, after project changes which excluded the project from qualifying for CEQA Categorical Exemption as originally proposed. The project will provide for the inspection and repair of an existing 0.5-mile-long section of underground pipeline. The pipeline conveys flows of treated wastewater from the Tapia Water Reclamation Facility within the Santa Monica Mountains Local Coastal Program area to an existing outfall at Malibu Creek. Discharges into Malibu Creek occur in compliance with a National Pollutant Discharge Elimination System permit and would remain unaffected with implementation of the project. Aubrey is also managing the preparation of a Coastal Development Permit (CDP) for the project, and providing coordination with the Los Angeles County Department of Regional Planning and the California Coastal Commission to meet all requirements and expectations in support of CDP issuance.

EDUCATION

BS, Environmental Science, University of California, Santa Barbara

TRAINING

Wetland Delineations, Wetland Training Institute

USACE Regional Supplement Training, Richard Chinn Environmental Training

Environmental Site Restoration/Mitigation Creative Planning and Implementation, Northwest Environmental Training Center

Riparian Plant Identification for Coastal Southern California Rivers and Streams, Wetland Training Institute

Flowering Plant Families, Friends of the Jepson Herbarium, University of California, Berkeley

California Rapid Assessment Method (CRAM) Certified Practitioner

YEARS OF EXPERIENCE

21

May Lau

Principal, Natural Resources & Permitting

May Lau is a principal with over 20 years of experience in the environmental consulting industry. Her primary responsibilities include development of permitting strategies; review of permit applications and supporting documentation; oversight of contract/project management; review of biological technical analyses for a variety of water/wastewater, private development, transportation and restoration projects; and informing her clients and Rincon staff of the most current regulations governing aquatic and biological resources. May's technical capabilities include review of environmental documents in compliance with National Environmental Policy Act (NEPA), California Environmental Quality Act (CEQA), Federal Endangered Species Act (FESA), and California Endangered Species Act (CESA); wetland and jurisdictional delineations; Clean Water Act permitting; streambed alteration agreements; coastal development permits; mitigation planning; biological assessments; and natural resource studies.

SELECT PROJECT EXPERIENCE

Principal-In-Charge, Palmdale Water District – Palmdale Ditch Conversion Project, Los Angeles County
May serves as Rincon's natural resources group's Principal-In-Charge for the Palmdale Ditch Conversion project, which proposes to underground 7.2 miles of the Palmdale Ditch from Little Rock Reservoir in the Angeles National Forest to Lake Palmdale on the desert floor. Rincon prepared technical analyses including the CEQA-Plus Biological Resources Assessment, survey reports, United States Forest Service-specific documentation, and prepared regulatory permitting packages for the project, including wetland/waters permitting and CESA incidental take permits for Western Joshua Tree (WJT) and Crotch's bumble bee (CBB). Technical analyses and fieldwork include vegetation mapping, jurisdictional delineation, rare plant surveys, WJT surveys, and protocol surveys for a number of desert, foothill, and riparian special-status species (burrowing owl, Mohave ground squirrel, Swainson's hawk, least Bell's vireo, CBB, southwestern pond turtle, and special status bats). She provides oversight of the permitting process and conducts final review of all permitting and biological report deliverables, to implement Rincon's QA/QC process and adhere to the project's tight environmental review and funding schedules.

Principal-in-Charge, Waste Connections, Inc. – Chiquita Canyon Landfill Environmental Compliance, Los Angeles County
May is providing oversight of biological reports and permit applications associated with Conditional Use Permit (CUP) compliance support for Chiquita Canyon Landfill (CCL). CUP support includes permitting, including waters and wetland permitting with the U.S. Army Corps of Engineers, Regional Water Quality Control Board, and California Department of Fish and Wildlife; environmental compliance, including environmental support during construction and operation; mitigation monitoring for biological, cultural, and paleontological resources; and implementation of mitigation plans for oak trees and rare plants. This project began in 2021 and is ongoing.

Contract Manager, Los Angeles County Department of Public Works (LACDPW) – On-Call Environmental Services, Los Angeles County
May and her team supported the LACDPW, including the Water Resources Division, Watershed Management Division, and Flood Maintenance Division (Los Angeles County Flood Control District [LACFCD]) by providing a full array of environmental services under a 5-year on-call services contract. Ninety (90) task orders were authorized under this contract, including preparation of regulatory permits(404,

401, and 1602), biological and cultural resources surveys and reports, focused surveys for federally- and/or state–listed species, wetland delineations, compliance/ mitigation monitoring and reporting, air and water quality sampling, and preparation of CEQA documents. Some projects authorized under this on-call are also included below.

Contract Manager/Permitting Program Manager, City of Los Angeles Department of Recreation and Parks (RAP) – As-Needed Environmental Impact Analysis and Special Studies, Los Angeles
May has served as the contract manager for the as-needed Environmental Impact Analysis and Special Studies contract with RAP since 2018, and has overseen the successful delivery of over 50 task orders. As contract manager, she served as RAP's main point of contact and ensures the delivery of high-quality services. She is responsible for reviewing all task order requests and proposals, collaborating with technical staff to identify the project management team and key staff, providing strategic guidance as needed to Project Directors and Project Managers for each task order, implementing the quality assurance/quality control (QA/QC) program, and overseeing the delivery of the scope, schedule, and budget for task orders.

Project Manager, Watershed Conservation Authority – San Gabriel River Confluence with Cattle Canyon Improvements Project, Angeles National Forest, Los Angeles County
This project involves recreational improvements and ecological restoration opportunities to address resource management challenges resulting from high public use of a 1.5-mile reach of the East Fork San Gabriel River, near its confluence with Cattle Canyon Creek, within designated critical habitat for Santa Ana sucker. As a subconsultant to BlueGreen Consulting, the project team is providing environmental services for the project, including preparation of a joint NEPA/CEQA document (EIS/EIR), biological and cultural surveys and reports, hydrology and soils report, jurisdictional delineation, conceptual geomorphology and hydrology investigation, and support of the conceptual restoration approach during the feasibility/design stages. May is responsible for managing the staffing, schedule, and budgets, internal and client meetings/coordination, as well as review of all technical reports and the EIS/EIR.

Senior Biologist, County of Los Angeles Department of Regional Planning – East San Gabriel Valley Area Plan Program EIR, Los Angeles County
The East San Gabriel Valley Area Plan (ESGVAP) was adopted by the County Board of Supervisors in 2024, and is a long-range planning document for the 24 unincorporated communities within the East San Gabriel Valley. The project consisted of the ESGVAP, land use change maps, and the zone change ordinance. May led the preparation of the biological resources chapter of the EIR.

Senior Biologist, County of Los Angeles Department of Regional Planning – West San Gabriel Valley Area Plan Program EIR, Los Angeles County
The West San Gabriel Valley Area Plan (WSGVAP) is a long-range planning document that will guide development of the communities of Altadena, East Pasadena-East San Gabriel, Kinneloa Mesa, La Cresenta-Montrose, San Pasqual, South El Monte Island, South Monrovia Islands, South San Gabriel, and Whittier Narrows. The project consists of the WSGVAP, land use change maps, and the implementation ordinance. May provided oversight of the preparation of the biological resources chapter of the EIR.

Senior Permitting Specialist/Principal Environmental Specialist, California Coastal Conservancy – Ballona Wetlands Restoration Project, Sequences 1 and 2 Design and Permitting, Playa Del Rey
May worked in close collaboration with the CDFW Ballona Wetlands Ecological Reserve land manager, developed the permitting strategy for the Ballona Wetlands Restoration Project, provided oversight of the permit preparation, led agency consultations, and led the environmental and permitting team. She also presented the environmental and permitting topics at the Southern California Wetlands Recovery Project agency meetings.

Senior Biologist, City of Long Beach – Los Cerritos Wetlands Oil Consolidation and Restoration Project EIR, Long Beach
The project team prepared an EIR for the Los Cerritos Wetlands and Oil Production project in the city of Long Beach. The project includes a comprehensive wetlands restoration that will restore a privately owned oil field in the city of Long Beach through the creation of a wetlands mitigation bank. The project will occur on four properties and will relocate and modernize existing oil production facilities and restore wetlands. May was responsible for peer review of the jurisdictional delineation report and biological reports; evaluation of project compliance with federal, state, and local regulatory requirements; and preparation of the biological resources chapter of the EIR.

Ryan Thacher, PhD, PE

Principal

Dr. Thacher is an environmental engineer with nearly 15 years of experience in developing creative solutions to complex environmental issues, including 12 years of environmental consulting experience. He oversees a variety of site assessment, remediation, and regulatory compliance projects driven by regulatory action and compliance, litigation, property transactions, brownfield redevelopment, and residential, commercial, and utility development. Ryan's background in environmental chemistry and engineering lends itself to assessing sites impacted by chemical constituents of concern including chlorinated hydrocarbons, per- and polyfluoroalkyl substances (PFAS), heavy metals, petroleum hydrocarbons, 1,4-dioxane, polychlorinated biphenyls (PCBs), pesticides, and more. He develops remediation and mitigation approaches consistent with regulatory frameworks established under the California Health and Safety Code, California Water Code, the Porter-Cologne Act, and the Federal Clean Water Act, and enforced by the United States Environmental Protection Agency (US EPA), California Department of Toxic Substances Control (DTSC), State Water Resources Control Board (SWRCB), Regional Water Quality Control Boards (RWQCBs), and local agencies. Ryan also has experience working under the Resource Conservation and Recovery Act and Comprehensive Environmental Response, Compensation, and Liability Act. Ryan is experienced in methods of environmental forensics and fate and transport evaluations to identify source contributions, identify responsible parties, or determine the location or timing of a release.

EDUCATION

PhD, Environmental Engineering, University of Southern California

BS, Chemical Engineering, University of California, Santa Barbara

CERTIFICATIONS/ REGISTRATIONS

Licensed Professional Civil Engineer (California) #87757

YEARS OF EXPERIENCE

15

SELECT PROJECT EXPERIENCE

Technical Advisor, Housing Authority of the City of Los Angeles (HACLA) – Rancho San Pedro Environmental Impact Report (EIR) – Environmental Impact Study, Los Angeles
Ryan performed a review of hazards documentation and data for the proposed redevelopment site and identified data gaps and mitigation strategies to support the hazards analysis in the EIR. Consulted the client on risks associated with known contamination on-site and provided recommendations for additional assessment.

Technical Advisor, City of Los Angeles – EIR for the Cornfield Arroyo Seco Specific Plan Update, Los Angeles
Ryan oversaw the development of the hazards and hazardous materials section and provided senior level technical review for a large-scale redevelopment project in Los Angeles. He evaluated mitigation measures for a wide range of potential hazards at the site.

Principal-in-Charge, Pacoima Beautiful – Hazardous Materials Technical Study (HMTS) for the Pacoima Wash Project, Pacoima
Prepared an HMTS for an area comprising a 4-mile concrete lined wash and adjacent open space areas to support a grant-funded greenway constraints analysis.

Director-in-Charge, HACLA – Environmental Assessment and Regulatory Compliance for the Jordan Downs Redevelopment Project, Los Angeles
Supporting HACLA through a large-scale affordable housing redevelopment project, including performing Phase I and Phase II ESAs, impacted soil removal, coordinating hazardous building material surveys, and performing air monitoring for fugitive dust during demolition activities.

Director-in-Charge, HACLA – Environmental Due Diligence for Acquisition Support, Los Angeles
Prepare Phase I and II ESAs (as needed) for potential acquisitions throughout Los Angeles. Typical properties include apartment buildings (finished or under construction), and hotels.

Director-in-Charge, City of Norwalk – Norwalk Transit Village Center Brownfield Redevelopment, Norwalk
Ryan oversaw completion of a Phase I ESA and multiple Phase II ESAs to delineate impacted soil identified at a site proposed to be redeveloped for mixed use. Facilitated a hazardous building materials survey which identified extensive lead- and asbestos-containing materials throughout the 14 on-site structures. Rincon will be supporting the project proponent through the DTSC voluntary oversight process.

Principal-in-Charge, City of Long Beach – Background Arsenic Evaluation for Proposed Development, Long Beach
Performed Phase I and II ESAs to support the Environmental Impact Report (EIR) for an industrial development. Arsenic was identified in soil at concentrations exceeding human health risk-based screening levels but below typical southern California background concentrations. In response to public comments on the draft EIR, prepared a memorandum in anticipation of litigation justifying no further action at the site and no requirement for regulatory oversight.

Principal-in-Charge, City of Redlands – Site Investigation for PFAS Impacts Under RWQCB Oversight, Alabama Street Septage Ponds, Redlands
Conducting a soil and groundwater assessment of PFAS impacts at a former septage disposal site. Actively engaged with the City of Redlands and the Santa Ana RWQCB in development of a remedial approach.

Director-in-Charge, U-Haul – Huntington Park Redevelopment Project, Los Angeles
Overseeing the redevelopment of a former industrial facility into a U-Haul storage facility, including onsite housing. The site is impacted with heavy metals and volatile organic compounds from former uses. Rincon has completed multiple rounds of soil and soil vapor sampling, as well as a vapor intrusion investigation within a neighboring residential area and is currently requesting a soil-only closure under DTSC.

Director-in-Charge, AMCAL Multi-Housing, LLC – Brownfield Site Redevelopment under Regulatory Oversight, Los Angeles, Long Beach and Sacramento
Ryan provides technical direction and oversight to several housing redevelopment projects on brownfield sites throughout California, including Phase I ESAs, Phase II ESAs, remediation and mitigation strategies, and serving as a client advocate in discussions with regulatory oversight agencies.

Director-in-Charge, Redondo Village – Former Coury and Sons Dry Cleaner Investigation, Redondo Beach
Investigated the source of PCE in soil vapor at a shopping center adjacent to a health district campus in Redondo Beach and performed a human health risk assessment for tenant spaces potentially subject to vapor intrusion under an investigative order from the LA RWQCB.

Director-in-Charge, City of Los Angeles Department of Public Works Bureau of Sanitation (LASAN) – Slauson Corridor Area-Wide Assessment (AWA), Los Angeles
Ryan oversaw the comprehensive Area-Wide Assessment for affordable housing subareas in the Slauson Corridor Transit Neighborhood Plan. The project team prepared a GIS data package and accompanying report analyzing 876 properties for potential environmental issues that may require further investigation and ranked sites by redevelopment potential to support the determination of future developmental feasibility of the study area

Director-in-Charge, City of Los Angeles Department of Public Works Bureau of Engineering – Los Angeles River Ecosystem Restoration Reach 6, Los Angeles
Oversaw the preparation of Phase I ESAs for 12 parcels along the Los Angeles River to support potential acquisition for an ecosystem restoration project.

Director-in-Charge, Worksmart Design – Initial Site Assessments (ISAs) for Manhattan Beach Right of Way Projects, Manhattan Beach
Oversaw the completion of two ISAs for right-of-way redevelopment work at a large intersection in Manhattan Beach. Adjacent known release sites were identified, and Rincon developed a Soil Management Plan to guide impacted soil management during construction activities.

GIANCARLO GANDDINI

Principal-in-Charge/Traffic Engineer

17 YEARS OF EXPERIENCE

7 YEARS WITH GANDDINI GROUP

AREAS OF EXPERTISE

Traffic Engineering
Transportation Planning
Parking Analysis
Level of Service/Capacity Analysis
Vehicle Miles Traveled (VMT)
Project Management

LICENSES/CERTIFICATIONS

Professional Engineer (Traffic), TR 2663, State of California

Professional Transportation Planner, No. 597, Transportation Professional Certification Board, Inc.

EDUCATION

BS, Civil Engineering,
University of California, Irvine

PROFESSIONAL AFFILIATIONS

Institute of Transportation Engineers
Past President, Western District
Past President, SoCal Section

Orange County Traffic Engineering Council

HONORS & AWARDS

Young Transportation Engineer of the Year (2011),
ITE Southern California Section

PROFILE

Mr. Ganddini is the Principal-in-Charge who directs, reviews, and oversees the assignment and timely delivery of all services provided by the firm. He is a Registered Professional Engineer (Traffic) in the State of California, a nationally certified Professional Transportation Planner (PTP), and Past President of the Institute of Transportation Engineers for both the Western District and Southern California Section. He has managed the preparation of hundreds of studies involving traffic engineering analysis and transportation planning for a broad range of development and infrastructure projects, including VMT and active transportation analysis in support of CEQA documentation.

Prior to founding Ganddini Group, Mr. Ganddini developed his technical expertise and project management competency at notable local and international engineering services firms where he performed and directed work on numerous projects involving transportation analysis for both public and private sector developments throughout California, including traffic impact studies, peer reviews, specific/general plan circulation updates, complete streets plans, and parking studies. He obtained a Bachelor of Science degree in civil engineering with specialization in transportation systems engineering from the University of California, Irvine.

RELATED PROJECT EXPERIENCE

- 4th & Mortimer Project, City of Santa Ana
- 2539 East Garvey Avenue, City of West Covina
- Planned Development No. 4, City of Redlands
- 1024 W. Workman Avenue Residential Project, City of West Covina
- 875 W. Orange Avenue, City of Pomona
- 1600 & 1616 West Cameron Residential Project, City of West Covina
- Lucha Reyes Apartments, City of Los Angeles
- La Ville Soleil (600 S. San Gabriel), City of San Gabriel
- 851 Corporate Center Drive Mixed Use Project, City of Pomona
- 3101 West Temple Avenue Hotel Expansion, City of Pomona
- Housing Element Update, City of Walnut
- 811 S. White Avenue Residential Project, City of Pomona
- 528 East Grove Street Residential Project, City of Pomona
- Downtown Main Street Specific Plan Area Y, City of El Monte
- 1707 North Towne Avenue, City of Pomona
- 5112 Santa Ana Apartments, City of Cudahy
- Andres Duarte School Site Project, City of Duarte

TRANSPORTATION/TRAFFIC

Sandipan Bhattacharjee, PE, TE, AICP, ENV SP

Sandipan Bhattacharjee is a Co-Founder and Principal at Translutions. His primary responsibilities are to prepare technical analyses of land development and transportation infrastructure projects, including comprehensive traffic impact analyses, traffic operations analyses, and parking studies. Mr. Bhattacharjee has worked in the Southern California region for over fifteen years and has extensive experience in preparing traffic operations analyses for Caltrans and other MPOs. He is well versed in rules and regulations in the five-county SCAG region. Mr. Bhattacharjee has led teams preparing traffic studies and multimodal analyses for various types of projects. Mr. Bhattacharjee has extensive experience in preparing defensible transportation analysis for inclusion in CEQA documents. Mr. Bhattacharjee is also an expert in VMT analyses related to SB-743 and has been involved in Green House Gas reduction strategies including facilitation of transit, complete streets implementation, and vehicle trip reduction strategies.

Years of Experience
24

Education
University of Southern California (USC), Master of Planning, 2003.

Indian Institute of Technology, Kharagpur, India. Bachelor of Architecture (Honors), 2001.

Licenses/Certifications
American Institute of Certified Planners (AICP): Membership Number 019936
Professional Engineer (Civil), California, License Number C81872
Professional Engineer (Traffic), California, License Number TR2847
ENV-SP, Certificate Number 23729

RELEVANT EXPERIENCE

Los Angeles County San Fernando Valley Area Plan, County of Los Angeles. Principal in Charge. Translutions is working on the transportation section of the San Fernando Valley Area Plan, preparing the transportation section and well as transportation demand modeling. The VMT analysis will be based on the 2016 Southern California Association of Governments (SCAG) Regional Transportation Plan (RTP) Model. Mr. Bhattacharjee was the Principal in Charge.

Los Angeles County South Bay Area Plan, County of Los Angeles. Principal in Charge. Translutions conducted the transportation demand modeling and prepared the VMT analysis for the Los Angeles County South Bay Area Plan. analysis was based on the 2016 Southern California Association of Governments (SCAG) Regional Transportation Plan (RTP) Model. Mr. Bhattacharjee was the Principal in Charge.

Los Angeles County Metro Area Plan, County of Los Angeles. Principal in Charge. Translutions conducted the transportation demand modeling and prepared the VMT analysis for the Los Angeles County Metro Area Plan. The project included the analysis of six specific plan areas. The analysis was based on the 2016 Southern California Association of Governments (SCAG) Regional Transportation Plan (RTP) Model. Mr. Bhattacharjee was the Principal in Charge.

City of San Fernando Safety Element Update, City of San Fernando, Los Angeles County. Principal in Charge. Translutions conducted the transportation demand modeling and prepared the VMT analysis for the City of San Fernando 2030 Housing Element Update. The analysis was based on the 2016 Southern California Association of Governments (SCAG) Regional Transportation Plan (RTP) Model. Mr. Bhattacharjee was the Principal in Charge.

City of Huntington Park Housing Element Update, City of Huntington Park, Los Angeles County. Principal in Charge. Translutions conducted the transportation demand modeling and prepared the VMT analysis for the City of Huntington Park 2030 Housing Element Update. The analysis was based on the 2016 Southern California Association of

Governments (SCAG) Regional Transportation Plan (RTP) Model. In addition, Translutions conducted the evacuation analysis pursuant to AB 747. Mr. Bhattacharjee was the Principal in Charge.

City of Pico Rivera Housing Element Update, City of Pico Rivera, Los Angeles County. Principal in Charge. Translutions conducted the transportation demand modeling and prepared the VMT analysis for the City of Pico Rivera 2030 Housing Element Update. The analysis was based on the 2016 Southern California Association of Governments (SCAG) Regional Transportation Plan (RTP) Model. Mr. Bhattacharjee was the Principal in Charge.

City of Calimesa Housing Element Update, City of Calimesa, San Bernardino County. Principal in Charge. Translutions conducted the transportation demand modeling and prepared the VMT analysis for the City of Calimesa 2030 Housing Element Update. The analysis was based on the Riverside Transportation Analysis Model (RIVTAM). Mr. Bhattacharjee was the Principal in Charge.

Freeway Corridor Specific Plan, City of Yucaipa, San Bernardino County. Principal in Charge. Translutions prepared the VMT analysis and Traffic Analysis for the proposed Yucaipa Freeway Corridor Specific Plan (FCSP). The FCSP was originally approved in 2008. The FCSP update is intended to guide development within the 1,242-acre plan area. The updated FCSP includes 2,472 residential dwelling units, approximately 1.1 M square feet of Regional Commercial, and 4M of Business Park uses. The VMT analysis included a plan-level VMT analysis that compares project generated VMT for the Proposed FCSP to the Approved FCSP. The delay-based traffic analysis was conducted for 27 intersections and included two different access alternatives based on the future construction of a new interchange. In addition to the program level analysis for the FCSP, a project level analysis was also conducted for a proposed industrial development within the FCSP area. Mr. Bhattacharjee was the Principal in Charge.

Colima Road Widening, Los Angeles County. Principal in Charge. Translutions prepared the VMT Analysis for the Colima Road Widening project. The analysis included running the SCAG Regional Transportation Plan (RTP) model to identify the projects impacts on VMT. As part of the project, Translutions worked with the Client to identify the appropriate area to determine impacts from the project as well as identified induced demand from the project. Translutions also provided future without and with project traffic volume forecasts for the area. Mr. Bhattacharjee is the Principal in Charge.

Temescal Canyon Road Widening, County of Riverside. Principal in Charge.Translutions is working on the VMT analysis and traffic operations analysis for the proposed widening of Temescal Canyon Road in the County of Riverside near the City of Corona. Translutions used the RIVTAM and RIVCOM models for the analysis. Traffic operations at the study area intersections was conducted using HCM 6th Edition for a multiple period analysis, which accounts for the carryover of unmet demand from one time period to the next during periods of oversaturation. The analysis was also used to identify residual queues in a previous period that persist to the start of an additional analysis period. SimTraffic software used for the multiple period analysis since it captures the driver behavior and models the interaction of vehicles within a roadway network. A failure year analysis was also conducted to determine the last year at which the project would continue to operate at satisfactory levels of service and all queues would fit within the available storage lengths. A comparison of collision data within the project study are to statewide average collision rates on similar facilities was conducted using data provided by Caltrans for a three-year period. Mr. Bhattacharjee is the Principal in Charge.

Shadow Mountain Road, Helendale Area of San Bernardino County. Principal in Charge. Translutions prepared on the traffic operations analysis and VMT analysis for the proposed Shadow Mountain Road Grade Separation project. The project consists of constructing a 4-lane roadway to extend Shadow Mountain Road from Helendale Road, over the Mojave River, to National Trails Highway. The project also includes constructing a grade separation over the BNSF railroad. The proposed project will provide better access for the community and railroad crossing safety benefits for the developing Helendale community. Reduced delays are also anticipated at the railroad crossing. The study objectives included documentation of existing weekday AM and PM peak hour traffic conditions including accident evaluation; evaluation of weekday AM and PM peak hour traffic conditions for Interim Year conditions; evaluation of weekday AM and PM peak hour traffic conditions for Long Range conditions; evaluation of construction impacts for operations and VMT; and evaluation of CEQA impacts under VMT. Mr. Bhattacharjee was the Principal in Charge.

Appendix B

Peer Review Example

MEMORANDUM

Date: August 28, 2023

To: Ms. Kelly Lucia, Planning Director, City of Calimesa

From: Wendy Worthey, Principal, Rincon

Subject: ***I-10 Logistics Center Annexation - Peer Review of Addendum to Determine CEQA Adequacy***

Per the City's request, Rincon has completed a peer review on the following document that supports the proposed I-10 Logistics Center Annexation Project ("project" or "proposed project") and Addendum to two previous Environmental Impact Reports (2017 and 2020):0

- I-10 Logistics Center Annexation Project (General Plan Amendment No. 22-04; Zone Change No. 22-02) Addendum No. 1 to Environmental Impact Report No. 534 and Subsequent[1] Environmental Impact Report No. 534, prepared by T&B Planning, dated June 22, 2023

Per our scope of work, we were tasked with one (1) round of review/comments of the document listed above for which comments have been provided in the Comments Matrix, attached below. Please note that the Comments Matrix is being provided in .both PDF format and Word format, and that it includes a column for Applicant/Consultant Responses. The Word version is being providing should the City decide that the best approach is for the Applicant/Consultant to provide a written response to each of the comments provided.

Rincon was also provided with other documents that were not reviewed in depth nor subject to peer review comments, but were perused as needed, where related to the current review effort and are listed below.

- Resolution 2017-223 Certifying EIR No. 534 for General Plan Amendment No. 1079, Change of Zone No. 7709, Tentative Pacel map No. 36564 and Plot Plan No. 25337, prepared by City of Calimesa, dated October 10. 2017
- Resolution 2020-064 Certifying Supplemental EIR No. 534 and Adopting Mitigation Monitoring and Reporting Plan, prepared by City of Calimesa, dated March 9, 2020
- Approval Letter for Minor Development Plan Review 20-08 (MDRP 20-08), Site Improvements (grading, landscape, storm drain facilities, and street improvements) to be located at APNs 413-270-012 & 413-270-013 [includes Conditions of Approval]
- Riverside County Flood Control and Water Conservation District correspondence, dated July 26, 2023
- Calimesa Fire Department correspondence, dated July 20, 2023

[1] All previous documentation refers to the prior document as a "Supplement" EIR, not a "Subsequent" EIR.

- RWG Law and City of Calimesa correspondence regarding legal review of prezone application, dated July 21, 2023
- Yucaipa Valley Water District correspondence, dated July 19, 2023

If the City requires any further assistance with other documents that support the Annexation project and Addendum, please let us know.

If you have any questions or comments regarding the information in this Comments Matrix, please contact me at (619) 890-2762 or wworthey@rinconconsultants.com.

Peer Review Comments Matrix

Comment No.	Document Section No./Title or Figure (also include page number, if appropriate)	Comments – Round 1	Applicant/Consultant Response
EIR Addendum (Draft)			
1.	Section 1 Project Description – Page 1	Include the proposed GP land use (LU) designation and zoning for line items 6 and 7 after listing the current County GP LU designation/zoning, or remove reference to the City designations entirely.	
2.	Section 1 Project Description – Pages 1-5	Move the Figures from pages 2 through 4 to just after the discussion of discretionary approvals. Currently, the discretionary approval discussion is bisected by Figures 1 through 3 and continues again on page 5.	
3.	Section 1 Project Description – Page 4	Outline/shade the proposed General Plan LU designations on Figure 3	
4.	Section 1 Project Description – Pages 5-8	Move Figures 4 and 5 to page 8 after the discussion on tribal cultural resources. Currently, the Figures split the discussion mid-sentence making it difficult for a reader to follow along.	
5.	Section 2 Environmental Analysis – Page 11	When initially discussing the project background and previous environmental documents, indicate the SCH# from the original EIR has been carried forward through to the Addendum. Also, double check the dates in which the NOP/NOC and document was adopted. A quick search of CEQAnet does not align with the dates listed in this section.	
6.	Section 2.2.1 Aesthetics – Page 12	Regarding the text, *"…the currently-proposed Project does not include applications for any new development. Rather, the Project merely comprises an administrative adjustment to the boundaries of the City of Calimesa…"* Remove language such as "merely" which could advocate for the project understanding that the CEQA analysis must be objective. – The above sentence is used throughout the document. Revise all instances to remain objective. Alternatively, replace "merely" with "only."	
7.	Section 2.2.1 Aesthetics – Page 12	Add reasoning/discussion regarding why the mitigation measures identified as part of EIR No. 534 are not applicable to the Project.	

Comment No.	Document Section No./Title or Figure (also include page number, if appropriate)	Comments – Round 1	Applicant/Consultant Response
8.	Section 2.2.2 Agriculture & Forestry Resources – Page 13	In the EIR No. 534/SEIR No. 534 Findings section it states, "EIR No. 534 also found that the prior project would result in less-than-significant impacts due to a conflict with zoning for agricultural use…" To provide context, briefly explain the zoning conflict.	
9.	Section 2.2.3 Air Quality – Pages 15-16	While the Project does not propose any new development initiatives, the EIR/SEIR No. 534 did identify significant and unavoidable air quality impacts related to the prior project. This Addendum should analyze the Project's consistency with the City's General Plan, particularly the Air Quality Element and any other relevant long-range planning documents in order to determine consistency with Calimesa's established goals and policies related to air quality.	
10.	Section 2.2.4 Biological Resources – Pages 16-18	No comments.	
11.	Section 2.2.5 Cultural Resources – Pages 18-19	No comments.	
12.	Section 2.2.6 Energy – Page 20 – 21	Same as comment #7 - Briefly explain why the mitigation measures identified as part of EIR/SEIR No. 534 are not applicable to the proposed Project.	
13.	Section 2.2.7 Geo and Soils – Page 23	The section states, "*the Project site previously was developed with two large industrial buildings…*" Reword to something like, "The Project site contains approved development of …." This explains the existing condition of the site. the past tense wording may confuse readers and allude to the development as no longer on the site. This sentence is used throughout the document. Revise all instances of this wording.	
14.	Section 2.2.7 Geo and Soils – Page 23	Rewording or better explain why the mitigation measures from the previous environmental documents are not applicable. If it is because the mitigation measures relate to development or construction, include that as the reasoning regarding why they no longer apply to the current project. In addition, briefly explain the mitigation measures above to provide more context to the reader.	
15.	Section 2.2.8 GHG – Pages 23-24	Similar to comment #9 above, the analysis states, "*Rather, the Project merely comprises an administrative adjustment to the boundaries of the*	

Comment No.	Document Section No./Title or Figure (also include page number, if appropriate)	Comments – Round 1	Applicant/Consultant Response
		City of Calimesa, which would not result in any physical impacts to the environment." While the Project does not impose new impacts to the physical environment, it does impose potentially new impacts related to the City's goals and policies with regard to addressing air quality. This Addendum should analyze the Project's consistency with the Calimesa's established goals and policies related to reducing air quality impacts and GHG emissions.	
16.	Section 2.2.9 Hazards & Hazardous Materials	Refer to comments #6 and #13 related to the word choice of "merely" and "was developed."	
17.	Section 2.2.10 Hydrology – Pages 27-28	This section needs analysis or details including the cooperative agreement with the Riverside County Flood Control and Water Conservation District (District), as stated in the District letter dated July 26, 2023. The prior project was required to build the Cherry Valley Blvd Storm Drain Stage 1 and its connected parts known as Laterals A-1, A-2, A-8, and A-9. The District is currently in the process of taking over the ownership and responsibility for these facilities. The applicant is in a cooperative agreement with the District to create a plan that outlines how these facilities will be inspected, operated, and maintained. The conditions and requirements set by the District for permits related to this project need to be agreed upon by the District, before the project's plans are approved/maps and officially recorded, or the permits are finalized.	
18.	Section 2.2.11 Land Use and Planning	This section needs additional analysis for consistency of the Project site with the City's General Plan/Zoning Code. A table showing consistency would be helpful.	
19.	Section 2.2.12 Mineral Resources	No additional comments – Refer to comments #6 and #13 related to the word choice of "merely" and "was developed."	
20.	Section 2.2.13 Noise – Page 31	Discussion of EIR 534/SEIR No. 534 states "*EIR No. 534 determined that construction-related noise impacts would be potentially significant, but imposed Mitigation Measures NOI-4a through NOI-4e to reduce these impacts to less-than-significant levels.*"	

Comment No.	Document Section No./Title or Figure (also include page number, if appropriate)	Comments – Round 1	Applicant/Consultant Response
		Replace "but" with "and" to avoid contradicting the prior mentioned impacts. Also, briefly explain the mitigation measures that are referenced here to provide context to the reader.	
21.	Section 2.2.13 Noise – Page 32	Analysis of the Project should include reference to the operational noise of the approved development. If the approved development concluded that there are operational noise impacts, the analysis should compare those impacts against the City's noise ordinances, thresholds, and/or General Plan policies, where applicable. Also, discuss any existing mitigation measures relative to the City's thresholds/standards.	
22.	Section 2.2.13 Noise – Page 32	The analysis section is partially copied form the mineral resources section and includes the following text: "*There are no components of the currently-proposed Project that could result in new or more severe impacts due to noise. Accordingly, the Project would not: a) result in the loss of availability of a known mineral resource that would be of value to the region or the residents of the State; or b) result in the loss of availability of a locally-important mineral resource recovery site delineated on a local general plan, specific plan or other land use plan*." Revise to include the noise thresholds instead of Mineral Resources.	
23.	Section 2.2.14 Population and Housing – Page 33	Add analysis that discusses the Project's approved development and employment opportunities as it relates to Calimesa's employment/population projections. The analysis may include discussion of the approved development and established labor pool for the site.	
24.	Section 2.2.15 Public Services - Page 35 - 36	Correspondence between the City and the City's fire department dated July 20,2023 states, "*Chief Oconnell and DFM Rodriguez may/will have concerns*." This section should include reference to the fire department's comments – will the fire department have a chance to review the site plans and provide comments? Will those comments be addressed? How will those comments be addressed if the project site needs modifications? Will response times	

Comment No.	Document Section No./Title or Figure (also include page number, if appropriate)	Comments – Round 1	Applicant/Consultant Response
		be affected? These types of questions should be adequately addressed in the Addendum.	
25.	Section 2.2.15 Public Services - Page 35-36	Similar to the comment above, will the police have a chance to comment and review the project? Do they have the capacity to serve the annexed area? Will response times be affected? These types of questions should be adequately addressed in the Addendum.	
26.	Section 2.2.16 Recreation	No comments; however, refer to comments #6 and #13 related to the word choice of "merely" and "was developed".	
27.	Section 2.2.17 Transportation	While the Project does not propose any new development initiatives, the EIR did identify significant and unavoidable LOS impacts related to the prior project. With the perspective that this Addendum will lead to annexation into the City, this Addendum should analyze the Project's consistency with the City's General Plan, particularly the Circulation Element and any other relevant long-range planning documents in order to determine consistency with Calimesa's established goals and policies related to traffic. In addition, and because an Addendum is a platform to document all past project issues, a brief discussion should be included regarding how the significant and unavoidable LOS impact has since been resolved. As written, this resolution is not clear. Information to support this discussion may be able to be extracted from related information in City's staff reports when they subsequently certified the EIR and SEIR as their own.	
28.	Section 2.2.18 Tribal Cultural Resources	No comments.	
29.	Section 2.2.19 Utilities/Service Systems – Pages 42-43	The analysis section should state that the project site would continue to be served by YVWD and include reference to the will-serve letter/correspondence from YVWD stating they have no comments.	
30.	Section 2.2.20 Wildfire – Page 44-45	Similar to the above comment regarding fire department review, please include additional details regarding how the City will address fire impacts and fire department comments/concerns.	

Comment No.	Document Section No./Title or Figure (also include page number, if appropriate)	Comments – Round 1	Applicant/Consultant Response
31.	General	• Be clear throughout the Addendum that while the project components have been constructed, the project is not yet operational. Revise for clarification where appropriate. • Recommend overall editing to ensure Figures/Tables do not split text. • Review language to include an "objective" standpoint and avoid using words that minimize the previously stated impacts (e.g., remove "merely," or replace with "only"). • Replace terms such as "but" which contradict the previous text with "and" or "because". • Include analysis that evaluates the approved development being incorporated into Calimesa and how that development would align with Calimesa's regulations and long-range planning objectives.	
32.	Title Page	"Subsequent" should be changed to "Supplemental"	

Carlsbad
6790 Embarcadero Lane
Suite 100
Carlsbad, California 92011
760-918-9444

Fresno
4589 North Marty Avenue
Suite 102
Fresno, California 93722
559-228-9925

Los Angeles
250 East 1st Street
Suite 1400
Los Angeles, California 90012
213-788-4842

Monterey
80 Garden Court
Suite 240
Monterey, California 93940
831-333-0310

Oakland
66 Franklin Street
Suite 357 and 381
Oakland, California 94607
510-834-4455

Palm Springs
777 East Tahquitz Canyon Way
Suite 200-127
Palm Springs, California 92262
760-203-5120

Riverside
11801 Pierce Street
Suite 200
Riverside, California 92505
951-405-0979

Sacramento
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Suite 221
Sacramento, CA 95825
916-706-1374

San Diego
8825 Aero Drive
Suite 120
San Diego, California 92123
760-918-9444

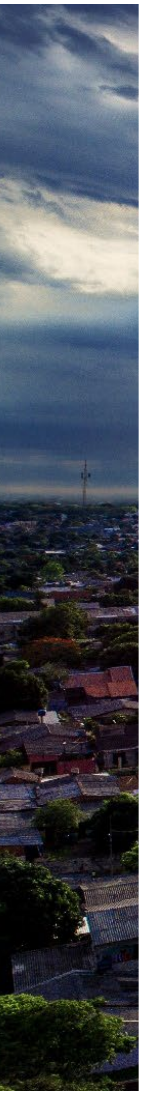
San José
99 South Almaden Boulevard
San José, California 95113
408-577-3008

San Luis Obispo
1530 Monterey Street
Suite D
San Luis Obispo, California 93401
805-547-0900

Santa Barbara
319 East Carrillo Street
Suite 105
Santa Barbara, California 93101
805-319-4092

Ventura (headquarters)
180 North Ashwood Avenue
Ventura, California 93003
805-644-4455

RINCON
CONSULTANTS



Qualifications for On-call Environmental Consulting Services

City of Gardena
1700 West 162nd Street
Gardena, CA 90247

October 2025

UltraSystems Environmental, Inc.
HQ: 16431 Scientific Way, Irvine, CA 92618
Satellite: 13376 Noel Road, Grass Valley, CA 95949
Proposal No. 251003

UltraSystems
environmental•management•planning

UltraSystems
environmental•management•planning

1.0 SECTION 1 - COVER LETTER

October 29, 2025

Via Digital Submittal

City of Gardena
Attn: Jo-Anne Burns, Assistant Director of Community Development
1700 West 162nd Street
Gardena, CA 90247

SUBJECT: RFQ NO. 2026-03PL FOR ENVIRONMENTAL CONSULTING SERVICES

Dear Ms. Burns,

UltraSystems Environmental, Inc. ("*UltraSystems*") is pleased to submit our qualifications or proposal to the **City of Gardena** (*"City"*) to provide on-call professional environmental consulting services to satisfy the requirements of the California Environmental Quality Act (CEQA) on future private development projects.

UltraSystems is a full-service planning and environmental consulting firm. Since our inception in 1994, we have successfully prepared more than 7,000 environmental compliance documents pursuant to CEQA/NEPA, as well as engineering studies, focused technical reports and peer reviews. We give high-priority service to all of our clients with a policy of open communication and diligence.

We recognize the importance of this contract and have committed our high-caliber project management team for the upcoming program led from our Irvine office by **Ms. Betsy A. Lindsay, MURP**, the firm's Founder/CEO and Principal-in-Charge, **Ms. Hina Gupta, MPl, LEED AP**, Senior Project Manager, and **Mr. Michael Milroy, MS**, Deputy Project Manager.

UltraSystems is committed to successful project management, time management and project delivery of every project it undertakes. For that reason, it is our responsibility as a consultant to develop legally defensible environmental documents and to communicate our technical knowledge clearly and concisely to our client, and ultimately, to the general public.

As the Founder and CEO of UltraSystems, I am a duly authorized officer of the firm with the legal authority to bind and commit the firm to contractual obligations. This proposal remains in effect for a period of **not less than 180 days** from the date of submittal. Should you need any additional information, you can reach me via email at blindsay@ultrasystems.com or telephone at: (949) 788-4900 ext. 227.

Sincerely,

UltraSystems Environmental, Inc.

Betsy A. Lindsay, MURP
Founder/CEO

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Appendix A Key Personnel Resumes
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3.0 SECTION 3 – SCOPE OF SERVICES

3.1 Firm Introduction

UltraSystems Environmental, Inc. (UltraSystems®) is the right environmental consulting firm for the City because of our commitment to excellence and a proven track record of handling similar types of projects. In our role, UltraSystems has supported both Project Applicants and "Lead Agencies" in conducting technical studies and reviewing or producing environmental documents. Our professional staff provides hands-on guidance to our clients through CEQA/NEPA processes by designing approaches to compliance that are effective, creative, and practical. Our focus on implementing task orders pursuant to CEQA/NEPA is clearly defined at the initial project definition and carefully executed all the way through to final environmental approval.

UltraSystems Environmental, Inc. - UltraSystems ®
16431 Scientific Way, Irvine, CA 92618
T: 949.788.4900 | F: 949.788.4901
Satellite Location: 13376 Noel Lane, Grass Valley, CA 95949

Incorporated: July 14, 1994 | California S-Corporation
FEIN: 33-0623499

Headquarters contact - Betsy A. Lindsay, MURP, Founder/ CEO
T: 949.788.4900 x227
E: blindsay@ultrasystems.com

People and Culture:
52 Employees
Disadvantaged Business Enterprise (DBE), Small Business Enterprise (SBE), Women Business Enterprise (WBE), DIR #100036905

Professional Environmental Consulting Services
NAICS: 541620, 541330, 541370, 541618, 541720, 541690, 541990

UltraSystems brings to the City an immediate availability of technical depth and expertise necessary to fulfill all requirements for tasks related to environmental impact analysis. This expertise includes coordination with local, state, federal, and other governmental agencies; drafting legally defensible environmental documents; managing public participation programs; noticing; and incorporating environmental documents into the overall planning process. We see the key elements required under CEQA/NEPA Environmental Documentation Services to include:

- Preparation of CEQA/NEPA documents, ranging from Categorical Exemptions/Exclusions, Initial Studies/Mitigated Negative Declarations, EA/FONSIs to Environmental Impact Reports EIRs/EISs and Peer Reviews of documents prepared by others or the City;
- Addressing existing conditions and identifying potential constraints;
- Preparing technical studies and conducting field investigations (e.g., air quality, biological resources with bio constraints or sensitive species surveys, cultural resources, Native

American Consultation (AB 52) GHG, socioeconomic, noise, hydrology and water quality, land use, etc.) to support the CEQA/NEPA environmental documents;
- Utilizing GIS to the greatest extent possible for analyzing spatial relationships of data;
- Preparing and implementing mitigation monitoring and reporting programs;
- Coordinating with external agencies and the public, as necessary;
- Acting as an extension of City staff to complete environmental deliverables, and obtain regulatory approvals and permitting;
- Being familiar and in compliance with various agencies (i.e., Caltrans), and federally funded programs for public-agency initiated projects;
- Providing comprehensive outreach and stakeholder meetings;
- Providing technical support during public hearings and to regulatory agencies; and
- Performing mitigation or pre/post construction monitoring for environmental impacts.

Given the complexities of projects today, you can be assured that the UltraSystems Project Team is fully equipped to undertake the successful completion of all CEQA/NEPA project or program-level environmental documents for the City, as well as perform technical peer reviews on work products prepared by other consultants. UltraSystems is committed to providing a document that will meet the City's environmental review obligations per CEQA/NEPA and local jurisdiction requirements.

3.2 On-call Contracts

UltraSystems is also well-versed in the on-call contracting process and exceeds performance expectations when project tasks arise. The following table depicts our current on-call environmental service contracts with over 45 public agencies. Our responsibilities on projects have included; (1) the successful management of numerous environmental CEQA/NEPA documents, (2) the preparation of technical studies, (3) extensive outreach with diverse communities and organizations, and (4) the processing of regulatory permits to ensure compliance with CEQA/NEPA, as well as applicable local, state and federal laws, minimized potential impacts that a project might have on the immediate environment.

CURRENT ON-CALL CONTRACTS HELD BY ULTRASYSTEMS
Local Jurisdictions: Altadena Public Library, Anaheim, Big Bear Lake, Colton, Costa Mesa, Fontana, Garden Grove, La Mesa, Laguna Beach, Los Angeles, Moreno Valley, Murrieta, Oxnard, Rancho Cucamonga, Redding, Riverside, Rolling Hills Estates, Rosemead, San Bernardino, San Luis Obispo, San Fernando, Santa Ana, Santa Rosa, Simi Valley, South Pasadena, Yucca Valley
Counties: Kern, Los Angeles, Los Angeles Dept of Public Works & Parks and Recreation & Beaches and Harbors, Orange County Public Works & Regulatory, Riverside Facilities, San Bernardino, San Bernardino PW & Flood Control, and Ventura
School Districts: Anaheim ESD, Los Angeles USD, Los Angeles CCD, Long Beach, Norwalk-La Mirada, Orange USD, Palos Verdes Peninsula USD, San Dieguito, Santa Ana USD, UC Merced
State Agencies: Judicial Council of California (JCC), Office of Statewide Health Planning and Development (OSHPD)
Airports: Los Angeles World Airports (LAWA) | **Ports:** Port of San Diego Rotation List
Authorities: Housing Authority County of Los Angeles (HACLA), Fresno Housing Authority, Stanislaus Regional Transit Authority (StanRTA), Housing Authority of County of San Joaquin (HACSJ)
Water Districts: The Metropolitan Water District of Southern California, Coachella Valley Water District, Southern Clarita Valley Water Agency

3.3 UltraSystems Key Personnel

The UltraSystems project team will be led by experienced and senior-level staff, many with more than 25 years of technical expertise. Key personnel lead resumes are included in Appendix A and identified in the table below. All are currently available and have proven experience managing projects within the State of California. Our project team includes the right mix of urban and environmental planners (LEED AP, CGBP, QSD, etc.), scientists, archaeologists, biologists, environmental engineers, GIS specialists and support staff to perform all environmental analyses and monitoring. Our team is well-versed in CEQA and NEPA, regulatory permitting, environmental compliance monitoring, technical studies, engineering and construction constructability, and legal compliance to satisfy environmental laws and regulations, from initial project planning to construction, on through long-term operations.

Table 3.3-1
Key Personnel Roles for Projects/Tasks

Name/Title	Project Role	Yrs. Exp.
Management Leads		
Betsy A. Lindsay, MURP, Founder/CEO	**Project Director/Principal** Contract Administration, Resource Allocation	40
Hina Gupta, MPl, LEED AP Senior Project Manager	**Senior Project Manager** CEQA lead, Aesthetics, Visual Resources, Section 4(f), Land Use, Utilities, QA/QC, Public Outreach	17
Michael Milroy, MS, BS, Senior Planner	**Deputy Project Manager** Population & Utilities, Farmlands, QA/QC	19
Technical Leads		
Dr. Michael Rogozen, D. Env. Senior Principal Engineer	Air Quality, Greenhouse Gas Emissions, Health Risk	49
Michelle Tollett, BA, ISA, Senior Biologist	Biological Resources, Surveys, Monitoring and Management Studies, Coastal Resource Monitoring	26
Allison Carver, BS, BA, Senior Biologist	Regulatory Permitting and Compliance	24
Matthew Sutton, MS, ISA Biologist	Biological Surveys, Habitat Restoration, Biological Mitigation and Management	19
Shaun Thornton, MS, BS, Staff Biologist	Biological Resources	4
Scarlett Hensman, MS, Staff Biologist	Biological Resources	4
Stephen Perkins, BS, Staff Biologist	Biological Resources	1
Stephen O'Neil, MA, RPA Principal Archaeologist	Cultural Resources, Archaeology, AB52, SHPO, Tribal Coordination	46
Brent Johnson, MA, Historian	Architectural Historian	25
Megan Black-Doukakis, MA, Assistant Project Archaeologist	Field Archaeologist	14
Billye Breckenridge, BA Senior Planner	NEPA lead, GIS Spatial Analysis, Population and Housing, Licensed Drone Pilot	26
Robert Reicher, MBA, ENV SP, Senior Project Manager	Project Description, Recreation, Energy, Mineral Resources, QA/QC	40
Stephen Chesterman, BEng Principal GIS Consultant	GIS, Document Control	34
Mike Lindsay, BS, Operations Director	Noise and Vibration, EMF-EMI	29
Dan Herlihy, MS, PG, CEG, CHG Consulting Engineer	Hydrology and Water Quality	48
Steven Borjeson, BA, Senior Planner	Land Use, Agriculture Resources, Community Growth, Socioeconomic, Environmental Justice	12

Name/Title	Project Role	Yrs. Exp.
Isha Shah, BA, Staff Engineer, Scientist	Recreation, Climate Change Impacts and Adaption	5
Erik Segura, BS, Associate Planner	Air Quality, Noise	6
Patricia Haigh, BS, BA, Staff Scientist	Air Quality, Noise	2
Amir Ayati, BS, Staff Scientist	Air Quality, Noise	10
Omar Sarsour, BS, PE, LSIT, Transportation Engineer	Transportation planning, Surveyor and Inspector	11
Subconsultants		
Mark Drollinger, MEng, CSP, CHMM, EiT Principal - **Citadel EHS**	Phase I / Phase II ESA, Water Quality	30
Laura A. Tanaka, Principal – **Converse Consultants**	Geology and Soils, Hazards and Hazardous Wastes/Materials	35
Tom Tang, MS, Principal – **CRM Tech**	Architectural Historian, SHPO	30
Justin Tucker, BS, PE, TE, Associate Principal - **RK Engineering**	Traffic, Circulation, Parking	25
Tom Ryan, PE, Principal – Q3 Consultants	Hydrology, SWPPP, Storm Water Monitoring	20

UltraSystems has selected an experienced management team for this contract. This team will provide high-quality technical studies and other deliverables, stay on track with schedules, on budget, and quickly and creatively resolve any issues that may arise during project activities.

BETSY LINDSAY, MURP | PRINCIPAL-IN-CHARGE

As UltraSystems' Principal, Ms. Lindsay will ensure client satisfaction with all services provided by the UltraSystems Project Team under this contract to the City. In this role, Ms. Lindsay will be responsible for assuring resources are available to complete this project within budget and on schedule. She will help oversee the quality assurance program and be the primary contact for all matters relating to the contract with the City, and its execution. Ms. Lindsay has over **40 years** of experience, has successfully prepared over 500 environmental documents for a broad spectrum of projects, and has managed over 20 large-scale, on-call/as-needed contracts that have encompassed 1,000's of task orders relating to public agency projects.

EDUCATION

- MURP., Urban and Regional Planning, California State Polytechnic University, Pomona, CA
- B.A., Geography, California State University, Long Beach, CA

SELECT PROJECT EXPERIENCE

- Los Angeles Regional Interoperable Communications System (LA-RICS), Los Angeles County, CA - NEPA and CEQA Documentation
- Justice Administration Grants (JAG), Los Angeles, CA - NEPA/CEQA Documentation
- Proposed Doheny Hotel, Dana Point, CA - EIR
- Emerald Meadows Ranch Specific Plan, Riverside County, CA - EIR
- La Pata Park, San Clemente, CA – IS/MND
- Rose Hill Courts, Los Angeles, CA – Draft EIR /Draft EIS
- Robertson's Quarry Project, Kern County, CA – EIR/EIS

HINA GUPTA, MUP, LEED AP | SENIOR PROJECT MANAGER

Ms. Gupta is an urban and regional planner with over **17 years** of experience in environmental planning for a variety of projects including master-planned development, multi-family housing, educational facilities, infrastructure and transportation. Ms. Gupta's areas of expertise include Aesthetics and Visual Impact Analysis, Community Impact Assessment, Sustainable Land use and Transit Oriented Development, Streetscape Improvement, Architectural Design and Data Analysis. She evaluates environmental impacts of projects in accordance with CEQA and NEPA and prepares environmental documents, such as EIRs, EISs, IS/MNDs, and Baseline and Preliminary Environmental Studies. Ms. Gupta also supports project managers with coordination and conducting QA/QC reviews of environmental studies and reports.

EDUCATION

- Master of Planning, University of Southern California, Los Angeles, CA
- B.Arch., Chandigarh College of Architecture, Chandigarh, India

PROFESSIONAL CERTIFICATE

- LEED Accredited Professional (Leadership in Energy and Environmental Design)

SELECT PROJECT EXPERIENCE

- City of Fontana, Sierra Ave. Apartment – IS/MND
- City of Fontana, DCT Jurupa Logistics Center Distribution Center – Addendum
- Related of California, Rose Hill Courts – EIR
- County of Los Angeles, Department of Public Works, Sheriff's EVOC Center – IS/MND
- Los Angeles Unified School District, Venice High School, Venice, CA – IS/MND
- LAUSD, North Hollywood High School, North Hollywood, CA – IS/MND
- LAUSD, Grant High School, Van Nuys, CA - IS/MND
- Murrieta Senior Living Facility, Murrieta, CA – IS/MND
- Rose Hill Courts Modernization, Housing Authority of the City of Los Angeles – IS/MND and EA/FONSI

MICHAEL MILROY, MS | DEPUTY PROJECT MANAGER/SENIOR PLANNER

Mr. Milroy is a planner with over **18 years** of experience in community and environmental planning. Mr. Milroy is trained in a variety of project types including residential, commercial, industrial, mixed-use, and specific plan projects. Mr. Milroy's expertise includes California Environmental Quality Act (CEQA) document preparation, project management, and review of supporting technical studies; including, but not limited to, Environmental Impact Reports (EIRs), Initial Studies, Mitigated Negative Declarations, and federally funded National Environmental Policy Act (NEPA) documents.

EDUCATION

- B.S., Biological Sciences, California State University Long Beach, 1999
- M.S., Interdisciplinary Studies/Neuroscience, California State University Long Beach, 2004

PROFESSIONAL CERTIFICATE

- Certificate, Environmental Management, University of California Irvine, 2013

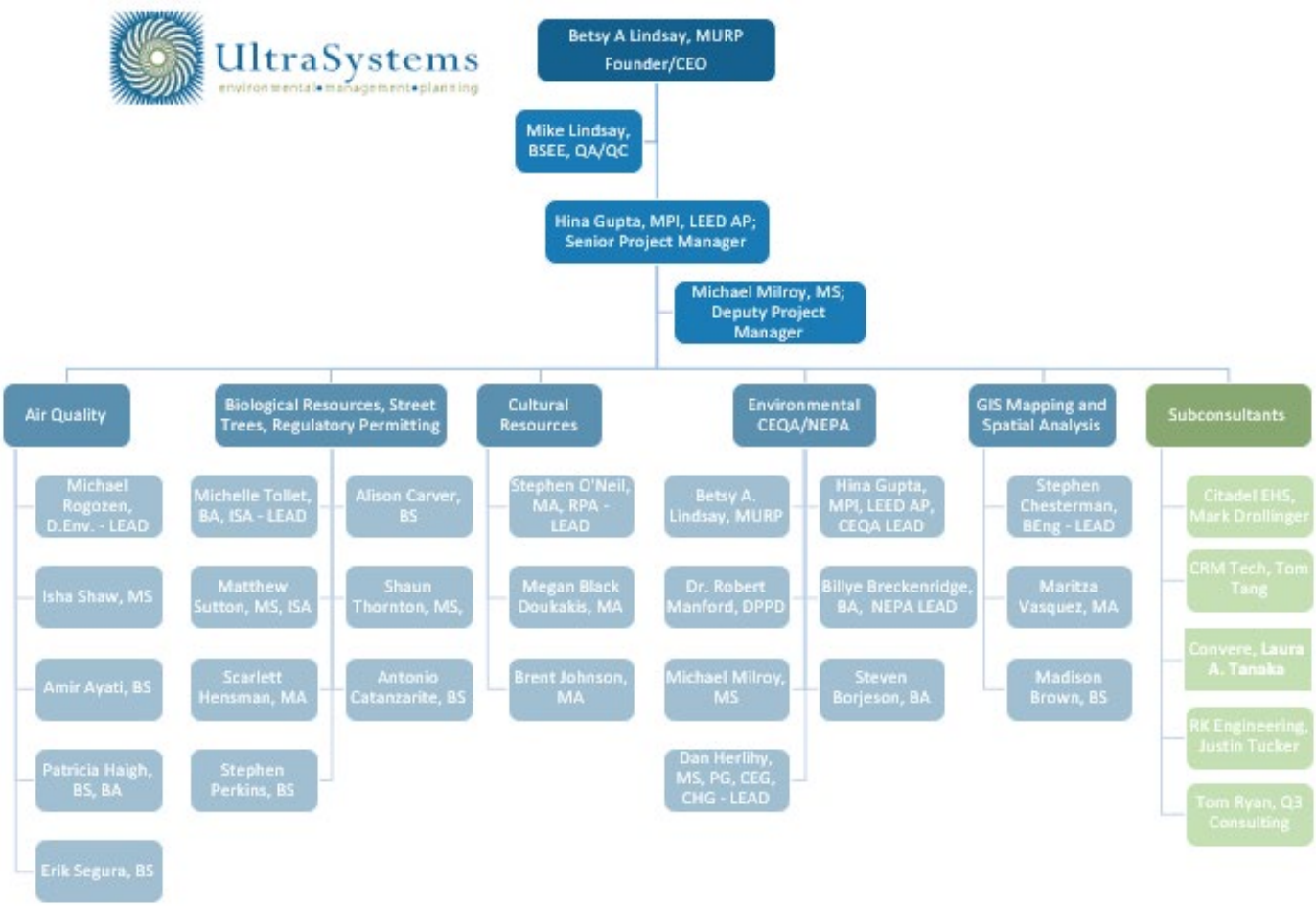
SELECT PROJECT EXPERIENCE

- Rancho San Gorgonio Specific Plan, City of Banning, CA - EIR
- Los Angeles Unified School District School Upgrade Program – EIR
- Village Center, Garden Grove and Stanton, CA - MND

- Anaheim Transportation Network Bus Charging and Maintenance Facilities Project - CE
- City of Commerce Transit Maintenance Facility Project - IS/MND and NEPA Categorical Exclusion
- General Plan Update, San Bernardino County, CA - EIR
- Mt. San Jacinto College [Menifee] Master Plan, Riverside, CA - EIR
- Specific Plan, Southwest Fresno, CA - EIR
- Valley Boulevard Specific Plan, San Bernardino County, CA

3.4 Organizational Chart

The UltraSystems organizational chart below depicts personnel that would be working on future projects. All key individuals were selected based on their expertise and experience in servicing and supporting this specific contract. These key individuals have experience on projects throughout the region working with regulators on projects of a similar nature.



4.0 SECTION 4 - RELATED EXPERIENCE

UltraSystems presents a list of 2024 projects below with public agencies and private clients that demonstrate our team's ability to manage similar projects, small to large.

Agency/Client	Project Title	Commenced	Project Contact
City of Laguna Beach	Biological Resources Survey and Habitat Evaluation Report (Spring 2024)	01/08/24	Amber Dobson
City of Fontana	Boyle Truck Repair	01/15/24	Mai Thao
Housing Authority of the City of Los Angeles (HACLA)	HACLA Project - 5	01/17/24	Christopher Yenson
Housing Authority of the City of Los Angeles (HACLA)	HACLA Project – 11 Projects CEQA CE + NOE	01/23/24	Christopher Yenson
City of San Clemente – Beaches, Parks & Recreation Department	Richard T. Steed Memorial Park/Pickleball Courts - Addendum	01/29/24	Samantha Wiley
City of San Bernardino, Public Works Department	Carousel Mall ESA- Phase II	02/14/24	Azzam Jabsheh
TKE Engineering, Inc.	Construction Management and Inspection Services for Reservoir Seismic Upgrade	02/19/24	Terry Renner
Laguna Beach Unified School District	Laguna Beach High School Pool Modernization	03/14/24	Ryan Zajda
Los Angeles County Public Works	Sawpit Debris Dam Seismic Strengthening Project	03/21/24	Travis Wylde
Housing Authority of the City of Los Angeles (HACLA)	HACLA Project – 1 Projects CEQA CE + NOE	05/01/24	Alayna Santos
Los Angeles County Public Works	Malibu Beach Pump Station Backup Generator, Waterworks District No. 29	05/14/24	Haik Nercessian
City of Rolling Hills Estates	George F. Canyon Nature Center and Stein/Hale Nature Trail	05/14/24	David Wahba
City of San Clemente	CEQA Environmental Review for Increase in Driving Range Fencing	05/30/24	Amir Ilkhanipour
City of Moreno Valley	Cottonwood Basin Regulatory Permitting for Maintenance Work	06/12/24	Quang Nguyen
David Beckwith and Associates, Inc.	RivCo Parks Biological Surveys for Encampment Debris Removal SARB (Santa Ana River Bottom)	06/12/24	David Beckwith
Chris Maffris with Holt & Main L.P.	Holt & Main Housing Development, Pomona	06/13/24	Natalie Ikhrata
Atlas Development	Pioneer Place Mixed Use Project	06/21/24	Raymond Zhang
National Core Renaissance	Grace Vista Affordable Housing Project - Biological Assessment	06/25/24	Taylor Varner
City of West Hollywood	Metro K Line Northern Extension - DEIR Peer Review and Technical Environmental Support Services	07/10/24	David Fenn
City of San Bernardino	HUD Part 58 Environmental Training	07/23/24	Ramon Mendez
DuBose Design Group, Inc.	Westmorland Site – 21 acres | AQ, GHG, HRA, Noise	07/23/24	Tom DuBose
City of San Bernardino	Environmental Training – CEQA for City Staff	07/23/24	Ramon Mendez
Judicial Council of California	Stanley Mosk Courthouse Realignment and Reactivation	08/01/24	Hilda Iorga
Riverside County Flood Control & Water Conservation District	Temecula Creek-Morgan Valley Wash – Stage 3 Project - Environmental and Regulatory Support Services	08/05/24	Gabriella Tolley

Agency/Client	Project Title	Commenced	Project Contact
City of Fontana	Forge Studios and Innovation Lab Project DE-24-161-SP	08/05/24	Sid Lambert
County of Ventura – Public Works Agency	Las Posas Road at E. Fifth St Intersection Improvements - STPLR-7500(290)	09/04/24	Sohil Bhakta
RHA Landscape Architects Planners, Inc.	Bike Lane and Trail Program – Ronald Regan Sports Park Trails PW22-05	09/06/24	Doug Grove
IDS Group	University Wash at Fairmount Park	09/13/24	Adrian Anderson
DRP Engineering, Inc.	Live Oak Pipeline Replacement Project	09/23/24	Denny Ng
Anser Advisory Management, LLC	Construction Management Support Services For Battery Electric - Bus Charger Infrastructure	10/28/24	Suzie Bravo
Ardurra	Replacement of Two Existing Mobile Generators with Two Permanent Generators, Required Permitting	11/06/24	Anissa Voyiatzes
AKM Engineering	5121 Myra Avenue – Pump Station 1	11/11/24	Nadeem Maja
National Core Renaissance	327 N. Harbor Site Project - Cultural and Paleontological Resource Monitoring	11/11/24	Ashley Wright
City of San Bernardino	Guiterrez Park CE/NOE (CEQA) and CE (NEPA)	12/10/24	Ramon Mendez
City of San Bernardino	Encanto Park CE/NOE (CEQA) and CE (NEPA)	12/10/24	Ramon Mendez
City of San Bernardino	Encanto Park – Community Center CE/NOE (CEQA) and CE (NEPA)	12/10/24	Ramon Mendez
City of San Bernardino	Ruben Campos – Community Center CE/NOE (CEQA) and CE (NEPA)	12/10/24	Ramon Mendez
City of Moreno Valley, Public Works	Cottonwood Avenue Adobe – Historical Assessment and Recommendations	12/17/24	Quang Nguyen

In addition, UltraSystems presents the select projects below that depict in-depth experience demonstrating our team in action in the region for public agencies and private developers.

IS/EA & EIR/EIS FOR THE ROSE HILL COURTS REDEVELOPMENT PROJECT

Client: Housing Authority of the City of Los Angeles (HACLA)
Contact: Dhiraj Narayan
Address: 2600 Wilshire Boulevard, 4th Floor, Los Angeles, CA 90057
Phone: 213-252-2040
Email: Dhiraj.Narayan@hacla.org
Location: Los Angeles, CA
Duration: April 2018-September 2020
Manager: Betsy Lindsay
Project No./Cost: 6022A/$487,693
Project Team: S. O'Neil (Cultural), M. Tollett (Biology), H. Gupta (Planning), M. Partridge (Planning) M. Rogozen (Air/Noise), (GIS)

The Rose Hill Courts Redevelopment project was located on a 5.24-acre site. The project site was bounded by Florizel Street to

the north; McKenzie Avenue to the east; Mercury Avenue to the south; and Boundary Avenue to the west. A driveway ran in an east-west direction across the middle of the project bisecting it into two parts: the northern part and the southern part. The site was developed with a total of 15 buildings, comprised of 14 residential buildings with 100-multi-family units, and one administration building. The project consisted of the demolition of 100 existing units and 1 administration building and the construction of 191 affordable housing units that were developed in two phases. Proposed improvements included the following: 191 affordable housing units, 176 parking spaces, property management and maintenance office, and new landscaping.

UltraSystems prepared an Initial Study and EIR for the CEQA portion for this project as well as an Environmental Assessment and Environmental Impact Statement for the NEPA portion of this project. The Initial Study was prepared by UltraSystems in compliance with the CEQA to scope out the environmental topics for which the project had either a less than significant impact or no impact for all of the thresholds under each respective issue area. Issues in the IS that were found to have a potentially significant impact were analyzed in the EIR prepared for the project. The EIR focused only on those environmental topics that were found to be potentially significant based on the findings of the Initial Study.

A Final EIR was also prepared by UltraSystems. Additionally, the Rose Hill Courts Redevelopment project was subject to the National Environmental Policy Act (NEPA); therefore, UltraSystems prepared an Environmental Assessment to analyze the effects of the project on the environment and the potential environmental impacts of the proposed action and project alternatives. Subsequently UltraSystems prepared the EIS and FEIS for the project. UltraSystems was also responsible for preparing several technical studies and analysis for the project, including the air quality and greenhouse gas emissions analysis, the Biological Resources Evaluation, the Phase I Cultural Resources Survey, a Traffic Impact Study, ambient noise measurement data, public services information request letters, energy calculations, and Paleontological Records Search. Additionally, UltraSystems was responsible for the public noticing and distribution of notices for this project and participated in several public outreach meetings for this project. Due to the project being infill development surrounded by homes and other land uses, the project's Traffic Impact Study analyzed the potential project impacts regarding traffic flow in the project area. On November 26, 2019, the Housing Authority of the City of Los Angeles approved a resolution certifying the EIR for the project and adopted the environmental findings of fact for the project. This work effort was completed in early 2020.

Links:

IS: https://files.ceqanet.lci.ca.gov/96822-3/attachment/sIVGIcpc0pv4bJ_qtmjLPUz8pWR9IhdoViWuvgvoq8PTqZLMgYRJMj8L0rVL6_gWs0Z5aMY35I1t3sql0

EIR: https://files.ceqanet.lci.ca.gov/96822-3/attachment/qcxBqBGjst1s5s4NPdM0lxMgsuFfUqNYbHLR_ZNHxDYks_XOM2UYf-HDQFHV4X5y-p-up0dtuVcp6Dyf0

IS/EIR FOR THE ORO VISTA ESTATES PROJECT

Client: The Code Solution
Contact: David Park, TCS Land Use & Entitlements Consultant
Address: 800 W. 6th Street, Suite 1250, Los Angeles, CA 90017
Phone: 213/537-0158
Email: David@thecodesolution.com
Location: Los Angeles, CA

Duration: February 2019 through January 2022
Manager: Betsy Lindsay
Project No./Cost: 7002/$184,250
Project Team: S. O'Neil (Cultural), A. Carver (Biology/Geology & Soils), H. Flores (Biology), H. Gupta and M. Partridge (Environmental Analysis), M. Rogozen (Air/GHG/Noise), B. Breckenridge (GIS) and P. Burgett (Word Processing)

The Oro Vista Estates Project was proposed in the Lincoln Heights neighborhood, approximately 5 miles northeast of downtown Los Angeles. The approximately 31-acre Project Site was bound by Lincoln Park Avenue to the west and Amethyst Street to the east, Lincoln High School to the south and Eva Terrace to the north. UltraSystems was hired by Client, The Code Solution, to complete an Initial Study, Environmental Impact Report, and supporting technical studies for biological resources, jurisdictional waters, air quality/greenhouse gases, cultural resources, noise, energy.

The Oro Vista Estates Project proposed site grading and the construction of a small lot subdivision of 310 homes. Potential project amenities included: a transportation hub to serve the surrounding community, improvements to public streets and intersections surrounding the development, improvements to the facilities of Abraham Lincoln High School, dedication of land and creation of useful open space around the perimeter of the development to create scenic buffer areas, nature trails, green belts, and rest areas, a 12,004 square-foot community center including a clubhouse/recreational area, and a 46,016 square-foot park. The City of Los Angeles was the Lead Agency for the purposes of CEQA.

ADDENDUM TO THE WESTGATE SPECIFIC PLAN EIR FOR THE FONTANA VICTORIA RESIDENTIAL PROJECT

Client: City of Fontana
Contact: Rina Leung, Associate Planner
Address: 8353 Sierra Avenue, Fontana, CA 92335-3528
Phone: (909) 350-6566
Email: rleung@fontana.org
Location: Fontana, CA
Duration: January 2019 – September 2019
Manager: Hina Gupta
Project No./Cost: 6096/$65,740
Project Team: S. O'Neil (Cultural), H. Gupta (Planning), M. Partridge (Planning), M. Rogozen (Air/Noise)

The City of Fontana processed applications for a variety of entitlements which facilitated the development of the Fontana Victoria residential project, a 193-unit, single-family residential detached cluster project on a then currently vacant site. The Fontana Victoria residential project consisted of approximately 21.7 acres in the City of Fontana, County of San Bernardino, California. The Fontana Victoria residential project was proposed at the southeast corner of Victoria Street and San Bernardino County Flood Control Channel (portion of APN 0228 091 07). The Fontana Victoria residential project application was for a General Plan Amendment, Specific Plan Amendment, Tentative Tract Map, and Design Review.

The Fontana Victoria residential project proposed an addendum to the Westgate Specific Plan (WSP) Program Environmental Impact Report (PEIR) in compliance with California Environmental Quality Act (CEQA). The Fontana Victoria residential project was located in the Planning Area 51, within the Westgate Specific Plan area. Development of the Fontana Victoria residential project was subject to the community design guidelines contained in Chapter 5 of the WSP. The Fontana Victoria residential project involved the construction of 193 detached condominiums on the project site. Associated site improvements included but were not limited to utility infrastructure, community amenities, landscaping, and exterior lighting.

UltraSystems was retained by the City of Fontana to prepare an Addendum to the WSP that analyzed the physical environmental effects of the Fontana Victoria residential project, including planning, construction, and operational phases. Additionally, UltraSystems prepared the technical analysis for the project including an air quality/greenhouse gas analysis, a Screening Level Health Risk Assessment, Cultural Resources Assessment, habitat assessment, Arborist Report, and Noise Impact Assessment. UltraSystems also conducted a peer review of the Phase I and Limited Phase II Environmental Site Assessments. The project was approved by the Fontana City Council on September 10, 2019.

Link:
https://fonopengislayers.fontana.org/WebLink/DocView.aspx?id=1763704&dbid=0&repo=FontanaRecords&cr=1

UltraSystems also recognizes that ***Target is one of Gardena's top employers*** and would like to showcase an older, relevant project we completed for another public agency as well.

INITIAL STUDY & ENVIRONMENTAL IMPACT REPORT TARGET RETAIL STORE

Client: City of San Clemente
Contact: Amber Gregg, Associate Planner
Address: 910 Calle Negocio, #100, San Clemente, CA 92673
Phone: (949) 361-8200
Email: GreggA@san-clemente.org
Location: San Clemente
Duration: April 2010 to August 2010
Manager: Betsy Lindsay
Project No./Cost: 5729/$94,032
Project Team: M. Rogozen (Noise, Air, GHG), M. Tollett (Biology), H. Gupta (Planning), S. O'Neil (Cultural), C. Schaffer (GIS), & M. Lindsay (Noise, QA/QC)

The Target Corporation proposed to develop an approximately 142,000-square-foot retail store on 14.79 acres of undeveloped land within the City of San Clemente. A General Plan Amendment and a Specific Plan Amendment were proposed by the applicant to change the site zoning from Residential Medium to Neighborhood Commercial. In addition, the project required the approval of multiple permits including variances, conditional use permits (CUPs), and signage permits. UltraSystems was retained by the City of San Clemente to provide CEQA consulting services. UltraSystems prepared air quality, greenhouse gas, and cultural technical studies, and peer-reviewed biological resources, geotechnical, traffic impact, and visual simulations technical studies prepared by other consultants for the project.

UltraSystems prepared the Initial Study, led a public scoping meeting, prepared the Environmental Impact Report (EIR), and circulated the document for public review. The EIR found that development

as proposed had the potential to cause significant impacts on aesthetics, air quality, biological resources, cultural resources, geology and soils, and hazards and hazardous materials. Feasible mitigation measures were identified to reduce related impacts to below significant levels. Through extensive ambient noise measurements and detailed traffic noise modeling, UltraSystems demonstrated that noise impacts on nearby sensitive receptors would be less than significant and no mitigation was required. The EIR was certified as adequate by the City Council, and the project was approved. The EIR was completed on time and within budget.

5.0 SECTION 5 – SUB-CONSULTANTS

UltraSystems may augment our in-house technical capabilities from highly qualified and experienced subconsultant partners who retain complementary skills to enhance our broad range of environmental disciplines that may be required on future projects. We have established enduring relationships with our outside specialists with whom we collaborate often to address specific project needs.

CITADEL EHS | PHASE I ESA, PHASE II

Citadel EHS (Citadel) is a market-leading, employee-owned Environmental, Health, and Safety (EHS) consulting firm that understands how the 'built environment' is developed, operated, occupied, and, eventually, deconstructed. Citadel EHS is dedicated to protecting the employees that build and occupy those structures and the environment in which they sit. We provide unique, integrative approaches to Environmental, Health, and Safety challenges for the entire life cycle of a project—from concept to completion, design to development. Our expert team possesses an integrative knowledge base of Architecture, Industrial Hygiene, Safety, Construction, Geology, Sustainability and more that together ensure the most comprehensive strategy and solution for our clients. No matter the project, we assess our client's challenges, resolve them in a cost-effective manner, and strengthen their businesses. Our founders set these high standards for technical excellence and integrative expertise back when the company was founded in 1993; however, it was their dedication to customer service that became the foundation for everything we do—caring for the people we serve and the work we do. We believe in putting people first, and doing what's right, always.

CONVERSE CONSULTANTS | HAZARDS AND HAZARDOUS WASTES/MATERIALS

The Converse Consulting Group, dba Converse Consultants, an environmental and geotechnical consulting services firm, was established nearly 80 years ago by Caltech Professor Frederick J. Converse, who developed many innovative techniques and products for varied and complex issues. Today's Converse is a Small- and Minority-owned business that includes in-house geotechnical engineers, engineering geologists, environmental scientists, deputy inspectors, laboratory and field technicians, drafting/CAD specialists, and other specialized support personnel. Our laboratories are certified by the Division of the State Architect (DSA), California Department of Transportation (Caltrans), US Army Corps of Engineers, American Association of State Highway and Transportation Officials (AASHTO), and the Cement and Concrete Reference Laboratory (CCRL). A registered civil engineer supervises each lab to ensure all of our equipment is calibrated regularly, and quality control is available 24/7. Whatever the challenge, Converse can meet all your geotechnical and materials testing needs

CRM TECH | HISTORICAL RESOURCES, ARCHITECTURAL HISTORIAN, SHPO COORDINATION

CRM TECH was established in 1993 to provide a broad range of services for managing cultural resources throughout California. The services provided by CRM TECH include all phases of archaeological, paleontological, and historical investigations, including record searches; literature reviews; cultural resource elements of general plans, specific plans, and environmental impact reports; consultation with public agencies; Native American scoping; historical and ethnohistorical research; archaeological, paleontological, and historical surveys; recording archaeological resources; historic building documentation and evaluations; test phase excavations to evaluate the significance of archaeological and paleontological sites; document and archival research to determine the significance of historic-period sites; mitigation/data recovery site excavations; and monitoring of earth moving/heavy equipment operations in sensitive areas. All of these services can be implemented following CEQA, NHPA and Caltrans guidelines as needed. CRM Tech uses up-to-date technologies and keeps up with the latest paradigms of the history, prehistory, and paleontology of the region.

RK ENGINERRING | TRANSPORTATION, CIRCULATION AND ACCESS

RK Engineering Group, Inc. (RK) is a full-service transportation engineering firm that designs strategies to effectively manage traffic flow and parking demand for vehicles arriving and departing your facility. RK uniquely combines engineering expertise and professionalism with creative thinking and innovative problem solving. The result is an extraordinary transportation engineering firm that possesses requisite expertise as well as the ability to look across disciplinary boundaries for solutions others may overlook. This innovative approach is evident by the breadth of services available to RK engineering group, inc.'s diverse clientele that includes regional governments, counties, cities, special districts, school districts, community associations, private developers and contractors, engineering and planning firms. Each client receives what RK Engineering Group, Inc. is known for on time, on target, on budget professional service.

Q3 CONSULTING | HYDROLOGY, SWPPP, STORM WATER MONITORING

Q3 Consulting was started by three engineers whose careers have focused on providing the highest quality of services in the stormwater practice. Combined with more than 70 years of professional experience, including 16 years working hand-in-hand together, the principals of Q3 are an established team with an extensive background in the planning, analysis, design, and management of comprehensive flood control/stormwater-related projects, solving a diverse range of challenges and issues for both public and private sector clients throughout California as well as in several other states, including Nevada and Arizona.

6.0 SECTION 6 – QUALIFICATIONS AND CAPABILITIES

As a small business, UltraSystems has a clear understanding of the advantages we offer over teams dominated by large corporate firms with layers of decision makers. We are confident that our extensive project management experience will bring the kind of management and technical expertise required to meet and exceed the City's needs for this contract. UltraSystems has a well-established strategy and is committed to driving transformational changes that foster a diverse, equitable, and inclusive firm.

SUMMARY OF SERVICES PROVIDED

Planning Services	Mitigation Monitoring	Technical Studies
✓ Zoning and Special Purpose Legislation ✓ Opportunities and Constraints Analysis ✓ Urban Land Use Studies ✓ Graphics/Visual Impacts and Studies ✓ Conditional Use Permit Drafting **CEQA/NEPA Compliance** ✓ EIR and EIS Documentation ✓ Mitigation Monitoring ✓ Citizen Participation ✓ Permits and Entitlements ✓ Regulatory Compliance ✓ Environmental Compliance	✓ Biological Resources ✓ Cultural Resources ✓ Hazardous Materials **Construction Environmental Management** ✓ Stormwater Pollution Prevention Planning ✓ Hazardous Building Materials ✓ Grading/Trenching Monitoring **Hazardous Waste** ✓ Phase I, Phase II ESAs ✓ Remedial Action Plans ✓ Brownfields	✓ Aesthetics ✓ Air Quality ✓ Archaeological Resources ✓ Biological Resources ✓ FAA/ALUC ✓ Geotechnical/Geologic/Soils ✓ Greenhouse Gas Studies ✓ Health Risk Assessments ✓ Hydrology ✓ Infrastructure Analysis ✓ Paleontological Resources ✓ Mineral Resources Studies ✓ Noise Evaluations & Analysis ✓ Socioeconomics ✓ Utility Studies ✓ Water Pollution Evaluation

6.1 Scope of Services

Preparing and reviewing CEQA and NEPA documents is our core service at UltraSystems. This expertise involves coordination with local, state, federal and other governmental agencies; management of public participation programs; issuance of required legal notices; and incorporation of the document into the overall planning process. Once environmental clearance is obtained, UltraSystems works closely with the lead agency and the staff of regulatory agencies to obtain environmentally related permits for the new or modified roadway or facility. Finally, during construction and often after, UltraSystems provides field monitors to ensure that mitigation measures are carried out properly and that permit conditions are being followed.

6.2 Understanding

UltraSystems understands Gardena to be the "City of Opportunity" for their community. Thus, UltraSystems will uphold the City in reaching their goals if selected including the following:

- DS Goal 1 Enhance the visual environment and create a positive image of the City.
- DS Goal 3 Improve the vitality of designated commercial corridors with well designed mixed-use development that attractively blends commercial retail, office and residential uses in design and development features.
- DS Goal 5 Improve the aesthetic quality of the industrial environment for both workers and residents of the City.

6.3 Approach

UltraSystems approaches the preparation of each environmental document with an emphasis on quality, thoroughness of analysis, and rigorous oversight. We offer our clients proactive solutions that emphasize the anticipation and resolution of environmental issues early in the planning process, when the applicant has the greatest flexibility to design the project in a way that avoids or minimizes costly permitting and mitigation requirements.

UltraSystems is committed to applying a well-honed project management approach, effective and transparent cost/schedule/control protocols, and quality assurance/quality control procedures on

all assignments. UltraSystems ensures that the CEQA/NEPA compliance documents we prepare comprehensively characterize all relevant aspects of the proposed project, communicate to the reader the environmental consequences of the subject project, and present the measures developed to mitigate their level of significance in a manner which is clear, concise, and readable. Our promise to the City is that we will commit the firm's resources to ensure that the subject environmental document proceeds on schedule, with no costly delays in processing or review time.

UltraSystems would be responsible for identifying the project's environmental regulatory requirements, assisting in their compliance, and tracking and reporting on compliance status. UltraSystems has a deep understanding of environmental issues and the organizational skills to translate the requirements into a clearly understandable set of project tasks that can be evaluated and tracked in both design and construction.

6.4 Project Management

UltraSystems has worked closely with municipal and state governments, transportation authorities, and other agencies and stakeholders to assess environmental effects, identify mitigation measures and facilitate project approval. We apply these principles on all levels of CEQA/NEPA documentation. To expedite the environmental compliance process, our professional staff utilizes a process of streamlined techniques designed to expedite each process and save our clients from additional project expenditures or unnecessary project delays.

As with any project undertaken, the UltraSystems project team will implement each project in an orderly manner, technical service assignment to ensure that the most qualified staff will be assigned to work activities. Our Project Manager immediately communicates to each designated staff a clearly defined task assignment and his/her area of responsibility on a project as coordinated in a Project Management Plan (PMP). Generally, the PMP includes: (1) an overall work flow chart identifying the critical path; (2) a detailed description of each task order; (3) a detailed schedule for each work task; (4) a detailed breakdown of the costs for each task; (5) a detailed staffing plan for each task; (6) a communication protocol; (7) quality assurance and quality control plan; (8) monthly progress reports to the City; (9) project meetings; (10) communications with the City and other entities; and (11) subcontracts with our teaming partners. The PMP will be the basis against which a specific project status and progress will be measured and reported to the City.

Once a task order is issued from the City, the UltraSystems team will mobilize quickly to commence work activities. Dependent on the complexity of project assignment(s) **Betsy A. Lindsay/Hina Gupta** will develop and implement a project management plan (PMP) for each assignment. The PMP will contain an orderly, structured process for identifying, scheduling, and coordinating all specific line items within the Work Plan. The assigned PM will be responsible for ensuring that the highest-quality work products are prepared for the approved costs. The PMP will be specific to each individual task order and will be designed to meet the criteria for all environmental, engineering, environmental compliance, and regulatory requirements.

A prototypical timeline for preparation of UltraSystems CEQA/NEPA documents is presented below.

CEQA

1. Categorical Exclusions (CE): 4-6 weeks
2. Initial Study/Mitigated Negative Declaration (IS/MND): 4-6 months
3. Environmental Impact Report (EIR): 12-24 months depending on project's complexity

NEPA

1. Categorical Exclusion (CatEx): 30-60 days depending on Tribal and SHPO consultation

2. Environmental Assessment/Finding of No Significant Impact (EA/FONSI):4-8 months
3. Environmental Impact Statement (EIS): 12- 24 months depending on project's complexity

6.5 Project Controls

Project Scheduling. The project schedule will be prepared in Microsoft Project® software by the CEQA/NEPA Project Manager (PM) and will identify timelines for completion of all project tasks and deliverables. This type of tracking system provides UltraSystems with real-time project costs and scheduling information. The schedules are updated weekly and transmitted to all technical support leads working on that project. When required, the schedule is updated with project modifications as they occur. UltraSystems' CEQA/NEPA PM will meet with each technical support lead assigned to each project to ensure that the PMP is thoroughly understood and adhered to by staff and/or subconsultants.

Accounting System | Monthly Progress Report. UltraSystems uses Peachtree by Sage, Complete Accounting System, accounting software which enables a centralized accounting department to process all necessary accounting functions, to achieve effective cost control during project execution. Our progressive web-based project accounting system accurately tracks labor charges, subcontractor costs, and other direct expenses and accounts receivable. The progress report will be prepared monthly, depending upon the specific project, and will be attached to the progressive billing to the County.

Communication Protocols. As Senior Project Manager, Hina Gupta, MPI, LEED AP, would be the primary point of contact with the City. Direct communication between team members and the City would not be permitted, unless specifically requested by City staff. Routine communications between the City and the UltraSystems PM will be primarily by email, with the subject line clearly relevant to the message or issue discussed. Emails will be routinely used to apprise the City of project issues and progress in completing various tasks. Emails will be saved in the UltraSystems project database in chronological order and become part of the administrative record. When we have any agency consultation, we will use email and written records of conversation to document contact with regulatory and responsible agencies having jurisdiction over the project. UltraSystems has established direct contact with numerous agencies for data, expertise, and assistance in developing baseline information and resource inventories and the project administrative record will be made available to the City upon request.

Document Control. UltraSystems will use a computer-based document management and control system for this City contract. Our system provides a repository for all relevant technical documentation that includes reliable security, version control, review cycle, availability and a controlled reliable audit trail. UltraSystems will provide the City specific procedures for secure access, retrieving, routing and distribution of project information.

UltraSystems Safety Program. A critical element for any project undertaken by UltraSystems is the safety of our employees, as well as the environment in which they work. Our firm provides a safe and healthy place of employment, and complies with the laws, rules and regulations of federal, state and local governments regarding safe practices.

Quality Assurance. UltraSystems strategy to produce the highest level of deliverables to the City involves implementation of our Quality Assurance/Quality Control Program (QA/QC). Our Quality Assurance Manager, **Mike Lindsay**, reports directly to the Founder/CEO, **Betsy Lindsay**. Our Program will provide independent review of our project team's quality control procedures, which include: (1) technical reviews to verify that the concept is technically sound and economically feasible; (2) coordination reviews and interdisciplinary checks to identify and eliminate

discrepancies, conflicts, or inconsistencies; (3) independent checks by planners, environmental experts, and engineers who are not assigned to the project. The core concept of UltraSystems QA/QC plan is that independent peer reviews will also be conducted for all reports, work products and deliverables prior to their submittal to the City. Quality assurance objectives are clearly defined for each project undertaken by UltraSystems to ensure: (1) a high-level of accuracy of the data and any related materials; (2) quality of work products; (3) comparability, and (4) completeness of the work product so that predefined goals of the project are met. No deliverable leaves UltraSystems without at least two review cycles by two different senior level staff.

6.6 Technical Analyses

UltraSystems has invaluable experience with diverse technical capabilities to assist our clients with their planning, permitting, and environmental obligations. Our CEQA/NEPA planners are supported by in-house specialists in the areas of biological resources, endangered and threatened species, botany, wetlands, earth sciences, agricultural resources, cultural resources, aesthetics, noise, air quality, and historical resources. UltraSystems utilizes its involvement in the design and development of major projects in the State of California to identify and creatively resolve environmental issues. The UltraSystems project team possesses the experience and expertise to perform the following technical studies.

Biological Resources. UltraSystems biologists provide full-scope biological resource services utilizing our certified, licensed, and accredited personnel. Our services include focused field surveys: Geographic Information Systems (GIS) mapping; habitat assessments for threatened, endangered and sensitive plants and animals; habitat restoration; and resource management and monitoring plans. Our Natural Resources Unit handles a wide variety of projects from commercial and industrial properties to government and public projects. We are well versed in the California and Federal Endangered Species Acts (ESA) as well as threatened and endangered species survey protocols. We have provided baseline studies of natural resources, mitigation plans, permit support, and restoration services. UltraSystems can provide these services on a full- time or on-call basis.

Regulatory Permitting. UltraSystems experience includes assessments to determine which regulatory permits are necessary, and interfaces with the appropriate regulatory agencies to acquire permits, including a Water Quality Standards Certification pursuant to § 401 of the CWA; a National Pollutant Discharge Elimination System (NPDES) permit pursuant to § 402 of the CWA; an Application for Department of the Army Permit pursuant to § 404 of the CWA; and a Lake or Streambed Alteration Agreement pursuant to §§ 1600 through 1616 of the California State Fish and Game Code.

Clean Water Act Permits. UltraSystems has a strong in-house capability for providing various types of consulting support to our clients for water resource planning and compliance with the Clean Water Act (CWA). We are experienced in developing and implementing mitigation for water conveyance plans; water quality management plans; storm water pollution and prevention plans; and wetland delineations. UltraSystems staff can develop and implement habitat restoration plans; conduct water quality testing and monitoring; provide surface and groundwater consulting services; and obtain Section 401/404 regulatory permits, streambed alteration agreements, and water quality certifications for our clients.

Cultural Resources. UltraSystems provides a full range of cultural resource management services, addressing all phases of architectural and archaeological investigations. Our capabilities include archival research, historic archaeology, prehistoric archaeology, architectural history, viewshed impact analyses, NEPA documentation, Section 106 Consultation, Assembly Bill (AB) 52 tribal consultation outreach, Historic American Buildings Survey (HABS)/ Historic American Engineering

Record (HAER) documentation, remote sensing, bioarcheology, geomorphology, and contaminated/hazardous archaeological site investigation.

Air Quality Analysis/Noise Studies. UltraSystems regional planners and engineers provide technical support in the areas of air quality impact assessment, noise impact assessment, and vibration analyses. UltraSystems noise analysts have significant familiarity with standard methods for calculating and assessing noise levels generated by vehicle traffic, aircraft operations, construction equipment and vehicles, and other types of project development emission sources.

UltraSystems' noise analysts are capable of modeling project scenarios to assess and compare potential noise impacts for build-out years and future projected years. In addition, our noise analysts can model sound barriers to identify the length, height, and positioning required minimizing project noise impacts on sensitive receivers.

Community Impact/Socio-Economic Assessments. UltraSystems staff have a strong record of performing community impact and socio-economic assessments on high-profile projects. We have a large portfolio of project experience that involves projects that have the potential for increased demand for infrastructure and public services, and which address sustainable development, neighborhood compatibility, and affordable housing. Aspects of such assessments require the analysis of a project's consistency with State law and the Regional Housing Needs Allocation (RHNA) process, as well as evaluating environmental justice concerns.

Traffic, VMT Screening. UltraSystems staff are adept at working with transportation engineers for the purpose of analyzing project-level and programmatic construction and operational impacts to traffic to assess transportation and mobility issues for environmental documentation. Utilizing existing data on traffic conditions from various local and regional agencies (e.g., cities and counties) and by conducting as-needed traffic counts, UltraSystems compiles a summary of the local/regional circulation system for any given site location(s).

Visual Impact Analysis. UltraSystems staff routinely prepare visual simulations for proposed projects. Key viewpoints are photographed, and a simulation is prepared to show a comparison between the existing condition and the proposed condition. UltraSystems Visual Resource specialists also use computer-generated mass modeling, photographs, and graphic representations (e.g., power line corridor and solar farm photos) to predict and describe impacts to scenic resources such as highways, major view corridors and public views, community specific public and neighborhood views, hiking trails, and wilderness areas.

GIS Mapping. UltraSystems in-house GIS team specializes in building cost-effective, spatially aware, decision support tools by integrating GIS with traditional software applications. UltraSystems routinely supports the data collection, mapping, and spatial analysis requirements for CEQA and NEPA environmental compliance, permit application, wetland delineation, focused threatened and endangered species surveys and monitoring, and habitat restoration. The general GIS services we provide include, but are not limited to, data collection and conversion, mapping, spatial analysis, modeling, aerial photography analysis, 3D visualization and animation.

Energy Conservation. UltraSystems will prepare an energy conservation assessment for the proposed project per the most recent version of the CEQA Guidelines. The analysis will briefly summarize electricity, natural gas, and petroleum energy sources and the relevant regulatory framework.

Geotechnical Studies. Utilizing available literature and studies conducted within a project area (e.g., aerial photography, reconnaissance and geologic mapping), UltraSystems provides preliminary geological and geotechnical engineering investigations. UltraSystems can describe existing geologic

structures and topographic and soil characteristics of the project area in both graphic and narrative formats. Project area seismicity is evaluated, including identification of active and potentially active faults, design considerations (which may impact project development), and liquefaction potential.

Hazardous Waste Assessment. UltraSystems Project Team can provide consulting services relating to the identification of hazardous materials, including Phase I environmental due-diligence, Phase II site characterization studies and Phase III remediation plans. Some of these assessments are included as part of the CEQA process and many are performed for ongoing businesses or property ownership transfers.

Utility System Studies. Since most development activities result in an increase in the quantity of materials discharged to the storm drain and sanitary sewer system, and increased demands for potable water resources, it is often necessary to determine the availability of adequate infrastructure capacity to accommodate project-related and cumulative development impacts. UltraSystems conducts all requisite engineering (e.g., hydrology and hydraulic) studies that may be required by permitting agencies and special districts to quantify project-specific demands and evaluate impacts upon affected utility systems.

6.7 Typical Environmental Document Process

An abbreviated summary of UltraSystems preparation of CEQA/NEPA environmental documents includes the following components and contains five stages: (1) project scoping; (2) development of the environmental review process; (3) drafting the environmental documents; (4) finalizing that document; and (5) the permitting process.

Scoping. UltraSystems would develop and implement a variety of scoping programs modeled to the specific needs of an individual project. Scoping activities are conducted to identify environmental impacts that project implementation may bring about; to identify all discretionary actions required for project approval; and to solicit the issues of governmental agencies possessing discretionary jurisdiction of the project. These functions include the dissemination of information, solicitation of comments through a variety of public and private forums; and individual consultation with affected agencies aimed at identifying environmental issues (including an evaluation of their significance), areas of controversy, and issues to be resolved. Scoping identifies related projects and their status, which may collectively impact project implementation or produce cumulative environmental effects.

Initial Study/Notice of Preparation. Pursuant to Sections 15063(a) and 15082(a) of the California Code of Regulations (CCR), UltraSystems would prepare an Initial Study to either focus the environmental documentation upon potentially significant, project-induced effects or to document that the project (as proposed or as subsequently modified) would not produce a significant environmental effect. In many cases, preparing the Initial Study requires critical peer review of existing technical studies or preparation of new studies. UltraSystems frequently prepares stand-alone technical studies in the areas of aesthetics, air quality, biological resources, cultural resources, noise and vibration, and water quality. We can also conduct Phase I environmental site assessments. For the Initial Study, UltraSystems would provide a descriptive analysis, indicating the supporting rationale for the Study's conclusions. If project-related effects are determined to be potentially significant, UltraSystems would prepare a Notice of Preparation (NOP) after the completion of the Initial Study. Conversely, if the draft Initial Study concludes that there is clearly no evidence to suggest that the project will produce a significant environmental effect, UltraSystems would prepare a draft Negative Declaration or Mitigated Negative Declaration.

Environmental Assessment/Notice of Intent. For those projects involving either discretionary federal funding or permits and approvals from federal agencies, the resulting environmental documentation may be required to comply with applicable NEPA obligations. For those activities

which are not exempt under NEPA and are not categorically excluded or covered under an existing environmental impact statement (EIS), UltraSystems prepares Environmental Assessments pursuant to the Council on Environmental Quality's Regulations for Implementing the Procedural Provisions of the National Environmental Policy Act (40 CFR Parts 1500-1508).

Preparation of Draft Documentation. UltraSystems can prepare or assist in the preparation of draft Negative Declarations, Mitigated Negative Declarations, and Draft EIRs in accordance with CEQA, and Draft FONSIs and Draft EISs in accordance with NEPA and their implementing guidelines. UltraSystems would provide formal recommendations to the City for the type of document that would be required for each project.

Topical Areas to be Addressed		
Aesthetics	Greenhouse Gas Emissions	Population/Housing
Agricultural & Forestry Resources	Hazardous Materials	Public Services
Air Quality	Hydrology and Water Quality	Recreation
Biological Resources	Land Use/Planning	Transportation/Traffic
Cultural Resources	Mineral Resources	Utilities and Service Systems
Geology & Soils	Noise	Tribal Cultural Resources
Wildfire and Energy		

Notice of Completion/Notice of Availability. In accordance with Section 15085 of the CCR, a Notice of Completion (NOC) must be filed with the Office of Planning and Research (State Clearinghouse) upon completion of the Draft EIR. If the project is subject to NEPA, a Notice of Availability **(**NOA) must be published in the Federal Register. UltraSystems would assist the City's staff in preparing these notices.

Response to Comments/Final Document Preparation. Upon completion of the comment period for the Draft EIR or Draft EIS, UltraSystems prepares formal responses to all substantive and relevant comments provided by governmental agencies, public groups, and private organizations on the draft document. UltraSystems organizes responses in a manner facilitating easy reference and provides them in a stand-alone Response to Comments volume or integrated into a revised Draft EIR/Draft EIS. The Response to Comments volume or revised Draft EIR/Draft EIS would include each written comment in its original form and, if necessary, the transcripts of applicable public hearings.

Mitigation Reporting and Monitoring Programs. Section 21081.6 of the PRC requires agencies to set up monitoring and reporting programs to ensure compliance with those mitigation measures identified in EIRs and Negative Declarations (and adopted as conditions of project approval). In compliance with that requirement, UltraSystems assists the City in developing reporting programs and monitoring project compliance activities**.**

Findings of Fact/Statement of Overriding Considerations. No public agency can approve or carry out a project for which an EIR has been completed, identifying one or more significant environmental effects, unless that agency makes one or more written findings for each of the significant effects accompanied by a brief explanation of the rationale for each finding. These findings must be clearly supported by information in the public record.

Notice of Determination. After the approval of a project under CEQA, a lead agency is required to file a Notice of Determination (NOD) with the State Clearinghouse. The NOD starts a 30-day statute of limitations on court challenges to the approval under CEQA.

6.8 Peer Review Example

UltraSystems presents their sample Peer Review in Appendix B.

7.0 SECTION 7 – FEES/COST (SEPARATE)

UltraSystems presents standard rates in a separate document as indicated by Planetbids.

8.0 SECTION 8 – ADDITIONAL INFORMATION

UltraSystems provides references below from public agency clients who will attest to the quality of work performed by UltraSystems in its capacity as providing environmental consulting services in the State of California.

CITY OF FONTANA, 8353 SIERRA AVENUE FONTANA, CA 92335

Rina Leung, Associate Planner, (909) 350-6566, rleung@fontana.org
Fontana Victoria Residential Project – Addendum, Air Quality, GHG, Biological, Cultural, Noise
DCT Logistics Center Industrial Project– Addendum, Air Quality, GHG, Biological, Cultural, Noise

HOUSING AUTHORITY OF LOS ANGELES, 2600 WILSHIRE BLVD., 3RD FLOOR, LOS ANGELES, CA 90057

Chris Yenson, Senior Project Manager, (213) 733-7031, christopher.yenson@hacla.org
Rose Hill Courts Rehabilitation Project- IS-MND, Air Quality, Biological, Cultural, Noise, GHG, and Mitigation Monitoring

LOS ANGELES COUNTY DEPARTMENT OF PUBLIC WORKS, 900 S FREMONT AVE, ALHAMBRA, CA 91803

Albert Anidi, Project Manager, (626) 458-5199, (626) 458-3916, aanidi@dpw.lacounty.gov
On-Call Environmental and Regulatory Services Contract (public works projects) - CEQA/NEPA, Biological Resources, Cultural Resources, Historical Resources, Air Quality, Noise, GIS, Habitat Restoration, Regulatory Permitting, Mitigation Monitoring, Phase I ESA

8.1 Sample COI

UltraSystems understands the insurance provisions that will be required to provide when contracted and there are no other conditions that would affect our ability to undertake or complete environmental services for the City. A sample Certificate of Insurance is included below for bidding purposes only.

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 11/8/2024

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
Roger Stone Insurance Agency
5015 Birch Street
Newport Beach CA 92660

CONTACT NAME:
PHONE (A/C, No, Ext): 949-265-4167 FAX (A/C, No): 949-757-0375
E-MAIL ADDRESS: josie@stoneins.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Admiral Insurance Co.	24855
INSURER B : Hartford Ins Group	914
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Ultrasystems Environmental Inc
16431 Scientific Way
Irvine CA 92618

ULTRENV-01

COVERAGES **CERTIFICATE NUMBER:** 1578981932 **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 CLAIMS-MADE X OCCUR			FEIECC1110712	11/10/2024	11/10/2025	EACH OCCURRENCE	$ 5,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 50,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 5,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 5,000,000
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 5,000,000
	OTHER:							$
A	AUTOMOBILE LIABILITY			FEIECC1110712	11/10/2024	11/10/2025	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	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)	$
								$
	UMBRELLA LIAB / OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB / CLAIMS-MADE						AGGREGATE	$
	DED / RETENTION $							$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			72WECAT3CHK	9/1/2024	9/1/2025	X PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N N/A						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	PROF LIAB RETRO DATE 9/9/1994 CONTRACTORS POLLUTION LIABILITY			FEIECC1110712	11/10/2024	11/10/2025	EACH OCCURRENCE EACH OCCURRENCE GEN AGGREGATE LIMIT	5,000,000 5,000,000 5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
General Liability Endorsements: Automatic Additional Insured Owners, Lessees or Contractors; Automatic Waiver of Subrogation; Blanket Primary and Non-Contributory Wording; Workers Compensation: Blanket Waiver of Subrogation
Certificate Holder will be added as Additional Insured upon written request
Deductibles: General Liability: $2500 Per Occurrence; Contractors Pollution: $5000 Per Wrongful Act; Professional Liability: $10,000 Per Wrongful Act

CERTIFICATE HOLDER

SAMPLE CERTIFICATE FOR INFORMATION AND BIDDING PURPOSES ONLY

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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APPENDIX A

Key Personnel Resumes

Betsy A. Lindsay, MURP

Founder/CEO, Principal

UltraSystems
environmental•management•planning

Years of Experience
40

Years with Firm
30

Education

- Graduate Program, Public Policy and Administration, California State University, Long Beach, CA, 1992
- Graduate Program, Business Administration, Pepperdine University, Irvine, CA, 1991
- M.U.R.P., Master of Urban and Regional Planning, California State Polytechnic University, Pomona, CA, 1989
- B.A., Geography, California State University, Long Beach, CA, 1978

Professional Affiliations

- American Planning Association
- Urban Land Institute
- Association of Environmental Professionals
- National Association of Women Business Owners
- National Association for Female Executives

Areas of Expertise

- CEQA
- NEPA
- Entitlement
- Energy
- Federal
- Institutional
- Infrastructure

PROFESSIONAL SUMMARY

Ms. Lindsay is the Founder and Chief Executive Officer of UltraSystems Environmental, Inc. A building industry veteran, she has over 35 years of experience in environmental planning and permitting, preparing more than 500 environmental documents. Her background includes managing over 20 on-call professional service contracts for public agencies, which have included hundreds of projects. At UltraSystems, her day-to-day responsibilities include business and project management, contract administration, resource allocation, and quality control. She is responsible for overall project management, the preparation and processing of CEQA/NEPA documents, and associated entitlement obligations for large-scale public and private infrastructure projects.

SELECT PROJECT EXPERIENCE

Deluca Cold Storage, Wilmington, CA; November 2023 to Ongoing

Ms. Lindsay serves as Principal-in-Charge for this project. UltraSystems is preparing an IS/MND for this project. This project proposes to construct a new 98,280 sq. ft. industrial cold storage building for J DeLuca Fish Company. The site currently consists of six commercial buildings and asphalt-paved parking areas on approximately 5.6 acres of land. (No. 7247)

La Cañada Flintridge Tentative Tract Map, La Cañada Flintridge, CA; October 2023 to Ongoing

Ms. Lindsay serves as Principal-in-Charge for this project. UltraSystems is preparing an EIR for this project. The proposed project comprises an application for the approval of Tentative Tract Map No. 83608, a proposed subdivision of approximately 45-acres into 11 single-family residential lots and an associated application for a Tree Removal Permit to remove 27 protected trees. The proposed subdivision also includes easements for a dedicated horse trail/hiking trail for the local community. The property is presently undeveloped, characterized by steep slopes, and is naturally divided by Monarch Drive, which is already graded but unpaved. Monarch Drive has within it an active sewer line and is dedicated as a public road. In order to be implemented, the proposed project would require the full improvement of Monarch Drive, and the construction of Palmerstone Drive (already a dedicated road). (No. 7240)

Renovation & Rehabilitation of Seaside Lagoon and Waterfront Promenade, Redondo Beach, CA; March 2023 to Ongoing

Ms. Lindsay serves as Principal-in-Charge for this project. UltraSystems is preparing environmental documentation for the renovation and rehabilitation of Seaside Lagoon and Waterfront Promenade in Redondo Beach. The project design will build upon the approved Public Amenities Plan, which identifies design options for the Seaside Lagoon based on community outreach. UltraSystems is preparing an IS/MND and providing biological resources for this project. (No. 7209)

Holt and Main Housing Development, Pomona, CA; June 2024 - February 2025

Ms. Lindsay serves as Principal-in-Charge for this project. UltraSystems is preparing a Cultural Resources Inventory studies and an Historical Resources Evaluation study for the proposed construction of a 160-unit property located

at 221/237 West Holt Avenue, Pomona, Los Angeles County, California. The project consists of construction of 160 units, including 158 income restricted affordable units and two unrestricted manager's units. The development will be six stories, with five stories of apartment units over a first level parking garage. The bottom level will also include a common area, property management, fitness room, mailroom, and associated facilities. (No. 7279)

13330 Magnolia Ave. Residential Development, Riverside, CA; November 2021 – July 2024

Ms. Lindsay served as Principal-in-Charge for this project. This project will construct a multi-family housing complex on approximately 4.5 acres in the unincorporated Home Gardens community of Riverside County. The complex will consist of 46 single family residential units and 44 attached townhouses. There would be a community recreation facility with a pool and landscaping along the interior roadways. UltraSystems prepared an IS/MND for this project. (No. 7127)

9160-9176 Sunset Boulevard Project, City of West Hollywood, CA; June 2020 to November 2023

Ms. Lindsay served as Principal-in-Charge for this project. UltraSystems prepared an Environmental Impact Report (EIR) in response to a development application by a private developer to construct a five-story, approximately 53,029-square-foot commercial building, on an approximately 0.43-acre site located at 9160-9176 Sunset Boulevard in the City of West Hollywood. The proposed project consisted of the demolition of the existing commercial buildings and surface parking on the project site. The project provided approximately 105 car parking spaces in a three-level underground parking structure and include an LED media system, or digital canvas, integrated into the west, north and east facades of the proposed new building. (No. 7063)

Envision West Covina Toyota – Categorical Exemption, West Covina, CA; August 2023 to October 2023

Ms. Lindsay serves as Principal-in-Charge for this project. UltraSystems prepared a Categorical Exemption for this project. Envision Toyota Dealership and Service Center will take over a vacant parcel formerly used by Nissan and will remodel the existing building to add 13,130 sq. ft. for an existing show room and parts service center. Since it is a similar use to the previous use, and it was vacated within the last year, a full Traffic Impact Analysis (TIA) was concluded to not be needed by the City. (No. 7236)

District at Rubidoux Project, City of Jurupa Valley, CA; October 2021 to September 2023

Ms. Lindsay served as Principal-in-Charge for this project. The project site spanned 254 acres abutting the east boundary of the City of Jurupa Valley. The site was bounded by the State Route 60 freeway on the north; Jurupa Boulevard on the west; the Santa Ana River on the east; and residential uses and churches near 34th Street on the south. The project consisted of 1,192 residential units; 2.93 million square feet of commercial and industrial uses; and 10 acres of parks and open space. UltraSystems provided a Biological Resources Technical Report, a Cultural Resources Technical Report, a Phase I Environmental Site Assessment, a Noise and Vibration Assessment, an Air Quality and Greenhouse Gas Emissions Assessment, and a Health Risk Assessment.

Midland Plaza IS/MND, Fontana, CA; May 2022 to August 2023

Ms. Lindsay served as Principal-in-Charge for this project. UltraSystems prepared an IS/MND for this development project. The Midland Plaza project would be located at 16835 Baseline Avenue in Fontana, CA. The project site was a vacant, 6.53-acre site without any structures. Surrounding uses include vacant land, residential, and retail uses. Prior uses on-site included orchards with an associated small, single-family residential dwelling, garage, and sheds. All site structures were demolished in 2014, according to a Phase I ESA report. (No. 7178)

Citrus Avenue Townhomes, Fontana, CA; March 2022 – June 2023

Ms. Lindsay served as Principal-in-Charge for this project. This project was located in the City of Fontana, CA. The project proposed the development of a 68-unit condominium complex. The condominium units would be housed in 14 proposed buildings on site with a total of 193 parking spaces. UltraSystems prepared an IS/MND for this project. (No. 7167)

Prisma Artist's Lofts, Pomona, CA; September 2021 to August 2022

Ms. Lindsay served as Principal-in-Charge for this project. UltraSystems prepared a HUD EA-FONSI and provided QA/QC of the environmental document for technical and NEPA accuracy. The project included development of a 75-unit residential apartment homes for families and artists including 31 one-bedroom units, 27 two-bedroom units, and 21 three-bedroom units in on L-shaped building in the City. (No. 7115)

Hina Gupta, MPl, LEED AP

Vice President/Senior Project Manager

UltraSystems
environmental•management•planning

Years of Experience

17

Years with Firm

17

Education

- Master of Planning, University of Southern California, Los Angeles, CA, 2009
- B Arch, Chandigarh College of Architecture, Chandigarh, India, 2007

Professional Certification

- LEED Accredited Professional #10281034 (Leadership in Energy and Environmental Design

Areas of Expertise

- CEQA
- NEPA
- EIR/EIS
- IS/MND
- EA
- Land Use
- Mitigation
- Permits
- PES
- Relocation Impacts
- GIS
- Specific Plans
- General Plans
- Socio-economics
- Aesthetics
- Noticing
- Mixed-Use
- Technical Studies
- Entitlements

PROFESSIONAL SUMMARY

Ms. Gupta is an urban planner with over 17 years of experience in environmental planning and regulatory permitting for a variety of projects including infrastructure, transportation, renewable energy, commercial, residential, mixed-use and master-planned development, and educational facilities. Ms. Gupta has extensive experience in managing the preparation of CEQA/NEPA documents and the planning process. Her areas of expertise include Sustainable Land use, Aesthetics and Visual Analysis, Socioeconomics and Community Impact Assessment, and Green Building Design. Ms. Gupta is a LEED Accredited Professional and has experience working with public agency staff at various city and county departments within southern California.

SELECT PROJECT EXPERIENCE

Temple City Self Storage Facility, El Monte, CA; May 2024 - Ongoing

Ms. Gupta was part of the project team for this project. This project will construct a self-storage unit at 4301 Temple City Boulevard in the City of El Monte. The site is vacant. UltraSystems is conducting various technical studies and preparing an IS/MND for this project. (No. 7275)

Deluca Cold Storage, Wilmington, CA; November 2023 to Ongoing

Ms. Gupta was part of the project team for this project. UltraSystems is preparing an IS/MND for this project. This project proposed to construct a new 98,280 sq. ft. industrial cold storage building for J DeLuca Fish Company. The site consisted of six commercial buildings and asphalt-paved parking areas on approximately 5.6 acres of land. (No. 7247)

Penske Sales, Leasing, and Maintenance Facility Project, Moreno Valley, CA; September 2021 to Ongoing

Ms. Gupta is managing preparation of the CEQA IS-MND for the project and working closely with technical teams for biological and cultural resources, and hazardous materials. Penske will conduct truck and trailer repairs consisting of general and preventive maintenance to its private and customer fleets, such as clutches, oil changes, belt/bulb replacements, tire changes, etc. and all work conducted within the facility is closed to the general public. (No. 7110)

TT Map – 28 Lot Single Family Housing, Moreno Valley, CA; October 2022 - September 2024

Ms. Gupta was part of the project team for this project. This is a Tentative Tract Map for the development of 28 lot subdivision and comprising of 23 single-family detached homes, ranging in size from 7,400 sq. ft. up to 12,147 sq. ft. The project site is located with the City of Moreno Valley, at the southwest corner of Alessandro Boulevard and Wilmot Street. UltraSystems prepared an IS/MND for this project. (No. 7192)

9160-9176 Sunset Boulevard Project, West Hollywood, CA; June 2020 to November 2023

UltraSystems is preparing an Environmental Impact Report (EIR) in response to a development application by a private developer to construct a five-story, approximately 53,029-square-foot commercial building (including retail, restaurant, and office uses on the first floor and exclusively office uses on floors two through five), on an approximately 0.43-acre site located at 9160-9176 Sunset Boulevard in the City of West Hollywood. The proposed

project consists of the demolition of the existing commercial buildings and surface parking on the project site. The project would provide a three-level underground parking structure and include an LED media system, or digital canvas, integrated into the west, north and east facades of the proposed new building. Ms. Gupta is serving as the Project Manager for this project and managing preparation of the CEQA Initial Study, EIR, and required technical studies (including Air Quality, Greenhouse Gas Emissions, Noise, Cultural Resources, Traffic and Visual Impact Assessment studies). She is also responsible for conducting QA/QC review of all sections of the Initial Study, and the Draft EIR for technical accuracy and overall document consistency. Ms. Gupta is also assisting the City in the preparation and distribution of the required public notices for this project. (No. 7063)

Midland Plaza IS/MND, Fontana, CA; May 2022to August 2023

Ms. Gupta was part of the project team for this project. The project would be located at 16835 Baseline Avenue and Adjacent Parcels in the City. The project site is currently vacant with no structures. The site encompasses 284,884 sq. ft. or 6.53 acres. The site is bounded by Baseline Avenue to the north, Sierra Avenue to the east, and Montgomery Avenue to the south. Surrounding uses include vacant land, residential, and retail uses. Prior uses on-site include orchards with an associated small, single-family residential dwelling, garage, and sheds. All site structures were demolished in 2014, according to a Phase I ESA report. (No. 7178)

Prisma Artist's Lofts, Pomona, CA; October 2021 to August 2022

UltraSystems prepared a HUD EA-FONSI for the project. Ms. Gupta provided QA/QC of the environmental document for technical and NEPA accuracy. The project included development of a 75-unit residential apartment homes for families and artists including 31 one-bedroom units, 27 two-bedroom units, and 21 three-bedroom units in on L-shaped building in the City. The site for the project is approximately 1.45-acre site bordered by 4th Street on the north, Linden Street to the east, Mission Boulevard on the south and Palomares Street to the west. (No. 7115)

Oro Vista Estates Project, Los Angeles, CA; February 2019 to January 2022

Ms. Gupta is assisting with the preparation of an Initial Study and EIR for the Oro Vista Estates project. This project proposes to construct 310 units on an approximately 30-acre project site on an undeveloped ridgeline in the City of Los Angeles. Ms. Gupta is currently conducting QA/QC review of all sections of the Initial Study, for technical accuracy and overall document consistency. (No. 7002)

Northgate Market Center, Fontana, CA; March 2020 to September 2020

Ms. Gupta managed preparation of the CEQA IS-MND for the project and the project has been approved by the City Council. The project site is located on the west side of Sierra Avenue and on the north side of San Bernardino Ave in Fontana, CA (APN: 0193-251-43, -44). The site is in the Form Based code (FBC) Sierra Gateway zoning district. The project proposes a multi-tenant commercial center anchored by Northgate Gonzalez Market with three (3) quick service drive through pads for a total building area of 59,385 square feet on approximately 7.04 acres. The project includes a tentative parcel map to create three (3) parcels.

Legacy Square Project, Santa Ana, CA; December 2018 to January 2019

The Legacy Square project is located on an approximately 1.74-acre site in the City of Santa Ana. The project proposes the development of a new commercial/residential mixed-use development consisting of 93 residential units, 7,767 square feet of flex mixed-use space, and a 2,576-square-foot community center. Ms. Gupta worked on the preparation of the IS/MND and EA/FONSI and drafted several sections. She also conducted QA/QC review of sections drafted by other members of the UltraSystems team. The project had a very aggressive timeline due to timing for funding. UltraSystems staff worked over the winter holiday to produce the environmental document over the course of a few weeks. This project was approved by the City of Santa Ana City Council in February 2019.

Sierra Avenue Family Apartments Project, Fontana, CA; June 2018 to January 2019

Ms. Gupta served as the Deputy Project Manager for environmental analysis of the Sierra Avenue Family Apartments project. This project proposed the development of 60 affordable multi-family units at the southwest corner of Sierra Avenue and Ramona Avenue in Fontana, California. The City was the Lead Agency for the purposes of CEQA and the Department of Housing and Urban Development was the Lead Agency for the purpose of NEPA. The project consisted of: (1) utilities improvements; (2) construction of three new residential buildings and one services building; and (3) community amenities and landscaping. UltraSystems prepared both an IS/MND and EA/FONSI for the project. This project was approved by the City of Fontana Planning Commission on January 14, 2019.

Michael Milroy, MS

Deputy Project Manager, Senior Planner

Years of Experience

19

Years with Firm

5

Education

- Certificate, Environmental Management, University of California Irvine, 2013
- Master of Science, Interdisciplinary Studies / Neuroscience, California State University Long Beach, 2004
- Bachelor of Science, Biological Sciences, California State University Long Beach, 1999
- Project Management coursework, University of California Irvine, 2009-2014

Professional Affiliations

- Association of Environmental Professionals

Areas of Expertise

- CEQA
- GIS
- Vistro
- Traffic Analysis
- EIR
- MND
- NOE
- NEPA
- MS Office
- Mixed-use
- Project Management
- Residential Noise Monitoring and Analysis
- Expository Writing
- Impact Analysis
- K-12/College Universities

PROFESSIONAL SUMMARY

Mr. Milroy is a detail-oriented Environmental Planner with over 19 focused years on California Environmental Quality Act (CEQA) document preparation, project management, and review of supporting technical studies; including, but not limited to, Environmental Impact Reports (EIRs), Initial Studies, Mitigated Negative Declarations, and NEPA documents.

SELECT PROJECT EXPERIENCE

DeLuca Cold Storage – Wilmington, CA – IS/MND; November 2023 to Ongoing

Mr. Milroy is part of the project team for this project. UltraSystems is preparing an IS/MND for this project. This project proposes to construct a new 98,280 sq. ft. industrial cold storage building for J DeLuca Fish Company. The site consisted of six commercial buildings and asphalt-paved parking areas on approximately 5.6 acres of land. The cold storage warehouse facility will be built in two phases to allow for continuation of operations of an existing facility, while the new facility is being built. (No. 7247)

Tentative Tract Map 83608 EIR, La Canada Flintridge, CA; October 2023 to Ongoing

Mr. Milroy is serving as Deputy Project Manager for this project. The proposed project comprises an application for the approval of Tentative Tract Map No. 83608, a proposed subdivision of approximately 45-acres into 11 single-family residential lots and an associated application for a permit to remove 27 protected trees. The project site is presently undeveloped, characterized by steep slopes, and is naturally divided by Monarch Drive, which is already graded but unpaved. The project site is also located in a portion of the City identified as a Very High Fire Hazard Severity Zone. The project scope consists of an IS/MND; an air quality and greenhouse gas assessment; a biological resources impact assessment; a jurisdictional delineation and report; a phase I environmental site assessment; a noise impact assessment; a cultural resources assessment; a VMT assessment; and a geologic and seismic hazards review study; as well as peer reviews of several other technical studies. (No. 7240)

Penske Sales, Leasing, and Maintenance Facility Project; Moreno Valley, CA; September 2021 to Ongoing

Mr. Milroy, as Assistant Project Manager on this project, wrote several IS-MND sections and conducted QA review on several others. The project proposes development of a truck sales, leasing, and maintenance facility in the city of Moreno Valley. UltraSystems is preparing an IS-MND and several technical studies for the project. UltraSystems is managing preparation of the CEQA IS-MND for the project and working closely with technical teams for biological and cultural resources, and hazardous materials. Penske will conduct truck and trailer repairs consisting of general and preventive maintenance to its private and customer fleets, such as clutches, oil changes, belt/bulb replacements, tire changes, etc. and all work conducted within the facility is closed to the general public. (No. 7110)

Pioneer Place Mixed Use Project, Artesia, CA; June 2024 – June 2025

Mr. Milroy is part of the project team providing services. This proposed mixed-use project is located at 17610-17618 Pioneer Boulevard in Artesia, CA. The

project will include 83 units with an outdoor courtyard and bar/dining area. The development will occur within the Artesia Specific Plan. UltraSystems is preparing an IS/MND for this project. (No. 7277)

Envision West Covina Toyota, West Covina, CA; March 2023 – November 2024

Mr. Milroy was part of the project team providing services. UltraSystems prepared an IS/MND for this project. Envision Toyota Dealership and Service Center would take over a vacant parcel formerly used by Nissan and remodel the existing building to add 13,130 sq. ft. for an existing show room and parts service center. (No. 7212)

13330 Magnolia Ave. Residential Development, Riverside, CA; November 2021 – July 2024

Mr. Milroy served as Project Manager for this project. The project would construct a multi-family housing complex on approximately 4.5 acres in the unincorporated Home Gardens community of Riverside County. The complex would consist of 46 single family residential units and 44 attached townhouses. There would be a community recreation facility with a pool and landscaping along the interior roadways. UltraSystems prepared an IS/MND for this project. (No. 7127)

TT Map – 28 Lot Single Family Housing, Moreno Valley, CA; October 2022 – June 2024

Mr. Milroy was part of the project team providing services. This is a Tentative Tract Map for the development of 28 lot subdivision and comprising of 23 single-family detached homes; the lots ranged in size from 7,400 sq. ft. up to 12,147 sq. ft. The project site was located with the City of Moreno Valley, at the southwest corner of Alessandro Boulevard and Wilmot Street. UltraSystems prepared an IS/MND for this project. (No. 7192)

Acacia Apartment Complex – CEQA Peer Review, Fontana, CA; September 2023 to March 2024

Mr. Milroy served as Project Manager for this project. The City of Fontana, in its capacity as a Lead Agency, was reviewing an application that would involve the construction of 109 apartment units within a 2.82-acre site located to the west of Acacia Avenue, south of Randall Avenue and east of Sierra Avenue. The site itself contained two residential units, garages, and other improvements that would be demolished to accommodate the proposed development. UltraSystems understood that 15 subject areas within the CEQA Exemption and Environmental Assessment (EA) were prepared by the Developer's consultant for this proposed apartment complex project. UltraSystems performed a CEQA adequacy peer-review for a variety of topical issues including but not limited to: land use compatibility, habitat value, traffic analysis, noise impact analysis, air quality and water quality. (No. 7242)

1660 Sessums Drive Industrial Project IS/MND, Redlands, CA; October 2023 to December 2023

Mr. Milroy served as Project Manager for this project. Approximately 16.089-acres were subdivided into six lots ranging from 2.1 acres to 2.8 acres in size. The developer would construct six buildings ranging between 29,718 square feet and 49,960 square feet in size, totaling 263,328 square feet of total floor space inclusive of office and mezzanine areas. The development needed to perform public improvements as required on adjacent right-of-way and related site improvements, including on-site water treatment, landscaping, etc. The project required a Tentative Tract Map and Planning Commission Review and Approval. In addition to IS/MND, scope included Peer Reviews and CEQA Adequacy Reviews of developer-provided technical studies. (No. 7234)

9160-9176 Sunset Boulevard Project, EIR, West Hollywood, CA; June 2020 to November 2023

Mr. Milroy was Assistant Project Manager for this project. UltraSystems prepared an Environmental Impact Report (EIR) in response to a development application by a private developer to construct a five-story, approximately 53,029-square-foot commercial building with digital displays and signage on the north and west sides of the building located at the western gateway to the City of West Hollywood. The proposed project consisted of the demolition of the existing commercial buildings and surface parking on the project site. The project provided approximately 105 car parking spaces in a three-level underground parking structure and include an LED media system, or digital canvas, integrated into the west, north and east facades of the proposed new building. (No. 7063)

District at Rubidoux Project, City of Jurupa Valley, CA; October 2021 to September 2023

Mr. Milroy served as Assistant Project Manager for this project. The project site spans 254 acres abutting the east boundary of the City of Jurupa Valley. The project consisted of 1,192 residential units; 2.93 million square feet of commercial and industrial uses; and 10 acres of parks and open space. UltraSystems provided a Biological Resources Technical Report, a Cultural Resources Technical Report, a Phase I Environmental Site Assessment, a Noise and Vibration Assessment, an Air Quality and Greenhouse Gas Emissions Assessment, and a Health Risk Assessment. (No. 7124)

Michael B. Rogozen, D.Env.

Senior Principal Engineer – Air Quality and Noise Manager

UltraSystems
environmental•management•planning

Years of Experience
49

Years with Firm
20

Education

- D.Env., Environmental Science and Engineering, University of California, Los Angeles, CA, 1978
- M.S., Systems Engineering, University of California, Los Angeles, CA, 1968
- B.S., Engineering, University of California, Los Angeles, CA, 1966

Areas of Expertise

- CEQA
- NEPA
- EIR/EIS
- IS/MND
- EA
- QA/QC
- Air Permitting
- Dispersion Modeling
- Cost-Benefit Analysis
- Transit
- SCAQMD
- Economic Analysis
- Survey Design
- HRA
- Noise Analysis
- CAAP
- GHG
- Soundwalls
- Sensitive Receptors
- Mitigation
- Compliance
- Toxic Emissions
- Database Design
- Health & Safety Plan
- Technical Editing
- Noise Control Plan
- Air Quality
- Technical Studies

PROFESSIONAL SUMMARY

Dr. Rogozen, who heads UltraSystems' air and noise practice, has over 49 years of experience in project management, health risk assessment, air and industrial wastewater permitting, carbon footprint studies, ambient monitoring, dispersion modeling, pollution control technology assessment, economic analysis of air pollution control alternatives, air toxics emission inventory development, offsite consequence analysis, environmental database design, survey design and management, source test design and analysis, railroad noise investigations, regulatory analysis, water resources studies, and technical writing and editing.

Dr. Rogozen is responsible for consulting, technical project management, and business development. He has assisted industrial and governmental clients in complying with federal and local air quality regulations. His work has included managing air compliance audits, preparing applications for permits to construct and operate (including Title V permits), annual emissions reports, and responses to notices to comply and notices of violation. He has also conducted many health risk assessments under AB2588, Proposition 65, and SCAQMD Rule 1401. Dr. Rogozen serves as lead quality assurance officer for UltraSystems' submittals.

SELECT PROJECT EXPERIENCE

Palmdale Boulevard Self-Storage Project, City of Palmdale, CA; April 2025 - Ongoing

Dr. Rogozen manages technical studies of air quality, greenhouse gas emissions, and noise. This project proposes to construct a mini-storage facility, consisting of eight buildings totaling 94,100 sq. ft., a boat and recreational vehicle parking area, and a 900 sq. ft. office building on an approximately 1-acre project site in the City of Palmdale, California. UltraSystems will prepare CEQA compliance documentation and will survey for western Joshua trees and install wildlife cameras for the project. (No. 7321)

Mountain View Buildings, Temecula, CA; September 2024 - Ongoing

Dr. Rogozen manages technical studies of air quality, greenhouse gas emissions, and noise. This project constructs two industrial buildings as part of Phase 7 of the MS Mountain View series of buildings. Building 17 will have 69,095 square feet and building 21 will have 17,136 square feet. Both buildings are within a planned Industrial Park. UltraSystems will prepare an IS/MND and relevant technical studies. (No. 7291)

Pioneer Place Mixed Use Project, Artesia, CA; June 2024 – June 2025

Dr. Rogozen manages technical studies of air quality, greenhouse gas emissions, and noise. This proposed mixed-use project is located at 17610-17618 Pioneer Boulevard in Artesia, CA. The project will include 83 units with an outdoor courtyard and bar/dining area. The development will occur within the Artesia Specific Plan. UltraSystems is preparing an IS/MND for this project. (No. 7277)

Temple City Self Storage Facility, El Monte, CA; May 2024 - Ongoing

Dr. Rogozen manages technical studies of air quality, greenhouse gas emissions, and noise. This project will construct a self-storage unit at 4301

Temple City Boulevard in the City of El Monte. UltraSystems is conducting various technical studies and preparing an IS/MND for this project. (No. 7275)

Deluca Cold Storage, Wilmington, CA; November 2023 to Ongoing

Dr. Rogozen is the task manager for the Air Quality, Greenhouse Gas, Energy and Noise sections of the report. He is also performing the Quality Check and editing the IS/MND sections. UltraSystems is preparing an IS/MND for this project. The cold storage warehouse facility would be approximately 98,260 sq ft and will be built in two phases to allow for continuation of operations of an existing facility, while the new facility is being built. Adjacent streets include East Harry Bridges Boulevard to the south and Quay Avenue to the west. The site is currently developed with an existing concrete tilt-up building along the east side of the site and paving supporting a storage yard with a metal building situated towards the south end of the site. (No. 7247)

La Cañada Flintridge Tentative Tract Map, La Cañada Flintridge, CA; October 2023 to Ongoing

Dr. Rogozen is serving as the Task Manager for Air Quality, Greenhouse Gas Emissions, Energy and Noise technical reports. UltraSystems is preparing an EIR for this project. The proposed project comprises an application for the approval of Tentative Tract Map No. 83608, a proposed subdivision of approximately 45-acres into 11 single-family residential lots and an associated application for a Tree Removal Permit to remove 27 protected trees. The proposed subdivision also includes easements for a dedicated horse trail/hiking trail for the local community. Located in the southern portion of the City, the subject property is presently undeveloped, characterized by steep slopes, and is naturally divided by Monarch Drive, which is already graded but unpaved. Monarch Drive has within it an active sewer line and is dedicated as a public road. In order to be implemented, the proposed project would require the full improvement of Monarch Drive, and the construction of Palmerstone Drive (already a dedicated road). (No. 7240)

Envision West Covina Toyota, West Covina, CA; March 2023 - November 2024

Dr. Rogozen managed technical studies of air quality, greenhouse gas emissions, and noise. UltraSystems prepared an IS/MND for this project. Envision Toyota Dealership and Service Center would take over a vacant parcel formerly used by Nissan and remodel the existing building to add 13,130 sq. ft. for an existing show room and parts service center. (No. 7212)

13330 Magnolia Ave. Residential Development, Riverside, CA; November 2021 - July 2024

Dr. Rogozen managed technical studies of air quality, greenhouse gas emissions, and noise. This project would construct a multi-family housing complex on approximately 4.5 acres in the unincorporated Home Gardens community of Riverside County. The complex would consist of 46 single family residential units and 44 attached townhouses. There would be a community recreation facility with a pool and landscaping along the interior roadways. UltraSystems prepared an IS/MND for this project. (No. 7127)

Midland Plaza IS/MND, Fontana, CA; May 2022 - August 2023

Dr. Rogozen managed technical studies of air quality, greenhouse gas emissions, and noise. UltraSystems prepared an IS/MND for this development project. The project proposed the development of a commercial center consisting of a convenience store, fuel canopy with two underground storage tanks, retail lease space, quick service restaurant with drive-through, car wash, sit-down restaurant, pharmacy, and a two-story retail building on the 6.53-acre site in the City of Fontana. Prior uses on-site included orchards with an associated small, single-family residential dwelling, garage, and sheds. All site structures were demolished in 2014, according to a Phase I ESA report. (No. 7178)

District at Rubidoux Project, Jurupa Valley, CA; October 2021 - September 2023

Dr. Rogozen managed technical studies of air quality, greenhouse gas emissions, and noise. The project site spans 254 acres abutting the east boundary of the City of Jurupa Valley. The site was bounded by the State Route 60 freeway on the north; Jurupa Boulevard on the west; the Santa Ana River on the east; and residential uses and churches near 34th Street on the south. The project consisted of 1,192 residential units; 2.93 million square feet of commercial and industrial uses; and 10 acres of parks and open space. UltraSystems provided a Biological Resources Technical Report, a Cultural Resources Technical Report, a Phase I Environmental Site Assessment, a Noise and Vibration Assessment, an Air Quality and Greenhouse Gas Emissions Assessment, and a Health Risk Assessment. (No. 7124)

Megan Black Doukakis, M.A.

Assistant Project Archaeologist

UltraSystems
environmental•management•planning

Years of Experience

14

Years with Firm

13

Education

- M.A. Public Archaeology, California State University, Northridge, 2018
- B.A., Anthropology, California State University, Long Beach, 2011
- University of California, Los Angeles - Pimu Catalina Archaeological Field School, 2010
- DePaul University and NEAP ACHP/ CEQ Guidance for Integrating NEPA and Section 106
- NAEP webinar in Tribal Consultation and Engagement in the Era of Streamlining, 10/2018
- AB 52 Tribal Perspective Training by the San Manuel Band of Mission Indians

Professional Affiliations

- Society for California Archaeology Membership 2012-2018

Areas of Expertise

- CEQA/NEPA
- CHRIS Information Center
- Prehistoric and Historic Archaeology
- Phase I/II
- Research
- NAHC
- Paleontology
- Survey
- Laboratory Analysis

PROFESSIONAL SUMMARY

Ms. Doukakis has over 14 years of experience as an archaeologist in California. She has conducted pedestrian archaeological survey, test and full-scale excavations, archaeological monitoring, laboratory curation of archaeological materials to comply with state and federal historic preservation laws in Southern California and abroad. Ms. Doukakis has authored a number of Phase I, II, and III, ISMND, ICRMP, FCC form, EIR documents and project proposals. She has extensive experience with the California Historical Resources Information System as well as conducting paleontology record searches and the Native American Heritage Commission in conducting record searches and consulting with Native American groups. Ms. Doukakis is proficient at project management and project scheduling for large and small-scale projects.

SELECT PROJECT EXPERIENCE

327 N. Harbor Site Project, Los Angeles, CA; November 2024 - Ongoing

Ms. Doukakis is helping conduct the cultural resource records search, Native American contacts and report writing for this project. This project for National Community Renaissance (NCR) is for the 327 Harbor Site development of a new 47-unit multi-family residential building with a courtyard. The proposed building would be 4 stories and would include apartment units over an at-grade garage. UltraSystems is responsible for implementing Cultural Resource Mitigation Measures, preparing a Workers Environmental Awareness Program and training for WEAP program, conducting archaeological monitoring or ground disturbing construction activities in coordination with Native American Monitors and prepare a subsequent cultural resources Monitoring Report. An UltraSystems subcontractor will provide monitoring work for paleontological monitoring and reporting. (No. 7300)

Mountain View Buildings, Temecula, CA; September 2024 – Ongoing

Ms. Doukakis is helping conduct the cultural resource records search, Native American contacts and report writing for this project. This project constructs two industrial buildings as part of Phase 7 of the MS Mountain View series of buildings. Building 17 will have 69,095 square feet and building 21 will have 17,136 square feet. Both buildings are within a planned Industrial Park. UltraSystems will prepare an IS/MND and relevant technical studies. (No. 7291)

Pioneer Place Mixed Use Project, Artesia, CA; June 2024 – Ongoing

Ms. Doukakis is helping conduct the cultural resource records search, Native American contacts and report writing for this project. This proposed mixed-use project is located at 17610-17618 Pioneer Boulevard in Artesia, CA. The project will include 83 units with an outdoor courtyard and bar/dining area. The development will occur within the Artesia Specific Plan. UltraSystems is preparing an IS/MND for this project. (No. 7277)

Temple City Self Storage Facility, El Monte, CA; May 2024 – Ongoing

Ms. Doukakis is helping conduct the cultural resource records search, Native American contacts and report writing for this project. This project will construct a self-storage unit at 4301 Temple City Boulevard in the City of El

Monte. UltraSystems is conducting various technical studies and preparing an IS/MND for this project. (No. 7275)

Deluca Cold Storage, Wilmington, CA; November 2023 to Ongoing

Ms. Doukakis is helping conduct the cultural resource records search, Native American contacts and report writing for this project. UltraSystems is preparing an IS/MND for this project. This project proposed to construct a new 98,280 sq. ft. industrial cold storage building for J DeLuca Fish Company. The site consisted of six commercial buildings and asphalt-paved parking areas on approximately 5.6 acres of land. (No. 7247)

La Cañada Flintridge Tentative Tract Map, La Cañada Flintridge, CA; October 2023 to Ongoing

Ms. Doukakis is helping conduct the cultural resource records search, Native American contacts and report writing for this project. UltraSystems is preparing an EIR for this project. The proposed project comprises an application for the approval of Tentative Tract Map No. 83608, a proposed subdivision of approximately 45-acres into 11 single-family residential lots and an associated application for a Tree Removal Permit to remove 27 protected trees. The proposed subdivision also includes easements for a dedicated horse trail/hiking trail for the local community. Located in the southern portion of the City, the subject property is presently undeveloped, characterized by steep slopes, and is naturally divided by Monarch Drive, which is already graded but unpaved. Monarch Drive has within it an active sewer line and is dedicated as a public road. In order to be implemented, the proposed project would require the full improvement of Monarch Drive, and the construction of Palmerstone Drive (already a dedicated road). (No. 7240)

Renovation & Rehabilitation of Seaside Lagoon and Waterfront Promenade, Redondo Beach, CA; March 2023 to Ongoing

Ms. Doukakis is helping conduct the cultural resource records search, Native American contacts and report writing for this project. UltraSystems is preparing environmental documentation for the renovation and rehabilitation of Seaside Lagoon and Waterfront Promenade in Redondo Beach. The project design will build upon the approved Public Amenities Plan, which identifies design options for the Seaside Lagoon based on community outreach. UltraSystems is preparing an IS/MND and providing biological resources for this project. (No. 7209)

Penske Sales, Leasing, and Maintenance Facility Project, Moreno Valley, CA; September 2021 to Ongoing

Ms. Doukakis is helping conduct the cultural resource records search, Native American contacts and report writing for this project. UltraSystems is managing preparation of the CEQA IS-MND for the project and working closely with technical teams for biological and cultural resources, and hazardous materials. Penske will conduct truck and trailer repairs consisting of general and preventive maintenance to its private and customer fleets, such as clutches, oil changes, belt/bulb replacements, tire changes, etc. and all work conducted within the facility is closed to the general public. (No. 7110)

Envision West Covina Toyota, West Covina, CA; March 2023 - November 2024

Ms. Doukakis helped conduct the cultural resource records search, Native American contacts and report writing for this project. UltraSystems prepared an IS/MND for this project. Envision Toyota Dealership and Service Center would take over a vacant parcel formerly used by Nissan and remodel the existing building to add 13,130 sq. ft. for an existing show room and parts service center. (No. 7212)

13330 Magnolia Ave. Residential Development, Riverside, CA; November 2021 – July 2024

Ms. Doukakis helped conduct the cultural resource records search, Native American contacts and report writing for this project. This project would construct a multi-family housing complex on approximately 4.5 acres in the unincorporated Home Gardens community of Riverside County. The complex would consist of 46 single family residential units and 44 attached townhouses. There would be a community recreation facility with a pool and landscaping along the interior roadways. UltraSystems prepared an IS/MND for this project. (No. 7127)

Chadwick Ranch Estates Project, EIR, Bradbury, CA; June 2020 to July 2022

Ms. Doukakis helped conduct the cultural resource records search, Native American contacts and report writing for this project. The project site comprised approximately 111 acres, located in the northeast quadrant of the City of Bradbury. Development of Chadwick Ranch Estates was proposed to occur pursuant to a Specific Plan and Tentative Tract Map and also required an amendment to the Bradbury General and a change of zone. UltraSystems' role on this proposed project was to serve as an extension of the Lead Agency, the City of Bradbury, tasked to ensure that the City met its environmental review obligations for the project pursuant to CEQA. (No. 7023)

Michelle B. Tollett, BA, ISA

Senior Biologist, Biological Resources Group Manager

UltraSystems
environmental•management•planning

Years of Experience

26

Years with Firm

15

Education

- B.A., Botany and Environmental Science, University of Montana, Missoula, MT, 2000

Professional Certifications

- Certified Arborist (WE-12103-A)
- CDFW SCP, California Bumble Bee Atlas
- Mitigation Measures & Monitoring, CNPS, Plant Science Training Program (2020)
- CRAM Vernal Pools (2017).
- CRAM Instructor-in-Training (2017).
- Certified *Caulerpa taxifolia* Surveyor, NMFS (2013/2014).
- Southwestern Willow Flycatcher (2013).
- Western Pond Turtle Workshop, Elkhorn Slough Coastal Training (2012).
- Sea and Sage Audubon Society, Advanced Bird Identification Courses (2012).
- CDFW Flat-tailed Horned Lizard Training (2012).
- California Rapid Assessment Method (CRAM) (2012, 2017).
- CDFW Scientific Collection Permit, SCP#8526.
- Wetland Regional Field Training, Wetland Training Institute, Certificate (2011).
- The Desert Tortoise Council, Workshop (2011).
- 24-hour HazComm Hazardous Materials Training (2004).

PROFESSIONAL SUMMARY

Ms. Tollett has over 25 years of experience as a field and consulting biologist working with private companies and public agencies throughout California and the Rocky Mountains. She is the Lead Senior Biologist and Group Manager of the Biological Resources team. Her responsibilities include team management; supervising and mentoring staff biologists; delegating work assignments; managing budgets and project schedules; reviewing document preparation; interacting with client and resource agency representatives; developing mitigation site design with landscape contractors; and preparing or conducting environmental awareness training.

Ms. Tollett has experience with a multitude of field surveys (flora and fauna), wetland/jurisdictional delineations, tree inventories, wildlife corridor studies, and is familiar with the regulatory framework to prepare defensible biological resources technical reports and environmental documents including biological constraints surveys, reconnaissance-level field surveys, wetland delineations, arborist reports, CRAM assessments, focused special-status species surveys, and habitat mitigation and monitoring plans. Ms. Tollett's industry experience includes oil and gas transmission lines, energy transmission lines, wind and solar renewable energy, private development, transportation, flood control, military base, mineral mining, housing, and conservation-oriented projects. Prior to her biological consulting experience, she worked in the Channel Islands National Park as a naturalist. Ms. Tollett continues to volunteer with non-profit groups to educate local community members through citizen-based science and serves as a high school science fair judge each year for the Newport Bay Conservancy.

SELECT PROJECT EXPERIENCE

Mountain View Buildings, Temecula, CA; September 2024 - Ongoing

Ms. Tollet served as the senior biologist for this project. This project constructs two industrial buildings as part of Phase 7 of the MS Mountain View series of buildings. Building 17 will have 69,095 square feet and building 21 will have 17,136 square feet. Both buildings are within a planned Industrial Park. UltraSystems will prepare an IS/MND and relevant technical studies. (No. 7291)

Palmdale Boulevard Self-Storage Project, City of Palmdale, CA; March 2025 - Ongoing

Ms. Tollett is leading a botanical inventory, western Joshua tree (*Yucca brevifolia* var. *brevifolia*) census survey, reconnaissance-level survey, and burrow survey for Mohave ground squirrel (*Spermophilus mohavensis*) burrowing owl (*Athene cunicularia*), on this approximately seven-acre site in Palmdale, California. This project proposes to construct a mini-storage facility, consisting of eight buildings totaling 94,100 sq. ft., a boat and recreational vehicle parking area, and a 900 sq. ft. office building on an approximately 1-acre project site in the City of Palmdale, California. UltraSystems will prepare CEQA compliance documentation and will survey for western Joshua trees and install wildlife cameras for the project. (No. 7321)

13330 Magnolia Ave. Residential Development, Riverside, CA; November 2021 – July 2024

Ms. Tollet served as the senior biologist for this project. This project would construct multi-family housing complex on approximately 4.5 acres in the unincorporated Home Gardens community of Riverside County. The complex would consist of 46 single family residential units and 44 attached townhouses. There would be a community recreation facility with a pool and landscaping along the interior roadways. UltraSystems prepared an IS/MND for this project. (No. 7127)

1694 Del Mar Avenue, Laguna Beach, CA; April 2023 - June 2023

Ms. Tollet served as the senior biologist for this project. This private client was building a new home on the vacant lot at 1694 Del Mar Avenue in Laguna Beach, CA. UltraSystems prepared a CEQA compliant Biological Report as required by the City of Laguna Beach. (No. 7217)

Palmdale Warehouse Project - Permits, Palmdale, CA; May 2022 - August 2022

Ms. Tollet served as the senior biologist for this project. UltraSystems helped First Carbon Solutions (FCS) to amend the existing permit applications (notifications), including the Lake and Streambed Alteration (LSA) to the California Department of Fish and Wildlife (CDFW) and the Waste Discharge Requirement (WDR) to the Regional Water Quality Control Board (RWQCB). Additionally, UltraSystems coordinated with the resource agencies and provide project management to support the development of the Palmdale Warehouse Project, City of Palmdale, California. (No. 7087a)

Chadwick Ranch Estates Project, Los Angeles County, CA; July 2019 - July 2022

Ms. Tollett assisted with the peer review of biological resources documents prepared by Glenn Lukos Associates and Dudek in tandem with the City of Bradbury. The baseline document review included a Biological Technical Report with Rare Plant Survey, CAGN Survey Report, Tree Protection and Preservation Report, and Jurisdictional Delineation, in support of CEQA. The peer review included comments/edits to all reports, site mapping, CNDDB Analysis, and Cultural Resources Site Assessment. A thorough review of the special-status resources present included review of the mitigation presented for 73 acres of impacts to undeveloped coastal sage scrub, chaparral, native oak habitat, and protected jurisdictional waterways, including a conservation easement for 50% of the site. Ms. Tollett participated in the preparation of the EIR Biological Resources Section for the Chadwick Ranch Estates.

Mango Warehouse – Biological Compliance, Pre-Construction Biological Monitoring, City of Fontana, CA; January 2022 - June 2022

Ms. Tollett's role as a Biological Consultant (Senior Biologist) was to direct and coordinate efforts for preparation of a Pre-Construction Nesting Bird Survey Report and a Burrowing Owl Habitat (Athene cunicularia) Assessment Report in order to maintain compliance with the requirements of the MMRP provided as part of the project's IS/MND.

Sierra Avenue Apartments – Tree Permit, City of Grand Terrace, CA; August 2019 - December 2019

Ms. Tollet served as a senior biologist for this project. UltraSystems prepared the Initial Study/Mitigated Negative Declaration (IS/MND) with supporting technical studies, including an Air Quality Study, Noise Study, Cultural Resources Study, Biological Resources Evaluation, and Arborist Report, for this project. Fontana Municipal Code Chapter 28 Article III., Preservation of Heritage, Significant, and Specimen Trees, establishes regulations for the protection and preservation of heritage trees, significant trees, and specimen trees on public and private property. Any development involving tree removal would be subject to the provisions of Chapter 28 Article III. In particular, Code Section 28-64, Permit Required for Removal of Heritage, Significant and Specimen Trees, specifies that no person shall remove or cause the removal of any heritage, significant, or specimen tree unless a Tree Removal Permit is first obtained.

Fontana Victoria Residential Project, City of Fontana, CA; December 2019 - September 2019

The City of Fontana is processing applications for a variety of entitlements, which if approved, would facilitate the development of the Fontana Victoria residential project, a 193-unit, single-family residential detached cluster project on a 21.7 acre currently vacant site. Ms. Tollett served as the lead ISA-certified arborist and managed the preparation of an Arborist Report to support the addendum to the Westgate Specific Plan (WSP) Program Environmental Impact Report (PEIR) in compliance with CEQA. The addendum analyzes the physical environmental effects of the Fontana Victoria residential project, including planning, construction, and operational phases.

APPENDIX B

Sample Peer Review

PROPOSAL TO PROVIDE CEQA CONSULTING SERVICES

SUN MESA SELF-STORAGE FACILITY
SUN MESA ROAD & NEWTON ROAD
YUCCA VALLEY, CA
APN 0597-111-67

Presented to:

Lesley Copeland, Town Clerk
Town of Yucca Valley
57090 29 Palms Highway
Yucca Valley, CA
E: lcopeland@yucca-valley.org
C: 760/369-6585 x226

Prepared by:

UltraSystems Environmental Inc.
16431 Scientific Way
Irvine, CA 92618
Proposal No. 250413

April 2025

1.0 COVER LETTER

April 25, 2025

Town of Yucca Valley **VIA FEDEX**
Attn: Lesley Copeland
Town Clerk
57090 29 Palms Highway
Yucca Valley, CA 92284
lcopeland@yucca-valley.org

SUBJECT: Proposal for Environmental Consulting Services Related to CEQA Documentation and Compliance for the Sun Mesa Self-Storage Facility Development Project

Dear Ms. Copeland:

UltraSystems Environmental Inc. ("UltraSystems") is pleased to submit our proposal to the town of Yucca Valley ("Town"). UltraSystems is a full-service planning and environmental consulting firm serving public and private sector clients throughout California. Since our inception in 1994, we have successfully prepared more than 7,000 environmental compliance documents pursuant to CEQA/NEPA, as well as engineering studies and focused technical reports. Our team can perform robust CEQA environmental analysis and document preparation for this project.

The core project team will be based in our Irvine office, led by **Betsy Lindsay, MURP**, Founder/CEO and **Robert Reicher, MBA, ENV SP**, Senior Project Manager. Their knowledge, skills and experience are highlighted herein and will leverage their leadership skills with our experienced in-house experts to manage and provide the required services.

UltraSystems is committed to successful project management, time management and timely delivery of every project it undertakes. It is our responsibility as a consultant to develop legally defensible environmental documents and to communicate our technical knowledge clearly and concisely to our client, and ultimately, to the public.

As the Founder/CEO of UltraSystems, I am a duly authorized officer of the firm with the legal authority to bind and commit the firm to contractual obligations. This proposal remains in effect for a period of **not less than 90 days** from the date of submittal. Should you need any additional information, you can reach me via email at blindsay@ultrasystems.com, telephone (949) 788-4900 ext. 227, or cellphone (949) 274-3935.

Sincerely,

Betsy A. Lindsay, MURP
Founder/CEO

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APPENDIX

Appendix Key Personnel Resumes

2.0 INTRODUCTION

UltraSystems Environmental (UltraSystems) is pleased to provide this proposal to prepare CEQA compliance documentation for a proposed self-storage facility, consisting of 16 detached storage structures, totaling approximately 89,700 square feet and a 400 square foot manager's office. Public infrastructure improvements would include a sixty-foot (60') wide, requiring paving twenty-six (26') half width, local road along Newton Lane with curb, gutter, and sidewalk, from the proposed project site south to Buena Vista Drive.

The Town, acting as Lead Agency under California Environmental Quality Act (CEQA), requires that a comprehensive Initial Study (IS) be prepared, and that based on the results of the IS either an Environmental Impact Report (EIR) or a Mitigated Negative Declaration (MND) would be prepared.

This proposal does the following: (1) introduces the members of our Project Team who will remain committed to the project from the time of contract award through adoption of the IS/MND or EIR, (2) presents our understanding of the proposed project and upcoming assignment, as well as our approach to ensuring its successful completion, (3) provides a scope of services designed to ensure full compliance with applicable provisions of CEQA and its attendant Guidelines, both as amended, (4) advances a realistic performance schedule by which to successfully complete the scope of services, and (5) identifies the costs estimated to execute the scope of services on a task by task and person basis.

3.0 THE ULTRASYSTEMS PROJECT TEAM

UltraSystems is a full-service planning and environmental consulting firm serving public and private sector clients throughout California. Our firm is comprised of a diverse group of project management, environmental/urban planning professionals, engineers, scientists and support staff that have collectively developed an outstanding reputation as a firm that delivers work products fully compliant with applicable regulatory and jurisdictional requirements, reflecting the highest standards of professional care and, when applicable, fully compliant with the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA). The firm's headquarters is in Irvine, California. We also maintain offices elsewhere in California. Any work performed by our firm on the upcoming assignment would be managed and undertaken by personnel in our Irvine office.

Preparing, processing and independently reviewing CEQA and NEPA compliance documents has been a core service since the founding of UltraSystems in 1994. During the ensuing **30+ years**, the firm has prepared over **7,000** environmental reports, engineering studies, or technical assessments. This experience has also fostered the development of other significant expertise including, but not limited to, coordinating with local, state, federal, and other governmental agencies; environmental and regulatory permitting, conducting community outreach and public participation programs; and, noticing, among others.

UltraSystems employs **52** professional and support personnel. The professional personnel comprise a multidisciplinary team of talented and experienced project managers, urban and environmental planners, scientists, archaeologists, biologists, geologists, hydrologists, engineers, and Geographic Information Systems (GIS) specialists. This team is adept at completing environmental analyses, CEQA and NEPA documents, technical studies, permits and entitlements, design and plan reviews, and construction environmental monitoring to satisfy environmental laws and regulations from

initial project planning through construction. The availability of such technical diversity in-house often enables us to undertake assignments with little or no required input from sub-consultants. As discussed later in this proposal, this capability enhances communication and facilitates opportunities to deliver our work products cost effectively and on time.

Our Project Team is comprised of individuals with extensive project management and technical expertise and experience applied to the successful preparation of CEQA compliance documents for hundreds of projects throughout California, including self-storage projects. The Project Team committed to successfully undertaking the environmental review of the proposed project is shown on the table below.

Serving as **Project Director** will be the firm's owner, **Ms. Betsy A. Lindsay, MURP, Founder/CEO**. She will represent all facets of our firm's contractual commitments to the Town and ensure that all resource requirements are met during the execution of the Work Program. **Robert Reicher, MBA** will serve as our **Senior Project Manager** on this assignment. As such, he will be responsible for the day-to-day activities of the Project Team and will be our ***Primary Point of Contact*** with the Client and with the Town.

Mr. Reicher has extensive experience preparing and managing CEQA compliance documents. Further, Mr. Reicher is presently and has in the past been involved with the preparation of CEQA compliance documents for many industrial projects, including self-storage facilities. Our firm also has an On-Call Environmental Services Contract with the Town of Yucca Valley.

Table 3.0-1
Project Team Key Personnel, Roles, Yrs. of Experience

Team Member Name | Degree	Project Role	Yrs. exp.
Project Management		
Betsy A. Lindsay, MURP, ENV SP **Project Director**	*Contract Administration, Resource Allocation*	40+
Robert Reicher, MBA, ENV SP **Senior Project Manager**	*Project Management, Project Description, CEQA Deliverables QA/QC– **Primary Point of Contact***	40+
Billye Breckenridge, BS **Deputy Project Manager**	*Land Use, Alternatives, Cumulative Effects, Mandatory Findings of Significance, CEQA Deliverables QA/QC – **Alternate Contact***	15
Key Technical Staff		
Dr. Michael Rogozen, D. Env. **Senior Principal Engineer**	*Air Quality/Greenhouse Gas Emissions Assessment, Noise*	40+
Isha Shah, MS **Senior Engineer**	*Energy, Air Quality*	8
Michelle Tollett, BS, ISA **Senior Biologist**	*Biological Resources*	24
Steven O'Neil, MS, RPA **Cultural Resources Manager**	*Cultural Resources, Tribal Cultural Resources (AB 52)*	40+
Stephen Chesterman, B.Eng **GIS Analyst**	*GIS, Spatial Analysis*	30
Michael Milroy, MS **Project Manager**	*Geology, Soils, Hydrology, Mineral Resources*	24
Steven Borjeson, BA **Senior Planner**	*Aesthetics, Agricultural Resources, Recreation, Wildfire*	8
Victor Paitimusa, BA, ENV SP **Senior Planner**	*Population and Housing, Public Services, Utilities/Service Systems, Recreation*	4

3.1 Key Management Personnel for this Project

Presented below are the bios of Betsy Lindsay, **Project Director**, and Robert Reicher, UltraSystems' designated **Senior Project Manager**.

BETSY LINDSAY, MURP, ENV SP | Principal-in-Charge/Project Director

As UltraSystems' Principal, Ms. Lindsay will ensure client satisfaction with those services provided by the UltraSystems Project Team under this contract to the Town. In this role, Ms. Lindsay will be responsible for assuring resources are available to complete this project within budget and on schedule. She will help oversee the quality assurance program and be the primary contact for all matters relating to the contract with the Town, and its execution.

Ms. Lindsay has over **40 years** of experience, has successfully prepared over **500** environmental documents for a broad spectrum of projects, and has managed over **20** large-scale, On-call/as-needed contracts that have encompassed **thousands** of task orders relating to public agency projects. Below are listed some of the environmental projects she has been involved over the last couple of years.

EDUCATION

- MURP., Urban and Regional Planning, California State Polytechnic University, Pomona, CA
- B.S., Geography, California State University, Long Beach, CA

PROFESSIONAL REGISTRATIONS, LICENSES AND AFFILIATIONS

- Institute of Sustainable Infrastructure, Envision Sustainability Professional

SELECT PROJECT EXPERIENCE

- City of Fontana, Slover Warehouse – IS/MND
- City of Fontana, Clover Warehouse – Addendum
- City of Fontana, Boyle Warehouse – Addendum
- City of Fontana, Mango Warehouse – IS/MND
- City of Fontana, DCT Jurupa Logistics Center Distribution Center – Addendum
- City of San Dimas, Allen and Cataract Warehouse – IS/MND
- Santa Barbara County Calle Real Campus, Santa Barbara, CA -PEIR
- Fontana Civic Center Expansion, Fontana, CA – IS/MND
- Centennial High School Aquatic Center, Corona, CA – IS/MND
- Midland Plaza Shopping Center, Fontana, CA – IS/MND
- The City at Jurupa Valley Specific Plan, Jurupa Valley, CA – EIR
- Green Day Village Mixed Use, Desert Hot Springs, CA – IS/MND
- Kaiser Medical Center, Redlands, CA - EIR
- La Mirada High School New Football Stadium, La Mirada, CA – IS/MND
- Saint Agnes Medical Center Campus and Emergency Department, Fresno, CA – IS/MND
- Seaside Lagoon and Waterfront Promenade, Redondo Beach, CA – IS/MND
- High Street Mixed-Use Project, Moorpark, CA – IS/MND
- Sierra Avenue Townhomes, Fontana, CA – IS/MND
- Citrus Avenue Condominiums, Fontana, CA – IS/MND
- Rio Hondo Park, Pico Rivera, CA – IS/MND
- City of San Clemente, Richard T. Steed Memorial Park, San Clemente, CA – IS/MND

ROBERT REICHER, MBA, ENV SP | Senior Project Manager

Mr. Reicher has been active in the real estate industry for over 40 years, holding positions with major developers and independent consulting firms. He has served as an advisor and consultant to many prominent builders, developers, major corporations, lenders, and government agencies throughout the nation and has provided expert witness and litigation support services for both public and private sector entities. As a Senior Project Manager at UltraSystems, he has managed teams of environmental consultants, planners and technical analysts for projects in all major land uses, including residential, retail, commercial office, industrial, mixed use, medical, educational, institutional, recreational and logistics.

Listed below are some of the environmental projects that Mr. Reicher has been involved in over the last couple of years.

EDUCATION

- MBA, Marketing, University of Southern California, Los Angeles, CA
- B.S., Marketing, University of California Los Angeles (UCLA), Los Angeles, CA

PROFESSIONAL REGISTRATIONS, LICENSES AND AFFILIATIONS

- Envision Sustainability Professional (ENV SP)
- Real Estate Broker, State of CA
- Urban Land Institute

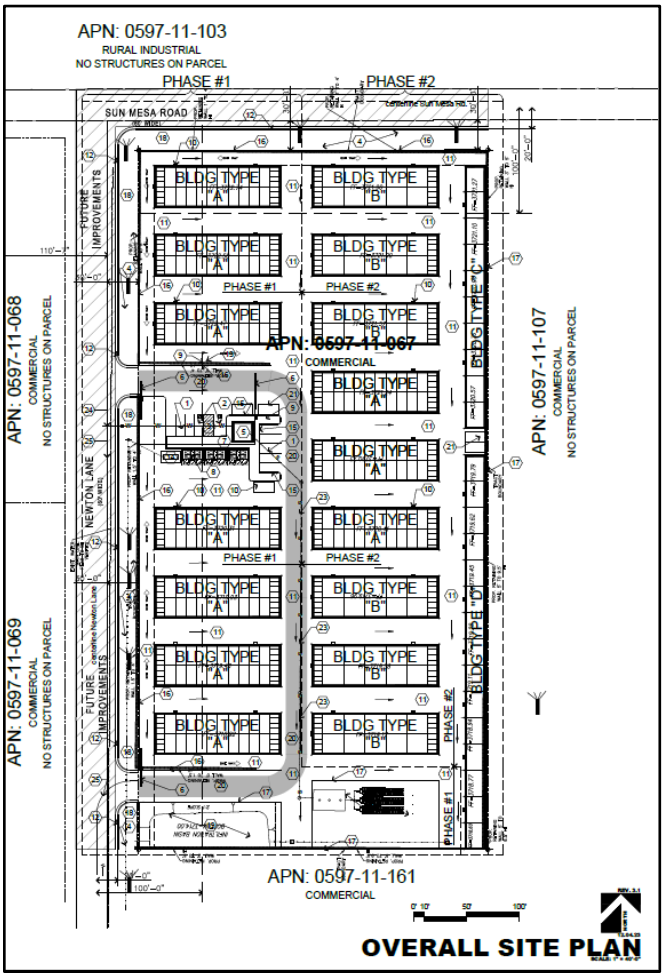
RECENT SELECT PROJECT EXPERIENCE

- Temple City Self Storage, El Monte, CA
- Brixx Mini-Storage, Palmdale, CA
- RV Storage Facility, Carlsbad, CA
- Calabash Industrial Warehouse, Fontana, CA
- Conco Industrial Warehouse, Fontana, CA
- Fontana, ABF Freight Almond/Banana - 18,240 sq. ft. additional truck docks and trailer storage
- Chino, CSG Pallet Industrial –22,267 sq. ft. manufacturing facility
- Alessandro 31-lot Single Family Project, Moreno Valley, CA
- Valley Gardens Apartments, Moreno Valley, CA
- Green Day Village Mixed Use, Desert Hot Springs, CA
- The District at Jurupa Valley Specific Plan, Jurupa Valley, CA
- Sierra Avenue Townhomes, Fontana, CA
- Citrus Avenue Condominiums, Fontana, CA
- Municipal Code Text Amendment 20-0005, San Dimas, CA
- High Street Mixed-Use Project, Moorpark, CA
- Midland Plaza Shopping Center, Fontana, CA
- Santa Barbara County Calle Real Campus, Santa Barbara, CA
- Fontana Civic Center Expansion, Fontana, CA
- Saint Agnes Medical Center Campus and Emergency Department, Fresno, CA

4.0 UNDERSTANDING OF THE PROPOSED PROJECT

According to the Town's RFP, the project site is located at the southeast corner of Sun Mesa Road and Newton Road (APN 0597-111-67). The project site consists of a 4.34-acre vacant parcel and is within an area identified by the Town's General Plan as a Wildlife Corridor Evaluation Area. The project site is also located in an area identified a "Moderate" paleontological resource area.

The proposed project includes the removal of multiple western Joshua trees, which are currently under consideration by the California Fish & Game Commission as a candidate species under the California Endangered Species Act (CESA). The biological assessment prepared for the proposed project identifies the site as marginally suitable for desert tortoise; however, no desert tortoises were observed. The biological assessment identifies the site as habitat suitable for nesting birds. There are numerous Western Joshua Trees located on the project site and along Lomita Lane.



The project applicant has provided the following technical studies to the Town:

- Air Quality and Greenhouse Gas Analysis
- Biological Resources Assessment
- Rare Plant Survey
- Western Joshua Tree Census
- Cultural Resources Assessment
- Noise and Vibration Impact Analysis
- Trip Generation and VMT Screening Memo
- Soils Report
- Geotechnical Report
- Percolation Report
- Drainage Study
- Phase 1 ESA
- Hydrology Report

The proposed project requires environmental review pursuant to applicable provisions of the California Environmental Quality Act of 1970, and attendant State CEQA Guidelines, both as amended, and locally adopted. Based on a preliminary review of the project, UltraSystems has determined that an IS/MND will likely be the appropriate CEQA compliance document.

Our approach to undertaking the upcoming assignment begins with developing a comprehensive understanding of the proposed project. In addition to reviewing the conceptual site plan by the project applicant, we will obtain from your design team information pertaining to project construction including, construction phasing, construction staging locations, construction equipment mixes and composition, and number of construction workers. This will facilitate the accurate assessment of the project's potential impacts, and develop meaningful mitigation as warranted.

5.0 WORK PROGRAM APPROACH

Our approach to preparing the Initial Study will be relatively straightforward. For each environmental factor, current baseline conditions and, where applicable, projected baseline conditions will be presented in sufficient detail to enable the reader to not only understand what they are, but how they may change as a result of the proposed self-storage project. The impact analyses provided in the Initial Study will employ methods and comprise levels of detail commensurate with the specificity of available baseline conditions data. The background data collection and the technical reports to be prepared will provide the foundation for most impact discussions. For each environmental factor, the type and extent of all applicable impacts will be presented and be focused by the questions under each environmental factor as set forth in Appendix G of the CEQA Guidelines.

Thereafter, all identified impacts will be assigned a level of significance based on established quantitative and qualitative Thresholds of Significance. Mitigation measures will then be developed **if warranted**. Our approach to the mitigation measure discussions under each environmental factor is to first identify project features designed to minimize a particular impact, then identify regulatory compliance requirements designed to minimize a particular significant impact, and lastly, present any mitigation measures required to reduce any identified potential significant impacts.

We understand that it is critical to maintain ongoing communications with the Town throughout the IS preparation period. Most important among the reasons to do so is that in the event a problematic impact conclusion is identified, immediate notification to the Town of the relevant circumstances would enable them to inform the design team of the circumstances and, if necessary, affect a project change addressing the problematic issue.

6.0 WORK PROGRAM

Our Work Program follows and is organized by Major Tasks and Tasks.

MAJOR TASK 1.0 – PROJECT INITIATION, MEETING, MANAGEMENT & PROJECT DESCRIPTION

Task 1.1: Project Kick-Off and Progress Meetings. This Task consists of attendance by our Project Director and Sr. Project Manager at one project kick-off meeting via Zoom/Teams. This meeting is critical to setting the tone for all subsequent efforts. This task also includes the attendance of our Senior Project Manager at any Project progress meetings during the contract performance period. It is anticipated that all of these meetings will be virtual. UltraSystems will be available throughout the term of our services to respond to Town staff requests for input concerning various aspects of the CEQA process.

Task 1.2: Project Management and Coordination. This Task consists of routine project management and communications functions of our Project Manager throughout the contract performance period.

Task 1.3: Project Description. After receiving a formal notice to proceed and receipt of project-related information, UltraSystems will prepare a draft project description for review and comment by the Town. The Project Description will contain all the information required under § 15124 of the CEQA Guidelines including a description of the land use plan and timing for construction of all

required improvements. UltraSystems will revise the Project description based on one round of comments received from Town staff and prepare a final Project Description.

Major Task 1.0 Deliverables: *One electronic copy each in MS Word and Adobe Acrobat PDF format of the Draft and Final Project Description.*

MAJOR TASK 2.0 - TECHNICAL STUDIES – PEER REVIEW

UltraSystems' Major Task includes the collection of all requisite information for those issues for which no stand-alone technical reports are being prepared and the peer review of all technical studies/technical analyses that were provided by the project applicant.

Task 2.1: Background Data Collection/Evaluation. For those issues in the Initial Study requiring evaluation but for which no technical study will either be prepared or made available by the project applicant, UltraSystems will conduct literature research to document existing conditions at the project site and surrounding area. Sources of data to be used in this analysis include the Town of Yucca Valley General Plan and its Program EIR, or other adopted CEQA documents prepared for other projects in the immediate area, and applicable regional policy plans, among others.

UltraSystems will visit the project site and surroundings to observe and photo document environmental and land use conditions, review the details of the proposed project, review the regulatory setting for the project, and review existing technical studies and information to identify what materials are available for use to inform the CEQA process and *if any additional studies or reports are required* to prepare the CEQA document.

Task 2.2: Peer Review of Applicant Prepared Technical Studies. The purpose of performing a CEQA adequacy peer-review is to determine if the technical study contains the necessary content to support the environmental analysis that is relevant to the technical study topic. For each of the technical studies provided, UltraSystems will determine the following:

1. **Consistence between Technical Studies.** The peer review will look for variables such as a consistent structure of the information presented, use of abbreviations and acronyms, bibliography, and other variables.

2. **Consistent Representation of Project Information.** The project description must be consistent with the technical content in each of the technical studies. The technical analysis of each study will be compared to the project description to verify it is accurately represented and that the analysis presented in the technical study has a logical nexus to the Project Description.

3. **Contains Necessary Thresholds of Significance.** Each technical study will be reviewed to verify each of the thresholds of significance contained in Appendix G of the CEQA Guidelines and any local thresholds of significance typically applied by the Town pursuant to its own adopted *Local Guidelines for Implementing the California Environmental Quality Act.*

Peer review will consist of all technical studies/reports submitted by the Project Applicant, including the following:

- Air Quality and Greenhouse Gas Analysis

- Biological Resources Assessment
- Rare Plant Survey
- Western Joshua Tree Census
- Cultural Resources Assessment
- Noise and Vibration Impact Analysis
- Trip Generation and VMT Screening Memo
- Soils Report
- Geotechnical Report
- Percolation Report
- Drainage Study
- Phase 1 ESA
- Hydrology Report

Deliverable: *Provided a written PDF format memorandum to the Town relating to each technical study. The memorandum will detail and deficiencies in the technical work product and address the need for consistency.*

Town Staff's Obligation. *The project applicant will have their consultants review and re-submit an updated version of the technical studies, based on the comments received from UltraSystems. After completeness by the Town, we will include each report in the technical appendices of the Initial Study.*

MAJOR TASK 3.0 - INITIAL STUDY AND MITIGATED NEGATIVE DECLARATION

Task 3.1: Administrative Draft Initial Study. UltraSystems will prepare an Initial Study (IS) pursuant to CEQA § 21080 and §§ 15060 through 15065 of the CEQA Guidelines. Technical analyses (refer to **Major Task 2.0**) will be conducted for different environmental resource areas, as needed, and well-supported responses for all questions listed in CEQA Appendix G will be provided. Environmental issues to be considered include the following topical areas, including the required Mandatory Findings of Significance.

Topical Areas to be Discussed		
Aesthetics	Greenhouse Gas Emissions	Population/Housing
Agricultural & Forestry Resources	Hazardous Materials	Public Services
Air Quality	Hydrology and Water Quality	Recreation
Biological Resources	Land Use/Planning	Transportation/Traffic
Cultural Resources	Mineral Resources	Utilities and Service Systems
Geology & Soils	Noise	Tribal Cultural Resources
Wildfire	Mandatory Findings of Significance	Energy

The following provides an annotated Table of Contents of the Initial Study.

- **Section 1.0 Introduction.** This section of the Initial Study will describe the contents of the document, its purpose and statutory authority, and summarize its findings. It will also provide information regarding the project site and its environment.

- **Section 2.0 Project Description**. This section will discuss the proposed site plan. It will describe the dimensions and design of the proposed structures; its operational characteristics; and project construction.

- **Section 3.0 Determination**. This section contains the Lead Agency's formal statement that it has determined that a Mitigated Negative Declaration will be prepared.

- **Section 4.0 Evaluation of Environmental Impacts.** This is where the assessment of impacts is presented and for each environmental topic identified above this section will describe the physical and regulatory settings, identify thresholds of impact significance, identify any significant or potentially significant impacts, and if warranted, identify mitigation measures.

- **Section 5.0 References, List of Acronyms, and List of Preparers.**

- **Appendices**: All Technical Reports and other substantive information, Comments Received.

Task 3.2: CEQA Memorandum. After completion of the above tasks, UltraSystems would prepare a brief memo to the Town summarizing the findings and provide recommendations for the required CEQA documentation for the proposed project. This will include a meeting (via Teams) with the Town and discussion of each resource area and options for the final CEQA document (Negative Declaration, Mitigated Negative Declaration, or Environmental Impact Report). UltraSystems would also make recommendations and facilitate the preparation of additional technical studies, if needed.

Task 3.3: Administrative Draft MND and Mitigation Monitoring and Reporting Program. UltraSystems would use the Initial Study as the basis for preparation of the administrative draft MND. Mitigation measures would be selected to avoid or reduce potential environmental impacts to less than significant levels, where feasible. UltraSystems will also prepare a draft Mitigation Monitoring and Reporting Program (MMRP) pursuant to CEQA Guidelines § 15097. The MMRP will specify: (1) the responsibility for implementation; (2) the timing for implementation; (3) the mechanisms of monitoring activities, including the frequency, contact and format for reporting requirements; and (4) the content, requirements and ultimate disposition of a Final MMRP.

Task 3.4: Native American Tribal Consultation. UltraSystems will assist staff with required consultation with the required Native American Tribes through the AB 52 notification and consultation process.

Major Task 3.0 Deliverables: *One electronic copy in Adobe Acrobat .pdf format and three hard copies of the Administrative Draft Initial Study/Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program.*

TASK 4.0: PUBLIC DRAFT INITIAL STUDY, MITIGATED NEGATIVE DECLARATION, AND MITIGATION MONITORING PROGRAM

Task 4.1: Public Draft IS/MND and MMRP. After receipt of the Town's comments on the administrative draft IS/MND and MMRP, UltraSystems will revise the Administrative Draft IS/MND and MMRP. Based on the comments received, we will resubmit the Draft IS/MND to the Town as the Public Draft IS/MND. After Town staff review and approval, UltraSystems will finalize the Draft IS/MND for print and public circulation.

Please note that it is anticipated that there will be two (2) rounds of comments between Town staff and UltraSystems relating to the Draft and Final Initial Study.

Major Task 4.0 Deliverables: O*ne electronic copy in MS Word format and up to five paper copies of the Draft Initial Study/Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program.*

TASK 5.0: PUBLIC AND AGENCY REVIEW

Task 5.1: Public and Agency Review of Draft IS/MND. This task facilitates efforts to be undertaken to post, file and circulate the Draft IS/MND. Distribution will occur in accordance with a list to be provided by Town staff. UltraSystems will prepare a master copy of the Draft IS/MND for reproduction. UltraSystems will coordinate the production of copies for public distribution and deliver the environmental document (IS/MND) to the State Clearinghouse. The budget for this scope of work includes the payment of any required fees and assumes the reimbursement of fees by the Town. This Task will be completed via the work efforts identified below.

- UltraSystems will secure a distribution list from the Town and subject it to review to make certain that it includes all applicable Local, Responsible and Trustee agencies defined in CEQA Guidelines § 15381 and § 15386.
- UltraSystems will prepare and distribute a Notice of Completion (NOC) which will also serve as the environmental document transmittal form to all recipients of the NOI, public Draft IS/MND, and Draft MMRP.
- UltraSystems will prepare and distribute a Notice of Intent to Adopt (NOI) to the County Clerk and State Clearinghouse to announce the 30-day public review period as required by Public Resources Code § 21091(b) and CEQA Guidelines § 15073. The NOI, Draft Initial Study/Mitigated Negative Declaration and Draft MMRP will be filed electronically with the State Clearinghouse along with the Notice of Completion and their Summary Form.
- UltraSystems will mail up to **25 required notices** to affected agencies and interested persons or stakeholders. Mailings will be via US Mail.
- **If requested**, UltraSystems will also have the Notice of Intent (NOI) posted in a local newspaper of general circulation.

Major Task 5.0 Deliverables: *One electronic copy each in MS Word and Adobe Acrobat PDF format of the Notice of Completion, Notice of Intent to Adopt, Final Distribution List, verifications of document delivery/receipt and filing fee payment receipts. Up to five bound copies of the IS/MND.*

TASK 6.0: FINAL IS/MND/MMRP/PUBLIC HEARINGS/NOD

Task 6.1: Response to Comments. UltraSystems will prepare responses to environmental comments received on the Draft IS/MND. Upon receipt of comments on the IS/MND during the 30-day review period, UltraSystems would review the content of the letters to determine the nature and extent of the response to comments (RTC) effort. This scope of work assumes UltraSystems will prepare responses for up to twenty separate environmental comments (not comment letters)

received on the Draft IS/MND. The RTC would be provided to the Town, and after receiving one set of consolidated comments from the Town, the RTC would be finalized. The budget allows for 20 responses to comments (not comment letters). Responding to over twenty separate comments in the Response to Comments document would be compensated for in accordance with the terms and conditions contained in our *Standard Rate Schedule*.

Task 6.2: Final IS/MND and Mitigation Monitoring and Reporting Program. UltraSystems will prepare the final IS/MND that will include revisions to the Draft IS/MND based on comments received. If required, UltraSystems will assist the Town in soliciting and incorporating the views of Responsible and Trustee Agencies regarding the scope and appropriateness of the monitoring and reporting program and finalize the MMRP.

Task 6.3: Public Hearing Attendance. UltraSystems will attend (either electronically or in-person as desired by the Town) one (1) public hearing for the proposed project to answer questions regarding the environmental document and impact analysis. If required, UltraSystems, in cooperation with Town staff, shall prepare any materials that would be required and will participate at such meetings to the extent determined appropriate.

Should environmental issues arise at those hearings requiring additional investigation(s) beyond the scope of this proposal, UltraSystems will provide the Town with specific recommendations concerning an appropriate response(s) and, following the Town's authorization to proceed, will undertake the preparation of any additional studies that may be required because of determination by the Town. Attendance at additional public hearings beyond the one identified above would be compensated for in accordance with the terms and conditions contained in our 2025 *Standard Rate Schedule*.

Task 6.4: Notice of Determination. UltraSystems will prepare the project Notice of Determination (NOD) and post it after the Town has adopted the Final IS/MND. UltraSystems' staff will post the NOD with the Office of the County Clerk – San Bernardino County within two working days of the approval of the Final MND. The payment of County Clerk filing fees (**$50**) necessary to file the NOD with the County Clerk and the filing fees for the 2025 California Department of Fish and Wildlife (CDFW) in the amount of **$2,968.75** will be paid directly by UltraSystems. A copy of the NOD will also be sent electronically to the State Clearinghouse (OPR) for filing.

Major Task 6.0 Deliverables: *One electronic copy each in Adobe Acrobat .pdf format of the Draft Response to Comments. One electronic copy in MS Word format and up to 10 bound paper copies of the Final Response to Comments, and Final IS/MND including the Final MMRP. One electronic copy each in MS Word and Adobe Acrobat PDF format of the Notice of Determination.*

Note: *UltraSystems does not anticipate that an EIR is warranted, since none of the technical studies present information that is significant and unavoidable. Therefore, we believe (at this time) that all topical issues can be mitigated and will result in less than significant impact.*

7.0 PERFORMANCE SCHEDULE

For the IS/MND, UltraSystems proposes a performance schedule for this proposed project which would have the CEQA compliance document ready to go to public hearing in **5 months or less** from commencement.

Table 7.0-1
MITIGATED NEGATIVE DECLARATION (MND) MILESTONE SCHEDULE

TASKS	TASK DURATION (IN WEEKS)	CUMULATIVE DURATION (IN WEEKS)
Attend Project Kick-Off Meeting	<1	<1
Prepare Project Description (include 1 week of Town review and 1 week of UEI revisions)	3	4
Peer review of all Technical Studies/Reports provided by the Project Applicant	3	7
Administrative Draft Initial Study	3	10
Town Review (2 week)	2	12
Proof check IS, Print check IS, MMRP	1	13
Town Review (2 week)	2	15
Prepare NOI and NOC	-	15
Circulation Period (30 days)	4	19
Response to Comments	2	21
Public Hearings	**TBD**	**TBD**
Project Management and Coordination	**Continuous**	**Continuous**
AB 52 Support	**As Needed**	**As Needed**
	TOTAL	**21**

Assumptions:

1. Task 1.0 is assumed to be the week UltraSystems is provided written authorization to begin work.
2. UltraSystems is not responsible for schedule delays beyond its control.
3. Tasks may be performed concurrently within the same week, begin concurrently, or both.
4. Weeks are assumed to be work weeks consisting of five days.
5. The public hearing(s) would take place at the Town's discretion.
6. Each Town review round will consist of **two weeks**.
7. Each UltraSystems revision round will consist of up to **one week**.

Sample Peer Review Deliverables for Sun Mesa Self-Storage Facility, Yucca Valley

LSA - Air Quality, Energy, and Greenhouse Gas Technical Memorandum

Review Action Code:

A – Will Comply
B – Will Evaluate
C – As Noted – No further action required
D – Disagree – See Response
E – Will Meet and Confer

Item No.	PDF Page No.	Location	Comment	Issuer	Review Action	Response	By
ULTRASYSTEMS ENVIRONMENTAL INC							
1		General	The CalEEMod analysis shows a construction start date of October 15, 2024. Once a new start date has been established, the model needs to be rerun. Results tables and text discussions will need to be updated throughout this report.				
2	1	**Project Location and Description, 2nd ¶**	Project Description has changed (see plans dated 4/7/2025).Total square footage, number of buildings and project layout smaller than previous plan. Revise text to reflect current plan. New plan data should be utilized in revised CalEEMod.				
2	3	**Air Quality Background,** 4th ¶	Particulate matter can be important both regionally and locally.	MR			
3	5	**Energy Background, Electricity, last ¶**	This breakdown by energy source is misleading. I checked the CEC reference, which shows that hydroelectric and nuclear are included in the "Total non-GHG and Renewables" category. Please make this clear, because the way the data are presented, it looks like the values add up to more that 100%.	MR			
4	5	**Energy Background, Electricity, last ¶**	The CEC report for 2023 has been issued. (https://www.energy.ca.gov/data-reports/energy-almanac/california-electricity-data/2023-total-system-electric-generation) You may want to revise the whole paragraph. You could show that natural gas has decreased while "renewables" have gone up.				
5	18	**San Bernardino County Greenhouse Gas Reduction Plan**, 1st sentence	It is hard to tell whether the 21 Partnership Cities adopted the the GHG emission inventory, the reduction measures, or both. Whatever the answer is, it is better to change "was adopted" to "were adopted." Since you mention twice that the plan was adopted in 2021, it would be better to leave adoption out of the first sentence, so that it just deals with what's in the plan. Then cover the adoption and date in a new sentence,				
6	18-19	**San Bernardino County Greenhouse Gas Reduction Plan**, 1st sentence	At least twice after the "21 Partnership Cities here," the text refers to "25 Partnership Cities." Correct where necessary.				
7	20	2nd line on page	You should also mention emissions from vendor vehicles and waste hauling trucks.				
8	20	1st full ¶ on page	This doesn't make sense: "The proposed project would not require any soil import or export, which were also included in CalEEMod."				
9	20	**Operational Emissions**, 2nd ¶, 4th sentence	Change "identifies" to "estimates"				
10	20	**Operational Emissions**, 2nd ¶, 6th sentence	Change "As such" to "Therefore"				
11	31	**Construction Greenhouse Gas Emissions**, 1st ¶, next-to-last sentence	I am puzzled by the sentence, "Furthermore, CH_4 is emitted during the fueling of heavy equipment." Is that supposed to mean that methane emissions occur during loading of heavy equipment of diesel fuel? I doubt that this occurs. If it is supposed to mean that methane is emitted from operation of heavy equipment, well, that is stated in the previous sentence. Fix this.				
12	33	1st bullet, 5th sentence	Change "As such" to "Therefore"				
13	34	Each of last two sentences on page	Change "As such" to "Therefore"				

Biology

Review Action Code:

A – Will Comply
B – Will Evaluate
C – As Noted – No further action required
D – Disagree – See Response
E – Will Meet and Confer

Item No.	PDF Page No.	Location	Comment	Issuer	Review Action	Response	By
ULTRASYSTEMS ENVIRONMENTAL INC							
Native Plant Exhibit							
1	1		Edit needed for Pinyon Pine, this species does not appear on the graphic or on the species observed list. **GLOBAL**				
LSA Western Joshua Tree Census							
1	1	Introduction	Please use the complete species name, which includes "var. *brevifolia* ", Include listing status at time of survey (future reviewers will need that if a Commission vote occurs).				
2	1	Introduction	APN confirmed.				
3	1	Introduction	Note to bios - Need to confirm APN acreage and survey area acreage.				
4	1	Introduction	FGC §1927.3 comfirm this code section.				
5	1	Methods	This first paragraph is personnel bio and background, not methods section. Suggest moving to background or personnel bio for quals.				
6	1	Methods	The Project Area should include the roadway improvements surrounding the site. The survey should extend into all easement areas for roadway improvements, then 15-m beyond that "project site" boundary. (subject parcel + roadway improvements = project site)				
7	1	Methods	Important to note. Access must be granted for the remainder of the survey that will impact the trees.				
8	1	Methods	Note the equipment used during the survey and units displayed on the height stick that was placed along the stem of each WJT, as shown in photos. It helps the photos tremendously! ty				
9	2	Methods	number of branches and health assessment must also be done to determine if candidate for transplant.				
10	1/2	Methods	When did the survey begin and end? It's not stated.				
11	2	Results	A description of land cover type and site conditions should be included. An overall assessment of tree health and wildlife usage should be included.				
12		Figure 2	The Project Area should include the roadway improvements surrounding the site. The survey should extend into all easement areas for roadway improvements, then 15-m beyond that "project site" boundary. (subject parcel + roadway improvements = project site).				
LSA Rare Plant Survey							
1	1	Introduction	This acreage conflicts with the BRA, make sure to make it consistent or explain why it is not. APN confirmed.				
2	1	Introduction	Please include the elevation range stated in the BRA 3,500-4,000 ft. elevation. Please include statement concerning previous rainfall season.				
3	1	Introduction	Please include the status and bloom period range for each species. Add var. *brevifolia* for WJT				
4	1	Introduction	Are these the only species resulting from the literature review? The BRA doesn't have a total number of species resulting from the literature review query, which species were considered, then removed from consideration, with rationale for removal. CEQA requires disclosure of the species resulting from the review and rationale for impact determination. Please include statement concerning previous rainfall season to bolster argument for absence.				
5	1	Methods	Was a buffer used? Were impacts to the roads and ROW considered and surveyed for the road improvements? Survey methodology CNPS / CDFW / USFWS, etc. should be mentioned, then state slightly modified survey - as one survey visit for two hours may be challenged. Although it's promising there was a high rainfall year prior season. (confirm my statement on CIMIS)				
6	1	Methods	The entire site was traversed 2.5 hours? Please state if other similar diminutive species were blooming and that dessicated plants were included to ensure the bloom period did not pass for the year.				
7	1	Methods	Please add a statement if a reference site was checked for bloom period based on current year, given that a truncated survey was performed.				
8	2	Attachment B: Figure	If protected desert plants are added to this report, please insert a locations figure with survey area. If these comments are addressed already in the BRA, then easy fix for this report for consistency. Thank you. This looked like it was a fun project for you. Regards, MT				
9	A-1	Table A: Vascular Plant Species Observed	Same comment as below in Cactaceae. **GLOBAL**				
10	A-1	Table A: Vascular Plant Species Observed	These species are included under California Native Desert Plants Act and other ordinances below. It's worth a mention that they are not rare, but still "protected" under the acts/ordinance. The project proponent may need to transplant or ensure that they covered under WJT mitigation for acreage. For disclosure purposes, this should be addressed. CNDP: https://wildlife.ca.gov/Conservation/Plants/CA-Desert-Plant-Act Please also check the Protected Native Plants Ordinance City of Yucca Valley website: https://user.govoutreach.com/yuccavalley/faq.php?cmd=shell&goparms=cid%3D14224 The lead agency may likely take precedence, but the BRA mentions the County ordinance too. Perhaps due to buffer issues overlapping the County boundary. If mention of the County Ordinance is left in the BRA, then also streamline in accordance, if it does in fact apply: https://codelibrary.amlegal.com/codes/sanbernardino/latest/sanberncty_ca/0-0-0-175787 Check all species on your list versus the above. **GLOBAL**				
11	A-1	Table A: Vascular Plant Species Observed	Same comment as above in Cactaceae. **GLOBAL**				
12	A-2	Table A: Vascular Plant Species Observed	Same comment as above in Cactaceae. **GLOBAL**				
LSA Biological Resources Assessment							
1	8	Introduction	Confirm the area of the project site.				
2	10	Recon Survey	Question: bios were onsite for only slightly more than two hours and conducted a recon survey on a 4.92-acre site during that short time?				
3	11	Lit Review Results	Why did you not conduct the industry-standard 9-quad or 10-mi literature search? Perhaps explain the other quads were reviewed as well, but the same desert species were in the other quad search results.				
3	11	Topography & Soils	"*The topography of the project site is* ***more or less*** *within elevation ranges from approximately …*" Perhaps "*The elevation ranges from approximately to approximately* ___"? Please clarify.				
4	11	Topography & Soils	The soils are not undefined. Please clarify that *no digital soils data was available* for the project site.				
5	11	Vegetation & Land Cover	Please cite the source and years of historic aerial imagery.				
6	12	Table A	Bios were onsite for just over two hours; it might be better to replace "Absent" with "Not Expected to Occur" or similar, then state they were not oberserved, or required habitat was not observed, the site is above/below known elevation range, etc. Two hours is not enough time onsite to declare a species is totally absent. In fact, absence cannot be determined, only potential for occurrence can be determined.				
7	16	Wetlands & Other Jurisdictional Waters	Section 1602 states "bed, channel, or bank." The use of commas and correct order of words is important so definitions aren't accidentally changed.				
8	16	Wetlands & Other Jurisdictional Waters	Capitalize "streambed alteration agreement."				
9	16	Wetlands & Other Jurisdictional Waters	Were any species observed by sign, audible or otherwise? Or if onsite for two hours, then explain this as a survey limitation.				
10	17	T&E Species	CESA also prohibits the take of Candidate species, including burrowing owl and Joshua tree. Please revise this paragraph accordingly.				
11	18	T&E Species	The document fluctuates between properly describing Rare Plant Ranks as CRPR and "CDFW 1X" (for example). Please revise all descriptions of Rare Plant Ranks to correctly indicate this is a CRPR rank, not a CDFW rank. **GLOBAL**.				
12	18	T&E Species	Why is habitat on the project site considered unsuitable? Explain.				
13	18	T&E Species	Regarding the "absence" of triple-ribbed milk vetch: see Comment #6 and revise accordingly.				
14	**GLOBAL**	**GLOBAL**	A species cannot be determined "absent" from the site, even if it was not observed. It can be determined "not expected to occur" or similar, with reasons stated as part of the determination. See Comment #6 and revise this BRA accordingly.				
15	18	Non-Listed SSPs	Conducting a Focused Rare Plant Survey on a 4.98-acre site for only 2.5 hours is not enough time, nor a reasonable justification, to declare a species is "absent". See Comments #6 and #15.				
16	18	Natural Communities of Concern	Edit "The field visit conducted on November 1, 2023..." to say "The western Joshua tree census survey, conducted on November 1, 2023…" There have been several site visits, speciffy which visit you are discussing.				
17	18	Natural Communities of Concern	Refer the reader to the Western Joshua Tree Census Report.				
18	19	Veg & Habitat Impacts	Please revise the sentence to clarify that the impacts would not be in the form of Joshua tree woodland.				
19	19	T&E Species	"Federal" and "State" are inconsistently capitalized in this BRA, sometimes in the same sentence (as in this paragraph). Please decide whether to capitalize or not and be consistent.				
20	**GLOBAL**	**GLOBAL**	Confirm acreage of project site in all Bio documents and correct where necessary.				
21	19	Western Joshua Tree	Suggest changing "…prior to its removal" to "…prior to the onset of construction activities."				
22	19	Burrowing Owl	BRA states that No BUOW, their sign, or suitable burrows were observed during the November 1, 2023, and May 7, 2024, surveys." These surveys were a focused Joshua tree census and focused rare plant survey, respectively. Was an actual burrowing owl habitat assessment conducted that wasn't combined with another focused survey? Is there a report?				
23	20	Burrowing Owl	Suggest replacing the last two sentences of the burrowing owl measure with statement to the effect that work with be stopped until an Incidental Take permit is issued from CDFW. Burrowing owl is a Candidate species; eviction and passive relocation are no longer allowed by CDFW.				
24	21/22	Local Policies & Ordinances	The lead agency may take precedence, but the BRA mentions the County ordinance too. For consistency, if left in the BRA, then also streamline in accordance, if it does the County ordinance fact applies: https://codelibrary.amlegal.com/codes/sanbernardino/latest/sanberncty_ca/0-0-0-175787				

Sladden – Sun Mesa Self-Storage Facility

Review Action Code:

A – Will Comply
B – Will Evaluate
C – As Noted – No further action required
D – Disagree – See Response
E – Will Meet and Confer

Item No.	PDF Page No.	Location	Comment	Issuer	Review Action	Response	By
ULTRASYSTEMS ENVIRONMENTAL INC							
1	3	**Management Summary**	Text: The subject property is approximately 20 acres. comment: The cover and the introduction indicate that the acreage is 4.92.	MBD			
2	10	**Yucca Valley**	Text: Homesteading continued in the area, mostly for cattle ranching and respiratory health until the end of the Depression era (Wilson and Grubb 1984) Comment: The sentence needs a period at the end. Also, the mention of respiratory health as a reason why homesteading continued needs to be explained.	MBD			
3	14	**References**	Text: United States Geological Survey Topographic Maps 1957 Yucca Valley North, Calif. 7.5 minute quadrangle. 1958 Yucca Valley North, Calif. 7.5 minute quadrangle. 1965 Yucca Valley North, Calif. 7.5 minute quadrangle. 1975 Yucca Valley North, Calif. 7.5 minute quadrangle. 1989 Yucca Valley North, Calif. 7.5 minute quadrangle. Comment: These references are not reflected in the text. I assume these were used to inform the Additional Research section (PDF page 11). The reference needs to be added there.	MBD			
4			There is no description of the report preparers (Riordan Goodwin, RA, and Cassidy Sharp, RPA). Inclusions of resumes in these reports is standard.	MBD			
5			Native American Heritage Commission (NAHC) Sacred Lands File Contact. It is standard to include contacting the NAHC and requesting a Sacred Lands File in a Cultural Resources Assessment and all CEQA projects. A listing of appropriate Native American tribes, groups, and individuals will be provided by the NAHC that should be contacted to inquire about potential tribal cultural resources in the project area that may be impacted by the project.	MBD			
6			A project description is not provided. A brief description of the proposed project would be helpful in orienting the reader about impacts to the project area.	MBD			

DRP - Drainage Study (November 10, 2024)

Review Action Code:

A – Will Comply
B – Will Evaluate
C – As Noted – No further action required
D – Disagree – See Response
E – Will Meet and Confer

Item No.	PDF Page No.	Location	Comment	Issuer	Review Action	Response	By
ULTRASYSTEMS ENVIRONMENTAL INC							
1	6	Section 1	"A drainage study is required…as part of the Conditional Use Permit process." NOTE: CUP is no longer needed. Only discretionary action is Site Plan Review.				
2	7	Section 2.1	Location paragraph has fragment sentence "owned by the Robert Billings." Please edit for clarity.				
3	8	Section 3.1	How was the flow path established? Sectioin 2.2 describes general flows as existing conditions, is this the establishment of the flow path? Please describe how the flow path was established.				
4	10	Section 3.3	Table 1: if "Time of Conct." is Time of Concentration, please spell out "concentration", and add (Tc) to that column header.				
5	11	Section 3.3	Table 2: Do these depths apply to both Basin A and Basin B? Whether they do or not, it should be stated in the table.				
6	11	Section 3.3	Table 3: the site is currently undeveloped. Under existing conditions, the area of impervious cover cannot be 90%. Please review the definitions of pervious vs. impervious, re-read Exhibit I, and recalculate everything that involved the amount of impervious surface under existing conditions.				
7	11	Section 3.3	Please check rainfall intensity for 25-year, 9.5-minute storm. The stated intensity of 1.3.92 - should this be 3.92? Please ensure calculations using this rainfall intensity are using the correct number.				
8	12	Section 3.3	Table 4 states the area of Basin B is 6.149 acres; however, Table 1 states Basin B is 10 acres. The area of Basin A is consistent in both tables. Please explain; recalculate discharge, flow, etc., as neccessary.				
9	11	Section 3.3	See Comment #6.				
10	12	Section 3.3	Off-site Hydrology: it is difficult to determine at a glance which is Exhibit A (see Comment #27), please briefly describe for the reader the existing conditions of off-site hydrology				
11	12	Section 3.3	Please present the data used to calculate peak flow rates, and results, for Off-A and Off-B in tables, and describe in the text how these rates were determined.				
12	13	Section 3.3	Table 5: if "Time of Conct." is Time of Concentration, please spell out "concentration", and add (Tc) to that column header.				
13	13	Section 3.3	Table 5: Please double-check acreage of each basin (see Comment #8).				
14	13	Section 3.3	Table 6: Do these numbers apply to both Off-A and Off-B? Whether they do or not, it should be stated in the table.				
15	13	Section 3.3	Cover Type: see Comment #6.				
16	13	Section 3.3	Table 7: see Comment #6.				
17	14	Section 3.3	Recalculated Peak flow using correct area of impervious surface. See Comment #6.				
18	14	Section 3.3	Table 8: see Comment #6.				
19	15	Section 3.3	On-site Hydrology: recalculate and revise. See comment #6.				
20	16	Section 4.2	The CN of 56, used for existing conditions, is that of residential or commercial landscaping. <u>This does not</u> describe existing conditions.				
21	GLOBAL	GLOBAL	All calculations that used a CN of 56 for **existing conditions** must be recalculated. See Comment #20.				
22	GLOBAL	GLOBAL	All calculations that used 0.90 for impervious surface (**existing conditions**) must be recalculated. See Comment #6.				
23	17	Section 4.3	Please present the numbers used in paragraph 2 in a table.				
24	17	Section 4.3	Does DMA-A contain both Basin A and Basin B? Please clarify.				
25	20	Section 5.1	Please see Comment #22.				
26	GLOBAL	GLOBAL	Please specify in each section if you're discussing existing conditions or proposed/post-construction conditions.				
27	Exhibits	Exhibits	Please provide a prroject-specific exhibit that clearly shows all basins, off- and on-site, as well as flow paths and directions.				
28	Exhibits	Exhibits	Please prepare and insert flysheets for each exhibit so the reader can easily distinguish them. Many are not labeled, or are not lab\beled clearly.				
29	13, 14	Tables 5, 8	Off-B area (acres) stated as 7.89 ac in Table 5 and 2.73 ac in Table 8. Please explain or revise.				
30	10, 12	Tables 1, 4	Basin B (total area, acres) given as 10.00 acres in Table 1 and 6.149 acres in table 4. Please explain or revise.				
31	13, 14	Tables 7, 8	at least 2 table titles include *existing condition* , yet the % impervious obviously refers to post-project conditions, not existing (Table 7: 1.0; and Table 8: 90%)				
32	GLOBAL	GLOBAL	flows in post-project conditions not clearly identified and stated anywhere. Existing runoff clearly not 0 (that is, infiltrates so quickly doesn't run off), because existing runoff stated various places in report.				
33	17		the basis for the DCV calculation isn't clear (see item A); my understanding is that the DCV is based on post-project runoff volume less existing volume				

LSA - Noise Memo

Review Action Code:

A – Will Comply
B – Will Evaluate
C – As Noted – No further action required
D – Disagree – See Response
E – Will Meet and Confer

Item No.	PDF Page No.	Location	Comment	Issuer	Review Action	Response	By
ULTRASYSTEMS ENVIRONMENTAL INC							
1	1	**Project Description**	Project Description has changed (see plans dated 4/7/2025).Total square footage, number of buildings and project layout smaller than previous plan. Revise text to reflect current plan.	RR			

Sladden – Sun Mesa Self-Storage Facility

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Item No.	PDF Page No.	Location	Comment	Issuer	Review Action	Response	By
ULTRASYSTEMS ENVIRONMENTAL INC							
1	8	**para. 3 ¶**	Text: Pleistocene extends to 1.6 mya comment: International Commission on Stratigraphy considers Pleistocene to start 2.58 mybp	MM			
2	9	**Table 2**	Table: *Landers Fault* called *Johnson Valley Fault Zone* on USGS Quaternary Faults map and *Johnson Valley Fault* on CA Geo Survey fault activity map	MM			
3	11	1	Text: it is our understanding the proposed self-storage units and office are not intended for human occupancy or to exceed 2,000 person-hours per year comment: project is 541 units; 2000/541 is <4 hr per unit per year (seems unrealistically low). Add mgr. time onsite and person-hours per year would be >2000.	MM			

Sladden (percolation) – Sun Mesa Self-Storage Facility

Review Action Code:

A – Will Comply
B – Will Evaluate
C – As Noted – No further action required
D – Disagree – See Response
E – Will Meet and Confer

Item No.	PDF Page No.	Location	Comment	Issuer	Review Action	Response	By
ULTRASYSTEMS ENVIRONMENTAL INC							
1	5	(a)	Text: fixture units 10 comment: floor plans (arch. Plans sheet 2.0) shows 1 restroom with 1 toilet and 1 sink. Fixture unit values (private land use) per CA Plumbing Code are 1 for lavatory and 4 for WC, total 5. Where do 10 fixture units come from?	MM			

Ninyo & Moore – Sun Mesa Self-Storage Facility

Review Action Code:

A – Will Comply
B – Will Evaluate
C – As Noted – No further action required
D – Disagree – See Response
E – Will Meet and Confer

Item No.	PDF Page No.	Location	Comment	Issuer	Review Action	Response	By
ULTRASYSTEMS ENVIRONMENTAL INC							
1	6	**1 Introduction,** 1st ¶	Replace "Accessor's" with "Assessor's"	MR			
2	28	**Appendix A**, Photograph 1	Replace "Accessor's" with "Assessor's"	MR			

Sun Mesa Mini Storage Project Trip Generation and Vehicle Miles Traveled

Review Action Code:

A – Will Comply
B – Will Evaluate
C – As Noted – No further action required
D – Disagree – See Response
E – Will Meet and Confer

Item No.	PDF Page No.	Location	Comment	Issuer	Review Action	Response	By
ULTRASYSTEMS ENVIRONMENTAL INC							
1	All	All	The memo is fine technically, but was apparently not reviewed carefully for grammar	MR			
2	1	1st ¶	Project Description has changed. Revise text to reflect current plans dated 4/7/2025.	RR			
3	1	**TRIP GENERATION ANALYSIS,** 1st ¶, 2nd sentence	Replace "As such" with "Therefore" This problem occurs repeatedly in this document. The author should refer to https://www.linkedin.com/pulse/can-you-use-mean-therefore-david-standen/	MR			
4	1	**TRIP GENERATION ANALYSIS,** 1st ¶, last sentence	Replace "less" with "fewer"	MR			
5	1	**TRIP GENERATION ANALYSIS,** last ¶	Replace "less" with "fewer"	MR			
6	2	**VEHICLE MILES TRAVELED ANALYSIS,** 1st ¶, last sentence	Replace "significant" with "significance"	MR			
7	2	**VEHICLE MILES TRAVELED ANALYSIS,** 3rd ¶, 1st sentence	Replace "Guideline" with "Guidelines"	MR			
8	2	**VEHICLE MILES TRAVELED ANALYSIS,** 3rd ¶, 1st sentence	Replace "As such" with "Therefore"	MR			
9	2	**VEHICLE MILES TRAVELED ANALYSIS,** 3rd ¶, 1st sentence	Insert "the" between "using" and "VMT"	MR			
10	2	**ACTIVE TRANSPORTATION AND PUBLIC TRANSIT ANALYSIS,** 2nd ¶, 1st sentence	Insert "the" before "project site"	MR			
11	2	**ACTIVE TRANSPORTATION AND PUBLIC TRANSIT ANALYSIS,** 2nd ¶, 2nd sentence	The phrase "a proposed Class II bicycle lanes will be added" does not make sense; "a" implies one lane, but "lanes" is plural, It would be better to state the number of proposed lanes, if that information is available. Otherwise, just rewrite it so that it is grammatically correct,	MR			
12	2	**ACTIVE TRANSPORTATION AND PUBLIC TRANSIT ANALYSIS,** 2nd ¶, last sentence	Replace "As such" with "Therefore"	MR			
13	2	**ACTIVE TRANSPORTATION AND PUBLIC TRANSIT ANALYSIS,** last line on page	Replace "As such" with "Therefore"	MR			
14	3	1st full ¶, 3rd sentence	Replace "operates" with "operate"	MR			
15	3	1st full ¶, last sentence	Replace "As such" with "Therefore"	MR			
16	6	**Figure 2**	Need to replace figure with current site plan.	RR			

City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 14C.
Section: DEPARTMENTAL ITEMS - COMMUNITY DEVELOPMENT
Meeting Date: November 18, 2025

TO: THE HONORABLE MAYOR AND MEMBERS OF THE GARDENA CITY COUNCIL

AGENDA TITLE: Award Contract with UltraSystems Environmental, Inc. for Environmental Consulting Services for Ponce Recycling Project Located at 1937 West 169th Street in the Amount of $119,280.00

COUNCIL ACTION REQUIRED:

Staff Recommendation: Staff respectfully recommends that the City Council review and approve the award of the contract.

RECOMMENDATION AND STAFF SUMMARY:

On October 9, 2025, a Request for Proposal (RFP) was issued and released on PlanetBids to solicit qualified firms with expertise in the California Environmental Quality Act (CEQA) for environmental consulting services for a new large collection and recycling facility project, Ponce Recycling, located at 1937 West 169th Street.

The City received six (6) proposals in response to the RFP, and following the evaluation process, UltraSystems Environmental, Inc. achieved the highest overall ranking among the proposers. The firm brings more than 30 years of experience in the preparation and review of environmental documents and related technical studies for local government agencies, and has supported other California cities on similar recycling facility projects.

Staff respectfully recommends that the City Council review and approve the contract with UltraSystems Environmental, Inc. in the amount of $119,280.00 to provide the environmental consulting services in compliance with CEQA for the new large recycling facility project.

FISCAL IMPACT/COST:

There will be no fiscal impact related to this contract. An allocation of an amount of up to $119,280.00 is designated to be reimbursed by the applicant through a deposit paid prior to the commencement of work.

APPROVED:

_____

Clint Osorio, City Manager

Attachments

Staff Report - Ponce Recycling

Attachment No. 1 - Contract Agreement with UltraSystems Environmental

Exhibit A- Request for Proposal

Exhibit B- UltraSystems Proposal

Exhibit C- UltraSystems Cost Proposal

City of Gardena
City Council Meeting

Agenda Item No.: 14C
Department: Community Development
Meeting Date: November 18, 2025

AGENDA STAFF REPORT

AGENDA TITLE: AWARD CONTRACT WITH ULTRASYSTEMS ENVIRONMENTAL, INC. FOR ENVIRONMENTAL CONSULTING FOR PONCE RECYCLING PROJECT LOCATED AT 1937 WEST 169TH STREET IN THE AMOUNT OF $119,280.00.

RECOMMENDATION:

Staff respectfully recommends that Council review and approve the award of the contract.

BACKGROUND:

On July 19, 2023, the Applicant, a property owner, submitted a request for a conditional use permit and site plan review for the remodeling of two (2) existing 14,060-sf structures and construct a new 7,000-sf warehouse building on-site. The existing and new industrial buildings (totaling 21,060-sf) are designed to accommodate a proposed large collection and recycling facility use on a 1.42-acre property located at 1937 West 169th Street.

On September 18, 2025, a Request for Proposal (RFP) for environmental consulting was issued and released on PlanetBids and posted on the City's website. The RFP solicited qualified firms with expertise in the California Environmental Quality Act (CEQA) for the Ponce Recycling Project.

The City received six (6) proposals in response to the RFP from the following firms (listed in alphabetical order):

- Casc Engineering and Consulting, Inc.
- De Novo Planning Group
- Envicom Corporation
- Incident LLC
- Kimley-Horn and Associates, Inc.
- UltraSystems Environmental, Inc.

City staff evaluated each proposal based on a weighted 100-point criteria as outlined below:

- Qualifications of Firm – 35 points
- Project Management & QA/QC Approach – 25 points
- Fee Proposal – 30 points
- Timeline to Complete – 20 points

Following the evaluation process, UltraSystems Environmental, Inc. achieved the highest overall ranking among the proposers. The firm brings more than 30 years of experience in the preparation and review of environmental documents and related technical studies for local government agencies and supported other California Cities on similar recycling facility projects.

Under the proposed contract, UltraSystems Environmental, Inc. will provide environmental consultating related to CEQA, for the Ponce Recycling Project. The proposed schedule will accommodate approximately 21 weeks to prepare and review all necessary documents and preparation prior to a public hearing for the project.

LEGAL REVIEW:

Not Applicable

CONCLUSION:

Staff respectfully recommends that Council review and approve consultant agreement with UltraSystems Environmental, Inc. in the amount of $119,280.00 to provide the environmental consulting services for the Poncy Recycling Project.

FISCAL IMPACT:

An allocation of an amount of up to $119,280.00 is designated to be reimbursed by the Applicant.

ATTACHMENT:

1. Contract Agreement with UltraSystems Environmental, Inc.

EXHIBITS:

A. Request for Proposal – Ponce Recycling
B. UltraSystemsProposal_Gardena_Ponce Recycling_IS-MND 2025-10-07
C. UltraSystems Cost Proposal_Gardena_Ponce Recycling_IS-MND 202-10-07

Submitted by: **Greg S. Tsujiuchi** **Date: 11/18/2025**

AGREEMENT BETWEEN
THE CITY OF GARDENA
AND
ULTRASYSTEMS ENVIRONMENTAL, INC

This contract, hereinafter referred to as Agreement is entered into this 18th day of November, 2025, by and between THE CITY OF GARDENA ("City") and UltraSystems Environmental, Inc., a California environmental consulting agency ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. Recitals.

A. Whereas, City requires the services of a professional to provide environmental consulting for the Ponce Recycling Project located at 1937 West 169th Street (APN: 4094-003-018); and

B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to provide these services; and

C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement.

D. WHEREAS, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

2. Services.

A. Consultant agrees to provide the professional services described in the City's Request for Proposals (RFP) and any associated addendum, attached hereto as **Exhibit "A"** and Consultant's Response to City's RFP ("Consultant's Proposal"), attached hereto as **Exhibit "B"**, both incorporated herein by this reference ("Services").

B. The Services shall be performed in accordance with the Project Schedule set forth in **Exhibit "B"**. Consultant shall not be liable for any failure or delay in furnishing proposed Services resulting from fire, explosion, flood, storm, Act of God, governmental acts, orders or regulations, hostilities, civil disturbances, strikes, labor difficulties, difficulty in obtaining parts, supplies, or shipping facilities, inability to obtain or delays in obtaining suitable material or facilities required for performance, temporary unavailability of qualified personnel, failure by City to provide appropriate access to equipment or personnel, or other causes beyond Consultant's reasonable control.

3. Additional Services. If City determines that additional Services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize

Consultant to perform such additional Services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the amount agreed upon in writing by the Parties. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

4. Consultant's Proposal. This Agreement shall include Consultant's proposal or bid which is incorporated herein as **Exhibit "B"**. In the event of any inconsistency between the terms of the proposal and this Agreement, this Agreement shall govern.

5. Timing of Performance. Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement as set forth in **Exhibit "A".** City, in its sole discretion, may extend the time for performance of any Service.

6. Compensation. Compensation for the Services shall be billed as set forth in **Exhibit "C"**, attached hereto. The Compensation is inclusive of all costs that may be incurred by Consultant in performance of the Services, including but not limited to such items as travel, copies, delivery charges, phone charges, and facsimile charges, unless otherwise. In no event shall compensation under this Agreement exceed **ONE HUNDRED NINETEEN THOUSAND AND TWO HUNDRED EIGHTY DOLLARS and 00/00 ($119,280.00)** without the prior written authorization of the City Council.

7. Term of Agreement/Termination. This Agreement shall commence on the Effective Date and continue for a period of two (2) years, ending on November 18, 2027, unless previously terminated as provided herein or as otherwise agreed to in writing by the parties. This Agreement may be extended by two [2] additional one [1] year periods upon mutual written agreement of both parties.

A. This Agreement shall be effective as of the date of execution by the City and shall remain in effect until all Services are completed or until terminated as provided for herein.

B. City may terminate this Agreement without cause by providing written notice to Consultant not less than ten days prior to an effective termination date. City's only obligation in the event of termination will be payment of fees and allowed expenses incurred up to and including the effective date of termination.

C. Unless for cause, Consultant may not terminate this Agreement. If Consultant is terminating this Agreement for cause, it must provide the City with thirty (30) days written notice.

D. Upon receipt of a termination notice, Consultant shall: (1) promptly discontinue all Services, unless the notice directs otherwise; and (2) within ten (10)

days, deliver to City all files, data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the Services under this Agreement, whether completed or in progress. Consultant shall provide these documents by both hard copy and in electronic format if available. In the event of termination for other than cause attributable to Consultant, Consultant shall be entitled to reasonable compensation for the Services it performs up to the date of termination and shall be deemed released from liability for any work assigned but not completed as of the effective date of termination.

8. Agreement Administrator. For purposes of this Agreement, City designates Jo-Anne Burns or designee as the Agreement Administrator who shall monitor Consultant's performance under this Agreement. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by Agreement Administrator Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Agreement Administrator. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Agreement Administrator determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section- Term of Agreement/Termination. All notices, invoices or other documents shall be addressed to the Agreement Administrator, as well as all substantive issues relating to this contract. City reserves the right to change this designation upon written notice to Consultant.

9. Invoices and Payments.

A. Payment shall be made upon receipt and approval of invoices for Services rendered. In order for payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs, and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced.

B. The Agreement Administrator shall review the invoices to determine whether services performed and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or the Agreement Administrator shall provide Consultant with a written statement objecting to the charges and stating the reasons therefore.

C. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

10. Records/Audit.

A. Consultant shall be responsible for ensuring accuracy and propriety of all billings and shall maintain all supporting documentation for a minimum of three (3) years

from the completion date of the Services under this agreement the following records:

1. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assure proper accounting for all funds;

2. Records which establish that Consultant and any subconsultant who renders Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations

3. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

B. City shall have the right to audit Consultant's invoices and all supporting documentation for purposes of compliance with this Agreement for a period of three years following the completion of Services under this Agreement.

C. Upon reasonable notice from City or any other governmental agency, Consultant shall cooperate fully with any audit of its billings conducted by, or of, City and shall permit access to its books, records and accounts as may be necessary to conduct such audits.

11. Successors and Assignment. This Agreement covers professional services of a specific and unique nature. Except as otherwise provided herein, Consultant shall not assign or transfer its interest in this Agreement or subcontract any services to be performed without amending this Agreement. This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

12. Change in Name, Ownership or Control. Consultant shall notify the Agreement Administrator, in writing, of any change in name, ownership or control of Consultant's firm or subconsultant. Change of ownership or control of Consultant's firm may require an amendment to the Agreement.

13. Key Personnel. City has relied upon the professional training and ability of Consultant to perform the Services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all Services under this Agreement. In the event that City, in its sole discretion, at any time during the Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City.

14. Performance By Consultant. Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

15. Use of Materials.

A. City shall make available to Consultant such materials from its files as may be required by Consultant to perform Services under this Agreement. Such materials shall remain the property of City while in Consultant's possession. Upon termination of this Agreement and payment of outstanding invoices of Consultant, or completion of work under this Agreement, Consultant shall return to City any property of City in its possession and any calculations, notes, reports, electronic files, or other materials prepared by Consultant in the course of performance of this Agreement.

B. City may utilize any material prepared or work performed by Consultant pursuant to this Agreement, including computer software, in any manner, which City deems proper without additional compensation to Consultant. Consultant shall have no responsibility or liability for any revisions, changes, or corrections made by City, or any use or reuse pursuant to this paragraph unless Consultant accepts such responsibility in writing.

16. Nonuse of Intellectual Property of Third Parties. Consultant shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Consultant has a license. Consultant shall indemnify and hold City harmless against all claims raised against City based upon allegations that Consultant has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Consultant pursuant to this Agreement.

17. Ownership of Work Product. All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination of this Agreement.

18. Confidentiality Clause. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal statutes ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant

agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

"Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. Legal Requirements.

A. Consultant shall secure and maintain all licenses or permits required by law, including a City business license, and shall comply with all ordinances, laws, orders, rules, and regulations pertaining to the work.

B. Consultant warrants that it shall perform the Services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws,

which may be incurred by reason of Consultant's performance under this Agreement.

C. Consultant covenants that there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin or ancestry, or any other category forbidden by law in performance of this Agreement.

20. Conflict of Interest and Reporting.

A. Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of Services to be performed under this Agreement.

B. Consultant and its representatives shall refrain from lobbying City of Gardena officials, employees and representatives for the duration of this Agreement.

21. Guarantee and Warranty. Consultant warrants to City that the material, analysis, data, programs and Services to be delivered or rendered hereunder will be of the kind and quality designated and will be performed by qualified personnel. Without waiver of City's other rights or remedies, City may require Consultant to re-perform any of said Services, which were not performed in accordance with these standards. Consultant shall perform the remedial Services at its sole expense.

22. Insurance.

A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverage required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all of the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverage, Limits and Policy Requirements. Consultant shall maintain the types of coverage and limits indicated below:

1. Commercial General Liability Insurance - a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance - a policy with coverage at least as broad as Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

a. The City, its appointed and elected officers, employees, agents and volunteers shall be added as additional insured to the policy.

b. The insurer shall agree to provide City with thirty (30) days prior written notice, return receipt requested, of any cancellation, non-renewal or material change in coverage.

c. For any claims with respect to the Services covered by this Agreement, Consultant's insurance coverage shall be primary insurance as respects the City, its elected and appointed officers, employees, agents and volunteers. Any insurance or self-insurance maintained by the City, its elected and appointed officers, employees, agents and volunteers shall be excess of Consultant's insurance and shall not contribute with it.

4. Worker's Compensation and Employer's Liability Insurance - a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

5. Professional Errors & Omissions - a policy with minimum limits of one million dollars ($1,000,000.00) per claim and aggregate. This policy shall be issued by an insurance company which is admitted to do business in the State of California and Consultant shall contain a clause that the policy may not be canceled until thirty (30) days written notice, return receipt requested, is mailed to City.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder or to fulfill the indemnification provisions and requirements of this Agreement. There shall be no

recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retention over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefore, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

23. Indemnity.

A. Consultant assumes all risk of injury to its employees, agents, and contractors, including loss or damage to property.

B. Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subcontractors, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant,

its employees, and/or authorized subcontractors, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subcontractors under this Agreement, whether or not the Consultant, its employees, and/or authorized subcontractors are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

C. No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

24. Independent Contractor. Consultant agrees to furnish consulting services in the capacity of an independent contractor and neither Consultant nor any of its employees shall be considered to be an employee or agent of City.

25. PERS Eligibility Indemnification. 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 (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS 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.

Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

26. Notices. Any notice or communication given under this Agreement shall be effective when deposited, postage prepaid, with the United States Postal Service and addressed to the contracting parties. Name, address, telephone and facsimile numbers of the parties are as follows:

City of Gardena:
1700 West 162nd Street
Gardena, California 90247-3732
Attn: Jo-Anne Burns
Assistant Community Development Director
Email: jburns@cityofgardena.org

Telephone: (310) 217-6110

To Consultant: UltraSystems Environmental, Inc.
16431 Scientific Way
Irvine, CA 92618
Attn: Betsy Lindsay, President/CEO
Email: blindsay@ultrasystems.com
Telephone: (949) 788-4900 ext. 227

Either party may change the information to which notice or communication is to be sent by providing advance written notice to the other party.

27. Severability. If any provision of this Agreement shall be held illegal, invalid, or unenforceable, in whole or in part, such provision shall be modified to the minimum extent necessary to make it legal, valid, and enforceable, and the legality, validity, and enforceability of the remaining provisions shall not be affected thereby.

28. Jurisdiction and Venue. This Agreement shall be deemed a contract under the laws of the State of California and for all purposes shall be interpreted in accordance with such laws. Both parties hereby agree and consent to the exclusive jurisdiction of the courts of the State of California and that the venue of any action brought hereunder shall be Los Angeles County, California.

29. Waiver. No delay or failure by either Party to exercise or enforce at any time any right or provision of this Agreement shall be considered a waiver thereof or of such Party's right thereafter to exercise or enforce each and every right and provision of this Agreement. To be valid a waiver shall be in writing but need not be supported by consideration. No single waiver shall constitute a continuing or subsequent waiver.

30. Electronic Signatures. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax,

email or other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

31. Joint Drafting. Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

32. Public Records Act Disclosure. Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

33. Authority to Execute. The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

34. Attorney's Fees. In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

35. Section Headings. The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

36. Entire Agreement. This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement.

IN WITNESS WHEREOF, the parties have hereunto affixed their names as of the day and year written below.

"City"
City of Gardena

By: _____
Tasha Cerda, Mayor

Date: _____

"Consultant"
UltraSystems Environmental, Inc.

By: Betsy A. Lindsay
Betsy Lindsay, President/CEO

Date: 11/13/2025

By: _____
Robert Reicher, Senior Project Manager

Date: 11/13/2025

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CITY OF GARDENA
REQUEST FOR PROPOSALS

Environmental Consulting Services

September 18, 2025

Inquiries regarding these projects
should be directed to:
Kevin La, Planning Assistant
kla@cityofgardena.org

Deadline: October 9, 2025

Request for Proposal for Environmental Consulting Services

I. INTRODUCTION

The City of Gardena ("City") is soliciting proposals from qualified firms to provide environmental consulting services for a private development project to ensure compliance with the California Environmental Quality Act (CEQA).

II. RFP SCHEDULE

RFP release: September 18, 2025.
Questions due: September 24, 2025.
Responses to questions due: October 2, 2025. (Responses will be posted on PlanetBids)
Proposals due: October 9, 2025.at 4:00 PM
Interviews if needed: Week of October 13, 2025.
Tentative Award of Contract: October / November 2025.

III. SUBMITTAL INSTRUCTIONS

A. For questions regarding this RFP, submit all inquiries via email to kla@cityofgardena.org or post directly on PlanetBids by the questions due date listed above. The subject in the email shall be titled "RFP #2026-01PL." The City will not be responsible for or bound by any oral communication or contact that occurs outside the official communication process specified herein, unless confirmed in writing by the City Contract. Answers to all questions will be posted on PlanetBids.

B. **Method of Submission**
Electronic proposals in PDF format shall be submitted directly and uploaded to PlanetBids. The City will only receive those proposals that were transmitted successfully. The RFP cover page shall be signed in ink, scanned and included as the first/top page of the narrative proposal in the electronic proposal submission.

By submitting a response to this RFP, the prospective consultant waives all rights to protest or seek any legal remedies whatsoever regarding any aspect of this RFP. The City reserves the right to issue written notice to all participating firms of any changes in the proposal submission schedule, should the City determine in its sole and absolute direction that such changes are necessary. Acceptance of any proposal submitted pursuant to this RFP shall not constitute any implied intent to enter into a contract for consulting services. The City reserves the right to reject any and all proposals.

1. Proposals must be received by **4:00 PM (PT) on Thursday, October 9, 2025**. Proposals that do not arrive before the specified time on the specified date WILL NOT BE CONSIDERED. The City will not be held responsible for proposals mishandled as a result of technical error.

IV. CONTENT OF PROPOSAL

Proposals are to be prepared in such a way as to provide a straightforward, concise delineation of capabilities to satisfy the requirements of this RFP. The proposal shall include the following information as set forth in this RFP. Omission of any of the requested information or misleading and incomplete information may be grounds for rejection. The City, at its sole discretion, reserves the right to accept or reject in whole or in part submittals in response to this request, to negotiate with any qualified source, or to cancel in whole or in part this RFP.

Section 1 – Cover Letter

Cover letter signed by an officer of the firm, binding the firm to all of the commitments made in the submittal.

Section 2 – Scope of Services

Proposers must comment on the firm's ability to provide the services listed in the scope of work. Provide comments, and suggest modifications, changes and/or additions as appropriate. Indicate how your firm/team would approach the project and what specialized services or unique insights you feel your team would bring to the project. Provide examples of your team's approach for this project.

Section 3 – Project Schedule

Timing and schedule are critical for this project. Provide any significant milestone dates necessary to complete all tasks. Indicate resources that will be allocated to each major task category to meet the schedule and discuss your firm's flexibility and record in "catching up" if milestone dates are not met. Discuss your firm's commitments to other projects in the time frame coinciding with this project.

Section 4 - Related Project Experience

Briefly discuss your firm's approach for the project and what would make the firm the best qualified for this particular project. Present a description of your firm's past performance on similar projects, emphasizing projects of similar scope and budget. Discuss the firm's experience in the accurate coordination of trades and subconsultants, and the quality control process. Address your firm's record of meeting schedules and controlling costs. Address your firm's record of accuracy on engineer's estimates.

Section 5 – Sub-Consultants

Identify any subconsultants your firm will utilize. Include resumes of key individuals who will be directly involved in this project and briefly describe any past involvement in joint projects with these subconsultants. Indicate why the specific subconsultant has been selected to work on the project team. Indicate how the prime firm will

ensure quality control and coordination of documents between the prime and the various subconsultants.

Section 6 – Qualifications and Capabilities

Provide a detailed discussion of the qualifications and experience of the Project Manager that would be assigned to this project. Provide additional information 6 regarding the qualifications and experience of all others that will be assigned to work on the project team. Please submit resumes of only those individuals that will actually be assigned to work on the project. Confirm availability of staff to complete assigned tasks with highest priority and production. An organizational chart is recommended. Indicate how your firm's resources will work together to complete this project. Identify additional resources available in your firm

Section 7 – References

A minimum of three (3) current references from public sector clients for past projects (of similar size and scope) completed by the proposed project manager and/or project team should be provided. Please provide the following information for each reference:

- List of relevant projects completed within the past 5 years;
- Consulting Firm;
- Project Owner or Agency;
- Project Description;
- List of Services Provided;
- Contact Person (Name and Title) with Address, Telephone Number, and Email Address provided.

Section 8 – Certificate of Insurance and Contract Acknowledgement

Proof of liability insurance pursuant to the City's standard professional services agreement is required to be submitted with your proposal. A copy of the City's standard professional services agreement is provided as an attachment. The Consultant should provide a statement that consultant is agreeable to execute the enclosed Agreement or indicate areas that the Consultant wishes to be modified. The City reserves the right to revise the attached sample agreement, pending negotiations with the successful proposer. The Consultant will be required to obtain a City of Gardena business license, and to provide proof of insurance as noted in the agreement.

Section 9 – Proposed Cost

The cost proposal should itemize the fee for each task, showing the estimated hours of each staff member assigned and the associated fee for that staff member or subconsultant. Also, provide hourly rate schedules for all key project staff, including subconsultants. Consultant shall provide the services specified in the scope of services for a lump sum fixed fee. Time must be billed in no greater than 15-minute increments. Billable rates shall not include mark-ups on reimbursable items; no

additional payment will be made for those items. The City does not reimburse mileage, use of computer equipment, copies or phone calls. The proposal shall identify a line item for each task listed above that Consultant wishes to bid on.

Section 10 – Conflict of Interest

The Consultant shall disclose any financial, business, or other relationships with the City that may have an impact on the outcome of this contract or any resulting construction project.

The property and business owner is Jose Ponce of Ponce Recycling and is represented by the applicant, Joe Moreno of More Services.

The Consultant shall disclose any financial, business or other relationships with these individuals and firms. The City reserves the right to cancel the award, if any interest disclosed from any source could either give the appearance of a conflict or cause speculation as to the objectivity of the process. The City determination regarding any question of conflict of interest shall be final.

V. SCOPE OF WORK

The City of Gardena ("City") is soliciting proposals from qualified firms to prepare technical studies/analysis and conduct environmental assessments in accordance with the California Environmental Quality Act (CEQA) for an environmental review of an entitlement project submitted by an applicant for the development of a large collection facility use.

Project Description

The project will include interior and exterior remodeling of the two (2) existing 14,060-sf structures on-site, construction of a new 7,000-sf warehouse building, all other site improvements to utilize the existing and new industrial buildings (totaling 21,060-sf) designed to accommodate the proposed large collection facility use. The Project is designed to create a cohesive large collection facility with on-site improvements that include but are not limited to, new striped parking lot areas for customers, employees, and trucks, new landscaping surrounding the parking areas, and new walls and driveway gates.

The property will collect recyclable materials from customers and designated company kiosks, throughout Southern California, and bail California Redemption Value (CRV) materials (plastic bottles, aluminum cans, glass bottles, other items with a CRV label), nonferrous materials (copper, brass, tin, and aluminum), small ferrous materials (steel and iron), cardboard, and paper within an enclosed building. No recyclable materials will be processed and once the materials are bailed on-site, they will be shipped to an off-site processing facility.

Access to the property includes two (2) existing driveways along West 169th Street towards the west of the property. The easterly driveway is only for access to the wireless telecommunication facility.

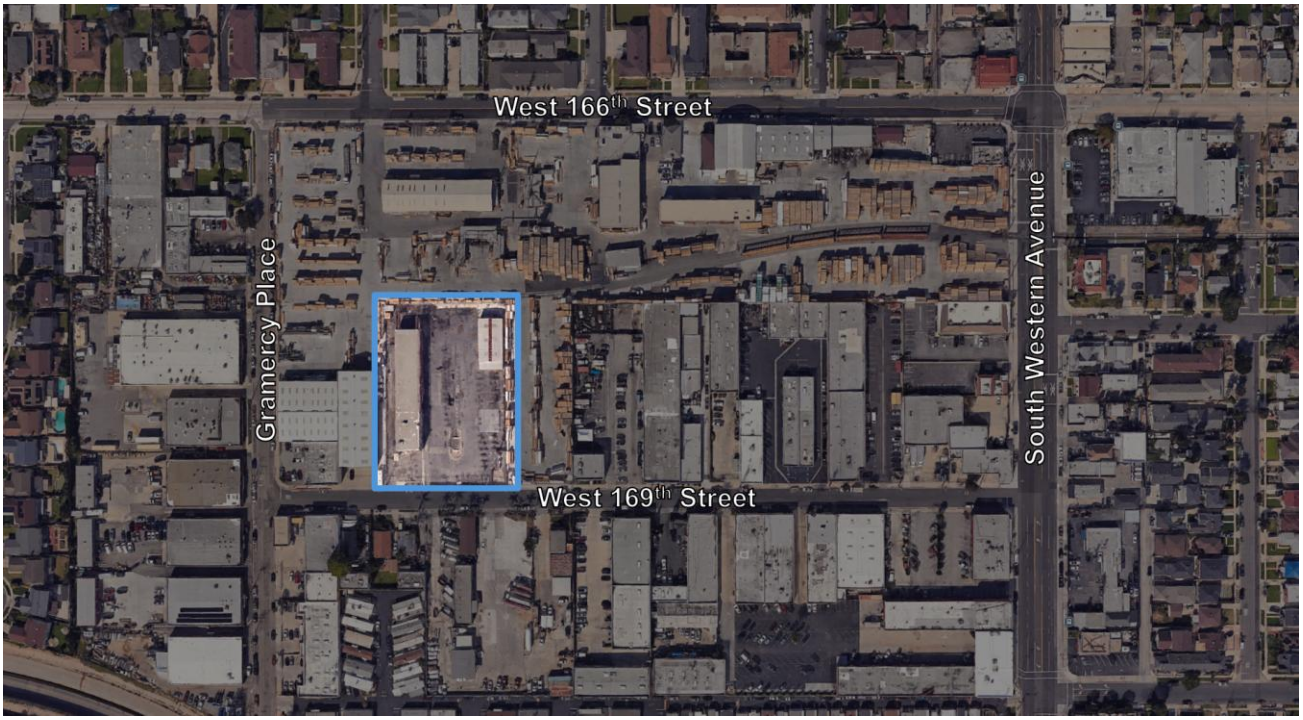
Project Applicant
The Project Applicant is Jose Ponce. Project Representative is Joe Moreno.

Project Location
The project area consists of a rectangular shaped lot located at 1937 West 169th Street in the City of Gardena, on West 169th Street near Gramercy Place (Figure 1, Project Location). The project lot size totals approximately 1.42 acres (APN: 4094-003-018). West 169th Street is an east-west traveling street and is identified as a local street roadway in the Gardena General Plan. Local street roadways are designed to provide vehicular, pedestrian, and bicycle access to individual parcels throughout the City, and are intended to carry low volumes of traffic, and allow unrestricted parking. Vehicular access to the site comprises of two (2) two-way driveways. The northerly, easterly, and a portion of the westerly boundary lines of the project site abut the Crenshaw Lumber Co. Inc.(a wholesale lumber yard with railroad access for construction material transportation). The remaining westerly boundary line abuts a wholesale industrial business. Across West 169th Street, there are two (2) additional industrial properties and two (2) existing legal nonconforming single-family houses.

Existing Use
The site is located in an industrial area of the City. The site currently consists of two metal warehouse buildings with one building having a flat roof and a second building with a pitched roof, and steel-framed windows and doors, originally constructed in 1953 and 1954, respectively. Between the two buildings, there is a total of 14,060-sf of tenant space. Other structures on site include a wireless facility antenna located at the southeast corner of the property and chain-link fencing along all boundaries of the property. There is no landscaping provided on-site, and the property is entirely paved for parking and vehicle access.

The site is currently used for a street sweeping business that utilizes the buildings and lot for an administrative office, vehicle servicing, and parking of their street sweeping vehicles. The existing facilities were occupied by the same tenant, CleanStreet, LLC, since 1992.

Figure 1, Project Location



Google Maps Link –
https://maps.app.goo.gl/bFdbyXVgECY3Bpje9

City's Interactive Zoning Map -
https://cityofgardena.maps.arcgis.com/apps/webappviewer/index.html?id=d00dce8305304a68829a39dc9d700dac

Land Use and Zoning Designation

The Land Use Plan of the Gardena General Plan designates the property as Industrial, which allows for a wide variety of clean and environmentally friendly industries. The property is zoned General Industrial (M-2), which is governed by the same regulations as the Industrial zone (M-1) of the Gardena Municipal Code, and has a Mixed-Use Overlay (MUO) that allows for up to 30 residential units per acre. The zoning is consistent with the General Plan land use designation.

Surrounding Uses

The project is surrounded by M-2/MUO zoning on the north, east, and west sides. The neighboring property to the south, across West 169th Street, is zoned as M-1. The adjacent north, east, and a portion of the west property are used as a contractor's yard for lumber. The remaining westerly adjacent property is wholesale use. The properties located south of 169th Street are used as manufacturing and professional office.

Entitlements Requested

In order to allow for the proposed large collection facility use, the applicant is requesting approval for the following entitlements:

- ***Conditional Use Permit*** – To allow for the large collection facility use, in accordance with Gardena Municipal Code (GMC) section 18.46.030.C.13;

- ***Site Plan Review*** – Architectural and site layout review to allow the interior and exterior remodeling of two (2) existing industrial buildings and construction of one (1) new 7,000-sf industrial building, in accordance with GMC section 18.44.010.A;

Scope Outline

The following is an outline of work to be provided by the consultant. While it is believed that this scope of work includes elements essential to complete the project, those submitting proposals are advised to include any additional items that they believe have been omitted. The applicant will be providing a Phase I Environmental Site Assessment Report, which will require peer review and evaluation. All other studies and/or technical analysis will be provided by the consultant. As it is not known whether a Mitigated Negative Declaration or an EIR will be required, the proposal should cover both options and provide a separate list and/or scope for both.

Task 1 – Project Management - For all meetings with the City, the Consultant will establish the meeting agenda beforehand and prepare and distribute meeting minutes. Meetings will consist of:

1. ***Project Kickoff Meeting -*** This will be the first formal meeting with City staff and applicant to orient team on the project and exchange information. The meeting agenda should be prepared and distributed at least 2 workdays before the kickoff meeting.
2. ***Regular Project Meetings with City Staff –*** The consultant and City staff will hold weekly meetings (via Zoom, Teams, or in person) to discuss project progress, issues, needs, upcoming activities, scheduling, and/or other items. Assume weekly virtual meetings with at least 3 in-person meetings.
3. ***Public Hearings –*** The consultant will be required to attend Planning Commission and/or City Council meetings to present and support staff for any project-related questions that may arise. Assume three (3) public hearings. Provide hourly rate for additional meetings if required.
4. ***Scoping -*** A Scoping meeting will be required if the project is determined to require an EIR. The consultant will be required to coordinate, prepare and deliver a presentation for the scoping meeting. City staff will arrange for the meeting location.

Task 2 – Site Investigation, Data Collection, and Review - Where applicable, the Consultant shall become familiar with each project and collect any data necessary or preform any preliminary assessments/surveys to determine the best course of action to comply with any CEQA requirements for the project.

Task 3 – CEQA Project Description - Consultant shall prepare a draft project description in coordination with the City to ensure consistency with each project scope, engineering design, and goals.

Task 4 – Commence with Drafting Initial Study - Consultant shall prepare an internal review draft of the Initial Study (IS). The IS shall address all items on the CEQA Guidelines Appendix G Environmental Checklist. Whenever possible, impacts shall be quantified and compared to applicable criteria used to define significant impacts. Any assessments or surveys that need to be performed and included as part of the IS shall be included in the Consultant's proposal. Items that generally need to be discussed consist of, but are not necessarily limited to, the biological, jurisdictional waters, water quality, cultural, tribal, hazardous waste, noise, air quality, traffic/VMT, visual and community impact discussions. Applicable assessments or surveys performed by the Consultant shall be documented accordingly in a technical memorandum (or similar) and be included as attachments to the IS. The consultant shall be responsible for preparing the following technical studies:

- Traffic/VMT Assessment
- Air Quality/Health Risk Assessment
- Cultural Resources
- Analysis of Greenhouse Gas (GHG) Emissions
- Energy
- Noise
- Additional technical analysis required

Task 5 – Draft IS-MND/Final IS MND or Draft EIR/Final EIR and MMRP - If the Draft IS-MND still confirms that mitigation is required for the project, such that an IS-MND is the appropriate level of CEQA documentation, Consultant shall develop the Draft IS-MND based upon up to two rounds of comments and associated revisions to the Draft. Consultant shall prepare the Notice of Intent (NOI) to Adopt a Negative Declaration, and shall file the NOI and Draft IS-MND (electronically) with the State Clearinghouse and the Los Angeles County Clerk.

The Consultant will also be responsible for preparing the required AB 52/Tribal consultation letters and distribution list and shall be responsible for all mailings (both IS-MND and ADEIR).

Consultant shall prepare responses to comments received on the Draft IS-MND and incorporate necessary revisions to the document. Consultant shall prepare and incorporate a Mitigation, Monitoring and Reporting Program (MMRP) as part of the final documentation. Consultant shall also complete a Notice of Determination (NOD) form for filing with the County Clerk's office and State Clearinghouse upon certification of the document and project approval.

If an EIR is determined to be required, the Consultant will be responsible for the following task:

- Prepare and distribute the Notice of Preparation/Notice of Scoping Meeting; Draft EIR Notice of Completion/Notice of Availability; Final EIR Notice of Availability, and Notice of Determination, or other notices as applicable based on Initial Study findings.
- Consistent with the requirements of CEQA, identify potential Project and cumulative impacts, and discuss and develop appropriate mitigation measures, relative to short-term and/or long-term impacts associated with the proposed Project.
- Prepare the Draft EIR for City staff review.
- Make all revisions to the Draft EIR and prepare the screencheck Draft EIR, including appendices and exhibits, which incorporate staff's written recommendations and revisions to the Draft EIR.
- Prepare the public review Draft EIR with appendices, exhibits, and Mitigation Summary.
- Respond to comments made during the Draft EIR public review period. Prepare the Final EIR document addressing all written comments received by the City on the Draft EIR during the public review period.
- Prepare the screencheck Final EIR, including appendices and exhibits, which will incorporate staff's written recommendations and revisions to the Final EIR, including a Mitigation Monitoring and Reporting Program.
- Prepare the Final EIR with appendices and exhibits.
- Prepare draft Findings and a Statement of Overriding Consideration as necessary for City staff review and use for the Project resolution(s).

The consultant shall be responsible for all required filing with the State Clearinghouse and the Los Angeles County Clerk.

Task 6 – Optional – Consultant shall provide any additional items that may have been omitted as part of the Request for Proposals that may be required to complete the project.

VI. SELECTION CRITERIA

An Evaluation Committee comprised of City staff shall review and evaluate the proposals separately, then convene to discuss and rank the written proposals. A short list of up to three (3) top-ranked firms shall be developed based upon the totals of each committee members' score for each proposal. During the evaluation period, the City will interview the three (3) highest ranking firms whose proposal and qualifications are deemed to most closely match the requirements of the RFP. Printed copies of the proposals may be required at this time.

Each proposal will be evaluated based on the following criteria:

A. <u>Firm's qualifications</u> - 35 points

1. Experience with an emphasis on environmental services related to the project.
2. Demonstrated capability on similar recent projects.
3. Management, experience, and organization capabilities

4. References
5. Quality and knowledge of Staff
6. Familiarity with policies, standards, and procedures related to the work
7. Knowledge of local conditions, where appropriate

B. Project Management & QA/QC Approach - 25 points

C. Fee Proposal - 20 points

D. Timeline to Complete – 20 points

TOTAL 100 points

The City will negotiate a contract with the consultant who has the combination of background, approach, and capability to undertake this project with compensation that the City determines is fair and reasonable based on the scope of work. The City has a right to reject all proposals if they do not include adequate qualifications for the project.

If the proposals exceed $30,000, staff will provide a recommendation to the City Council which will award the contract during a scheduled/agendized City Council meeting.

Attachments on Drive:

- Attachment A - Project Plans
- Attachment B - Draft Consultant Agreement

Proposal For: Environmental Consulting Services | Ponce Recycling

Kevin LA, Planning Assistant
City of Gardena
1700 West 162nd Street
Gardena, CA 90247
E: kla@cityofgardena.org

October 2025

UltraSystems Environmental, Inc.
HQ: 16431 Scientific Way
Irvine, CA 92618

Proposal No. 250926

UltraSystems
environmental•management•planning

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APPENDIX

Appendix Key Personnel Resumes

1.0 COVER LETTER

October 7, 2025

Kevin La, Planning Assistant
City of Gardena
700 West 162nd Street
Gardena, CA 90247
E: kla@citofgardena.org

SUBJECT: Proposal for Environmental Consulting Services | Ponce Recycling – IS/MND

Dear Kevin:

UltraSystems Environmental Incorporated (UltraSystems) is pleased to submit our proposal to the City of Gardena (City) to prepare an Initial Study/Mitigated Negative Declaration (IS/MND) in compliance with the California Environmental Quality Act (CEQA) for the development of a large collection facility within the City.

UltraSystems is a full-service planning and environmental consulting firm serving public and private sector clients throughout California. We have **52 employees** that have a broad range of experience preparing environmental documents (EIRs, MNDs, NDs, Initial Studies, Addendums, etc.) and technical studies in full compliance with CEQA, and related documents in full compliance with the National Environmental Policy Act (NEPA). UltraSystems is headquartered in Irvine, California, and this project would be managed by our Irvine office.

Key Management Personnel. The core project team will include our management professionals led by **Betsy Lindsay, MURP, ENV SP** as Project Director, and **Robert Reicher, MBA, ENV SP**, as Senior Project Manager. Their knowledge, skills and experience are highlighted within the proposal, and they will leverage their leadership skills with our experienced in-house experts and technical leads to manage and provide the required services for successful project completion.

Contact Person for this Contract. Betsy A. Lindsay, President/CEO. E: blindsay@ultrasystems.com | T: (949) 788-4900 ext. 227 or C: (949) 274-3935.

As the President/CEO of UltraSystems, I am a duly authorized officer of the firm with the legal authority to bind and commit the firm to contractual obligations. This proposal is valid for 180 days. UltraSystems is requesting that our billing information and costing be treated as proprietary information and not released as public information.

Sincerely,

ULTRASYSTEMS ENVIRONMENTAL INCORPORATED

Betsy A. Lindsay

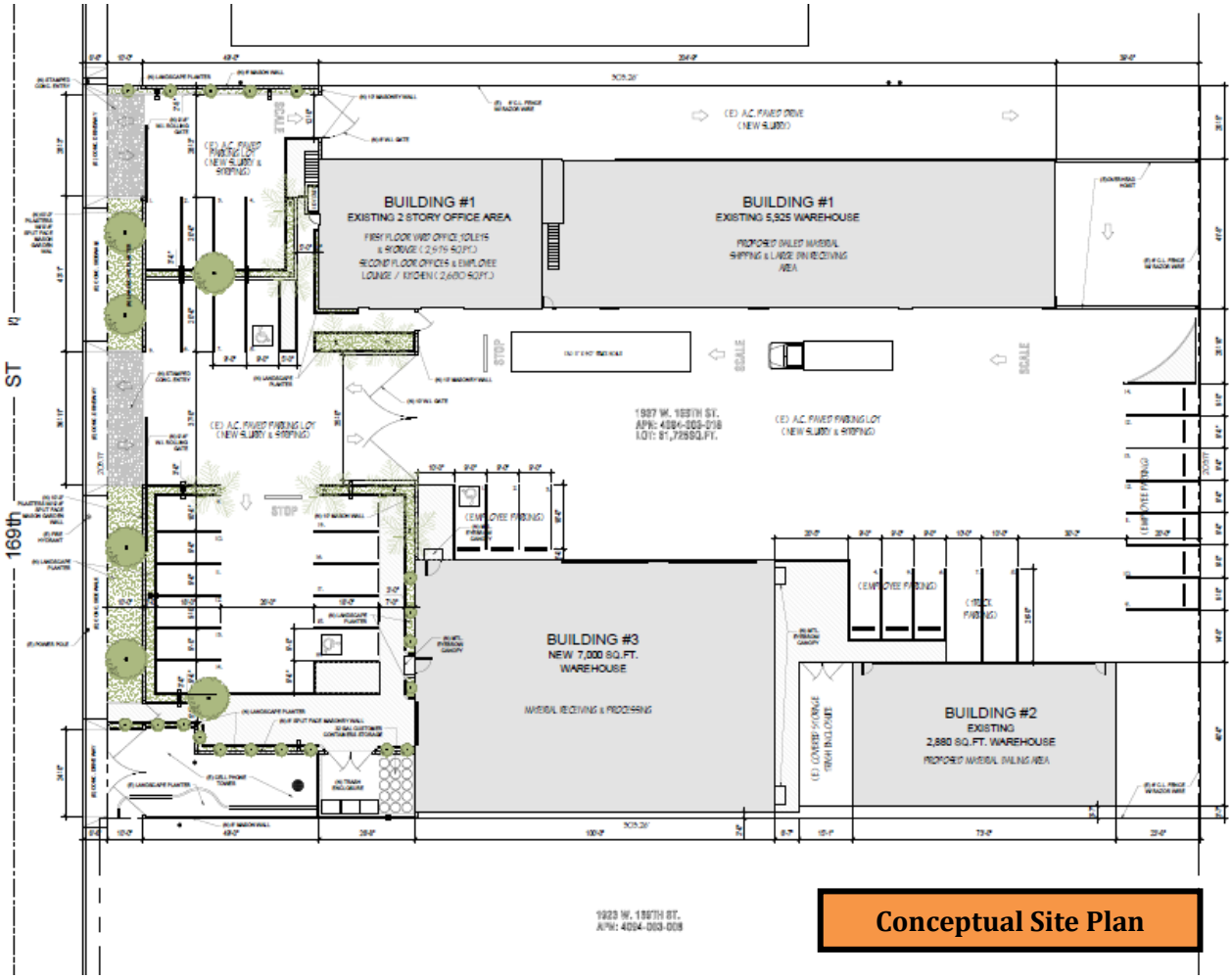
Betsy A. Lindsay, MURP, ENV SP
President/CEO

2.0 SCOPE OF SERVICES

It is our understanding that the City is seeking a qualified CEQA consultant team to provide environmental services for the development of a large collection facility, located on a rectangular shaped lot located at 1937 West Street the City, near Gramercy Place. The project lot size is 1.42 acres (APN: 4094-003-018) and it is located in an Industrial area of the City. West Street is an east-west trending street and is identified as a local street roadway in the City's General Plan.

Existing Project Site. The site consists of two metal warehouse buildings, originally constructed in the mid-50's and occupied by the same tenant since 1992. Between these two buildings, there is a total of 14,060 square feet of tenant space. Other structures on site include a wireless facility antenna and chain-link fencing surrounding the property. The property is entirely paved for parking and vehicle access and is currently used by a street sweeping business. Surrounding uses include Crenshaw Lumber Co. Inc. (a wholesale lumber yard with railroad access for construction material transportation), a wholesale industrial business and two industrial properties and two existing legal non-conforming single-family houses.

Following is a Conceptual Site Plan that shows the existing buildings (Buildings #1 and #2) and the proposed building (Building #3).



Conceptual Site Plan

Proposed Project. The proposed project would include interior and exterior remodeling of the two existing structures (14,060 sq. ft. total) on-site, construction of a new 7,000-square-foot warehouse building, and all other site improvements to utilize the existing and new industrial buildings (totaling 21,060 square feet) designed to accommodate the large collection facility use. The project would be designed to create a cohesive large collection facility with on-site improvements that include new striped parking lot areas for customers, employees, and trucks; new landscaping surrounding the parking areas; and new walls and driveway gates.

Is it anticipated that this facility would collect recyclable materials from customers and designated company kiosks throughout Southern California, and then bail these recyclable materials (such as California Redemption Value [CRV] materials (i.e., plastic bottles, aluminum cans, glass bottles, other items with a CRV label); nonferrous materials (copper, brass, tin, and aluminum); small ferrous materials (steel and iron); and cardboard and paper within the enclosed recycling building. Once bailed, these materials will then be shipped to an off-site processing facility. Access to the property includes two existing driveways along West 169th Street towards the west end of the property. The easterly driveway is only for access to the wireless telecommunication facility.

2.1 Technical Approach – IS/MND

UltraSystems will prepare an Initial Study (IS) pursuant to the requirements of CEQA § 21080 and § 15063 through § 15065 of the CEQA Guidelines. Technical analyses will be conducted for each of the environmental factors, as warranted, and well-supported responses for all questions listed under each environmental factor in CEQA Guidelines Appendix G will be provided.

The environmental review of the proposed collection project will be conducted at a design, construction and operation level of detail. The nature of the technical analyses to be undertaken will range from stand-alone technical studies to address specific questions under each environmental factor of the Environmental Checklist. Mitigation measures will be developed in proportion to the severity and probability of occurrence of the identified potentially significant effect.

It is our intent to work directly with the City staff assigned to this proposed project. Our approach also incorporates the need for reviews of key documents (e.g., engineering and construction drawings) and coordination with key providers of components of the overall required services, to ensure that the document prepared is adequate and will best reflect the Lead Agency's independent judgement. The close coordination between our Senior Project Manager and City staff will also reflect the Lead Agency's commitment to process and notice the anticipated IS/MND in a legally defensible and procedurally compliant manner.

We have assumed that the City will provide the following information to UltraSystems for our IS technical work.

- Full Plan Set, including Grading Plans
- CAD Files for the Concept, Landscape or Architectural Renderings and Plans for the Ponce Recycling Facility
- Preliminary Schedule for Construction
- Anticipated Construction Equipment for AQ modeling
- Preliminary Geotechnical Investigation (prepared by Project Applicant or their consultant)

We have developed a Work Program which facilitates the preparation of an Initial Study (IS). Based on review of currently available information, we anticipate the IS will lead to a Mitigated Negative Declaration (MND) for the proposed Ponce Recycling Facility. UltraSystems would prepare and file the required notices required for the IS/MND, including the Notice of Completion (NOC), Notice of

Intent to Adopt (NOI), and Notice of Determination (NOD), among others. Acting as an extension of City staff, we will conduct all our activities closely in accordance with the City's primary point of contact for this project.

The following scope of services is broken down below by Major Tasks and Subtasks.

MAJOR TASK 1.0: PROJECT INITIATION, PROJECT MANAGEMENT AND COORDINATION, AND PROJECT DESCRIPTION

Task 1.1: Project Initiation/Kick-off Meeting. This Task consists of attendance by our Project Director and Sr. Project Manager at one virtual Project kick-off meeting. This meeting is critical to setting the tone for all subsequent efforts. This task also includes the attendance of our Senior Project Manager at brief, weekly progress meetings during the contract performance period. It is anticipated that all meetings will be virtual. UltraSystems will be available throughout the term of our services to respond to City staff requests for input concerning various aspects of the CEQA process.

Deliverables: *Preparation of meeting agenda and minutes, provided to City staff in .pdf format*

Task 1.2: Project Management/Coordination. This task facilitates routine project management and communications functions of our Senior Project Manager throughout the contract performance period. Efforts would include but not necessarily be limited to monitoring and controlling labor and other direct costs, monitoring task execution and completion of project work, and the preparation of routine email correspondence to the City.

Deliverables: *UltraSystems will develop and maintain a project schedule in MS Project. The project schedule will include Major tasks and anticipated review times for technical documents to the City. Contingencies will also be built into the schedule based on certain risk factors.*

Task 1.3: Project Description. Within 10 days from the notice to proceed and *receipt of necessary project-related information*, UltraSystems will prepare a project description for use in the CEQA environmental document (IS/MND) for this project. This section will contain all the information required under § 15124 of the CEQA Guidelines including location; project objectives; and the technical and environmental characteristics of the project. In addition, the intended uses of the document will be described, including a list of discretionary actions requiring approval to implement the project; a list of agencies expected to use the CEQA document in their decision-making process; and a list of environmental consultation requirements to be met through the IS/MND.

Specific items to be included in the Project Description include, but are not necessarily limited to:

• Project background summary • Architectural characteristics • Landscaping characteristics, including a plant palette • Hardscaping characteristics • Lighting characteristics, including parking, signage, and security • Vehicular access points and onsite vehicular circulation and parking • Water, wastewater, and storm-water infrastructure characteristics	• Offsite improvements required to implement the project • Development phasing and construction phasing • Grading and soil balance • Construction material and vehicle staging areas (i.e., lay-down areas) • Graphics and exhibits necessary to supplement the narrative including regional and vicinity location maps and a detailed site plan

The project description will include a thorough description of the proposed facility improvements and the purpose for which those improvements are proposed. Project construction activities will be characterized and anticipated construction phases and duration along with proposed equipment and construction staging areas will also be discussed. The draft project description will be submitted to City staff for review and finalized after comments are received.

Deliverables: *One electronic in Word of the Draft and Final Project Description will be sent to the City.*

TASK 2.0: PREPARE TECHNICAL STUDIES/REPORTS/ASSESSMENTS/DATA RUNS

UltraSystems and its subconsultants will prepare technical studies to address the following environmental topics:

- Air Quality/Greenhouse Gas Emissions
- Cultural Resources
- Energy
- Noise
- Phase I Environmental Site Assessment
- VMT Screening

UltraSystems' Major Task includes the collection of all requisite information for those issues for which no stand-alone technical reports are being prepared and the preparation of the technical studies/technical analyses listed above. For all technical reports, drafts of the technical studies will be submitted to the City for review and comment and then revised as warranted to become final technical reports prior to being used to support issue specific discussions in the Initial Study. All technical studies will be included as appendices to the Initial Study to be prepared for the proposed project.

Task 2.1: Background Data Collection/Evaluation. For those issues in the Initial Study requiring evaluation but for which no technical study will either be prepared or made available by the project applicant, UltraSystems will conduct literature research to document existing conditions at the project site and surrounding area. Sources of data to be used in this analysis include the City's General Plan, and its Program EIR, or other adopted CEQA documents prepared for other projects in the immediate area of the project site, and applicable regional policy plans, among others.

Task 2.2: Air Quality and Greenhouse Gas Emissions Technical Memo. The air quality report will evaluate the project's potential air quality impacts within the project area and suggest mitigation measures for significant impacts, where feasible. UltraSystems will prepare stand-alone Air Quality and Greenhouse Gas emissions impact reports. Relevant technical information from those reports will be incorporated into the Draft IS/MND. Existing conditions will be documented by summarizing baseline air quality information, including area topography and meteorology and their influence on air quality; the relevant state and federal ambient air quality standards (AAQS); ambient monitoring data from the closest monitoring station(s) to the project site for the past three years; and attainment status with respect to state and federal AAQS. Ambient monitoring data available from the South Coast Air Quality Management District (SCAQMD), California Air Resources Board (ARB), and U.S. Environmental Protection Agency (USEPA) websites will be incorporated. The setting will also identify existing and reasonably foreseeable sensitive receptors. It will also identify existing major sources of air pollutants in the project vicinity, including sources of toxic air contaminants and odorous emissions. The regulatory setting will also discuss plans to achieve the state and federal

AAQS, and rules and regulations that may apply to stationary sources associated with operation of the proposed project.

UltraSystems will coordinate with the project team to develop construction equipment and phasing assumptions. The emissions for volatile organic compounds (VOC), oxides of nitrogen (NO_x), carbon monoxide (CO), particulate matter (PM_{10}, $PM_{2.5}$) and sulfur oxides (SO_x) will be estimated under both construction and operational-related conditions. These emissions will be calculated with the latest version of the California Emissions Estimator Model (CalEEMod). In addition to estimating regional emissions, UltraSystems will perform a localized significance analysis, following SCAQMD screening protocols, to determine whether exposures to NO_2, CO, PM_{10} and $PM_{2.5}$ from onsite construction activities in the surrounding community will be significant. Where significant impacts are identified, mitigation measures will be identified and discussed.

Mitigation measures in the form of energy policies, project design features, and best management practices will be recommended to reduce or avoid potential project-specific or cumulative impacts on air quality. Where possible, the effectiveness of the mitigation measures will be quantified, and the significance of the project impacts with mitigation will be reevaluated and compared to the SCAQMD significance thresholds criteria.

Greenhouse Gas (GHG) Emissions Assessment. CEQA Guideline Appendix G requires that an initial study include (1) an evaluation of project GHG emissions and (2) determination of whether a project furthers or hinders implementation of GHG reduction policies and plans. We will use the CalEEMod model mentioned above to calculate GHG emissions from demolition and construction activities. Following SCAQMD guidance, we will amortize demolition and construction emissions over 30 years to obtain an annual rate. UltraSystems will confer with the City to determine a significance threshold for the amortized emissions.

Task 2.3: Cultural Resources Assessment (CRA). UltraSystems will prepare a CRA with a Phase I records search for a one-mile radius from the project site. The CRA will be completed pursuant acceptable industry standards and in full compliance with the requirements of CEQA and its implementing guidelines, as amended. The Native American Heritage Commission (NAHC) will be contacted to request a search to identify Sacred Lands and culturally significant sites, if any, and obtain a list of Native American tribes, organizations and interested individuals that should be contacted to provide information on culturally important sites within the 0.5-mile Area of Potential Effect (APE). UltraSystems will also consult with City staff before contacting any Native American tribes.

Prehistoric and historic archaeological literature and record reviews would include prior General Plan information, EIRs, cultural technical reports, site records, previous assessments, research designs, monitoring programs, and related cultural documentation to identify cultural resources within the APE. Records will be reviewed at the at the local California Historic Resources Information Systems (CHRIS) Center.

A pedestrian survey of the project site following standard professional archaeological procedures will be conducted to determine if cultural resources are present on the surface and identify areas with a high probability of containing subsurface cultural resources. Artifacts, features, sites and structures greater than 50 years of age will be photographed and recorded. Based on these data, a Phase I Cultural Resource Survey Report would be prepared to: (1) document research methodology and findings; (2) provide recommendations for avoidance or preservation of cultural resources that may be encountered during construction or other project activities; and (3) provide mitigation measures to protect and preserve cultural resources if avoidance is not feasible in compliance with CEQA and local standards. A site record and/or site record update will be completed and submitted

to appropriate agencies upon completion of the field survey. Where impacts are identified, UltraSystems will work with the lead agency to develop appropriate and feasible mitigation measures in full compliance with CEQA and its implementing Guidelines.

Deliverable: *The CRA analysis will be submitted to the City for its review. It is anticipated that there will be no more than two rounds of review before the CRA is finalized by UltraSystems.*

Task 2.4: AB 52 and Tribal Cultural Resources Technical Services. UltraSystems will assist the Lead Agency with Assembly Bill 52 (AB 52) compliance. If the Lead Agency does not already have a Native American tribal contact list, UltraSystems will assist by requesting such a list from the Native American Heritage Commission and will prepare a template letter to ask recommended tribes if they wish to be on it the agency's contact list, using lead agency letterhead and contact information.

UltraSystems will assist the lead agency to initiate AB 52 consultation with tribes by preparing a template letter describing the project and asking if the tribe wishes to participate in AB 52 consultation specific to the project. UEI can prepare a single basic template letter for the agency to use or it can prepare the letters to all listed tribes, using lead agency letterhead and contact information. Once government-to-government consultation is initiated, UEI cultural resources staff can join in consultation meetings at the request of the lead agency to provide information and advice as requested.

Task 2.5: Energy Assessment. The types of energy use that must be addressed include fuel consumption by mobile sources and fuel consumption by construction equipment; Title 24 building energy use (such as that used by HVAC and lighting); and non-Title 24 building energy use (such as appliances and electronic devices). Fuel consumption data may be determined either directly or by back-calculation from the emissions software discussed above. The energy assessment will be incorporated into the Energy Section of the Initial Study; no stand-alone report will be produced.

Task 2.6: Phase I Environmental Site Assessment. UltraSystems, via its sub-consultant, Citadel EHS, will prepare a Phase I Environmental Site Assessment (ESA) for the proposed collection facility project. The content of the Phase I ESA will be consistent with the American Society for Testing and Materials International (ASTM) 2013 guidance (Designation Number E1527-13) and the United States EPA Standards and Practices for All Appropriate Inquiries (AAI). The objective of this assessment is to evaluate whether past or current activities have resulted in "recognized environmental conditions," as defined in ASTM E1527-13 and AAI. The key work efforts are described below.

- Review readily available maps and reports pertaining to the site. The client is requested to provide copies of documents in their possession. Conduct interviews with property representatives, if readily available, regarding the environmental status of the site.

- Perform a site reconnaissance to visually observe areas of possibly contaminated surficial soil or surface water, improperly stored hazardous materials, possible sources of polychlorinated biphenyls, and possible risks of contamination from activities at the site and adjacent properties.

- Review readily available local regulatory agency files for the site. Requests are made to the County Department of Health Services, SCAQMD, and the local Fire and Building Departments. Other agencies that may be contacted, depending on site history and conditions, include the local California Regional Water Quality Control Board office and the State of California Department of Toxic Substances Control.

- Review available regulatory agency databases for the site and for properties located within a specified radius of the site. The purpose of this review is to evaluate the possible environmental impact to the site. Databases will report locations of known hazardous waste sites, landfills, and leaking underground storage tanks (LUSTs), permitted facilities that use underground storage tanks, and facilities that use, store, or dispose of hazardous materials.

- Review readily available historical documents, including aerial photographs (site and adjacent properties), Sanborn Insurance Maps (site and available adjacent properties), Building Department Records (site only), reverse city directories (site and available adjacent properties), and topographic maps, as appropriate.

- The Phase I ESA report will document findings and provide opinions and recommendations regarding possible environmental impacts on the site. Color photographs of the site will be provided in the report.

Task 2.7: Noise Assessment. UltraSystems will prepare a noise impact assessment for the proposed project. This study will document ambient noise levels experienced along the studied roadway segments and at the property lines to the project site. It will estimate noise levels with project operation and existing sources of literature documenting stationary sources. Ambient noise levels will be documented using a Quest Technologies, SoundPro, DL-1-1/3 noise meter that meets the standards outlined in ANSI/ASA S1.13-2020 (American National Standard Measurement of Sound Pressure Levels in Air).

- Noise levels generated by construction and operational activities will be calculated. UltraSystems has substantial experience with calculating noise levels, including demolition and site preparation, excavation, and building construction. Estimated construction noise levels will be compared to the City of Gardena's General Plan Noise Element, and the Municipal Code to determine whether significant impacts would occur. Using noise prediction modeling, UltraSystems will determine the potential for the project to cause a substantial permanent noise to increase above levels without the project at the property line.

- Predicted noise levels will be compared to adopted thresholds and goals, policies, and objectives from the General Plan and conclusions will be drawn as to whether any potential increase would represent a significant acoustic impact requiring mitigation. Noise levels generated by onsite uses, machinery during construction and operation, construction trucks and operation vans, landscape equipment, will also be discussed and compared to adopted standards. Mitigation will be proposed for all significant noise impacts.

- Use of heavy earthmoving equipment during construction can generate enough vibration to adversely affect nearby receivers. UltraSystems will perform a vibration screening analysis, using methods and reference vibration levels from the Federal Transit Administration's *Transit Noise and Vibration Impact Assessment Manual* (2018) to determine whether construction vibration would be high enough to damage structures or cause annoyance to sensitive receivers.

Task 2.8: CEQA VMT Screening Analysis. UltraSystems would utilize subconsultant RK Engineering for this task. The purpose of this study is to demonstrate that the project would not require a full VMT analysis per the City VMT requirements. The project is expected to be considered a local-serving

project that may be presumed to have a less than significant impact absent substantial evidence to the contrary.

- Discuss the project with the City's Traffic Engineer and confirm the project description.
- Perform an initial project screening assessment to determine whether the project may be presumed less than significant.
- Provide a qualitative discussion to address the VMT requirement for the project.
- Summarize the results of the analysis in a memorandum letter report.

MAJOR TASK 3.0: ADMINISTRATIVE DRAFT INITIAL STUDY (IS), MITIGATED NEGATIVE DECLARATION (MND), AND MITIGATION MONITORING AND REPORT PROGRAM (MMRP)

Task 3.1: Administrative Draft Initial Study. UltraSystems will prepare an Initial Study (IS) pursuant to CEQA § 21080 and §§ 15060 through 15065 of the CEQA Guidelines. Technical analyses (refer to **Major Task 2.0**) will be conducted for different environmental resource areas, as needed, and well-supported responses for all questions listed in CEQA Appendix G will be provided. Environmental issues to be considered include the following topical areas, including the required Mandatory Finding of Significance.

Environmental Topical Areas		
Aesthetics	Greenhouse Gas Emissions	Population/Housing
Agriculture and Forestry Resources	Hazards & Hazardous Materials	Public Services
Air Quality	Hydrology/Water Quality	Recreation
Biological Resources	Land Use/Planning	Transportation/Traffic
Cultural Resources	Mandatory Finding of Significance	Tribal Cultural Resources
Geology/Soils	Mineral Resources	Utilities/Service Systems
Energy	Noise	Wildfire

The following provides an annotated Table of Contents of the Initial Study.

- **Section 1.0 Introduction.** This section of the Initial Study will describe the contents of the document, its purpose and statutory authority, and summarize its findings. It will also provide information regarding the project site and its environment.

- **Section 2.0 Project Description**. This section will discuss the proposed site plan. It will describe the dimensions and design of the proposed structures; their operational characteristics; and project construction.

- **Section 3.0 Determination**. This section contains the Lead Agency's formal statement that it has determined that a Mitigated Negative Declaration will be prepared.

- **Section 4.0 Evaluation of Environmental Impacts.** This is where the assessment of impacts is presented and for each environmental topic identified above this section will describe the physical and regulatory settings, identify thresholds of impact significance, identify any significant or potentially significant impacts, and if warranted, identify mitigation measures.

- **Section 5.0 References, List of Acronyms, and List of Preparers.**

- **Appendices**: All Technical Reports and other substantive information.

The information developed in the IS will serve as substantial evidence that supports a preliminary conclusion that: (1) the project would not produce a significant effect on the environment, and a Negative Declaration (ND) may be issued, or (2) the project would not produce a significant effect on the environment provided that certain mitigation measures are implemented, and a Mitigated Negative Declaration (MND) may be issued, or in an unlikely situation (3) an Environmental Impact Report (EIR) should be prepared.

Should the City determine that, based on the Initial Study, there is no substantial evidence that the project would cause a significant effect on the environment, or that certain measures would avoid or mitigate potentially significant effects to a level of insignificance, UltraSystems would prepare a Mitigated Negative Declaration (MND) for the project. Based on the available information, UltraSystems anticipates the preparation of an IS/MND, as previously noted.

Task 3.2: Administrative Draft MND and Mitigation Monitoring Program. UltraSystems will use the Initial Study as the basis for preparation of the administrative draft MND. Mitigation measures would be selected to avoid or reduce potential environmental impacts to less than significant levels, where feasible. UltraSystems will also prepare a draft MMRP pursuant to CEQA Guidelines § 15097. The MMRP will specify: (1) the responsibility for implementation; (2) the timing for implementation; (3) the mechanisms of monitoring activities, including the frequency, contact and format for reporting requirements; and (4) the content, requirements, and ultimate disposition of a Final MMRP. UltraSystems will submit the administrative draft IS/MND and MMRP to City staff for review and comment.

Deliverables: *One electronic of the Administrative Draft Initial Study/Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program will be submitted to the City for review. UltraSystems is expecting up to two rounds of lead agency staff comments on the Administrative Draft document.*

TASK 4.0: PUBLIC DRAFT INITIAL STUDY, MITIGATED NEGATIVE DECLARATION, AND MITIGATION MONITORING PROGRAM

Task 4.1: Public Draft IS/MND and MMRP. After receipt of the City's comments on the administrative draft IS/MND and MMRP, UltraSystems will revise the administrative Draft IS/MND and MMRP. Based on the comments received, we will resubmit the Draft IS/MND to the City as the Public Draft IS/MND. After City's review and approval, UltraSystems will finalize the Draft IS/MND for print and public circulation.

We anticipate that the City will be responsible for distribution of the Public Draft IS/MND and submission of the Public Draft IS/MND to the State Clearinghouse for review by state agencies.

Deliverables: O*ne electronic copy of the Public Draft Initial Study/Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program will be provided to the City.*

TASK 5.0: PUBLIC AND AGENCY REVIEW

Task 5.1: Public and Agency Review of Draft IS/MND. This task facilitates UltraSystems' efforts to assist the City with their distribution obligations of the Draft IS/MND. UltraSystems will be responsible for the reproduction of three hard copies of the Draft IS/MND.

Deliverables: *Two hard copies of the Draft IS/MND will be submitted to the City.*

Task 3.5: Notice and Circulate Draft IS/MND/MMRP. UltraSystems will work with the City to compile the distribution list for the Draft IS/MND. UltraSystems will identify Local, Responsible and Trustee agencies defined in CEQA Guidelines §§ 15381 and 15386, and will consult with each, as appropriate, to satisfy Public Resource Code (PRC) § 21080.3 and CEQA Guidelines § 15063(g). UltraSystems will submit the draft distribution list to the City for review and comment. UltraSystems will also prepare a master copy of the Public Draft IS/MND/MMRP for reproduction. UltraSystems will coordinate the production of copies for public distribution and deliver the environmental document (IS/MND/MMRP) to the State Clearinghouse.

UltraSystems will complete the following tasks on behalf of the City.

- Prepare and distribute a Notice of Intent to Adopt an MND (NOI) to the Los Angeles County Clerk and State Clearinghouse to announce the 30-day public review period as required by Public Resources Code § 21091(b) and CEQA Guidelines § 15073(a). UltraSystems will also post the NOI in a local paper of general circulation.
- Prepare and distribute a Notice of Completion (NOC) which will also serve as the environmental document transmittal form to all recipients of the NOI, public review Draft IS/MND/MMRP, NOI, and Draft MMRP.
- Mail up to 25 required notices to affected agencies and interested persons or stakeholders. Mailings will be via US mail. The NOI will indicate the final day for accepting written comments.

TASK 6.0: FINAL IS/MND/MMRP/PUBLIC HEARINGS/NOD

Task 6.1: Response to Comments. UltraSystems will prepare responses to environmental comments received on the Draft IS/MND. Upon receipt of comment letters on the IS/MND during the 30-day review period, UltraSystems would review the content of the letters to determine the nature and extent of the needed response to comments (RTCs) effort. This scope of work assumes UltraSystems will prepare responses for up to **20 individual environmental comments** received on the Draft IS/MND. The RTCs would be provided to the City, and after receiving one set of consolidated comments from the City, the RTCs would be finalized. Responding to more than 20 individual comments (some letters may contain more than one comment) would be done on a time and materials basis with prior approval by the City.

Task 6.2: Final IS/MND and Mitigation Monitoring and Reporting Program. UltraSystems will prepare the final IS/MND that will include revisions to the Draft IS/MND based on comments received. If required, UltraSystems will assist the City in soliciting and incorporating the views of Responsible and Trustee Agencies regarding the scope and appropriateness of the monitoring and reporting program and finalize the MMRP.

Deliverables: *UltraSystems will submit two hard copies of the Final Initial Study/MND to the City.*

Task 6.3: Public Hearing Attendance. UltraSystems will attend one public hearing for the proposed project to answer questions regarding the environmental document and impact analyses. If required, UltraSystems, in cooperation with City staff, shall prepare any materials that would be required and will participate at such meetings to the extent determined appropriate. Should environmental issues arise at those hearings requiring additional investigation(s) beyond the scope of this proposal, UltraSystems will provide the City with specific recommendations concerning an appropriate response(s) and, following the City's authorization to proceed, will undertake the preparation of any additional studies that may be required as determined by the City. Attendance at additional public

hearings beyond the one identified above would be compensated for in accordance with the terms and conditions contained in our *Standard Rate Schedule*.

Task 6.4: Notice of Determination. UltraSystems will prepare the project Notice of Determination (NOD) and the City will post it with the Los Angeles County Clerk after the City has adopted the Final IS/MND. A copy of the NOD will also be sent electronically by the City to the State Clearinghouse (OPR) for its file.

Deliverables: *One electronic copy of the Draft and Final Response to Comments, and Final IS/MND including the Final MMRP. One electronic copy of the NOD.*

3.0 PROJECT SCHEDULE

For the IS/MND, UltraSystems proposes a reasonable performance schedule for this proposed project which would have the CEQA compliance document ready to go to public hearing in approximately **6 months** from commencement. This schedule assumes that there are no substantial changes or revisions to the proposed project description after project initiation, and that all requested project information is received by UltraSystems on time.

As indicated in **Table 3.0-1**, the estimated duration to prepare the IS/MND from initiation through District adoption of the IS/MND will be approximately **21 weeks**, assuming that there are not any unforeseen circumstances and no project description changes.

Table 3.0-1
PROJECT SCHEDULE

TASKS	TASK DURATION (IN WEEKS)	CUMULATIVE DURATION (IN WEEKS)
Attend Project Kick-Off Meeting	<1	<1
Prepare Project Description (include 1 week of District review and 1 week of UEI revisions)	4	5
Air Quality/GHG Impact Analysis	3	8
Cultural		
Energy		
Phase I ESA		
Noise Study		
VMT Analysis		
Screencheck Initial Study	3	11
City Review (1 week)	1	12
Proof check IS, Print check IS, MMRP	1	13
City Review (1 week)	1	14
Prepare NOI and NOC	1	15
Circulation Period (30 days)	4	19
Response to Comments	2	21
Public Hearing (1)	**TBD**	**TBD**
Project Management and Coordination	**Continuous**	**Continuous**
AB 52 Support	**Continuous**	**Continuous**
	TOTAL	**21**

Assumptions:

1. Task 1.0 is assumed to be the week that UltraSystems is provided written authorization to begin work.
2. UltraSystems is not responsible for schedule delays beyond its control (e.g., for project description changes or delays in providing pertinent project information).
3. Tasks may be performed concurrently within the same week, begin concurrently, or both.
4. Weeks are assumed to be working days consisting of five days per week.
5. The public hearings/meetings would take place at the City's or designated CEQA Lead Agency's discretion.
6. Each City review round will consist of **two weeks**.
7. Each UltraSystems revision round will consist of **one week**.

4.0 RELATED PROJECT EXPERIENCE – RECYCLING FACILITIES OR INDUSTRIAL

PROJECT: ORANGE COUNTY WASTE CONVERSION TECHNOLOGY

Task: Preparation of Initial Study to evaluate alternative solid waste conversion technologies
Client: County of Orange Waste & Recycling, c/o Clements Environmental

As a subcontractor to Clements Environmental, UltraSystems was part of a consultant team that evaluated the feasibility of using various non-combustion-based technologies to convert municipal solid waste to electricity, fuel, and/or other economically useful products at seven candidate landfill sites. UltraSystems was responsible for two key areas of the evaluation. First, we identified and described in detail all the procedures, issues and potential roadblocks involved in obtaining air permits for the main types of equipment that would be used in conversion processes, and in developing the documentation for CEQA clearance. Subsequently, UltraSystems performed a "screening initial study" for each of two high-priority sites. Using the initial study checklist in Appendix G of the CEQA Guidelines, we identified impacts that were potentially significant and would have to be evaluated in depth in an environmental impact report.

PROJECT: LOS ANGELES CONVERSION TECHNOLOGIES

Task: Evaluation of technologies to convert post-recycling solid waste into marketable products
Client: Alternative Resources, Inc. (ARI)

The objective of this project, which was sponsored by the Los Angeles County Department of Public Works, was to identify and evaluate innovative technologies for converting post-recycling municipal solid waste into energy and/or marketable products, and to do the same for material recovery facilities (MRF) where the technologies might be located. UltraSystems assisted in all phases of the technology review, including designing vendor questionnaires, reviewing process designs, estimating emissions and helping to interview prospective vendors. UltraSystems also toured MRFs in Southern California and helped evaluate their suitability for the program. One of our major contributions to the project was to identify South Coast Air Quality Management District rules and programs that were directly relevant to waste conversion technologies. We also provided step-by-step approaches for obtaining air permits, and described the advantages and disadvantages of options at each step. Finally, UltraSystems contributed to the draft and final reports to the County.

PROJECT: POMONA MATERIALS RECOVERY FACILITY AND TRANSFER STATION – EIR
Task: Preparation of an EIR
Client: City of Pomona, Community Development Department

UltraSystems prepared a project-level EIR for the development and operation of a regional 6,000-ton-per-day Materials Recovery Facility (MRF) serving the eastern San Gabriel Valley. The proposed project consisted of the development, operation and maintenance of a MRF within the City of Pomona. The approximately 25-acre facility would receive, process, recycle and compact up to 6,000 tons per day of municipal solid waste from the City of Pomona and other San Gabriel Valley cities. After processing and inspection, residual waste from this facility would be transported by transfer trucks to local Class III landfill sites for end disposal. If no landfill space is available locally, residual waste would be processed, then compacted into intermodal containers and transported via rail systems to remote Class III landfill locations (within the state or out of state).

PROJECT: CITY OF VISTA MATERIAL RECOVERY AND TRANSFER STATION
Task: Preparation of an IS/MND
Client: City of Vista
UltraSystems prepared an Environmental Impact Report (EIR) for a proposed 1,500-ton-per-day Materials Recovery Facility and Transfer Station with rail-haul capabilities in Northern San Diego County. UltraSystems worked with the City of Vista (Vista) and a five-city joint powers authority (JPA) to prepare a comprehensive environmental impact report (EIR) for a regional materials recovery facility/transfer station (MRF) proposed within the City. The proposed Vista MRF/Transfer Station will provide a central location within northern San Diego County (County) for the consolidation of solid waste materials and transfer to regional landfill locations. The Vista MRF/Transfer Station will accept residential, commercial, construction, demolition, and industrial solid waste for recycling and transfer to selected landfills. At build-out, the Vista MRF/Transfer Station will have a maximum peak throughput of 2,500 tons per day (tpd). The facility will be designed in two phases: Phase I will average 1,000 tpd and accommodate peak demands of up to 1,700 tpd; Phase II will average 1,500 tpd and be designed to accommodate a peak demand of 2,500 tpd.

PROJECT: REVIEW OF COUNTY OF RIVERSIDE EDOM HILL LANDFILL AND CITY OF PALM SPRINGS NORTH PALM SPRINGS MATERIAL RECOVERY FACILITY - PEER REVIEWS
Task: Peer Review of IS/MND
Client: City of Cathedral City
UltraSystems has prepared several peer reviews on behalf of the Cathedral City. One such project was to evaluate a project/applicant-prepared IS/MND for a proposed Transfer Station within the City's jurisdiction, next to the Edom Hill Landfill currently operated by the County of Riverside and another NOP/EA prepared by the City of Palm Springs to construct the proposed North Palm Springs Material Recovery Facility. Both facilities would accept up to 3,000 tons per day of waste. UltraSystems reviewed all technical studies and provided support to City staff for the MND and EA prepared.

PROJECT: COLTON INLAND RECYCLING FACILITY - EIR

Task: Prepared an EIR
Client: Taormina Industries – City of Colton

UltraSystems prepared an IS/MND for the proposed Inland Recycling Facility. The subject property is 6.14 acres. In August 1999, under DCV-33-99, a materials recovery facility (MRF), also known as the Colton Disposal Facilities Development Project, was granted a CUP by the City for these uses: a truck storage yard, truck maintenance facility, solid waste recycling and processing center, public buy-back/recycling center. The proposed project would amend th e existing CUP and grant the facility the right to accept mixed municipal solid waste from customers, including residential/commercial/industrial throughout the City of Colton and San Bernardino County.

Environmental documentation is UltraSystems' core business. Since 1994, we have prepared and/or contributed to hundreds of environmental impact reports (EIR) under the California Environmental Quality Act (CEQA). We are also frequently called upon to prepare other related documents, such as initial studies, mitigated negative declarations and environmental assessments. When stand-alone technical studies are required for an EIR, UltraSystems' in-house staff usually prepares those for aesthetics/visual impacts, agricultural resources, air quality, biological resources, jurisdictional delineation, cultural resources, hazards and hazardous materials, land use/planning, noise and vibration, population/housing and utilities/service systems. For other technical areas such as traffic, we have developed excellent working relationships with specialized technical consultants, such as those proposed for this project.

Additionally, UltraSystems' staff has solid experience working on industrial projects. Brief project descriptions for selected projects completed by UltraSystems.

- Fontana, Calabash Warehouse – IS/MND | 212,420 sq. ft. w/25 docks
- Fontana, Sierra Summit Warehouse - IS/MND & Tech. Studies | 102,380 sq. ft.
- San Dimas, Allen/Cataract Warehouse - IS/MND & Tech. Studies | 64,422 sq. ft.
- Palmdale, Seefried Industrial Properties Warehouse - Biological, Regulatory, GIS | 113.69 acres
- Fontana, Summit Warehouse - IS/MND & Tech. Studies | 102,380 sq. ft.
- Fontana, Beech Warehouse - EIR Addendum & Tech. Studies | 167,958 sq. ft.
- Fontana, Clover Warehouse - EIR Addendum & Tech Studies | 126,807 sq. ft
- Fontana, Mango Avenue Industrial - IS/MND & Tech Studies | 115,100 sq. ft.
- Fontana, Conco Companies Warehouse – IS/MND & Tech Studies | 106,289 sq. ft.
- Grand Terrace, Industrial Semi-Trailer Storage Facility Peer Review | 650 truck container and trailer storage
- Fontana, Slover Logistics Center, IS/MND & Tech Studies | 109,630 sq. ft
- Fontana, Boyle Warehouse - EIR Addendum & Tech Studies | 126,655 sq. ft.
- Fontana, Calabash Trailer Storage Facilities | 4.59 acres
- Fontana, DCT Jurupa Logistics Center - EIR Addendum & Tech Studies | 104,530 sq. ft.
- Fontana, Mulberry Trailer Storage Facility - IS/MND & Tech Studies | 11.96 acres
- Temecula, Dendy Industrial Warehouse - IS/MND & Tech Studies | 326,641 sq. ft.
- Temecula, MS Mountain View Warehouse – IS/MND & Tech Studies | 80,819 sq. ft.

- Victorville, Space Center Warehouse and Distribution - Biological & Regulatory | 996,520 sq. ft.
- Mira Loma, Space Center Warehouse and Distribution - Biological | 1,063,599 sq. ft.
- Redlands, Kite Realty Group, Warehouse - Phase I ESA |28.6 acres
- Fullerton, Hunt-Wesson Industrial, Lincoln Properties - IS/MND & Tech Studies | 1,259,923 sq. ft.
- Fontana, Calabash Warehouse – IS/MND | 207,150 sq. ft. w/25 docks
- Fontana, ABF Freight Almond/Banana - EIR Addendum | 18,240 sq. ft. additional truck docks and trailer storage
- Chino, CSG Pallet Industrial – IS/MND | 22,267 sq. ft. manufacturing facility
- Redlands, Sessums Drive Industrial – IS/MND & Peer Review of Tech Studies | 6 buildings totaling 263,328 sq. ft.

5.0 SUBCONSULTANTS

The following information provides a summary description of our two specialized subconsultants, **Citadel EHS** (Phase I ESA) and **RK Engineering** (CEQA VMT Screening Analysis), both of whom have existing working relationships with UltraSystems and have successfully completed numerous projects for our firm.

CITADEL EHS – PHASE I ENVIRONMENTAL SITE ASSESSMENT

Citadel EHS (Citadel) is a market-leading, employee-owned Environmental, Health, and Safety (EHS) consulting firm that understands how the 'built environment' is developed, operated, occupied, and, eventually, deconstructed. Our expert team possesses an integrative knowledge base of Architecture, Industrial Hygiene, Safety, Construction, Geology, Sustainability and more that together ensure the most comprehensive strategy and solution for our clients. **Mark Drollinger, M.Eng., CSP, CHMM, EIT,** is a Principal at Citadel EHS, and would lead the preparation of the Phase I ESA work.

ENGINERRING | CEQA VMT Screening

RK Engineering Group, Inc. (RK) is a full-service transportation engineering firm that designs strategies to effectively manage traffic flow and parking demand for vehicles arriving and departing your facility. **Justin Tucker, BS, PE** a Principal of the firm, would lead the technical peer review of the VMT Screening and traffic impact report for this project.

6.0 QUALIFICATIONS AND CAPABILITIES

6.1 Firm Overview

UltraSystems Environmental (UltraSystems) is a full-service planning and environmental consulting firm. Founded in 1994, UltraSystems is headquartered in **Irvine**, California. For over **31 years**, UltraSystems has provided consulting services to public agencies throughout California, having successfully prepared over **7,000** environmental reports, engineering studies and other technical studies for these and other private sector clients.

We are confident that our extensive experience, together with our **52** in-house professionals, will bring a level of professional project management and technical expertise to this assignment which will ensure the delivery of California Environmental Quality Act (CEQA) compliance documents that are technically comprehensive and legally defensible. The latter is best demonstrated by the fact that

since our inception, not one of the CEQA compliance documents that we have prepared has been successfully subjected to a legal challenge, despite our involvement with some of the most controversial projects in the region.

The following requested information is provided about the company, depicting its legal entity name, FEIN, and Dun & Bradstreet identification numbers, along with other relevant information about the firm.

FIRM PROFILE	
Company Name:	Environmental UltraSystems Incorporated (UltraSystems)
Corporation Type:	UltraSystems is a S Corporation (C1747565). It is privately held.
Headquarters:	16431 Scientific Way, Irvine, CA 92618 T: 949/788-4900 | F: 949/788-4901
Website:	https://ultrasystems.com/
Year Incorporated:	July 14, 1994 | S-Corp
FEIN:	33-0623499
D&B Number:	87924-8243
Years in Business:	31
Organizational Structure:	Flat, with six distinctive Groups. Including: (1) AQ, Noise, GHG; (2) Biological Services; (3) Cultural Resources; (4) GIS; (5) Environmental; (6) Water Resources.
Diversity Certifications:	➢ Disadvantaged Business Enterprise (DBE) ➢ Small Business Enterprise (SBE) ➢ Woman-owned Business Enterprise (WBE) ➢ Federal Woman-owned Small Business (WOSB) ➢ **DIR # 1000369051**
Contact for the Contract:	Betsy A. Lindsay, President/CEO | E: blindsay@ultrasystems.com T: 949/788-4900 x227
Number of Employees:	Full/Part-time employees in Irvine = 52
NAICS:	541620, 541330, 541370, 541618, 541720, 541690, 541990
Office Locations:	Irvine and Grass Valley

6.2 Business Information

The preparation and review of CEQA/NEPA documents and related technical studies have been a **core service** of UltraSystems since our inception in 1994. This expertise includes coordination with local, state, federal and other governmental agencies; managing public participation programs; issuing necessary legal notices; and incorporating the environmental document(s) into the overall planning process.

UltraSystems regularly acts as an extension of staff for public agencies to perform all required public and agency notifications for CEQA/NEPA environmental review documents. After review, UltraSystems handles the logistics of distribution, publication, and notifications per Government Code requirements.

6.3 Proposed Staffing and Project Organization

UltraSystems has assembled a Project Team with the necessary resource capacity and availability to successfully deliver on this important project. Project Team members are identified below, and key resumes are attached in an **Appendix.**

Table 6.3-1 below identifies the UltraSystems Project Team and their roles on this project. All technical work related to the IS/MND would be performed by UltraSystems staff.

Table 6.3-1
ULTRASYSTEMS PROJECT TEAM

Name/Title	Project Role	Yrs. Exp.
Management Leads		
Betsy Lindsay, MURP, ENV SP **Project Director**	*Contract Administration, Resource Allocation, Budget Control and Overall CEQA Compliance - **QA/QC***	30+
Robert Reicher, MBA, ENV SP **Senior Project Manager**	*Project Management, Schedule, Project Description, CEQA Deliverables **QA/QC** – **Primary Point of Contact***	40+
Key Technical Leads		
Dr. Michael Rogozen, D. Env. **Senior Principal Engineer**	*Air Quality, Greenhouse Gas Emissions, Energy, Noise*	40+
Megan Doukakis, MS **Archaeologist**	*Cultural Resources, Tribal Cultural Resources, AB 52 Assistance*	14
Billye Breckenridge, BS **GIS Manager**	*GIS, Spatial Analysis, Land Use, Alternatives, Cumulative Effects, Mandatory Findings of Significance,*	26
Michael Milroy, MS **Project Manager**	*Geology and Soils, Hazardous Materials, Hydrology, Mineral Resources*	19
Steven Borjeson, BA **Senior Planner**	*Aesthetics, Agricultural Resources, Recreation, Wildfires*	12
Victor Paitimusa, BA, ENV SP **Senior Planner**	*Population and Housing, Public Services, Utilities/Service Systems, Recreation*	6
Subconsultants		
Mark Drollinger, M.Eng., CSP, CHMM, EIT **Principal** **Citadel EHS**	*Hazardous Materials – Phase I ESA*	30
Justin Tucker, P.E., T.E., Principal **RK Engineering**	*CEQA VMT Screening Assessment*	20

6.4 Key Management for this Project

Presented below are the bios of Betsy Lindsay, Project Director, and Robert Reicher, UltraSystems' designated Senior Project Manager. Mr. Reicher will be the Primary Point of Contract with City staff throughout the contract performance period.

BETSY LINDSAY, MURP, ENV SP | Principal-in-Charge/Project Director

As UltraSystems' Principal, Ms. Lindsay will ensure client satisfaction with those services provided by Ms. Lindsay has over 40 years of experience, has successfully prepared over 500 environmental documents for a broad spectrum of projects, and has managed over 20 large-scale, on-call/as-needed contracts that have encompassed 1,000's of task orders relating to public agency projects. Below are listed some of the EIRs and other environmental documents that she has been involved with in Southern California.

EDUCATION

- M.S., Urban and Regional Planning, California State Polytechnic University, Pomona, CA
- B.S., Geography, California State University, Long Beach, CA

ENVIRONMENTAL EXPERIENCE – SOLID WASTE AND RECYCLING

- Compliance Monitoring Services, Sunshine Canyon Landfill, Sylmar – current
- Compliance Monitoring Services, Chiquita Canyon Landfill, Castaic – current
- City of Pomona Materials Recovery Facility, Pomona - EIR
- SWT Transfer Station in the City of Compton – IS/MND
- Orange County Waste Conversion Technology – Initial Study
- Vista Materials Recovery Facility and Transfer Station - EIR
- Cathedral City, County of Riverside Edom Hill Transfer Station – Peer Review
- Republic Services, Bel-Art Transfer Station, Long Beach – IS/MND
- Inland Regional Recycling Facility, Colton - EIR

ROBERT REICHER, MBA, ENV SP | Senior Project Manager

Mr. Reicher has been active in the real estate and real estate-related industries for over 40 years, holding positions with major developers and independent consulting firms. He has served as an advisor and consultant to many prominent builders, developers, major corporations, lenders, and government agencies throughout the nation and has provided expert witness and litigation support services for both public and private sector entities. As a Senior Project Manager at UltraSystems, he has managed teams of environmental consultants, planners and technical analysts for projects in all major land uses, including residential, retail, commercial office, mixed use, medical, educational, institutional, recreational and logistics.

EDUCATION

- ❖ MBA, Marketing, University of Southern California, Los Angeles, CA
- ❖ B.S., Marketing, University of California Los Angeles (UCLA), Los Angeles, CA

PROFESSIONAL REGISTRATIONS, LICENSES AND AFFILIATIONS

- Envision Sustainability Professional (ENV SP)
- Real Estate Broker, State of CA
- Urban Land Institute, Member
- Who's Who in America
- Who's Who in the West

SELECT PROJECT EXPERIENCE

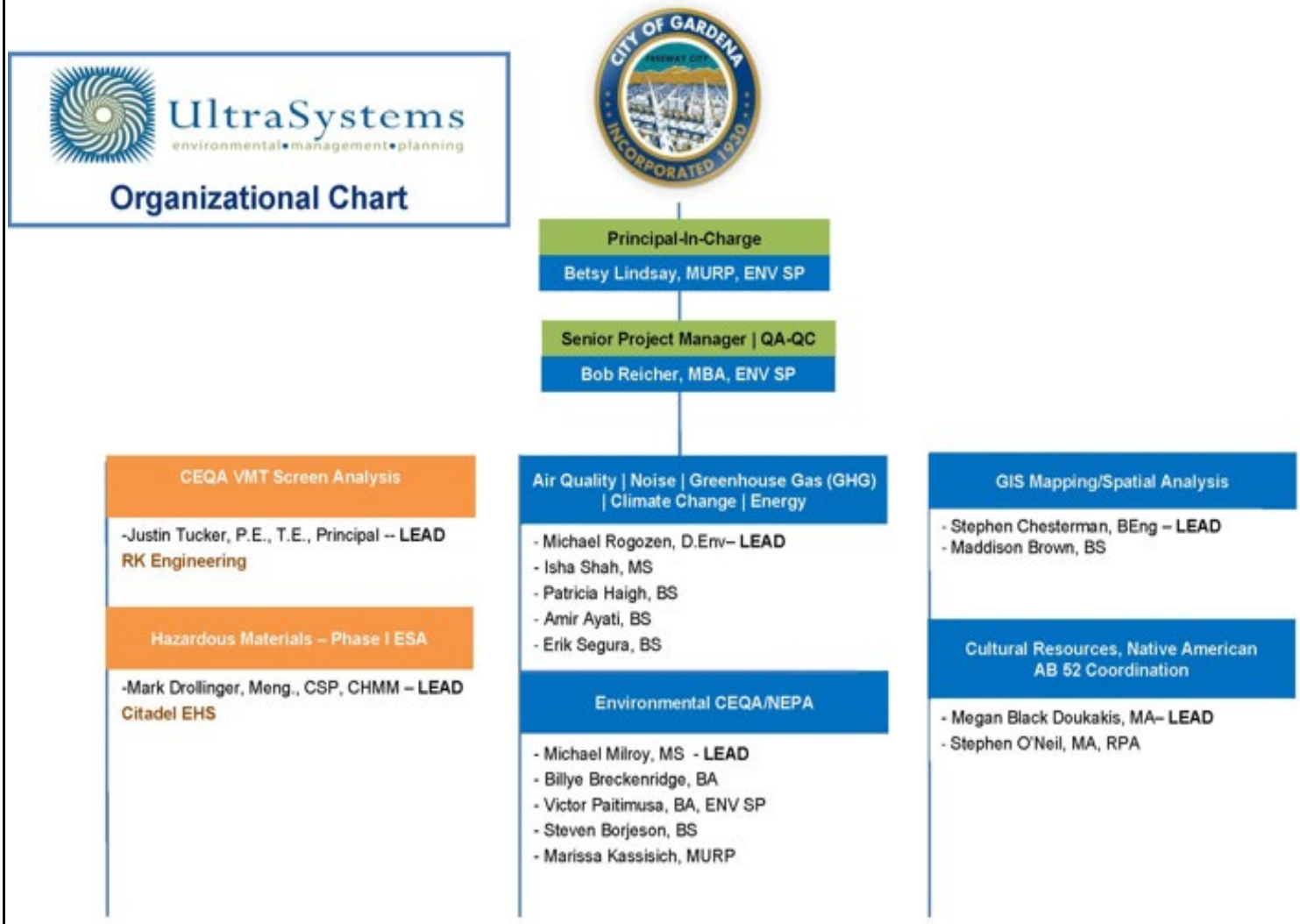
- Conco Companies Warehouse, Fontana – IS/MND & Tech Studies
- MS Mountain View Industrial Building, Temecula – IS/MND & Tech Studies
- Calabash Warehouse, Fontana – IS/MND & Tech Studies
- ABF Freight Almond/Banana, Fontana – EIR Addendum
- CSG Pallet Industrial, Chino – IS/MND
- Sessums Drive Industrial, Redlands – IS/MND & Peer Review of Tech Studies
- Santa Barbara County Calle Real Campus, Santa Barbara, CA -PEIR
- Kaiser Medical Center, Redlands, CA - EIR
- California High Speed Rail, Anaheim to Los Angeles Segment, Los Angeles and Orange Counties, CA – EA/FONSI
- The District at Jurupa Valley Specific Plan, Jurupa Valley, CA - EIR
- Fontana Civic Center Expansion, Fontana, CA – IS/MND
- Midland Plaza Shopping Center, Fontana, CA – IS/MND
- Los Angeles Regional Intercommunications System (LA-RICS), Los Angeles County, CA – EA/FONSI

6.5 Resumes

All Key Staff Resumes are provided in the **Technical Appendix** due to size.

6.6 Organization Chart

UltraSystems' Project Team organizational chart below depicts UltraSystems personnel that would be working on this project. All key individuals were selected by the Project Director based on their expertise and experience that would enable highest quality customer service and technical support for this specific contract.



7.0 REFERENCES

The list below provides references from public agency clients who will attest to the quality of environmental consulting services performed by UltraSystems.

Client	Scope of Services	Contact Name and Address
City of Fontana 8353 Sierra Avenue Fontana, CA 92335	**Fontana Civic Center** *IS/MND, Noise, Cultural, Air Quality, Greenhouse Gases, and VMT*	Rina Leung, Senior Planner T: 909/350-6566 E: rleung@fontana.org
Santa Barbara County 315 Camino Del Remedio Santa Barbara, CA 93110	**Calle Real Master Plan** *Program Environmental Impact Report (EIR) including technical studies*	Ashton Ellis, Senior Project Manager T: 805-568-2000 E: aellis@countyofsb.org
City of Redlands 35 Cajon Street, Suite 20 Redlands, CA 92373	**Kaiser Permanente Medical Center** *Initial Study, EIR, Cultural, Paleo, Noise, Biology*	Kevin Beery, Senior Planner T: (909) 798-7555 x1797 E: kbeery@cityofredlands.org

8.0 CCERTIVICATE OF INSURANCE AND CONTRACT ACKNOWLEDGEMENT

UltraSystems is agreeable with the Agreement in the RFP and has with executing it for a Contact Award. Additionally, our Typical Insurance Certificate is noted below.

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 11/8/2024

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
Roger Stone Insurance Agency
5015 Birch Street
Newport Beach CA 92660

CONTACT NAME:
PHONE (A/C, No, Ext): 949-265-4167 FAX (A/C, No): 949-757-0375
E-MAIL ADDRESS: josie@stoneins.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Admiral Insurance Co.	24856
INSURER B : Hartford Ins Group	914
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Ultrasystems Environmental Inc.
16431 Scientific Way
Irvine CA 92618

ULTRENV-01

COVERAGES **CERTIFICATE NUMBER:** 1578981932 **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			FEIECC1110712	11/10/2024	11/10/2025	EACH OCCURRENCE	$ 5,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 50,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 5,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 5,000,000
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 5,000,000
	OTHER:							$
A	AUTOMOBILE LIABILITY			FEIECC1110712	11/10/2024	11/10/2025	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	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)	$
								$
	UMBRELLA LIAB / OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB / CLAIMS-MADE						AGGREGATE	$
	DED RETENTION $							$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			72WECAT3CHK	9/1/2024	9/1/2025	X PER STATUTE / OTH-ER	
	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N (Mandatory in NH)	N / A					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	PROF LIAB RETRO DATE 9/9/1994 CONTRACTORS POLLUTION LIABILITY			FEIECC1110712	11/10/2024	11/10/2025	EACH OCCURRENCE EACH OCCURRENCE GEN AGGREGATE LIMIT	5,000,000 5,000,000 5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
General Liability Endorsements: Automatic Additional Insured Owners, Lessees or Contractors; Automatic Waiver of Subrogation; Blanket Primary and Non-Contributory Wording; Workers Compensation: Blanket Waiver of Subrogation
Certificate Holder will be added as Additional Insured upon written request
Deductibles: General Liability: $2500 Per Occurrence; Contractors Pollution: $5000 Per Wrongful Act; Professional Liability: $10,000 Per Wrongful Act

CERTIFICATE HOLDER

SAMPLE CERTIFICATE FOR INFORMATION AND BIDDING PURPOSES ONLY

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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9.0 COSTS (SEPARATE)

UltraSystems presents costs in a separate file as indicated in Planetbids.

10.0 CONFLICT OF INTEREST

UltraSystems has no financial, business, or other relationships with the City that may have an impact on the outcome of this contract or any resulting construction project.

UltraSystems has no relationship with the property or business owner.

APPENDIX

Key Personnel Resumes

Betsy A. Lindsay
Principal

UltraSystems
environmental•management•planning

Years of Experience
35+

Years with Firm
27

Education

- M.U.R.P., Master of Urban and Regional Planning, California State Polytechnic University, Pomona, CA, 1989
- B.A., Geography, California State University, Long Beach, CA, 1978
- Graduate Program, Public Policy and Administration, California State University, Long Beach, CA, 1992
- Graduate Program, Business Administration, Pepperdine University, Irvine, CA, 1991

Professional Affiliations

- American Planning Association
- Urban Land Institute
- Association of Environmental Professionals
- National Association of Women Business Owners
- National Association for Female Executives

Areas of Expertise

- CEQA
- NEPA
- Entitlement
- Energy
- Federal
- Institutional
- Infrastructure

PROFESSIONAL SUMMARY

Ms. Lindsay is the founder and chief executive of UltraSystems Environmental. A building industry veteran, she has 35 years of experience in environmental planning and permitting, preparing more than 400 environmental documents. Her background includes managing over 20 on-call professional service contracts for public agencies, which have included hundreds of projects. At UltraSystems, her day-to-day responsibilities include business and project management, contract administration, resource allocation, and quality control. She is responsible for overall project management, the preparation and processing of CEQA/NEPA documents, and associated entitlement obligations for large-scale public and private infrastructure projects.

SELECT PROJECT EXPERIENCE

Compliance Monitoring Services, Sunshine Canyon Landfill, Sylmar, CA

Ms. Lindsay serves as Principal in Charge for mitigation monitoring services at the Sunshine Canyon Landfill. The UltraSystems team performs site visits to monitor over 400 conditions of approval and/or mitigation measures and writes monthly and quarterly reports on the findings.

Sunshine Canyon Landfill Expansion, Sylmar, CA (City portion)

Ms. Lindsay served as Project Director responsible for oversight of all environmental documentation, preparation and entitlement processing for the proposed Sunshine Canyon Landfill in the City of Los Angeles. Also responsible for overseeing nine (9) participating sub-consulting firms, as well as an in-house environmental staff. This combined landfill would have an approximate 90-million tons of disposal capacity, with a planned maximum intake rate of 11,000 tons-per-day (tpd).

Sunshine Canyon Landfill Expansion, Sylmar, CA (County portion)

Ms. Lindsay served as Project Director for the proposed Sunshine Canyon Landfill in the County of Los Angeles responsible for preparing nine environmental documents, entitlement processing, including an Oak Tree and Conditional Use Permit (i.e., 51 project conditions and seven separate monitoring programs), for this project in the City of Los Angeles. She also assisted the County staff with the preparation of permit compliance documentation (i.e., pre-construction, construction, and operations) for required regulatory permits for project implementation. This landfill has an approximate 17-million tons of disposal capacity, with a planned maximum intake rate of 6,500 tpd.

City of Pomona Materials Recovery Facility, Pomona, CA

Ms. Lindsay served as Project Director for a 6,000-tpd Materials Recovery Facility (MRF) with rail-haul capabilities. She coordinated planning and environmental efforts with the City's Director of Public Works, Economic Development Director, City Planner, and the planned Facility Operator (i.e., Taormina Industries) in preparation of all environmental documents and citizen participation workshops. The proposed MRF project was one of the most highly controversial projects within the City of Pomona. However, all project documentation prepared by UltraSystems, under Ms. Lindsay's direction, was certified by the Planning Commission and City Council after several contentious public hearings.

SWT Transfer Station in the City of Compton, CA

Ms. Lindsay served as Project Manager for the proposed expansion of this transfer station. She was responsible for the preparation of environmental documentation, including the traffic, air quality, noise, and aesthetic portions of the Environmental Assessment, and project entitlements for daily capacity expansion at this facility.

Los Angeles County Conversion Technologies

Alternative Resources, Inc. (ARI)
Contact: Susan Higgins, P.E., T: 978/371-2054 x107, County Contact: Coby Skye, T: 626/ 458-5163
Project Dates: July 2006 – July 2007

This project, sponsored by the Los Angeles County Department of Public Works, was initiated to identify and evaluate innovative technologies for converting post-recycling municipal solid waste. The possible uses included energy and marketable products. UltraSystems assisted in all phases of the technology review, including designing vendor questionnaires, reviewing process designs, estimating emissions, and interviewing prospective vendors. UltraSystems representatives also toured material recovery facilities (MRFs) in Southern California and helped evaluate their suitability as sites for the program. As a major contribution, UltraSystems' personnel identified the South Coast Air Quality Management District rules and programs directly relevant to waste conversion technologies. The company also provided step-by-step approaches to obtain air permits, describing the advantages and disadvantages of options at each step. Finally, UltraSystems contributed to the draft report submitted to the County.

Orange County Waste Conversion Technology

Clements Environmental (County of Orange Waste & Recycling)
Contact: Chip Clements, T: 818/267-5100
Project Dates: March 2009 – August 2009

Interest is growing in converting non-recyclable waste into new uses, thereby reducing the amount of waste disposed at landfills. Interested in this trend, Orange County officials commissioned a study in January 2009 to evaluate conversion technology options for seven landfills, three of them in operation and four closed. UltraSystems' role in the project was to assess the environmental impacts among different conversion technology options. UltraSystems prepared a screening-level initial study for the three highest-ranked sites, and prepared major sections on the implications of relevant air quality and permitting regulations. The report was well-received by representatives of the County.

Pomona Materials Recovery Facility and Transfer Station

City of Pomona Community Development Department
Project Dates: 1994-2002

UltraSystems prepared a project-level EIR for the development and operation of a regional 6,000-ton per day (tpd) MRF serving the eastern San Gabriel Valley. The proposed project consisted of the development, operation, and maintenance of a MRF within the City of Pomona's jurisdiction. This approximately 25-acre facility would receive, process, recycle, and compact up to 6,000 tons per day of municipal solid wastes from the City of Pomona and other San Gabriel Valley cities. This MRF is equipped with rail-loading capabilities. After processing and inspection, residual wastes from this facility would be transported by transfer trucks to local Class III landfill sites for end disposal. If no landfill space was available locally, residual wastes would be processed, then compacted into intermodal containers and transported via rail systems to remote Class III landfill locations (within the state or out of state). Additional features of the MRF include a community buy-back center for the public to recover and recycle materials and an educational/environmental learning center.

Vista Materials Recovery Facility

City of Vista
Contact: Robin Putnam, City Planner, T: 760/726-1340
Project Dates: 1994-2002

UltraSystems prepared an Environmental Impact Report for a proposed 1,500-ton-per-day Materials Recovery Facility (MRF) and Transfer Station with rail-haul capabilities in Northern San Diego County. UltraSystems worked

with the City of Vista (Vista) and a five-city joint powers authority (JPA) to prepare a comprehensive environmental impact report (EIR) for a regional MRF/transfer station proposed within the City. The proposed Vista MRF/Transfer Station would provide a central location within northern San Diego County (County) for the consolidation of solid waste materials and transfer to regional landfill locations. The Vista MRF/Transfer Station would accept residential, commercial, construction, demolition, and industrial solid waste for recycling and transfer to selected landfills. At build-out, the Vista MRF/Transfer Station would have a maximum peak throughput of 2,500 tons per day (tpd). The facility would be designed in two phases: Phase I would average 1,000 tpd and accommodate peak demands of up to 1,700 tpd; Phase II would average 1,500 tpd and be designed to accommodate a peak demand of 2,500 tpd.

City of Cathedral City Transfer Station

City of Cathedral City
Contact: Deanna Pressgrove, Environmental Conservation Manager, T: 760/770-0369
Project Dates: 1994-2002

UltraSystems prepared several peer reviews on behalf of the City. One such project was to evaluate a project-applicant-prepared IS/MND for a proposed Transfer Station within the City's jurisdiction, next to the Edom Hill Landfill operated by the County of Riverside and another Notice of Preparation/Environmental Assessment (NOP/EA) prepared by the City of Palm Springs to construct the proposed North Palm Springs Material Recovery Facility. Both facilities would accept up to 3,000 tpd of waste. UltraSystems reviewed all technical studies and provided support to City staff for the Mitigated Negative Declarations (MND) and EA prepared.

Bel-Art Transfer Station

County of Los Angeles, Solid Waste Management Program
Contact: Donald Stockenberg, REHS, County of Los Angeles, T: 626/458-3546
Project Dates: 1994-2002

UltraSystems prepared an IS/MND for the proposed expansion of the Bel-Art Transfer Station, at 2501 East 68th Street in Long Beach and Los Angeles County. The Bel-Art Facility is on a 3.2-acre parcel and receives and processes up to a 1,500 tons per day (tpd) of municipal solid waste, including green waste, recyclables, and construction and demolition debris. The proposed expansion would allow this facility to receive up to 4,000 tpd of solid waste materials.

Robert Reicher, MBA, ENV SP

Senior Project Manager

Years of Experience
40+

Years with Firm
15

Education
- MBA, Marketing, University of Southern California, Los Angeles, CA
- B.S., Marketing, University of California Los Angeles (UCLA), Los Angeles, CA

Professional Certificates
- Envision Sustainability Professional (ENV SP)
- Real Estate Broker, State of CA

Professional Affiliations
- Urban Land Institute, Member
- Who's Who in America
- Who's Who in the West

Areas of Expertise
- CEQA
- NEPA

PROFESSIONAL SUMMARY

Mr. Reicher has been active in the real estate and real estate-related industries since 1970, holding positions with major developers and independent consulting firms. He has served as an advisor and consultant to many prominent builders, developers, major corporations, lenders, and government agencies throughout the nation and has provided expert witness and litigation support services for both public and private sector entities. As a Senior Project Manager at UltraSystems, he has managed teams of environmental consultants, planners and technical analysts for projects in all major land uses, including residential, retail, commercial office, mixed use, medical, educational, institutional, recreational and logistics.

SELECT PROJECT EXPERIENCE

M&J Pallet Recycling Inc, Chino, CA; June 2023

Mr. Reicher provided Project Management oversight for the technical project managers and QA/QC of completed technical sections. This project built a 26,000 SF tilt up that will be split up into storage, manufacturing and office space. There will also be site improvements, asphalt, parking, and landscaping. The goal of this project is to create a building for pallet manufacturing and storage space. (No. 7222)

Temple City Self Storage Facility, El Monte, CA; May 2024 – Ongoing

Mr. Reicher is providing Project Management oversight for the technical project managers and QA/QC of completed technical sections. This project will construct a self-storage unit at 4301 Temple City Boulevard in the City of El Monte. UltraSystems is conducting various technical studies and preparing an IS/MND for this project. (No. 7275)

Preliminary Engineering Services for Jefferson Street Improvements between Avenue 38 and Avenue 40, Indio, CA; January 2024 - Ongoing

Mr. Reicher is providing Project Management oversight for the technical project managers and QA/QC of completed technical sections. The City of Indio wants to prepare a focused traffic study and 35% engineering design plans for Jefferson Street between Sun City Boulevard and Avenue 38. Jefferson Street is currently one lane in each direction for the majority of the portion between Avenue 40 and Avenue 38 except for the portion adjacent to Shadow Hills High School which has two lanes in each direction. The current classification of Jefferson Street per the general plan is a 2-lane connector within the project limits but south of Avenue 40 on Jefferson Street is classified as a 6-lane major arterial. (No. 7255)

Conco Warehouse, Fontana, CA; November 2023 - Ongoing

Mr. Reicher is providing Project Management oversight for the technical project managers and QA/QC of completed technical sections. UltraSystems is preparing an IS/MND for this project. A new building would be constructed that is approximately 107,670 sq. ft. with twelve dock doors. The proposed Zoning Designation would be Light Industrial (M-1). Surrounding streets include Dahlia Street and Santa Ana Avenue. (No. 7248)

Deluca Cold Storage, Wilmington, CA; November 2023 - Ongoing

Mr. Reicher is providing Project Management oversight for the technical project managers and QA/QC of completed technical sections. The cold storage warehouse facility would be approximately 98,260 sq ft and will be built in two phases to allow for continuation of operations of an existing facility, while the new facility is being built. Adjacent streets include East Harry Bridges Boulevard to the south and Quay Avenue to the west. The site is currently

developed with an existing concrete tilt-up building along the east side of the site and paving supporting a storage yard with a metal building situated towards the south end of the site. (No. 7247)

Sessums Drive Industrial Project, Redlands, CA; October 2023 - Ongoing

Mr. Reicher is providing Project Management oversight for the technical project managers and QA/QC of completed technical sections. This project would construct six buildings ranging between 29,718 square feet and 49,960 square feet in size, totaling 263,328 square feet of total floor space inclusive of office and mezzanine areas. The development would need to perform public improvements as required on adjacent right-of-way and related site improvements, including on-site water treatment, landscaping, etc. The project would require a Tentative Tract Map and Planning Commission Review and Approval. In addition to an IS/MND, UltraSystems will also perform Peer Reviews and CEQA Adequacy Reviews of developer-provided technical studies. (No. 7234)

Kaiser Permanente Medical Center – EIR, Redlands, CA; August 2023 - Ongoing

Mr. Reicher is providing Project Management oversight for the technical project managers and QA/QC of completed technical sections. The project site contains a medical office building, parking lot, and vacant land. Over four phases, the proposed project would ultimately develop the vacant portions of the project site with two medical office buildings, an ambulance service center, a hospital, a central utilities plant, a possible hospital expansion, parking lot and improvements to driveways, utilities, and landscaping. (7214)

Fontana Civic Center Renovation Project, Fontana, CA; August 2023 - January 2024

Mr. Reicher is providing Project Management oversight for the technical project managers and QA/QC of completed technical sections. The project proposes to demolish and replace the existing City Hall and Annex buildings, add/remove driveways, and add landscaping. The project will be implemented in two phases, with Phase I involving the Annex Building, and Phase II involving the City Hall component. (No. 7230)

Calabash Warehouse, Fontana CA; January 2023 - June 2023

Mr. Reicher provided Project Management oversight for the technical project managers and QA/QC of completed technical sections. The warehouse facility is approximately 212,420 square feet (sq. ft.) with 25 dock doors. The Zoning Designation is Light Industrial (M-1). Surrounding streets include Calabash Avenue, Santa Ana Avenue, Banana Avenue and Slover Avenue. There are 19 existing single-family homes in this area that have been demolished. UltraSystems prepared an IS/MND for this project. (No. 7207)

CEQA Consulting Services for the District at Rubidoux Project, Jurupa Valley, CA; October 2021 - September 2023

Mr. Reicher provided Project Management oversight for the technical project managers, attended progress meetings, provided QA/QC of completed technical sections, and attended public hearings. The project site spans 254 acres abutting the east boundary of the City of Jurupa Valley. The site is bounded by the State Route 60 (SR-60) freeway on the north; Jurupa Boulevard on the west; the Santa Ana River on the east; and residential uses and churches near 34th Street on the south. Specific Plan containing 167 acres of nonresidential land use designations; 50 acres of residential designation; 27 acres of mixed-use (residential and commercial) designation; and 10 acres of open space. The Specific Plan would permit development of up to 1,196 residential units and up to 1.5 million square feet of industrial/logistics building area; land use intensities in the proposed commercial designations and commercial uses in the mixed-use designations are yet to be determined. (No. 7124)

Midland Plaza IS/MND, Fontana, CA; May 2022 - August 2023

Mr. Reicher provided Project Management oversight for the technical project managers, client interface, drafting of public notices, QA/QC of completed technical sections, and attended public hearings. The project would be located at 16835 Baseline Avenue and Adjacent Parcels in the City. The project site is currently vacant with no structures. The site encompasses 284,884 sq. ft. or 6.53 acres. The site is bounded by Baseline Avenue to the north, Sierra Avenue to the east, and Montgomery Avenue to the south. Surrounding uses include vacant land, residential, and retail uses. Prior uses on-site include orchards with an associated small, single-family residential dwelling, garage, and sheds. All site structures were demolished in 2014, according to a Phase I ESA report. (No. 7178)

Michael B. Rogozen, D.Env.

Senior Principal Engineer – Air Quality and Noise Manager

UltraSystems
environmental•management•planning

Years of Experience

49

Years with Firm

20

Education

- D.Env., Environmental Science and Engineering, University of California, Los Angeles, CA, 1978
- M.S., Systems Engineering, University of California, Los Angeles, CA, 1968
- B.S., Engineering, University of California, Los Angeles, CA, 1966

Areas of Expertise

- CEQA
- NEPA
- EIR/EIS
- IS/MND
- EA
- QA/QC
- Air Permitting
- Dispersion Modeling
- Cost-Benefit Analysis
- Transit
- SCAQMD
- Economic Analysis
- Survey Design
- HRA
- Noise Analysis
- CAAP
- GHG
- Soundwalls
- Sensitive Receptors
- Mitigation
- Compliance
- Toxic Emissions
- Database Design
- Health & Safety Plan
- Technical Editing
- Noise Control Plan
- Air Quality
- Technical Studies

PROFESSIONAL SUMMARY

Dr. Rogozen, who heads UltraSystems' air and noise practice, has over 49 years of experience in project management, health risk assessment, air and industrial wastewater permitting, carbon footprint studies, ambient monitoring, dispersion modeling, pollution control technology assessment, economic analysis of air pollution control alternatives, air toxics emission inventory development, offsite consequence analysis, environmental database design, survey design and management, source test design and analysis, railroad noise investigations, regulatory analysis, water resources studies, and technical writing and editing.

Dr. Rogozen is responsible for consulting, technical project management, and business development. He has assisted industrial and governmental clients in complying with federal and local air quality regulations. His work has included managing air compliance audits, preparing applications for permits to construct and operate (including Title V permits), annual emissions reports, and responses to notices to comply and notices of violation. He has also conducted many health risk assessments under AB2588, Proposition 65, and SCAQMD Rule 1401. Dr. Rogozen serves as lead quality assurance officer for UltraSystems' submittals.

SELECT PROJECT EXPERIENCE

M&J Pallet Recycling Inc, Chino, CA; June 2023

Dr. Rogozen managed technical studies of air quality, greenhouse gas emissions, and noise. UltraSystems prepared an IS/MND for this project. This project built a 26,000 SF tilt up to be split up into storage, manufacturing and office space. There were also site improvements, asphalt, parking, and landscaping. The goal of this project is to create a building for pallet manufacturing and storage space. (No. 7222)

194 East Harris Road, Imperial County, CA; July 2021 to February 2023

Dr. Rogozen managed technical studies of air quality, greenhouse gas emissions, and noise. True North Renewable Energy, LLC (TNRE) proposed to build a project that includes a 600,000-ton-per-year (tpy) anaerobic digester and enclosed, intensive compost facility that would be constructed in two phases. Phase I consisted of the first 300,000-tpy capacity and Phase II expanded the operations to the 600,000-tpy capacity. The project site is in the Mesquite Lake Specific Plan and is currently zoned ML-1-3-RE and ML-1-2-RE. The project was on approximately 73 acres of vacant land in unincorporated Imperial County, northwest of the intersection of East Harris Road and Highway 111, at 194 East Harris Road, Imperial, CA.

High Solids Anaerobic Digestion (HSAD) Facility, Kern County, CA; October 2021 to July 2022

Dr. Rogozen is managing technical studies of air quality, greenhouse gas emissions, noise and a screening health risk assessment for this project. True North Renewable Energy, LLC (TNRE) proposes to construct and operate a high solids anaerobic digestion ("HSAD") facility with incidental advanced composting for the management and processing of residential, commercial and industrial organic food and green material. The proposed project would be located on approximately 117 acres at the southeast corner of Silver Queen Road and United Street and just east of State Route (SR) 14, in eastern Kern County. The project site is undisturbed

and undeveloped. Surrounding uses include a chemical manufacturing plant (PPG Aerospace) and metals refinery (Commodity Resource and Environmental) directly to the west, the Mojave Rosamond-Kern County Landfill to the east and undeveloped land to the north and south. The Union Pacific Railroad runs in a north-south direction just west of the project site. There are also a number of utility-scale solar facilities located near the project site.

Addendum to Air Quality and Greenhouse Gas Emissions Study for Moiola Feedlot, Imperial County, CA; May 2021 to May 2022

Dr. Rogozen is managing technical studies of air quality, greenhouse gas emissions, and noise. The purpose of this project is to prepare an addendum to a 2018 air quality and greenhouse gas emissions report for expansion of a Moiola Brothers cattle feedlot astride Gander Road in Imperial County, California. The reason for the addendum is that an onsite manure composting facility—which was not part of the project analyzed by the 2018 report—is being moved from one place to another on Moiola's feedlot property, and will process an increased load of manure. A new conditional use permit will be required for the composter. This requires an initial study/mitigated negative declaration and the current addendum will be used to prepare that. In addition, the Imperial County Air Pollution Control District recently approved the new Rule 430, which applies to composter operation; the addendum needs to explore the implications of the new rule on compliance with CEQA.

Air Quality Study and Greenhouse Gas Emission Study for the Expansion of an Existing Feedlot Operation – El Toro Land and Cattle, Heber, CA; April 2019 to August 2020

Dr. Rogozen managed and completed the air quality and greenhouse gas studies. Although a future location of the composting operation has not yet been identified, this proposal assumed that preparation of the new site and relocation of the facility as an integral part of "the project" for CEQA purposes. Upon receipt of a notice to proceed, UltraSystems conferred with the County, the applicant, and the Imperial County Air Pollution Control District (ICAPCD) to determine whether to go ahead with this assumption or to exclude the composting facility from the analysis. Where applicable, UltraSystems used the approach taken in another air quality and GHG emissions study of the addition of a comparable number of head of cattle to an existing feedlot in Imperial County. The study benefited from several consultations with ICAPCD staff, to ensure that it would meet the agency's approval.

Brandt Feedlot Expansion Air Quality and Greenhouse Gas Emissions Report, Calipatria, CA; June 2019 to August 2019

Dr. Rogozen managed and performed the air quality and greenhouse gas technical studies for Brandt Company, Inc. (Brandt). Brandt planned to increase cattle feeding operations immediately east of its existing facility on Brandt Road. Once developed for a feedlot, the project would consist of a 70.76-acre confinement area with a soil/manure surface; a 4.77-acre runoff storage pond; and 14.20 acres of roadways. The new feedlot would accommodate 30,000 cattle. To support the CEQA document for the project, UltraSystems prepared a combined report on air quality and greenhouse gas emissions impacts. The analysis followed the published procedures of the Imperial County Air Pollution Control District.

Moiloa Brothers Cattle Yard – Air Quality and GHG, City of Brawley, CA; August 2018 to February 2019

Dr. Rogozen completed the air quality and greenhouse gas technical studies for the Moiola Brothers Cattle Feeders caddle yard. Moiola Brothers were planning to increase cattle feeding operations at their existing facility located on 1594 Gonder Road, within the City of Brawley. The project site was located east of SR-115 within Imperial County. The cattle feed operations would increase by 18,000 cattle, and would have up to five additional trucks per day onsite as a result of this project.

Peer Review of Review of White Paper: Comparative Life Cycle Greenhouse Gas Emissions Analysis of Alternative Scenarios for Treatment and/or Disposal of 1,000 Tons per Day of Post-Recycled Residuals from a Mixed-Waste Materials Recovery Facility; 2018?

For the Los Angeles County Department of Public Works (through a subcontract with ARI), Dr. Rogozen peer-reviewed a draft analysis of the change in greenhouse gas emissions from using waste conversion technologies instead of landfilling. The peer review focused on the process description, the waste conversion technologies, and emission calculations. Dr. Rogozen identified discrepancies and data gaps that prevented the study from obtaining defensible conclusions about the relevant merits of waste conversion and landfilling. He recommended several ways to improve the analysis.

Megan Black Doukakis, M.A.

Assistant Project Archaeologist

UltraSystems
environmental•management•planning

Years of Experience

14

Years with Firm

13

Education

- M.A. Public Archaeology, California State University, Northridge, 2018
- B.A., Anthropology, California State University, Long Beach, 2011
- University of California, Los Angeles - Pimu Catalina Archaeological Field School, 2010
- DePaul University and NEAP ACHP/ CEQ Guidance for Integrating NEPA and Section 106
- NAEP webinar in Tribal Consultation and Engagement in the Era of Streamlining, 10/2018
- AB 52 Tribal Perspective Training by the San Manuel Band of Mission Indians

Professional Affiliations

- Society for California Archaeology Membership 2012-current

Areas of Expertise

- CEQA/NEPA
- CHRIS Information Center
- Prehistoric and Historic Archaeology
- Phase I/II
- Research
- NAHC
- Paleontology
- Survey
- Laboratory Analysis

PROFESSIONAL SUMMARY

Ms. Doukakis has 13 years of experience as an archaeologist in California. She has conducted pedestrian archaeological survey, test and full-scale excavations, archaeological monitoring, laboratory curation of archaeological materials to comply with state and federal historic preservation laws in Southern California and abroad. Ms. Doukakis has authored a number of Phase I, II, and III, ISMND, ICRMP, FCC form, EIR documents and project proposals. She has extensive experience with the California Historical Resources Information System as well as conducting paleontology record searches and the Native American Heritage Commission in conducting record searches and consulting with Native American groups. Ms. Doukakis is proficient at project management and project scheduling for large and small-scale projects.

SELECT PROJECT EXPERIENCE

M&J Pallet Recycling Inc, Chino, CA; June 2023

Ms. Doukakis helped conduct the cultural resource records search, Native American contacts and report writing for this project. UltraSystems prepared an IS/MND for this project. This project built a 26,000 SF tilt up to be split up into storage, manufacturing and office space. There were also site improvements, asphalt, parking, and landscaping. The goal of this project is to create a building for pallet manufacturing and storage space. (No. 7222)

Penske Sales, Leasing, and Maintenance Facility Project, Moreno Valley, CA; September 2021 to Ongoing

Ms. Doukakis is helping conduct the cultural resource records search, Native American contacts and report writing for this project. UltraSystems is managing preparation of the CEQA IS-MND for the project and working closely with technical teams for biological and cultural resources, and hazardous materials. Penske will conduct truck and trailer repairs consisting of general and preventive maintenance to its private and customer fleets, such as clutches, oil changes, belt/bulb replacements, tire changes, etc. and all work conducted within the facility is closed to the general public. (No. 7110)

10744 Almond Transit Security and Operations Center, Anaheim, CA; June 2023 – Ongoing

Ms. Doukakis is helping conduct the cultural resource records search, Native American contacts and report writing for this project. UltraSystems is preparing an Addendum to the Southwest Industrial Park Specific Plan (SWIP) Environmental Impact Report for the ABF Freight Projects. (No. 7225)

Deluca Cold Storage, Wilmington, CA; November 2023 to Ongoing

Ms. Doukakis is helping conduct the cultural resource records search, Native American contacts and report writing for this project. UltraSystems is preparing an IS/MND for this project. This project proposed to construct a new 98,280 sq. ft. industrial cold storage building for J DeLuca Fish Company. The site consisted of six commercial buildings and asphalt-paved parking areas on approximately 5.6 acres of land. (No. 7247)

Temple City Self Storage Facility, El Monte, CA; May 2024 – Ongoing

Ms. Doukakis is helping conduct the cultural resource records search, Native American contacts and report writing for this project. This project will

construct a self-storage unit at 4301 Temple City Boulevard in the City of El Monte. UltraSystems is conducting various technical studies and preparing an IS/MND for this project. (No. 7275)

Mountain View Buildings, Temecula, CA; September 2024 – Ongoing

Ms. Doukakis is helping conduct the cultural resource records search, Native American contacts and report writing for this project. This project constructs two industrial buildings as part of Phase 7 of the MS Mountain View series of buildings. Building 17 will have 69,095 square feet and building 21 will have 17,136 square feet. Both buildings are within a planned Industrial Park. UltraSystems will prepare an IS/MND and relevant technical studies. (No. 7291)

Envision West Covina Toyota, West Covina, CA; March 2023 - November 2024

Ms. Doukakis helped conduct the cultural resource records search, Native American contacts and report writing for this project. UltraSystems prepared an IS/MND for this project. Envision Toyota Dealership and Service Center would take over a vacant parcel formerly used by Nissan and remodel the existing building to add 13,130 sq. ft. for an existing show room and parts service center. (No. 7212)

District at Rubidoux Project, Jurupa Valley, CA; October 2021 to September 2023

Ms. Doukakis helped conduct the cultural resource records search, Native American contacts and report writing for this project. The project site spans 254 acres abutting the east boundary of the City of Jurupa Valley. The site is bounded by the State Route 60 freeway on the north; Jurupa Boulevard on the west; the Santa Ana River on the east; and residential uses and churches near 34th Street on the south. The project consisted of 1,192 residential units; 2.93 million square feet of commercial and industrial uses; and 10 acres of parks and open space. UltraSystems provided a Biological Resources Technical Report, a Cultural Resources Technical Report, a Phase I Environmental Site Assessment, a Noise and Vibration Assessment, an Air Quality and Greenhouse Gas Emissions Assessment, and a Health Risk Assessment. (No. 7124)

Phase I Cultural Resources Inventory for the DCT Jurupa Logistic Center II Project, City of Fontana, San Bernardino County, California; October 2017 to February 2018

This Phase I Cultural Resource Inventory was prepared at the request of the City of Fontana's Planning Department to conduct a cultural resources inventory as part of an Initial Study/Mitigated Negative Declaration in support of the DCT Jurupa Logistics Center II Project. The proposed Project will consist of the construction of a distribution warehouse facility. UltraSystems conducted a cultural resources study to evaluate the potential presence of prehistoric and historic resources within the project boundary. Ms. Doukakis conducted report writing and review as well as consultation with the Native American Heritage Commission and Native American groups.

Pioneer Place Mixed Use Project, Artesia, CA; June 2024 – Ongoing

Ms. Doukakis is helping conduct the cultural resource records search, Native American contacts and report writing for this project. This proposed mixed-use project is located at 17610-17618 Pioneer Boulevard in Artesia, CA. The project will include 83 units with an outdoor courtyard and bar/dining area. The development will occur within the Artesia Specific Plan. UltraSystems is preparing an IS/MND for this project. (No. 7277)

1890 S. Coast Hwy, Laguna Beach, CA; November 2023 - May 2024

Ms. Doukakis helped conduct the cultural resource records search, Native American contacts and report writing for this project. UltraSystems is preparing an IS/MND for a redevelopment project for the City of Laguna Beach. The project would demolish an existing car wash facility and construct a new mixed-use retail and residential building. (No. 7243)

Midland Plaza IS/MND, Fontana, CA; May 2022 to August 2023

Ms. Doukakis helped conduct the cultural resource records search, Native American contacts and report writing for this project. UltraSystems prepared an IS/MND for this development project. The project proposes the development of a commercial center consisting of a convenience store, fuel canopy with two underground storage tanks, retail lease space, quick service restaurant with drive-through, car wash, sit-down restaurant, pharmacy, and a two-story retail building on the 6.53-acre site in the City of Fontana. Prior uses on-site included orchards with an associated small, single-family residential dwelling, garage, and sheds. All site structures were demolished in 2014, according to a Phase I ESA report. (No. 7178)

Michael Milroy, MS

Project Manager, Senior Planner

UltraSystems
environmental•management•planning

Years of Experience

19

Years with Firm

5

Education

- Certificate, Environmental Management, University of California Irvine, 2013
- Master of Science, Interdisciplinary Studies / Neuroscience, California State University Long Beach, 2004
- Bachelor of Science, Biological Sciences, California State University Long Beach, 1999
- Project Management coursework, University of California Irvine, 2009-2014

Professional Affiliations

- Association of Environmental Professionals

Areas of Expertise

- CEQA
- GIS
- Vistro
- Traffic Analysis
- EIR
- MND
- NOE
- NEPA
- MS Office
- Mixed-use
- Project Management
- Residential Noise Monitoring and Analysis
- Expository Writing
- Impact Analysis
- K-12/College Universities

PROFESSIONAL SUMMARY

Mr. Milroy is a planner with over 18 years of experience in community and environmental planning. Mr. Milroy is trained in a variety of project types including residential, commercial, industrial, mixed-use, and specific plan projects. Mr. Milroy's expertise includes California Environmental Quality Act (CEQA) document preparation, project management, and review of supporting technical studies; including, but not limited to, Environmental Impact Reports (EIRs), Initial Studies, Mitigated Negative Declarations, and federally funded National Environmental Policy Act (NEPA) documents.

SELECT PROJECT EXPERIENCE

Keller Canyon Landfill; Contra Costa County, CA; October 2024 - Ongoing

Mr. Milroy is part of the project team providing services. Contra Costa County proposes to adjust the boundary for Keller Canyon Landfill. UltraSystems will prepare an environmental review and final technical memorandum for this project. UltraSystems will ultimately be responsible for recommendations, outreach and technical oversight. (No. 7274)

M&J Pallet Recycling Inc, Chino, CA; June 2023

UltraSystems prepared an IS/MND for this project. This project built a 26,000 SF tilt up to be split up into storage, manufacturing and office space. There were also site improvements, asphalt, parking, and landscaping. The goal of this project is to create a building for pallet manufacturing and storage space. (No. 7222)

DeLuca Cold Storage – Wilmington, CA – IS/MND; November 2023 to Ongoing

Mr. Milroy is serving as Project Manager for this project. UltraSystems is preparing an IS/MND for this project. This project proposes to construct a new 98,280 sq. ft. industrial cold storage building for J DeLuca Fish Company. The site consisted of six commercial buildings and asphalt-paved parking areas on approximately 5.6 acres of land. The cold storage warehouse facility would be approximately 98,260 square feet and will be built in two phases to allow for continuation of operations of an existing facility, while the new facility is being built. (No. 7247)

Mountain View Buildings, Temecula, CA; September 2024 - Ongoing

Mr. Milroy is serving as Deputy Project Manager for this project. This project constructs two industrial buildings as part of Phase 7 of the MS Mountain View series of buildings. Building 17 will have 69,095 square feet and building 21 will have 17,136 square feet. Both buildings are within a planned Industrial Park. UltraSystems will prepare an IS/MND and relevant technical studies. (No. 7291)

Kaiser Permanente Medical Center – EIR, Redlands, CA; August 2023 to Ongoing

Mr. Milroy is part of the project team providing services. UltraSystems is preparing an EIR for this project. The project site contains a medical office building, parking lot, and vacant land. Over four phases, the proposed project would ultimately develop the vacant portions of the project site with two medical office buildings, an ambulance service center, a hospital, a central

utilities plant, a possible hospital expansion, parking lot and improvements to driveways, utilities, and landscaping. (No. 7214)

Temple City Self Storage Facility, El Monte, CA; May 2024 - Ongoing

Mr. Milroy is part of the project team providing services. This project will construct a self-storage unit at 4301 Temple City Boulevard in the City of El Monte. UltraSystems is conducting various technical studies and preparing an IS/MND for this project. (No. 7275)

Boyle Truck Repair, Laguna Beach, CA Peer Review

Mr. Milroy served as Project Manager for this project. The project proposed building a structure for minor repair of fleet vehicles and office use for a freight company. UltraSystems prepared a peer review of CEQA categorical exemption document and four technical studies. (No. 7253)

Penske Sales, Leasing, and Maintenance Facility Project; Moreno Valley, CA; September 2021 to Ongoing

Mr. Milroy, as Assistant Project Manager on this project, wrote several IS-MND sections and conducted QA review on several others. The project proposes development of a truck sales, leasing, and maintenance facility in the city of Moreno Valley. UltraSystems is preparing an IS-MND and several technical studies for the project. UltraSystems is managing preparation of the CEQA IS-MND for the project and working closely with technical teams for biological and cultural resources, and hazardous materials. Penske will conduct truck and trailer repairs consisting of general and preventive maintenance to its private and customer fleets, such as clutches, oil changes, belt/bulb replacements, tire changes, etc. and all work conducted within the facility is closed to the general public.

Envision West Covina Toyota, West Covina, CA; March 2023 – November 2024

Mr. Milroy was part of the project team providing services. UltraSystems prepared an IS/MND for this project. Envision Toyota Dealership and Service Center would take over a vacant parcel formerly used by Nissan and remodel the existing building to add 13,130 sq. ft. for an existing show room and parts service center. (No. 7212)

Fontana Civic Center Expansion, Fontana, CA; September 2023 - January 2024

Mr. Milroy was part of the project team providing services. UltraSystems Environmental Inc. (UltraSystems) was selected to prepare an Initial study at the request of the City of Fontana to identify permits and other documents that would likely be needed to satisfy the California Environmental Quality Act (CEQA). The project proposed to demolish and replace the existing City Hall and Annex buildings, add/remove driveways, and add landscaping. The project would be implemented in two phases, with Phase I involving the Annex Building, and Phase II involving the City Hall component. (No. 7230)

Allen/Cataract Warehouse Project, San Dimas, CA; May 2021 to May 2022

Mr. Milroy served as Assistant Project Manager for this project, wrote several IS-MND sections and performed QA review on several other sections. The City of San Dimas processed several land use entitlement applications for the development of two-unit warehouse building totaling 64,422 square feet. The project site is at 309 West Allen Avenue and 917 and 929 North Cataract Avenue. The project site is 2.58 acres and is developed with eight single-family residences.

Outdoor Soil Storage, 1399 Las Lomas Road - CE, Irwindale, CA; May 2021 to May 2022

Mr. Milroy served as Project Manager for this project. The project consisted of a categorical exemption document (Class I, Existing Facilities) for a conditional use permit for storage and sales of soil on an existing landscaping supply business property. (No. 7089)

Robertson's Quarry Project, EIR, Kern County, CA; June 2020 to January 2022

Mr. Milroy is Environmental Planner for this project, which proposes a Conditional Use Permit 13, Map 22 for a new Surface Mining and Reclamation Plan that would allow mining for aggregate. Operation of the proposed project would start May 1, 2021 with a 50-year operational life span that would end on May 1, 2071. At the end of the project's operational lifespan, a reclamation plan would be implemented to fill the mines and plant native vegetation on the project site. Estimated aggregate yield is 500,000 tons per year.

Justin Tucker, P.E.

Principal Engineer

Areas of Expertise

Traffic Engineering

Transportation Planning

Transportation Solutions

Traffic Impact Analysis

Circulation Systems for Planned Communities

Traffic Control Device Warrants

Traffic Calming

Traffic Safety Studies

Parking Demand Studies

Transportation Demand Management

Traffic Control Plans

Parking Lot Design

Education and Registrations

University of California, Irvine

B.S. in Civil Engineering (Transportation Specialization)

California Registered Civil Engineer

No. 92866 – July 2021

Professional History

RK Engineering Group, Inc.

Principal Engineer (2022 – Present)

Linscott, Law & Greenspan Engineers

Transportation Engineer (2013 – 2022)

Certificates and Affiliations

Institute of transportation Engineers (ITE)

Orange County Traffic Engineers Council (OCTEC)

American Society of Civil Engineers (ASCE)

Representative Experience

Mr. Justin Tucker was born and raised in Southern California where he graduated from El Toro High School before attending The Henry Samueli School of Engineering at the University of California, Irvine, where he received a Bachelor of Science degree in Civil Engineering with a specialization in Transportation.

Mr. Tucker began his career as a project engineer for a large residential developer in Southern California. He gained valuable knowledge and experience across all phases of the land development process, from planning to construction. He used this experience to catapult into the transportation planning world where he has worked as a traffic engineer since 2013.

Mr. Tucker entered the world of transportation engineering where he spent 9 years at Linscott, Law & Greenspan Engineers learning all facets of the industry. During these years, he developed a specialty for Traffic Impact Analyses utilizing the HCM and/or ICU methodologies using Synchro/Traffix/Vistro software, Traffic Signal Warrant Analyses, Trip Generation Analyses, Drive-Thru Queueing and On-Site Circulation Studies, Freeway Mainline and Merge/Diverge/Weaving Analyses using the Highway Capacity Software, Progression Analyses with Simulations using Synchro, and Vehicle Miles Traveled (VMT) Analyses consistent with the newest CEQA requirements.

Mr. Tucker is now a principal engineer at RK Engineering Group, Inc. where he manages the planning and traffic projects.

Mr. Tucker has provided traffic and transportation services to projects of all sizes, from small single-tenant sites to major planned communities. He has performed studies across the entirety of California, but most notably within Orange County, Riverside County, San Bernardino County, and Los Angeles County.

Mr. Tucker has obtained his licensure as a Professional Engineer in Civil Engineering in the state of California.

CITADEL EMPLOYEE SINCE

2011

ENTERED THE INDUSTRY

1985

EDUCATION

MS, Advanced Safety Engineering and Management University of Alabama, Birmingham, Alabama

BS, Applied and Natural Sciences, University of Alabama, Tuscaloosa, Alabama

CERTIFICATIONS/ REGISTRATIONS

Certified Asbestos Consultant (CAC) No. 08-4459

Certified Environmental Manager, Nevada EM-1573

Certified Hazardous Material Manager, No. 14793

Certified Microbial Consultant, No. 0612024

Certified Professional in Erosion and Sediment Control No. 6349

Certified Safety Professional No. 21635

California Department of Public Health (CDPH), Lead Related Construction No. 19805

Engineer-In-Training, No. XE093314

OSHA 8-Hour Supervisor Hazardous Waste Operations (HAZWOPER)

OSHA 30-Hour Safety for Construction

OSHA 40-Hour Hazardous Waste Operations (HAZWOPER)

Mark Drollinger, MENG, CSP, CHMM, CAC,CMC

Principal, Engineering and Environmental Sciences

With over 35 years of experience in environmental engineering, compliance, permitting and management projects, Mr. Drollinger has a strong knowledge of EPA, DTSC, AQMD/APCD, OSHA and DOT regulations; and with local CUPAs, fire departments, and public works. Mr. Drollinger has provided environmental engineering, assessment and compliance, safety management, and engineering construction management services on numerous projects for the US Navy, Veterans Administration, US Department of Agriculture, Cal Trans, EPA and numerous private projects throughout the western United States. Mr. Drollinger has completed and managed thousands of projects over his career including storm water and NPDES compliance, Phase I's including Caltrans Initial Study Assessments for CEQA/NEPA projects, Phase II including Preliminary Endangerment Assessments, and remediation projects including sites contaminated with TPH, VOCs, metals, PCBs and a wide variety of contaminants. Mr. Drollinger has extensive experience with permitting and design of remediation systems for commercial/industrial, military, hospitals, schools and multifamily settings.

As Principal of Engineering and Environmental Sciences, Mr. Drollinger's primary responsibility includes developing and implementing health and safety protocols; safety training of management, staff and subcontractor personnel; establishing and managing budgets and personnel; negotiating with local, regional, state, and federal agencies; litigation support; and coordinating tasks with multi-discipline project teams. Mr. Drollinger works closely with, and often develops protocols for conducting assessments and work scopes for remediation of regulated work sites.

SELECT PROJECT EXPERIENCE

- Supervisor-QA/QC, Port of Long Beach- Soil Waste Characterization-Pier E, Soil and Groundwater Remediation, Long Beach, CA (2018)
- Supervisor-QA/QC, Port of Long Beach- Water Disposal Pier F Avenue, Soil and Groundwater Remediation, Long Beach, CA (2018)
- Supervisor-QA/QC, Mason Construction Company - Port of Los Angeles B226-236 Terminal Improvement SMP, Los Angeles, CA (2020)
- Supervisor-QA/QC, Mason Construction Company - Port of Los Angeles B226-236 Terminal Improvement HASP, Los Angeles, CA (2020)
- Supervisor-QA/QC, Port of Long Beach- Soil Waste Characterization-Pier E, Soil and Groundwater Remediation, Long Beach, CA (2018)
- Supervisor-QA/QC, Port of Long Beach- Water Disposal Pier F Avenue, Soil and Groundwater Remediation, Long Beach, CA (2018)

Cost Proposal For: Environmental Consulting Services | Ponce Recycling

Kevin LA, Planning Assistant
City of Gardena
1700 West 162nd Street
Gardena, CA 90247
E: kla@cityofgardena.org

October 2025

UltraSystems Environmental, Inc.
HQ: 16431 Scientific Way
Irvine, CA 92618
Proposal No. 250926

UltraSystems
environmental•management•planning

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Table 1.0-3 – Detailed Cost Breakdown- IS/MND 4

1.0 COSTS

Table 1.0-1 provides a cost summary of our proposed fees. UltraSystems rate sheet is reflected in **Table 1.0-2,** and a detailed cost breakdown has been provided in **Table 1.0-3**. Invoices would be billed monthly to the City, based on a **Fixed Fee, % Complete** contract.

Table 1.0-1
PROPOSED FEES – IS/MND

TASK #	TASKS	FEE ($)
1.0	**Project Initiation, Project Management, Coordination, Project Description**	
1.1	Kick-off Meeting	$400
1.2	Project Management and Coordination	$4,240
1.3	Project Description	$9,140
	Subtotal	**$13,780**
2.0	**Prepare Technical Studies/Reports/Assessments/Data Runs**	
2.1	Background Data Collection	$3,120
2.2	Air Quality/GHG Tech Memo	$8,930
2.3	Cultural Resources Assessment	$8,860
2.4	AB 52 and Tribal Cultural Resources Technical Services	$5,840
2.5	Energy Assessment	$4,930
2.6	Phase I ESA	$5,810
2.7	Noise Assessment	$10,590
2.8	CEQA VMT Screening Analysis	$5,970
	Subtotal	**$54,050**
3.0	**Administrative Draft Initial Study, Mitigated Negative Declaration and Mitigation Monitoring Program**	
3.1	Administrative Draft Initial Study	$18,240
3.2	Administrative Draft MND and Draft MMRP	$4,020
	Subtotal	**$22,260**
4.0	**Public Draft Initial Study, Mitigated Negative Declaration and Mitigation Monitoring Program**	
4.1	Public Draft IS/MND and MMRP	$3,650
	Subtotal	**$3,650**
5.0	**Public and Agency Review**	
5.1	Public and Agency Review of Draft IS/MND	$2,200
	Subtotal	**$2,200**
6.0	**Final IS/MND/MMRP/Public Hearings/NOD**	
6.1	Response to Comments	$10,520
6.2	Final IS/MND/MMRP	$6,610
6.3	Public Hearing Attendance (2)	$1,480
6.4	Notice of Determination	$4,730
	Subtotal	**$23,340**
	TOTAL COST	**$119,280**

Notes:
1. Fees were calculated using UltraSystems' 2025 Standard Rate Schedule that is provided in Table 9.0-2 below.
2. Mileage associated with direct costs was calculated using the estimated 2024 IRS rate of $0.70 cents per mile.

3. Fees include labor and direct costs (including mileage, and printing and mailing of reports and notices).

Table 1.0-2
ULTRASYSTEMS LABOR RATE SCHEDULE

PROFESSIONAL STAFF		**HOURLY**
Director		$200
Senior Project Manager		$195
Deputy Project Manager		$190
Senior Principal Engineer		$190
Scientist/Engineer		$180
Senior Planner		$170
Associate Planner		$165
Planner/Environmental Analyst		$160
Senior Biologist II		$170
Staff Biologist II		$165
Staff Biologist I		$160
Cultural Specialist		$165
Archaeologist		$160
Senior GIS Analyst		$165
Word Processor		$130
FIELD EQUIPMENT	**Daily**	**Weekly**
Excavation Screen	$5	$20
Field Supplies (shovels, health and safety, flagging, binoculars, etc.)	$15	$60
Garmin GPS (non-Trimble)	$5	$20
iPad Data Tablet	$25	$100
Kestrel Anemometer (or equivalent)	$5	$20
Photoionization detector (PID) or equivalent	$100	$400
Quest SoundPro SP-DL-1–1/3 Sound Level Meter (or equivalent)	$110	$440
RKI GX-2003 Multi-Gas Meter (or equivalent)	$65	$260
Trimble Geo7x GPS Unit with Rangefinder (or equivalent)	$120	$560

Consultant support (printing, reproduction and other direct expenses) will be billed at a rate of cost plus ten (10) percent. Automobile mileage will be charged at IRS standard rates. Travel time will be billed as indicated in the hourly rate schedule above. Invoices will be submitted monthly for work in progress and at completion of contract obligations and are payable upon receipt.

Fees not paid within thirty (30) days of invoice date may be assessed as an interest charge of one and one-half (1.5) percent per month, from the date due (net 30). Attorney fees and court costs incurred for collection of delinquent accounts will be borne by the client.

Table 1.0-3
DETAILED COST BREAKDOWN – PONCE RECYCLING IS/MND

	Labor Categories >>>>	Project Director	Senior Project Manager	Deputy Project Manager	Senior Principal Engineer	Scientist/ Engineer	Senior Planner	Associate Planner	Planner/ Environ. Analyst	Cultural Specialist	Archaeologist	Senior GIS Analyst	Word Processor	Total		Vehicle Travel		Direct Costs		Direct Expense	TOTAL (rounded)
	Hourly Rate>>>	$200	$195	$190	$190	$180	$170	$165	$160	$165	$160	$165	$130	Hours	Cost	Miles	$0.70	Subs	Markup 10%		
		Hours																			
1.0	**Project Initiation, Project Management, Coordination, and Project Description**																				
1.1	Kick-off Meeting	1	1	0	0	0	0	0	0	0	0	0	0	2	$395	0	$0	$0	$0	$0	$400
1.2	Project Management and Coordination	0	12	6	4	0	0	0	0	0	0	0	0	22	$4,240	0	$0	$0	$0	$0	$4,240
1.3	Project Description	0	4	4	0	0	16	24	0	0	0	4	2	54	$9,140	0	$0	$0	$0	$0	$9,140
	Subtotal	**1**	**17**	**10**	**4**	**0**	**16**	**24**	**0**	**0**	**0**	**4**	**2**	**78**	**$13,775**	**0**	**$0**	**$0**	**$0**	**$0**	**$13,780**
2.0	**Prepare Technical Studies/Reports/Assessments/Data**																				
2.1	Background Data Collection	0	2	2	0	2	4	4	0	0	2	2	0	18	$3,120	0	$0	$0	$0	$0	$3,120
2.2	Air Quality/GHG Tech Memo	0	2	0	16	24	0	0	0	0	0	4	4	50	$8,930	0	$0	$0	$0	$0	$8,930
2.3	Cultural Resources Assessment	0	2	0	0	0	0	0	0	24	16	4	4	50	$8,090	75	$53	$0	$0	$715	$8,860
2.4	AB 52 and Tribal Cultural Resources Technical Services	0	2	0	0	0	0	0	0	0	32	2	0	36	$5,840	0	$0	$0	$0	$0	$5,840
2.5	Energy Assessment	0	2	4	2	16	0	0	0	0	0	0	4	28	$4,930	0	$0	$0	$0	$0	$4,930
2.6	Phase I ESA	0	2	4	0	0	0	0	0	0	0	0	2	8	$1,410	0	$0	$4,000	$400	$0	$5,810
2.7	Noise Assessment	0	2	4	12	32	0	0	0	0	0	4	4	58	$10,370	75	$53	$0	$0	$165	$10,590
2.8	CEQA VMT Screening Analysis	0	2	0	0	0	0	0	0	0	0	4	4	10	$1,570	0	$0	$4,000	$400	$0	$5,970
	Subtotal	**0**	**16**	**14**	**30**	**74**	**4**	**4**	**0**	**24**	**50**	**20**	**22**	**258**	**$44,260**	**150**	**$105**	**$8,000**	**$800**	**$880**	**$54,050**
3.0	**Administrative Draft Initial Study, Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program**																				
3.1	Administrative Draft Initial Study	1	12	4	0	0	24	32	16	0	0	12	8	109	$18,240	0	$0	$0	$0	$0	$18,240
3.2	Administrative Draft MND and Draft MMRP	1	6	6	0	0	0	6	0	0	0	0	4	23	$4,020	0	$0	$0	$0	$0	$4,020
	Subtotal	**2**	**18**	**10**	**0**	**0**	**24**	**38**	**16**	**0**	**0**	**12**	**12**	**132**	**$22,260**	**0**	**$0**	**$0**	**$0**	**$0**	**$22,260**
4.0	**Public Draft Initial Study, Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program**																				
4.1	Public Draft IS/MND and MMRP	0	4	0	0	2	6	0	4	1	0	1	4	22	$3,650	0	$0	$0	$0	$0	$3,650
	Subtotal	**0**	**4**	**0**	**0**	**2**	**6**	**0**	**4**	**1**	**0**	**1**	**4**	**22**	**$3,650**	**0**	**$0**	**$0**	**$0**	**$0**	**$3,650**
5.0	**Public and Agency Review**																				
5.1	Public and Agency Review of Draft IS/MND	1	2	0	0	0	4	0	0	0	0	0	4	11	$1,790	0	$0	$0	$0	$413	$2,200
	Subtotal	**1**	**2**	**0**	**0**	**0**	**4**	**0**	**0**	**0**	**0**	**0**	**4**	**11**	**$1,790**	**0**	**$0**	**$0**	**$0**	**$413**	**$2,200**
6.0	**Final IS/MND/MMRP/Public Hearings/NOD**																				
6.1	Response to Comments	1	16	6	4	2	12	12	0	4	0	0	2	59	$10,520	0	$0	$0	$0	$0	$10,520
6.2	Final IS/MND/MMRP	1	6	2	1	1	0	12	12	0	0	0	2	37	$6,280	0	$0	$0	$0	$330	$6,610
6.3	Public Hearing Attendance	0	6	0	0	0	0	0	0	0	0	0	2	8	$1,430	75	$53	$0	$0	$0	$1,480
6.4	Notice of Determination	0	1	1	0	0	2	2	0	0	0	0	2	8	$1,315	0	$0	$0	$0	$3,410	$4,730
	Subtotal	**2**	**29**	**9**	**5**	**3**	**14**	**26**	**12**	**4**	**0**	**0**	**8**	**112**	**$19,545**	**75**	**$53**	**$0**	**$0**	**$3,740**	**$23,340**
	Total Labor Hours	**6**	**86**	**43**	**39**	**79**	**68**	**92**	**32**	**29**	**50**	**37**	**52**								
	Total Cost	**$1,200**	**$16,770**	**$8,170**	**$7,410**	**$14,220**	**$11,560**	**$15,180**	**$5,120**	**$4,785**	**$8,000**	**$6,105**	**$6,760**	**613**	**$105,280**	**225**	**$158**	**$8,000**	**$800**	**$5,033**	**$119,280**

City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 16A.
Section: DEPARTMENTAL ITEMS - POLICE
Meeting Date: November 18, 2025

TO: THE HONORABLE MAYOR AND MEMBERS OF THE GARDENA CITY COUNCIL

AGENDA TITLE: Authorization to Purchase Five (5) Ford Explorer Utility Vehicles and Two (2) Chevrolet Tahoe Vehicles from National Auto Fleet Group in the Amount of $417,015 and Build-Out Costs in the Amount of $271,695 for a Total of $688,710

COUNCIL ACTION REQUIRED:

Staff Recommendation: Authorize Purchase and Build-Out Costs

RECOMMENDATION AND STAFF SUMMARY:

Staff respectfully recommends that the City Council authorize the Police Department to purchase four (4) new 2026 Ford Explorer Utility Police Interceptor AWD vehicles, one (1) new 2025 Ford Explorer Utility Police Interceptor AWD vehicle, two (2) new 2026 Chevrolet Tahoe vehicles, and including build-out costs for a total of $688,710.

The ongoing replacement of capital equipment is necessary to maintain a fleet inventory that is safe, efficient, and reliable. This purchase of five (5) new Ford Explorer patrol vehicles will replace the older vehicles that have reached their useful service life due to age, mileage, and general wear and tear. The additional purchase of two (2) new Chevrolet Tahoe vehicles will replace older patrol supervisor units as they offer more cargo space, durability, and better outfitting options for equipment. The Chevrolet Tahoe is also easily recognized as a supervisor vehicle, has a stronger frame and upgraded systems, and provides lower long-term costs and better resale value—making it a cost-effective addition to the fleet. National Auto Fleet will sell and deliver the new vehicles available under the Sourcewell Master Vehicle Contract #091521-NAF. The total price for the 2026 Ford Explorer vehicles, including state sales tax and tire tax, is $58,485. The total price for the 2025 Ford Explorer, including state sales tax and tire tax, is $57,245. The total price for the 2026 Chevrolet Tahoe, including state sales tax and tire tax, is $67,916. Seven (7) vehicles will be assigned to patrol and purchased using the City's Vehicle Replacement Fund and the Supplemental Law Enforcement Services Fund. The total build-out costs for outfitting the vehicles with the necessary South Bay Regional Public Communications Authority (SBRPCA) equipment is approximately $37,733.46 for each Ford Explorer, and $32,488.60 for each Chevrolet Tahoe. Including the B&W paint scheme, the total costs for the build-outs is $271,695 .

FISCAL IMPACT/COST:

Fiscal Year 2025-2026: $417,015 from Vehicle Replacement Fund and $271,695 from Supplemental Law Enforcement Services Fund

APPROVED:

Clint Osorio, City Manager

Attachments

Agenda Staff Report.pdf
National Auto Fleet Group.pdf
SBRPCA Quote.pdf

City of Gardena
City Council Meeting

Agenda Item No.:
Department: Police
Meeting Date: November 18, 2025

AGENDA STAFF REPORT

AGENDA TITLE:

Authorization to Purchase five (5) Ford Explorers and two (2) Chevrolet Tahoe vehicles from National Auto Fleet Group in the Amount of $421,414.84 and expand build-out costs in the amount of $267,294.50 for a total of $688,709.34.

RECOMMENDATION:

Staff respectfully recommend that the City Council authorize the Police Department to purchase four (4) new-unused 2026 Ford Explorer Utility Police Interceptor AWD vehicles and one (1) new-unused 2025 Ford Explorer Utility Police Interceptor AWD vehicle from National Auto Fleet Group at a total cost of $291,184.46, which includes a 10.50% state sales tax, an $8.75 tire tax, and a $150.00 transportation fee per vehicle. Staff further recommend that the City Council authorize the purchase of two (2) additional new-unused 2026 Chevy Tahoe Police 2WD vehicles from National Auto Fleet Group at a total cost of $130,230.38, which includes a 10.50% state sales tax, an $8.75 tire tax, and a $150.00 transportation fee per vehicle.

BACKGROUND:

The ongoing replacement of capital equipment is necessary in order to maintain a fleet inventory that is safe, efficient, and reliable. This purchase of seven (7) new patrol vehicles will replace the older vehicles that have reached the end of their useful service life due to age, mileage, and general wear and tear. Currently, the Police Department has thirty-six (36) black-and-white patrol vehicles and plans to replace seven units per year through the Vehicle Replacement Fund. This year, staff are requesting seven vehicles due to the limited availability of police vehicles in the market and the need to retire older units that have reached the end of their service life due to age, mileage, and overall wear. The following are the vehicles being replaced:

- SP-1 (2016)
- SP-2 (2015)
- P2 (2020)
- P3 (2020)
- P15 (2021)
- K9-2 (2021)
- P-17 (2018)

The Police Department staff obtained a quote from National Auto Fleet Group for four 2026 Ford Utility Police Interceptor AWD vehicles, one 2025 Ford Utility Police Interceptor AWD vehicle (at a discounted price), and two Chevy Tahoe Police 2WD vehicles. The total cost per 2026 Ford vehicle, including state sales tax, tire fee, and transportation fee is $58,484.88, and the cost for the 2025 Ford Explorer is $57,244,94. The total cost per Chevy Tahoe vehicle, including state sales tax, tire tax, and transportation fee is $65,115.19. All vehicle types are available under the Sourcewell Master Vehicle Contract #091521-NAF. The total purchase cost for the seven (7) new-unused vehicles is $421,415.

South Bay Regional Public Communications Authority is our local vendor for vehicle buildouts. Due to the City of Gardena's part ownership of the SBRPCA, there is a significant cost savings because the city does not pay for labor costs for vehicle setup. The quoted price of an entirely new vehicle set up for the Ford Explorer is $37,733.46, and the quoted price of an entirely new vehicle set up for the Chevrolet Tahoe is $32,488.60. Including the B&W paint scheme, the total costs for the buildouts is $267,295 .

In 2024, RCC quoted the outfitting cost per unit at $44,758.00. For 2025, the quoted cost has decreased to $37,733.46 per unit. This reduction represents a savings of $7,024.54 per unit for the Gardena Police Department.

The new vehicles will replace seven older Ford Explorers. Equipment removed from the decommissioned vehicles will be reused where compatible; however, some of the equipment is either incompatible with the new models or no longer serviceable. The retired vehicles will either be sold at auction or reassigned to other City departments as needed.

CONCLUSION:

Staff respectfully recommend that the City Council approve the purchase of five 2026 Ford Utility Police Interceptor AWD vehicles and two 2026 Chevy Tahoe Police 2WD vehicles from National Auto Fleet Group and authorize the associated buildout costs. Approval of this recommendation will ensure that the Police Department continues to maintain a safe, efficient, and reliable patrol fleet to meet community policing needs.

Submitted by: Todd M. Fox Date: 11/05/2025

Todd Fox, Chief of Police

National Auto Fleet Group

A Division of Chevrolet of Watsonville
490 Auto Center Drive, Watsonville, CA 95076
(855) 289-6572 • (831) 480-8497 Fax
Fleet@NationalAutoFleetGroup.com

10/22/25

Quote ID: **32498 R5**

Order Cut Off Date: **TBA**

Lt. Jose Avalos
Gardena Police Department
1718 W. 162nd Street
Gardena, CA, 90247

Dear Lt. Avalos,

National Auto Fleet Group is pleased to quote the following vehicle(s) for your consideration. **Four (4) New/Unused 2026 Ford Police Interceptor Utility (K8A) AWD**; delivered to your specified location, each for:

	One Unit (MSRP)	One Unit	Total % Savings	Extended Unit's (4)	Total Savings
Contract Price	$54,595.00	$52,783.83	3.317 %	$211,135.32	$7,244.68
Tax (10.5000 %)		$5,542.30		$22,169.20	
Tire fee		$8.75		$35.00	
Transportation		$150.00		$600.00	
Total		$58,484.88		$233,939.52	

- per the attached specifications.

This vehicle(s) is available under the **Sourcewell Contract 091521-NAF** . Please reference this Contract number on all purchase orders to National Auto Fleet Group. Payment terms are Net 20 days after receipt of vehicle.

Thank you in advance for your consideration. Should you have any questions, please do not hesitate to call.

Sincerely,

Yesenia Covarrubias
Fleet Account Manager
yesenia@watsonvillefleetgroup.com
(626) 457-5590

CHEVROLET Ford NISSAN TOYOTA GMC

2026 Fleet/Non-Retail Ford Police Interceptor Utility AWD

WINDOW STICKER

2026 Ford Police Interceptor Utility AWD

CODE	MODEL	MSRP
K8A	2026 Ford Police Interceptor Utility AWD	$48,550.00
	OPTIONS	
99C	Engine: 3.0L V6 EcoBoost, -inc: 148-MPH top speed, Deletes regenerative braking and lithium-ion battery pack; adds 250-amp alternator and replaces 19-gallon tank w/21.4-gallon tank, 3.31 Axle Ratio	$2,850.00
44U	Transmission: 10-Speed Automatic (44U)	$0.00
UM	Agate Black	$0.00
9W	Charcoal Black, Unique HD Cloth Front Bucket Seats w/Vinyl Rear, -inc: reduced bolsters, driver 6-way power track (fore/aft, up/down, tilt w/manual recline, 2-way power lumbar), passenger 8-way power track w/2-way power recline and 2-way power lumbar and built-in steel intrusion plates in both driver/passenger seatbacks	$0.00
___	3.31 Axle Ratio	INC
76D	Underbody Deflector Plate, -inc: Engine and transmission shield	$340.00
51S	Dual Driver & Passenger LED Bulb Spot Lamps (Unity)	$790.00
153	Front License Plate Bracket	$0.00
16D	Badge Delete, -inc: Deletes the Police Interceptor badging on rear liftgate and the Interceptor badging on front hood (EcoBoost)	$0.00
59B	Keyed Alike - 1284x	$50.00
52P	Hidden Door-Lock Plunger, -inc: Rear-Door Controls Inoperable, Locks, handles and windows, Can manually remove window or door disable plate w/special tool, Locks/windows operable from driver's door switches	$160.00
68G	Rear-Door Controls Inoperable, -inc: Locks, handles and windows, Can manually remove window or door disable plate w/special tool, Locks/windows operable from driver's door switches	INC
60R	Noise Suppression Bonds (Ground Straps)	$100.00
85R	Rear Console Plate, -inc: Contours through 2nd row; channel for wiring	$60.00
500A	Order Code 500A	$0.00

Please note selected options override standard equipment

SUBTOTAL	**$52,900.00**
Advert/ Adjustments	$0.00
Manufacturer Destination Charge	$1,695.00
TOTAL PRICE	**$54,595.00**

Est City: N/A MPG
Est Highway: N/A MPG
Est Highway Cruising Range: N/A mi

Vehicle Configuration Options

ENGINE	
Code	**Description**
99C	Engine: 3.0L V6 EcoBoost, -inc: 148-MPH top speed, Deletes regenerative braking and lithium-ion battery pack; adds 250-amp alternator and replaces 19-gallon tank w/21.4-gallon tank, 3.31 Axle Ratio
TRANSMISSION	
Code	**Description**
44U	Transmission: 10-Speed Automatic (44U)
PRIMARY PAINT	
Code	**Description**
UM	Agate Black
SEAT TYPE	
Code	**Description**
9W	Charcoal Black, Unique HD Cloth Front Bucket Seats w/Vinyl Rear, -inc: reduced bolsters, driver 6-way power track (fore/aft, up/down, tilt w/manual recline, 2-way power lumbar), passenger 8-way power track w/2-way power recline and 2-way power lumbar and built-in steel intrusion plates in both driver/passenger seatbacks
AXLE RATIO	
Code	**Description**
___	3.31 Axle Ratio
ADDITIONAL EQUIPMENT	
Code	**Description**
76D	Underbody Deflector Plate, -inc: Engine and transmission shield
51S	Dual Driver & Passenger LED Bulb Spot Lamps (Unity)
153	Front License Plate Bracket
16D	Badge Delete, -inc: Deletes the Police Interceptor badging on rear liftgate and the Interceptor badging on front hood (EcoBoost)
59B	Keyed Alike - 1284x
52P	Hidden Door-Lock Plunger, -inc: Rear-Door Controls Inoperable, Locks, handles and windows, Can manually remove window or door disable plate w/special tool, Locks/windows operable from driver's door switches
68G	Rear-Door Controls Inoperable, -inc: Locks, handles and windows, Can manually remove window or door disable plate w/special tool, Locks/windows operable from driver's door switches
60R	Noise Suppression Bonds (Ground Straps)

85R	Rear Console Plate, -inc: Contours through 2nd row; channel for wiring

OPTION PACKAGE

Code	Description
500A	Order Code 500A

Standard Equipment

MECHANICAL

Engine: 3.3L V6 Direct-Injection Hybrid System -inc: 136-MPH top speed (STD)
Transmission: 10-Speed Automatic (STD)
3.73 Axle Ratio (STD)

ADDITIONAL EQUIPMENT

50-State Emissions System
Transmission w/Driver Selectable Mode and Oil Cooler
Automatic Full-Time All-Wheel
Engine Oil Cooler
92-Amp/Hr 850CCA Maintenance-Free Battery
Hybrid Electric Motor 220 Amp Alternator
Class III Towing Equipment -inc: Hitch
Trailer Wiring Harness
Police/Fire
6840# Gvwr 1500# Maximum Payload
Gas-Pressurized Shock Absorbers
Front And Rear Anti-Roll Bars
Electric Power-Assist Steering
19 Gal. Fuel Tank
Dual Stainless Steel Exhaust
Permanent Locking Hubs
Strut Front Suspension w/Coil Springs
Multi-Link Rear Suspension w/Coil Springs
Regenerative 4-Wheel Disc Brakes w/4-Wheel ABS, Front And Rear Vented Discs, Brake Assist and Hill Hold Control
Lithium Ion (li-Ion) Traction Battery 1.5 kWh Capacity
Wheels w/Hub Covers
Wheels: 18" x 8" 5-Spoke Painted Black Steel -inc: polished stainless steel hub cover and center caps
Tires: 255/60R18 AS BSW
Steel Spare Wheel
Full-Size Spare Tire Mounted Inside Under Cargo
Body-Colored Front Bumper w/Black Rub Strip/Fascia Accent and 1 Tow Hook
Body-Colored Rear Bumper w/Black Rub Strip/Fascia Accent
Body-Colored Bodyside Cladding and Black Wheel Well Trim
Black Side Windows Trim and Black Front Windshield Trim
Black Door Handles

Black Power Side Mirrors w/Convex Spotter and Manual Folding
Fixed Rear Window w/Wiper, Heated Wiper Park and Defroster
Deep Tinted Glass
Speed Sensitive Variable Intermittent Wipers
Galvanized Steel/Aluminum Panels
Lip Spoiler
Black Grille
Liftgate Rear Cargo Access
Tailgate/Rear Door Lock Included w/Power Door Locks
Auto On/Off Projector Beam Led Low/High Beam Headlamps
LED Brakelights
Radio w/Seek-Scan, Clock, Speed Compensated Volume Control and External Memory Control
Radio: AM/FM/MP3 Capable -inc: 100 watt siren/speaker prep kit, clock, 4 speakers, 1 USB port, 8" color LCD screen center-stack smart display, supports Android Auto and Apple CarPlay and fleet telematics modem, Allows data to be provided to support Ford Pro telematics and data services via optional subscription, including but not limited to vehicle location, speed, idle time, fuel, vehicle diagnostics and maintenance alerts, Device enables optional telematics services through Ford or authorized providers via paid subscription, Subscribe at https://fordpro.com/en-us/telematics/ or call 1-833-811-FORD (3673)
SYNC Phoenix Communication & Entertainment System -inc: hands-free voice command support compatible w/most Bluetooth connected mobile devices, 911 Assist, VHR, SYNC Services, AppLink, Bluetooth, steering wheel controls, USB port and auxiliary input jack
4 Speakers
Integrated Roof Antenna
Wireless Phone Connectivity
1 LCD Monitor In The Front
Driver Seat
Passenger Seat
35-30-35 Folding Split-Bench Front Facing Fold Forward Seatback Rear Seat
Manual Tilt/Telescoping Steering Column
Gauges -inc: Speedometer, Odometer, Engine Coolant Temp, Tachometer, Engine Hour Meter, Traction Battery Level, Trip Odometer and Trip Computer
Power Rear Windows and Fixed 3rd Row Windows
Selective Service Internet Access
Compass
Remote Keyless Entry
Remote Releases -Inc: Power Cargo Access
Cruise Control w/Steering Wheel Controls
Dual Zone Front Automatic Air Conditioning
Rear HVAC
HVAC -inc: Underseat Ducts
Locking Glove Box
Driver Foot Rest

Unique HD Cloth Front Bucket Seats w/Vinyl Rear -inc: reduced bolsters, driver 6-way power track (fore/aft, up/down, tilt w/manual recline, 2-way power lumbar), passenger 8-way power track w/2-way power recline and 2-way power lumbar and built-in steel intrusion plates in both driver/passenger seatbacks
Interior Trim -inc: Metal-Look Instrument Panel Insert, Metal-Look Door Panel Insert and Metal-Look Interior Accents
Full Cloth Headliner
Urethane Gear Shifter Material
Day-Night Rearview Mirror
Driver And Passenger Visor Vanity Mirrors
Mini Overhead Console w/Storage and 2 12V DC Power Outlets
Front And Rear Map Lights
Fade-To-Off Interior Lighting
Full Vinyl/Rubber Floor Covering
Carpet Floor Trim
Cargo Features -inc: Cargo Tray/Organizer
Cargo Space Lights
Smart Device Remote Engine Start
Fleet Telematics Modem Tracker System
Smart Device Integration
Dashboard Storage, Driver And Passenger Door Bins
Power 1st Row Windows w/Driver And Passenger 1-Touch Up/Down
Delayed Accessory Power
Power Door Locks
Driver Information Center
Redundant Digital Speedometer
Trip Computer
Digital/Analog Appearance
Seats w/Vinyl Back Material
Manual Adjustable Front Head Restraints and Manual Adjustable Rear Head Restraints
Perimeter Alarm
2 12V DC Power Outlets
Air Filtration
Electronic Stability Control (ESC) And Roll Stability Control (RSC)
ABS And Driveline Traction Control
Side Impact Beams
Dual Stage Driver And Passenger Seat-Mounted Side Airbags
Emergency Sos Capability
Reverse Sensing System Rear Parking Sensors
BLIS (Blind Spot Information System) Blind Spot
Pre-Collision Assist with Pedestrian Detection

Rear Cross-Traffic Braking
Collision Mitigation-Front
Tire Specific Low Tire Pressure Warning
Dual Stage Driver And Passenger Front Airbags
Curtain 1st And 2nd Row Airbags
Airbag Occupancy Sensor
Passenger Knee Airbag
Rear Child Safety Locks
Outboard Front Lap And Shoulder Safety Belts -inc: Rear Center 3 Point, Height Adjusters and Pretensioners
Back-Up Camera w/Washer

National Auto Fleet Group

A Division of Chevrolet of Watsonville
490 Auto Center Drive, Watsonville, CA 95076
(855) 289-6572 • (831) 480-8497 Fax
Fleet@NationalAutoFleetGroup.com

10/22/2025

Quote ID: **33398**

Order Cut Off Date: **IN STOCK UNIT**

Lt. Jose Avalos
Gardena Police Department
1718 W. 162nd Street
Gardena, CA. 90247

Dear Lt. Avalos,

National Auto Fleet Group is pleased to quote the following vehicle(s) for your consideration.**One (1) New/Unused 2025 Ford Police Interceptor Utility (K8A) AWD (in stock and available for immediate delivery);** delivered to your specified location, each for

	One Unit (MSRP)	One Unit	Total % Savings	Total Savings
Contract Price	$53,390.00	$51,661.71	3.237 %	$1,728.29
Tax (10.5000 %)		$5,424.48		
Tire fee		$8.75		
Transportation		$150.00		
Total		$57,244.94		

- per the attached specifications.

This vehicle(s) is available under the **Sourcewell Contract 091521-NAF** . Please reference this Contract number on all purchase orders to National Auto Fleet Group. Payment terms are Net 20 days after receipt of vehicle.

Thank you in advance for your consideration. Should you have any questions, please do not hesitate to call.

Sincerely,

Yesenia Covarrubias
Fleet Account Manager
yesenia@watsonvillefleetgroup.com
(626) 457-5590

CHEVROLET Ford NISSAN TOYOTA GMC

2025 Fleet/Non-Retail Ford Police Interceptor Utility AWD

WINDOW STICKER

2025 Ford Police Interceptor Utility AWD

CODE	MODEL	MSRP
K8A	2025 Ford Police Interceptor Utility AWD	$49,515.00
	OPTIONS	
99C	Engine: 3.0L V6 EcoBoost, -inc: (148-MPH top speed), Deletes regenerative braking and lithium-ion battery pack; adds 250-amp alternator and replaces 19-gallon tank w/21.4-gallon tank, 3.31 Axle Ratio	$950.00
44U	Transmission: 10-Speed Automatic (44U)	$0.00
UM	Agate Black	$0.00
9W	Charcoal Black, Unique HD Cloth Front Bucket Seats w/Vinyl Rear, -inc: reduced bolsters, 6-way power track driver seat (fore/aft, up/down, tilt w/manual recline, 2-way manual lumbar), 8-way power track passenger seat w/2-way power recline and 2-way power lumbar and built-in steel intrusion plates in both driver/passenger seatbacks	$0.00
___	3.31 Axle Ratio	INC
76D	Underbody Deflector Plate, -inc: Engine and transmission shield	$340.00
51S	Dual Driver & Passenger LED Bulb Spot Lamps (Unity)	$620.00
16D	Badge Delete, -inc: Deletes the Police Interceptor badging on rear liftgate and the Interceptor badging on front hood (EcoBoost)	$0.00
59B	Keyed Alike - 1284x	$50.00
52P	Hidden Door-Lock Plunger, -inc: Rear-Door Controls Inoperable, Locks, handles and windows, Can manually remove window or door disable plate w/special tool, Locks/windows operable from driver's door switches	$160.00
68G	Rear-Door Controls Inoperable, -inc: Locks, handles and windows, Can manually remove window or door disable plate w/special tool, Locks/windows operable from driver's door switches	INC
60R	Noise Suppression Bonds (Ground Straps)	$100.00
85R	Rear Console Plate, -inc: Contours through 2nd row; channel for wiring	$60.00
500A	Order Code 500A	$0.00

Please note selected options override standard equipment

SUBTOTAL	**$51,795.00**
Advert/ Adjustments	$0.00
Manufacturer Destination Charge	$1,595.00
TOTAL PRICE	**$53,390.00**

Est City: N/A MPG
Est Highway: N/A MPG
Est Highway Cruising Range: N/A mi

Vehicle Configuration Options

ENGINE	
Code	**Description**
99C	Engine: 3.0L V6 EcoBoost, -inc: (148-MPH top speed), Deletes regenerative braking and lithium-ion battery pack; adds 250-amp alternator and replaces 19-gallon tank w/21.4-gallon tank, 3.31 Axle Ratio
TRANSMISSION	
Code	**Description**
44U	Transmission: 10-Speed Automatic (44U)
PRIMARY PAINT	
Code	**Description**
UM	Agate Black
SEAT TYPE	
Code	**Description**
9W	Charcoal Black, Unique HD Cloth Front Bucket Seats w/Vinyl Rear, -inc: reduced bolsters, 6-way power track driver seat (fore/aft, up/down, tilt w/manual recline, 2-way manual lumbar), 8-way power track passenger seat w/2-way power recline and 2-way power lumbar and built-in steel intrusion plates in both driver/passenger seatbacks
AXLE RATIO	
Code	**Description**
___	3.31 Axle Ratio
ADDITIONAL EQUIPMENT	
Code	**Description**
76D	Underbody Deflector Plate, -inc: Engine and transmission shield
51S	Dual Driver & Passenger LED Bulb Spot Lamps (Unity)
16D	Badge Delete, -inc: Deletes the Police Interceptor badging on rear liftgate and the Interceptor badging on front hood (EcoBoost)
59B	Keyed Alike - 1284x
52P	Hidden Door-Lock Plunger, -inc: Rear-Door Controls Inoperable, Locks, handles and windows, Can manually remove window or door disable plate w/special tool, Locks/windows operable from driver's door switches
68G	Rear-Door Controls Inoperable, -inc: Locks, handles and windows, Can manually remove window or door disable plate w/special tool, Locks/windows operable from driver's door switches
60R	Noise Suppression Bonds (Ground Straps)
85R	Rear Console Plate, -inc: Contours through 2nd row; channel for wiring

OPTION PACKAGE	
Code	**Description**
500A	Order Code 500A

Standard Equipment

MECHANICAL

Engine: 3.3L V6 Direct-Injection Hybrid System -inc: (136-MPH top speed) (STD)
Transmission: 10-Speed Automatic (STD)
3.73 Axle Ratio (STD)

ADDITIONAL EQUIPMENT

50-State Emissions System Flexible Fuel Vehicle (FFV) system is standard equipment for vehicles equipped with the 3.3L V6 Direct-Injection engine.
Transmission w/Driver Selectable Mode and Oil Cooler
Automatic Full-Time All-Wheel
Engine Oil Cooler
92-Amp/Hr 850CCA Maintenance-Free Battery
Hybrid Electric Motor 220 Amp Alternator
Class III Towing Equipment -inc: Hitch
Trailer Wiring Harness
Police/Fire
1500# Maximum Payload
GVWR: 6,840 lbs (3,103 kgs)
Gas-Pressurized Shock Absorbers
Front And Rear Anti-Roll Bars
Electric Power-Assist Steering
19 Gal. Fuel Tank
Dual Stainless Steel Exhaust
Permanent Locking Hubs
Strut Front Suspension w/Coil Springs
Multi-Link Rear Suspension w/Coil Springs
Regenerative 4-Wheel Disc Brakes w/4-Wheel ABS, Front And Rear Vented Discs, Brake Assist and Hill Hold Control
Lithium Ion (li-Ion) Traction Battery 1.5 kWh Capacity
Wheels w/Hub Covers
Wheels: 18" x 8" 5-Spoke Painted Black Steel -inc: polished stainless steel hub cover and center caps
Tires: 255/60R18 AS BSW
Steel Spare Wheel
Full-Size Spare Tire Mounted Inside Under Cargo
Body-Colored Front Bumper w/Black Rub Strip/Fascia Accent and 1 Tow Hook
Body-Colored Rear Bumper w/Black Rub Strip/Fascia Accent
Body-Colored Bodyside Cladding and Black Wheel Well Trim

Black Side Windows Trim and Black Front Windshield Trim
Black Door Handles
Black Power Side Mirrors w/Convex Spotter and Manual Folding
Fixed Rear Window w/Wiper, Heated Wiper Park and Defroster
Deep Tinted Glass
Speed Sensitive Variable Intermittent Wipers
Galvanized Steel/Aluminum Panels
Lip Spoiler
Black Grille
Liftgate Rear Cargo Access
Tailgate/Rear Door Lock Included w/Power Door Locks
Auto On/Off Projector Beam Led Low/High Beam Headlamps
LED Brakelights
Radio w/Seek-Scan, Clock and Speed Compensated Volume Control
Radio: AM/FM/MP3 Capable -inc: 100 watt siren/speaker prep kit, clock, 4 speakers, 1 USB port and 8" color LCD screen center-stack smart display, supports Android Auto and Apple CarPlay and fleet telematics modem Allows data to be provided to support Ford Pro telematics and data services via optional subscription, including but not limited to vehicle location, speed, idle time, fuel, vehicle diagnostics and maintenance alerts. Device enables optional telematics services through Ford or authorized providers via paid subscription. Subscribe at https://fordpro.com/en-us/telematics/ or call 1-833-811-FORD (3673).
SYNC Phoenix Communication & Entertainment System -inc: hands-free voice command support compatible w/most Bluetooth connected mobile devices, 911 Assist, VHR, SYNC Services, AppLink, Bluetooth, steering wheel controls, USB port and auxiliary input jack
4 Speakers
Integrated Roof Antenna
Wireless Phone Connectivity
1 LCD Monitor In The Front
8-Way Driver Seat
Passenger Seat
35-30-35 Folding Split-Bench Front Facing Fold Forward Seatback Rear Seat
Manual Tilt/Telescoping Steering Column
Gauges -inc: Speedometer, Odometer, Engine Coolant Temp, Tachometer, Engine Hour Meter, Traction Battery Level, Trip Odometer and Trip Computer
Power Rear Windows and Fixed 3rd Row Windows
Selective Service Internet Access
Remote Keyless Entry
Remote Releases -Inc: Power Cargo Access
Cruise Control w/Steering Wheel Controls
Dual Zone Front Automatic Air Conditioning
Rear HVAC
HVAC -inc: Underseat Ducts
Locking Glove Box

Driver Foot Rest
Unique HD Cloth Front Bucket Seats w/Vinyl Rear -inc: reduced bolsters, 6-way power track driver seat (fore/aft, up/down, tilt w/manual recline, 2-way manual lumbar), 8-way power track passenger seat w/2-way power recline and 2-way power lumbar and built-in steel intrusion plates in both driver/passenger seatbacks
Interior Trim -inc: Metal-Look Instrument Panel Insert, Metal-Look Door Panel Insert and Metal-Look Interior Accents
Full Cloth Headliner
Urethane Gear Shifter Material
Day-Night Rearview Mirror
Driver And Passenger Visor Vanity Mirrors
Mini Overhead Console w/Storage and 2 12V DC Power Outlets
Front And Rear Map Lights
Fade-To-Off Interior Lighting
Full Vinyl/Rubber Floor Covering
Carpet Floor Trim
Cargo Features -inc: Cargo Tray/Organizer
Cargo Space Lights
Fleet Telematics Modem Tracker System
Smart Device Integration
Dashboard Storage, Driver And Passenger Door Bins
Power 1st Row Windows w/Driver And Passenger 1-Touch Up/Down
Delayed Accessory Power
Power Door Locks
Driver Information Center
Redundant Digital Speedometer
Trip Computer
Digital/Analog Appearance
Seats w/Vinyl Back Material
Manual Adjustable Front Head Restraints and Manual Adjustable Rear Head Restraints
Perimeter Alarm
2 12V DC Power Outlets
Air Filtration
Electronic Stability Control (ESC) And Roll Stability Control (RSC)
ABS And Driveline Traction Control
Side Impact Beams
Dual Stage Driver And Passenger Seat-Mounted Side Airbags
Emergency Sos Capability
Reverse Sensing System Rear Parking Sensors
BLIS (Blind Spot Information System) Blind Spot
Pre-Collision Assist with Pedestrian Detection

Rear Cross-Traffic Braking
Collision Mitigation-Front
Tire Specific Low Tire Pressure Warning
Dual Stage Driver And Passenger Front Airbags
Curtain 1st And 2nd Row Airbags
Airbag Occupancy Sensor
Passenger Knee Airbag
Rear Child Safety Locks
Outboard Front Lap And Shoulder Safety Belts -inc: Rear Center 3 Point, Height Adjusters and Pretensioners
Back-Up Camera w/Washer

National Auto Fleet Group

A Division of Chevrolet of Watsonville
490 Auto Center Drive, Watsonville, CA 95076
(855) 289-6572 • (831) 480-8497 Fax
Fleet@NationalAutoFleetGroup.com

9/5/2025

Quote ID: **32955**

Order Cut Off Date: **TBA**

Lt. Jose Avalos
Gardena Police Department
1718 W. 162nd Street
Gardena, CA 90247

Dear Lt. Avalos,

National Auto Fleet Group is pleased to quote the following vehicle(s) for your consideration. **Two (2) New/Unused 2026 Chevrolet Tahoe (CC10706) 2WD 4dr Police,** delivered to your specified location, each for:

	One Unit (MSRP)	One Unit	Total % Savings	Extended Unit's (2)	Total Savings
Contract Price	$58,635.00	$56,770.53	3.180 %	$113,541.06	$3,728.94
Tax (10.5000 %)		$5,960.91		$11,921.82	
Tire fee		$8.75		$17.50	
Transportation		$175.00		$350.00	
Total		$62,915.18		$125,830.38	

PLEASE NOTE: AVAILABILITY IS LIMITED AND ALLOCATION MUST BE APPROVED BY THE MANUFACTURER.

This vehicle(s) is available under the **Sourcewell Contract 091521-NAF** . Please reference this Contract number on all purchase orders to National Auto Fleet Group. Payment terms are Net 20 days after receipt of vehicle.

Thank you in advance for your consideration. Should you have any questions, please do not hesitate to call.

Sincerely,

Yesenia Covarrubias
Account Manager
yesenia@watsonvillefleetgroup.com
(626) 457-5590

CHEVROLET Ford NISSAN TOYOTA GMC

2026 Fleet/Non-Retail Chevrolet Tahoe 2WD 4dr Police

WINDOW STICKER

2026 Chevrolet Tahoe 2WD 4dr Police

CODE	MODEL	MSRP
CC10706	2026 Chevrolet Tahoe 2WD 4dr Police	$54,200.00
	OPTIONS	
FE9	Emissions, Federal requirements	$0.00
L84	Engine, 5.3L EcoTec3 V8, (STD)	$0.00
MHU	Transmission, 10-speed automatic, electronically controlled with overdrive, includes Traction Select System including tow/haul	$0.00
GU5	Rear axle, 3.23 ratio	$0.00
1FL	Commercial Preferred Equipment Group, includes standard equipment	$0.00
XCS	Tires, 275/55R20SL all-season, blackwall, Firestone Firehawk Pursuit, (STD)	$0.00
GBA	Black	$0.00
H1T	Jet Black, Cloth seat trim	$0.00
URW	Audio system, 17.7" diagonal advanced color LCD display, (STD)	$0.00
AU7	Key common, fleet	INC
7X2	Spotlamps, left- and right-hand	$1,340.00
6E8	Fleet Calibration, Includes (AU7) fleet common key.	$50.00
UTQ	Theft-deterrent system, content, disable, the alarm and horn become non-functional in an attempt of theft to the vehicle	$50.00
9G8	Headlamps, Daytime Running Lamps and automatic headlamp control delete	$50.00
Z56	Suspension Package, heavy-duty, police-rated., Full independent suspension with monotube dampers, linear coil springs, 35mm solid front stabilizer bar and 32mm hollow rear stabilizer bar	$0.00
NZV	Wheels, 20" x 9" (50.8 cm x 22.9 cm) machined aluminum wit Charcoal pockets, (Includes (XCS) 275/55R20SL all-season, blackwall, Firestone Firehawk Pursuit tires.)	$350.00
VPV	Ship Thru, Produced in Arlington Assembly and shipped to Kerr Industries and onto Arlington Assembly	$0.00
C6C	GVWR, 7400 lbs. (3357 kg), (STD)	$0.00

Please note selected options override standard equipment

SUBTOTAL	**$56,040.00**
Advert/ Adjustments	$0.00
Manufacturer Destination Charge	$2,595.00
TOTAL PRICE	**$58,635.00**

Est City: N/A MPG
Est Highway: N/A MPG
Est Highway Cruising Range: N/A mi

Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

Notes

Vehicle Configuration Options

EMISSIONS	
Code	**Description**
FE9	Emissions, Federal requirements
ENGINE	
Code	**Description**
L84	Engine, 5.3L EcoTec3 V8, (STD)
TRANSMISSION	
Code	**Description**
MHU	Transmission, 10-speed automatic, electronically controlled with overdrive, includes Traction Select System including tow/haul
AXLE	
Code	**Description**
GU5	Rear axle, 3.23 ratio
PREFERRED EQUIPMENT GROUP	
Code	**Description**
1FL	Commercial Preferred Equipment Group, includes standard equipment
TIRES	
Code	**Description**
XCS	Tires, 275/55R20SL all-season, blackwall, Firestone Firehawk Pursuit, (STD)
PAINT	
Code	**Description**
GBA	Black
SEAT TRIM	
Code	**Description**
H1T	Jet Black, Cloth seat trim
RADIO	
Code	**Description**
URW	Audio system, 17.7" diagonal advanced color LCD display, (STD)
ADDITIONAL EQUIPMENT	

Code	Description
AU7	Key common, fleet
7X2	Spotlamps, left- and right-hand
6E8	Fleet Calibration, Includes (AU7) fleet common key.
UTQ	Theft-deterrent system, content, disable, the alarm and horn become non-functional in an attempt of theft to the vehicle
9G8	Headlamps, Daytime Running Lamps and automatic headlamp control delete
SUSPENSION PKG	
Code	**Description**
Z56	Suspension Package, heavy-duty, police-rated., Full independent suspension with monotube dampers, linear coil springs, 35mm solid front stabilizer bar and 32mm hollow rear stabilizer bar
WHEEL TYPE	
Code	**Description**
NZV	Wheels, 20" x 9" (50.8 cm x 22.9 cm) machined aluminum wit Charcoal pockets, (Includes (XCS) 275/55R20SL all-season, blackwall, Firestone Firehawk Pursuit tires.)
SHIP THRU CODES	
Code	**Description**
VPV	Ship Thru, Produced in Arlington Assembly and shipped to Kerr Industries and onto Arlington Assembly
GVWR	
Code	**Description**
C6C	GVWR, 7400 lbs. (3357 kg), (STD)

Standard Equipment

MECHANICAL

Engine, 5.3L EcoTec3 V8 with Dynamic Fuel Management, Direct Injection and Variable Valve Timing, includes aluminum block construction (355 hp [265 kW] @ 5600 rpm, 383 lb-ft of torque [518 Nm] @ 4100 rpm) (STD)
Transmission, 10-speed automatic electronically controlled with overdrive, includes Traction Select System including tow/haul
Rear axle, 3.23 ratio
Suspension Package, heavy-duty, police-rated. Full independent suspension with monotube dampers, linear coil springs, 35mm solid front stabilizer bar and 32mm hollow rear stabilizer bar
GVWR, 7400 lbs. (3357 kg) (2WD models only.) (STD)

EXTERIOR

Wheels, 20" x 9" (50.8 cm x 22.9 cm) steel (STD)
Tires, 275/55R20SL all-season, blackwall, Firestone Firehawk Pursuit (STD)

ENTERTAINMENT

Audio system, 17.7" diagonal advanced color LCD display with Google built-in compatibility (select service plan required, terms and limitations apply), including navigation capability, connected apps, personalized profiles for each driver's settings, Natural Voice Recognition and Phone Integration (STD)

SEAT TYPE

Seats, front 40/20/40 split-bench (STD)

ADDITIONAL EQUIPMENT

Identifier for Police Package Vehicle includes, (K47) heavy-duty air filter, (KX4) 250 amp high output alternator, (K6K) 760 cold-cranking amps auxiliary battery, electrical power & vehicle signals for customer connection located at the center front floor. Auxiliary battery circuit for customer connection located in the rear cargo area, (Z56) heavy-duty, police-rated suspension, (XCS) 275/55R20SL all-season tires, (RAV) 275/55R20 all-season spare tire, Police brakes, (RC1) front skid plate, (PXT) 20" steel wheels, Certified speedometer, SEO (5J3) Surveillance Mode interior lighting calibration, SEO (UT7) blunt cut cargo area and blunt cut console area ground wires, (V53) delete luggage rack side rails and (ATD) third row seat delete)
Remote Keyless Entry Package includes 4 additional transmitters, NOTE: programming of remotes is at customer's expense. Programming remotes is not a warranty expense
Keyless start, push button
Automatic Stop/Start
Engine control, stop/start system disable button, non-latching

Engine air filtration monitor
Fuel, gasoline, E15
Differential, mechanical limited-slip
Rear wheel drive
Air filter, heavy-duty
Cooling, external engine oil cooler, heavy-duty air-to-oil integral to driver side of radiator
Cooling, auxiliary transmission oil cooler, heavy-duty air-to-oil
Cooling system, extra capacity
Battery, 850 cold-cranking amps with 95 amp hour rating
Battery, auxiliary, 760 cold-cranking amps with 70 amp hour rating (packaged behind left rear cargo area panel)
Alternator, 250 amps
Trailering equipment includes trailering hitch platform, 7-wire harness with independent fused trailering circuits mated to a 7-way connector and 2" trailering receiver
Trailer sway control
Hitch Guidance
Recovery hooks, 2 front, frame-mounted, Black (Required on all models going to Alaska, Guam, Hawaii, Puerto Rico and Virgin Islands. All Tahoe (9C1) and (5W4) vehicles include front fascia with recovery hook openings.)
Skid plate, front
Suspension, front coil-over-shock with stabilizer bar
Suspension, rear multi-link with coil springs
Steering, power
Brake system, heavy duty with front Brembo calipers and 16" front rotors
Capless Fuel Fill
Exhaust, single system, single-outlet
Mechanical Jack with tools
Ground wires, blunt cut cargo area and blunt cut console area
Wiring provision, for outside mirrors and cargo side mirrors
Flasher system, headlamp and taillamp, DRL compatible with control wire
Calibration, taillamp flasher, Red/White
Calibration, taillamp flasher, Red/Red
Wheel, full-size spare, matching 20" (50.8 cm) steel wheel without center cap
Wheel, full-size spare, 17" (43.2 cm) steel
Tire, spare P265/70R17 all-season, blackwall
Tire, spare 275/55R20 all-season, blackwall, Firestone Firehawk Pursuit
Tire carrier, lockable outside spare, winch-type mounted under frame at rear
Active aero shutters, upper
Fascia, front
Fascia, front high-approach angle
Luggage rack side rails, delete

Assist steps, Black with chrome accent strip
Headlamps, LED
Tail lamps, LED
Mirrors, outside heated power-adjustable, manual-folding, body-color
Mirror caps, body-color
Glass, deep-tinted (all windows, except light-tinted glass on windshield and driver- and front passenger-side glass)
Glass, acoustic, laminated
Glass, windshield shade band
Windshield, solar absorbing
Wipers, front intermittent, Rainsense
Wiper, rear intermittent with washer
Exterior ornamentation delete (front & rear Chevrolet bowties will remain)
Door handles, body-color
Liftgate, rear manual
Audio system feature, 6-speaker system
Bluetooth for phone personal cell phone connectivity to vehicle audio system
5G Wi-Fi Hotspot capable (Requires (UE1) OnStar. Terms and limitations apply. See onstar.com or dealer for details.)
Wi-Fi Hotspot capable (Requires (UE1) OnStar. Terms and limitations apply. See onstar.com or dealer for details.)
SiriusXM, delete
Wireless Apple CarPlay/Wireless Android Auto
Seat adjuster, driver 8-way power
Seat adjuster, front passenger 6-way power
Seat adjuster, front passenger 8-way power
Seat adjuster, driver 2-way power lumbar
Seat adjuster, front passenger 2-way power lumbar
Seats, second row 60/40 split-folding bench, manual
Seat delete, third row passenger (Deletes rear storage compartment.)
Floor covering, Black rubberized vinyl (Deleted when (B30) floor covering is ordered.)
Electronic Precision Shift
Steering column lock, electrical
Steering column, manual tilt and telescopic
Steering wheel, vinyl
Steering wheel controls, mounted audio, Driver Information Center, Adaptive Cruise Control, Forward Collision Alert following gap button and heated steering wheel (when equipped)
Speedometer calibration
Driver Information Center, 11" diagonal multi-color digital display
Instrumentation, analog with certified 140 mph speedometer, odometer with trip odometer, engine hour meter, fuel level, voltmeter, engine temperature, oil pressure and tachometer
Door locks, power programmable with lockout protection and delayed locking

Keyless Open includes extended range Remote Keyless Entry
Key, unique (Deleted when (AU7) fleet common key is ordered.
Remote start
Window, power with driver Express-Up/Down
Window, power with front passenger Express-Up/Down
Windows, power with rear Express-Down
Cruise control, electronic with set and resume speed
Universal Vehicle Module
Theft-deterrent system, electrical, unauthorized entry
Theft-deterrent system, vehicle, PASS-Key III
Display, automatic occupant sensing
Wireless Phone Charging, for portable devices
USB ports, 2 type-A and C, charge and data, located on front console
USB ports, 2 type-C, charge-only, located in third row
Air conditioning, tri-zone automatic climate control with individual climate settings for driver, right front passenger and rear seat occupants
Air conditioning, rear
Defogger, rear-window electric
Power outlets, 2, 120-volt, located on the rear of the center console and rear cargo area
Power supply, 50-amp, power supply, auxiliary battery, passenger compartment wiring harness
Power supply, 100-amp, auxiliary battery, passenger compartment wiring harness
Power supply, 120-amp, (4) 30-amp circuit, Primary battery, relay controlled, passenger compartment harness wiring
Mirror, inside rearview manual day/night
Visors, driver and front passenger illuminated vanity mirrors, sliding
Assist handles, overhead, driver and front passenger, located in headliner
Assist handles, front passenger A-pillar and second row outboard B-pillar
Lighting, interior with dome light, driver- and passenger-side door switch with delayed entry feature, cargo lights, door handle or Remote Keyless Entry-activated illuminated entry and map lights in front and second seat positions
Cargo management system
Chevrolet Connected Access capable (Subject to terms. See onstar.com or dealer for details.)
Calibration, Surveillance Mode interior lighting
Lock control, driver side auto door lock disable
StabiliTrak, stability control system with brake assist, includes traction control
Airbags, Frontal airbags for driver and front outboard passenger; Seat-mounted side-impact airbags for driver and front outboard passenger; Head-curtain airbags for all rows in outboard seating positions
Front outboard Passenger Sensing System for frontal outboard passenger airbag (Always use seat belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)
Seat belts, 3-point, all seating positions
Hill Start Assist

Active Hill Hold Assist
OnStar Services capable (See onstar.com for details and limitations. Services vary by model. Service plan required.)
HD Surround Vision
Rear Camera Washer
Rear Pedestrian Alert
Rear Parking Assist
Safety Alert Seat
Rear Seat Reminder
Buckle to Drive prevents vehicle from being shifted out of Park until driver seat belt is fastened; times out after 20 seconds and encourages seat belt use, can be turned on and off in Settings or Teen Driver menu (Defaulted off. Feature can be turned on in the infotainment menu.)
Door locks, rear child security, manual
LATCH system (Lower Anchors and Tethers for CHildren), for child restraint seats lower anchors and top tethers located in all second-row seating positions, top tethers located in third row seating positions
Teen Driver a configurable feature that lets you activate customizable vehicle settings associated with a key fob, to help encourage safe driving behavior. It can limit certain available vehicle features, and it prevents certain safety systems from being turned off. An in-vehicle report card gives you information on driving habits and helps you to continue to coach your new driver
Tire Pressure Monitoring System auto learn, includes Tire Fill Alert (does not apply to spare tire)
Warning tones headlamp on, driver and right-front passenger seat belt unfasten and turn signal on
OnStar Basics (OnStar Fleet Basics for Fleet) Drive confidently with core OnStar services including remote commands, built-in voice assistance, real-time traffic and navigation, and Automatic Crash Response to help if you're in need. (Requires (UE1) OnStar. OnStar Basics includes remote commands, Navigation, Voice Assistance, and Automatic Crash Response, for eligible vehicles with compatible software. OnStar Basics is standard for 8 years; OnStar plan, working electrical system, cell reception and GPS signal required. OnStar links to emergency services. Service coverage varies with conditions and location. Service availability, features and functionality vary by device and software version. See onstar.com for details and limitations.)
Protected idle allows vehicle engine to remain idling and vehicle immobilized while FOB is outside vehicle

SBRPCA
4440 WEST BROADWAY HAWTHORNE CA,90250
310-973-1802 FAX: 310-978-0892

QUOTE

DATE	QUOTE #	CUST #
9/3/2025	0000003090	0000011

CUSTOMER

City Of Gardena
Attn: Accounts Payable
1700 W. 162nd Street
Gardena CA 90247

SHIP TO:

Gardena Police Dept
Attn: Gina Ayers
1718 W. 162nd Street
Gardena CA 90247

P.O. NUMBER	TERMS	JOB OR UNIT #
	NET 30	TAHOE QUOTE

QUAN		DESCRIPTION	PRICE EACH	AMOUNT
1.00	VALR51J-PF3AL	51" Valor Models	3,217.63	3,217.63
1.00	HKB-TAH21-HP	Tahoe/Suburban (No Roof Rails) light bar lengths 51, 53-in		
1.00	PF400S17B	REMOTE SURFACE-MOUNT CONTROLLER WITH 17 PUSH-BUTTONS AND SLIDE SWITCH	1,527.99	1,527.99
1.00	EXPMOD-2	EXPANSION MODULE 2	389.55	389.55
1.00	EXPHARN05	Rear taillight connection wire harness for use with rear expansion module, Chevrolet Tahoe, 2021-2023	125.08	125.08
1.00	EXPMOD24	24-CHANNEL EXPANSION MODULE	210.94	210.94
1.00	OBDCABLE20-5	Blazer EV 2024 Pathfinder® OBD Cable Vehicle Reference	121.90	121.90
1.00	RBKIT2-COMPACT	Pair of Rumbler Compact low frequency speakers for use with sirens with integrated Rumbler capability	314.29	314.29
1.00	RBC2-TAH21ND	(2) Compact, no drill,(1) passenger side bracket and (1) driver side bracket, Chevrolet Tahoe, 2021-2024	37.63	37.63
2.00	ES100C	SIREN SPEAKER	211.47	422.94
2.00	ESB-U	UNIVERSAL SIREN BKT FOR ES100C	26.50	53.00
2.00	DR6-RBW-SMK	6-foot Running Board, Tri-Color, Smoked lens Red/Blue/White	1,166.00	2,332.00
4.00	DR6BKT-RB-TAH	6-ft running board mounting brackets, 2021-2025 Chevrolet Tahoe	39.75	159.00
1.00	SIFMJH-TAH21-P3	2021-2023 Chevy Tahoe Rear Hatch/Rear Deck/Rear Window	993.75	993.75
1.00	794-AH	OPTICOM INFRARED LED EMITTER, SUITABLE FOR EXTERNAL USE	1,565.62	1,565.62
2.00	MPS63U-RBW-S	MICROPULSE ULTRA 6,, Red/Blue/White SMOKED	132.50	265.00
4.00	MPS123U-RBW-	(36) LEDs, Red/Blue/White	158.47	633.88
4.00	MPS63U-RBA	18-LED light head Red/Blue/Amber	125.08	500.32
2.00	MPSM6-DL	SIDE -BY-SIDE MPS600U BRACKET	14.31	28.62
1.00	MPSMW9-TAH21	Pair of side mirror brackets, each bracket holds (1) MPSW9 light, Chevrolet Tahoe, 2021-2025	34.98	34.98
2.00	MPSW9-RBW-SMK	MPS WIDE RED/BLUE.WHITE SMOKED LENS	162.71	325.42
2.00	MPS123U-RBA	MICROPULSE ULTRA 12, TRI-COLOR, SURFACE MOUNT, 12/24 VDC, CLEAR LENS		
2.00	MPS63U-RBW	18-LED light head, Red/Blue/White	125.08	250.16
4.00	416918-RBA	TRI,CORNER LED,RED/BLU/AMB	68.90	275.60
1.00	C-VSW-1012-TAH	Vehicle-Specific 22" Wide Angled Console for 2025 Chevrolet Tahoe Police Pursuit Vehicle	565.11	565.11
1.00	C-HDM-214	8.5" Heavy-Duty Telescoping Pole, Side Mount	100.70	100.70
2.00	C-MD-317	Heavy-Duty Computer Monitor / Keyboard Mount and Motion Device	325.08	650.16
1.00	PKG-DS-GTC-902	Package – Docking Station For Getac K120 Rugged Tablet With	890.19	890.19

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P.O. NUMBER	TERMS	JOB OR UNIT #
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QUAN		DESCRIPTION	PRICE EACH	AMOUNT
		External Power Supply with Bare Wire & Power Supply Mounting Bracket		
1.00	CUP2-1001	Self-Adjusting Double Cup Holder Occupies 4" of equipment bracket space, with a depth of 3"	44.10	44.10
1.00	C-AP-0325-1	3 INCH INTERNAL POCKET HAVIS CONSOLE	33.39	33.39
1.00	C-EB25-XTL-1P	1-Piece Equipment Mounting Bracket, 2.5" Mounting Space, Fits Motorola XTL 2500, XTL5000-05, APX 7500	21.42	21.42
1.00	C-EB40-SSP-1P	Faceplate for smart siren Platnium series 4 inch	24.57	24.57
1.00	C-AHW-80	8" Accessory Holder for 3.3"W Section of Wide Consoles	17.01	17.01
2.00	C-FPW-4	4" Filler Plate for Wide VSW Consoles	6.30	12.60
2.00	C-FPW-7	7" Filler Plate for Wide VSW Consoles	8.19	16.38
2.00	C-FPW-1	1" Filler Plate for Wide VSW Consoles	7.00	14.00
1.00	TSD-201	12.5" Capacitive Touch Screen Display with Integrated Hub	1,149.75	1,149.75
1.00	C-MD-301	Computer Mount Motion Device Slide Rail System	286.65	286.65
2.00	IK-TR-911-RED	Full Travel Keyboard with Attachment Versatility		
1.00	TK0250TAH21	2021 CHEVY TAHOE CARGO BOX DSK- Drawer, Sliding With Key Lock BSK- Base Sliding With Key Lock	1,509.00	1,509.00
1.00	GK10342U	D T-Rail Mount 2 Universal Locks	589.00	589.00
1.00	36-4045	2024 Chevrolet Tahoe PPV	471.74	471.74
1.00	36-4045PB	2024 Chevrolet Tahoe PPV	307.91	307.91
1.00	36-6015F2MP	36-6015F2MP Elite 33.1" 2 Light Channel CHEVY TAHOE	31.45	31.45
1.00	36-4045WC	2025 Chevrolet Tahoe PPV Push Bumper Elite Wire Cover	31.45	31.45
1.00	KTB734V1XNXX	2025 GETAC K120 RUGGED 12.5IN WIN TAB	4,150.00	4,150.00
1.00	MB05-19005GB-	Cradlepoint R1900-5GB - wireless router - WWAN - LTE, 802.11a/b/g/n/ac/ax,	2,795.00	2,795.00
1.00	AP-RT5G-C4W4G	AIRGAIN 9IN1 ANT BOLT MNT PGTAIL BLK Need Part# CH-C4W4G-1-2-1-14	215.00	215.00
1.00	CH-C4W4G-1-2-1-	AIRGAIN 14FT 9IN1 SMA CAB HARNESS	200.00	200.00
1.00	AP-MF5G-C2W4G	Airgain antenna AXON 2×2 MIMO 5G with up to 7-in-1 High Performance IP67/IP69K Antenna need part# CH-C2W4G-1-2-1-14	150.00	150.00
1.00	CH-C2W4G-1-2-1-	MULTIMAX 7IN1 EZCONNECT CUST CABLE HARNESS	175.00	175.00
1.00	MOTO KIT 1	Motorola APX radio with 05 head cable kit for patroll unit		
1.00	DEFAULT 4030	Sbrpca wire harnes	531.08	531.08
1.00		SHIPPING COSTS	700.00	700.00
		SUBTOTAL		**$29,467.96**
		TAX		**$3,020.64**
		TOTAL		**$32,488.60**

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P.O. NUMBER	TERMS	JOB OR UNIT #
	NET 30	2026 FORD EXPLORER

QUAN		DESCRIPTION	PRICE EACH	AMOUNT
1.00	VALR51J-PF3AL	51" Valor Models	3,217.63	3,217.63
1.00	795H-EXTB-D	GTT 795H emitter/bracket for attaching to driverside of Valor	1,575.16	1,575.16
1.00	HKB-FPIU20	Hook required with hook-on mount, 44-, 45-, 46-, 51-, 53-inch bars	50.00	50.00
1.00	PF400QS17B	PF400Q 17 BUTTON	1,106.00	1,106.00
1.00	OBDCABLE20-6	20-ft OBDII interface cable, for use on Ford Police Interceptor Utility, 2025	121.90	121.90
1.00	RBKIT2-COMPACT	Pair of Rumbler Compact low frequency speakers for use with sirens with integrated Rumbler capability	314.29	314.29
1.00	RBC2-FPIU20ND	2020-2024 (2) Compact, no drill, (1) passenger side bracket and (1) driver side bracket,Ford Police Interceptor Utility,	36.57	36.57
2.00	ES100C	SIREN SPEAKER	211.47	422.94
2.00	ESB-U	UNIVERSAL SIREN BKT FOR ES100C	26.50	53.00
1.00	EXPHARN06	Rear taillight connection wire harness for use with rear expansion module, Ford Police Interceptor Utility, 2025	91.69	91.69
1.00	EXPMOD24	24-CHANNEL EXPANSION MODULE	210.94	210.94
4.00	416918-RBW	TRI-COLOR, SINGLE-HEAD CORNER LED SYSTEMS Red/Blue/White, Clear lens	69.00	276.00
8.00	MPS63U-RBW	18-LED light head, Red/Blue/White	101.00	808.00
2.00	MPS63U-RBA	18-LED light head Red/Blue/Amber	101.00	202.00
2.00	MPSM6-LB	MPS 600 SERIES L BRACKET	9.54	19.08
2.00	MPS123U-RBA	MICROPULSE ULTRA 12, TRI-COLOR, SURFACE MOUNT, 12/24 VDC, CLEAR LENS	127.00	254.00
1.00	EXPMOD-2	EXPANSION MODULE 2	389.55	389.55
1.00	795H-EXTB-D	GTT 795H emitter/bracket for attaching to driverside of Valor	1,575.16	1,575.16
1.00	Z20000465A-1234	Valor FS Join Replacement Board PCBA,CTRL,VALR-INTG	243.00	243.00
1.00	SIFMJH-FPIU20-P3	Ford Police Interceptor Utility, 2020+ Rear Hatch/Rear Deck Models Center Focused (SIFMJS)	993.75	993.75
2.00	DR6-RBW-SMK	6-foot Running Board, Tri-Color, Smoked lens Red/Blue/White	1,166.00	2,332.00
4.00	DR6BKT-RB-FPIU	6-ft running board mounting brackets, 2020-2025 Ford Police Interceptor Utility	39.75	159.00
1.00	MBFX25RB	Ford Explorer, 2020 and Police Interceptor Utility, 2020, Two Split Red/Blue Lightheads	320.10	320.10
1.00	MBI2J	MIRROR-BEAM MT ION DUO R/B	16.50	16.50
1.00	C-VS-1012-INUT-2	Vehicle-Specific 22" Angled Console for 2020-2025 Ford Interceptor Utility	715.00	715.00
1.00	C-EB40-SSP-1P	Faceplate for smart siren Platnium series 4 inch	27.03	27.03

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P.O. NUMBER	TERMS	JOB OR UNIT #
	NET 30	2026 FORD EXPLORER

QUAN		DESCRIPTION	PRICE EACH	AMOUNT
1.00	C-EB25-XPR-1P	1-Piece REMOTE HEAD Equipment Mounting Bracket, 2.5" Mounting Space, Fits Motorola XPR4550, XPR4380, XPR4580 & XPR4350 radio	19.40	19.40
1.00	C-FP-35	3-1/2" Filler Plate	9.46	9.46
1.00	C-FP-2	Filler plate 2 inch	9.46	9.46
1.00	C-FP-.5	1/2 inch faceplate	7.92	7.92
1.00	C-FP-1.0	Filler plate 1inch	8.00	8.00
1.00	CUP2-1001	Self-Adjusting Double Cup Holder Occupies 4" of equipment bracket space, with a depth of 3"	48.51	48.51
1.00	PKG-MD-ARM-06	PKG,ACTADP,ACSY,VSX,LD,SWGARM,9"I,	214.27	214.27
1.00	C-AP-0325-1	3 INCH INTERNAL POCKET HAVIS CONSOLE	36.73	36.73
1.00	C-DMM-3028	Heavy-Duty Dash Mount for 2025 Ford Interceptor Utility Vehicle	371.45	371.45
1.00	DS-GTC-902	Docking Station and LPS-140 (120W Getac Vehicle Power Supply with LPS-208) for Getac K120 Tablet	857.06	857.06
1.00	PKG-TTP-INUT-1	Premium Package – Raised Fold-Up Equipment Tray & Cargo Plate with 200 lbs Lift Struts for 2020-2023 Ford Interceptor Utility	1,372.83	1,372.83
1.00	IK-TR-911-RED	Full Travel Keyboard with Attachment Versatility	386.22	386.22
2.00	PG3969	ADJUSTABLE GUNLOCK TIMER	33.87	67.74
3.00	PG2579	Universal Lock ,#2 Key	130.90	392.70
2.00	PG7433	DUAL RAIL SYSTEM- LARGE LOCK ATTACHMENT BRACKET FLAT PANEL	14.63	29.26
2.00	PG7529	OPTICS BRACKET FOR AR-15	14.63	29.26
1.00	TK1413ITU20	EZ LIFT DUAL DRAWER SYSTEM - D2S - P1K 20-23 INTERCEPTOR UTILITY REQUIRED: #12VS (SOLD SEPARATELY)	2.58	2.58
1.00	36-2125	WESTIN 2020 FORD IU PUSH BUMPER	372.09	372.09
1.00	36-2125PB	WESTIN 2020 FORD IU PIT BAR	338.71	338.71
1.00	36-6005F2MP	Elite 23.5" 2 Light Channel Federal Signal Micropulse	34.60	34.60
1.00	35-14045	2020-2021 DEFENDER PRISONER SEAT WITH READY BUCKLE SEAT BELT SYSTEM	886.17	886.17
1.00	35-20045	WESTIN 2020 FORD IU FRONT PARTITION	993.80	993.80
1.00	35-220452	WESTIN 2020 FORD IU REAR PARTITION	464.75	464.75
1.00	KP87S4VAXQXX	GETAC:K120G2-R i7-1165G7	4,565.00	4,565.00
1.00	MB05-19005GB-	Cradlepoint R1900-5GB - wireless router - WWAN - LTE, 802.11a/b/g/n/ac/ax,	3,074.50	3,074.50
1.00	AP-NEXT-C4W4G	CENTURION 5G 9-in-1 High Performance External IP67 Antenna includes support for LTE Band 14 for FirstNet™, Band 71 for T-Mobile,	456.50	456.50
1.00	AP-MMF-CCWW	two high gain cellular/LTE/MIMO antennas which support LTE Band 14 for FirstNet, three high gain dual band	357.50	357.50

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P.O. NUMBER	TERMS	JOB OR UNIT #
	NET 30	2026 FORD EXPLORER

QUAN		DESCRIPTION	PRICE EACH	AMOUNT
		Wi-Fi antennas, and a GNSS antenna inside a single robust and compact housing		
1.00	MOTO KIT 1	Motorola APX radio with 05 head cable kit for patroll unit	398.82	398.82
1.00	390-0042-0	KUSSMAUL POWER CENTER DISTRIBUTION	349.80	349.80
1.00	DEFAULT 4030	Sbrpca wire harnes	503.94	503.94
1.00	MISC PARTS	WIRE, LOOM, HARDWARE	600.00	600.00
1.00		SHIPPING COSTS	700.00	700.00

SUBTOTAL	$34,214.44
TAX	$3,519.02
TOTAL	$37,733.46

City of Gardena

Gardena City Council Meeting
AGENDA REPORT SUMMARY

Agenda Item No. 17A.
Section: DEPARTMENTAL ITEMS - PUBLIC WORKS
Meeting Date: November 18, 2025

TO: THE HONORABLE MAYOR AND MEMBERS OF THE GARDENA CITY COUNCIL

AGENDA TITLE: Award Construction Contract for the Gardena City Hall Electrical Systems Upgrade Project, JN 541, to Mel Smith Electric, Inc. in the amount of $743,000, Approve the Project Plans and Specifications, Budget Appropriation, Project Contingency, Construction Support Services, and Declare California Environmental Quality Act (CEQA) Exemption.

COUNCIL ACTION REQUIRED:

Staff Recommendation:

- Approve Construction Contract
- Approve Project Plans and Specifications
- Approve Budget Appropriation and Contingency
- Approve Construction Support Services
- Declare CEQA Exemption

RECOMMENDATION AND STAFF SUMMARY:

The Gardena City Hall Electrical Systems Upgrade Project entails a comprehensive modernization of the facility's electrical infrastructure to accommodate increased power demands, future expansions, and the installation of electric vehicle (EV) charging stations. The project will enhance system reliability, safety, capacity and separate the system from the Police Departments building while ensuring compliance with current codes and supporting the City's long-term sustainability goals.

The project includes coordination with Southern California Edison (SCE) for upgraded high-voltage power service, installation of new electrical infrastructure, and replacement of outdated equipment throughout the site. Major components include:

- Power Distribution Upgrades:
  Replacement of obsolete ZINSCO electrical panels and subpanels with new UL-listed panelboards designed to meet current National Electrical Code (NEC) standards.
- Emergency Power System:
  Installation of a diesel engine–driven emergency generator west of the trash enclosure to provide reliable backup power for essential City Hall systems during utility outages.
- Electric Vehicle Charging Stations:
  Installation of four (4) dual-port, Level 2 EV chargers in the parking area west of the trash enclosure, supporting the City's transition toward cleaner transportation and expanded EV infrastructure. These chargers will not be for public use since they are in a secured parking area.

This project represents a significant investment in the modernization of Gardena City Hall's electrical system, providing:

- Compliance with current NEC and safety standards
- Increased capacity for present and future electrical loads
- Enhanced reliability and emergency preparedness
- Expanded EV charging capabilities to support sustainability goals
- A scalable foundation for future infrastructure growth

In August of 2025, the design was completed and Public Works finalized the plans and specifications, then published a bid request in CR Planwell, Gardena Valley News, and the City website. The following seven (7) bids were received on October 21, 2025.

Organization	**Bid Amount**
1. Mel Smith Electric, Inc., Stanton	$743,000
2. GA Technical Services, Inc., Glendora	$804,000
3. Amtek Construction, Orange	$847,333
4. Baker Electric & Renewables LLC, Escondido	$936,200
5. Waisman Construction, Inc., Canoga Park	$1,135,000
6. GMJ Construction Services, Inc., Azusa	$1,254,133
7. Golden Phoenix Construction Company, Inc., Azusa	$1,272,000

The lowest responsive bidder, Mel Smith Electric, Inc., is a state-licensed contractor with proven experience in this field. Their references have been verified and they will be required to meet all bonding and financial standards. The construction duration is 75 working days, including some weekends; however, the start may be delayed due to long-lead material items. There should be no power outages during City Hall working hours. All outages are scheduled for nights and weekends. All power outages will be reviewed and approved by the City prior to implementation.

Staff recommends that the City Council approve the award of the construction contract for the Gardena City Hall Electrical Systems Upgrade Project, JN 541 to Mel Smith Electric, Inc. in the amount of $743,000 and additionally:

a. Approve the project Plans and Specifications.
b. Approve a budget appropriation of $579,000 from Deferred Maintenance funds and allocate 25% of the construction award amount ($186,000) as project contingency, considering the building's age and potential unforeseen conditions.
c. Approve Construction Support Services with Maximum Energy Professionals (MEP), in the amount $9,400.
d. Declare this project to be categorically exempt under CEQA, Class 1, Section 15301, as rehabilitation of existing facilities.

FISCAL IMPACT/COST:

Source of Funds:

JN 541, FY 2025-26 CIP Adoption Budget-Deferred Maintenance Funds	$428,964
Budget Appropriation - Deferred Maintenance Fund	$579,000

Total	**$1,007,964**

Estimated Expenditures:

Consultant Design Phase and Job Cost	$13,564
Job Cost for in-house Construction Management and Inspections (CMI) services	$56,000
Construction Support Services	$9,400
Construction Contract Award	$743,000
25% Construction Contingency	$186,000
Total	**$1,007,964**

APPROVED:

_____

Clint Osorio, City Manager

Attachments

JN 541_Project Plans.pdf

JN 541_Project Specifications.pdf

JN 541_Mel Smith Electric Inc. Proposal.pdf

JN 541_Construction Assistance and Support Proposal.pdf

JN 541_Notice of Exemption.pdf

CITY OF GARDENA
CONSTRUCTION PLANS
FOR
GARDENA CITY HALL ELECTRICAL SYSTEMS UPGRADE
JOB NUMBER - J.N. 541

City of Gardena
Community Development
Planning Division
Pursuant to the Gardena Municipal Code Title 18, Section 18.42
These Plans are Approved for Construction. Approval of these Plans are contingent on the facts submitted and the requirements of the Gardena Municipal Codes in effect on this date. It is unlawful to make changes or alterations to these plans without the prior written authorization of the Gardena Planning Division. Approval shall not be construed to authorize the violation if city ordinances or state law

By: Kevin La 7/8/2025

Condition: Applicant shall submit a deferred submittal for the fence and shall comply with all provisions of the GMC Section 18.42.070

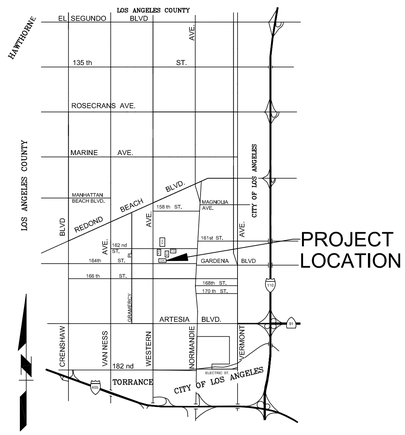
LEGEND AND ABBREVIATIONS:

- ELECTRICAL PANEL, FLUSH MOUNT
- ELECTRICAL PANEL, SURFACE MOUNT
- MAIN SERVICE SWITCHBOARD
- CIRCUIT BREAKER
- GROUND CONNECTION
- CONDUIT UNDER SLAB OR BELOW GRADE
- POWER POLE

A	AMPS
AFF	ABOVE FINISHED FLOOR
AFG	ABOVE FINISHED GRADE
AWG	AMERICAN WIRE GAGE
AUX	AUXILIARY
BAT	BATTERY
BRD	BOARD
BLDG	BUILDING
C	CONDUIT
CB	CIRCUIT BREAKER
CLG	CEILING
CKT	CIRCUIT
CO	CONDUIT ONLY
C.E.C.	CALIF. ELECT. CODE
DS	DISCONNECT SWITCH
DWG	DRAWING
EM	EMERGENCY
EMT	ELECTRICAL METALLIC TUBING
EF	EXHAUST FAN
ES	ENERGY SAVING
EC	EVAPORATIVE COOLER
GFCI	GROUND FAULT CIRCUIT INTERRUPTER
G,GND	GROUND
HPS	HIGH PRESSURE SODIUM
IG	ISOLATED GROUND
KVA	KILOVOLTAMPERES
KW	KILOWATT
LCL	LONG CONTINUOUS LOAD
LTG	LIGHTING
MECH	MECHANICAL
MH	METAL HALIDE
MTD	MOUNTED
(N)	NEW
NEC	NATIONAL ELECTRICAL CODE
NL	NIGHT LIGHT
NTS	NOT TO SCALE
P	POLE
PC	PHOTOCELL
(R)	RELOCATED
RECPT.	RECEPTACLE
TC	TIME CLOCK
TEL.	TELEPHONE
TYP	TYPICAL
UL	UNDERWRITERS LABORATORY
UON	UNLESS OTHERWISE NOTED
XFMR	TRANSFORMER
V	VOLTS
WP	WEATHERPROOF

UTILITY CONTACT NUMBERS:

COMPANY	CONTACT	TELEPHONE NO.
CITY OF GARDENA P.W. TRAFFIC/ELECTRICAL	JEFF JALOMO	(310) 217-9430
CITY OF GARDENA P.W. SEWER	JOHN SCHERER	(310) 217-9599
METRO. WATER DISTRICT	CIVIL ENG. SUBSTRUCTURE SEC.	(213) 217-7059
L.A. DEPARTMENT OF WATER & POWER	JOSE PORRAS	(213) 367-1049
L.A. SANITATION DISTRICT	JON GANZ	(562) 908-4288
L.A. COUNTY FLOOD CONTROL DISTRICT	DARYLL CHENOWETH	(626) 458-3709
CHEVRON PIPELINE CO.	DAVE ZERLER	(310) 669-4014
CROWN CASTLE	HECTOR AGUILERA	(951) 454-5111
SOUTHERN CALIFORNIA EDISON COMPANY	JOSHUA REMIJIO	(562) 882-2883
SOUTHERN CALIFORNIA GAS COMPANY	SALVADOR GONZALES	(310) 970-4844
GOLDEN STATE WATER CO.	JOSEPH SALICIDO	(310) 660-0320 X101
AT&T/SBC/PACIFIC BELL	RAYMOND DOVE MARCO A. PEREZ	(310) 515-4257 (626) 491-5503
TIME WARNER/SPECTRUM	ARTURO FERNANDEZ	(310) 750-9099
CALIFORNIA UNDERGROUND SERVICE ALERT (USA)		(800) 422-4133



VICINITY MAP
N.T.S.

SHEET INDEX

SHEET NO.	SHEET DESCRIPTION	FILE NO.
E1	TITLE SHEET	241682_E1
E2	SINGLE LINE DIAG. (EXISTING / REMOVED)	241682_E2
E3	SINGLE LINE DIAGRAM (NEW / EXISTING)	241682_E3
E4	ELECTRICAL SITE PLAN	241682_E4
E5	CITY HALL BASEMENT EX. ELEC. PLAN	241682_E5
E6	CITY HALL FIRST FLOOR EX. ELEC. PLAN	241682_E6
E7	POLICE DEPT. BASEMENT EX. ELEC. PLAN	241682_E7

DEFERRED SUBMITTALS:

1. STRUCTURAL DRAWINGS AND/OR CALCULATIONS FOR ANY STRUCTURAL-RELATED WORK, INCLUDING AS THE CONCRETE PADS FOR THE NEW ELECTRICAL EQUIPMENT IN THE FENCED ENCLOSURE OUTSIDE THE CITY HALL BUILDING.
2. DRAWINGS AND/OR DETAILS FOR THE NEW SECURITY FENCE HOUSING THE NEW ELECTRICAL EQUIPMENT OUTSIDE THE CITY HALL BUILDING.

NOTE: CONSTRUCTION SHALL NOT START UNTIL STRUCTURAL CALCULATIONS AND COMPLETE PLANS ARE APPROVED BY PUBLIC WORKS AND COMMUNITY DEVELOPMENT DEPARTMENT. CONTRACTOR IS REQUIRED TO PULL A BUILDING PERMIT. ALLOW 30 DAYS FOR APPROVAL BY THE CITY. CONTRACTOR TO SCHEDULE DEFERRED APPROVAL SUBMITTALS WELL IN ADVANCE.

REVIEWED FOR CODE COMPLIANCE
USING THE FOLLOWING CODES:
- [ ] 2022 CALIFORNIA RESIDENTIAL CODE
- [x] 2022 CALIFORNIA BUILDING CODE
- [x] 2022 CALIFORNIA ELECTRICAL CODE
- [x] 2022 CALIFORNIA PLUMBING CODE
- [x] 2022 CALIFORNIA MECHANICAL CODE
- [x] 2022 CALIFORNIA ENERGY CODE
- [x] 2022 CALIFORNIA GREEN BUILDING STANDARDS CODE
- [ ] 2022 CALIFORNIA BUILDING CODE - STRUCTURAL DESIGN PROVISIONS ONLY
- [ ] 2022 CALIFORNIA FIRE CODE
- [ ] OTHER: _____

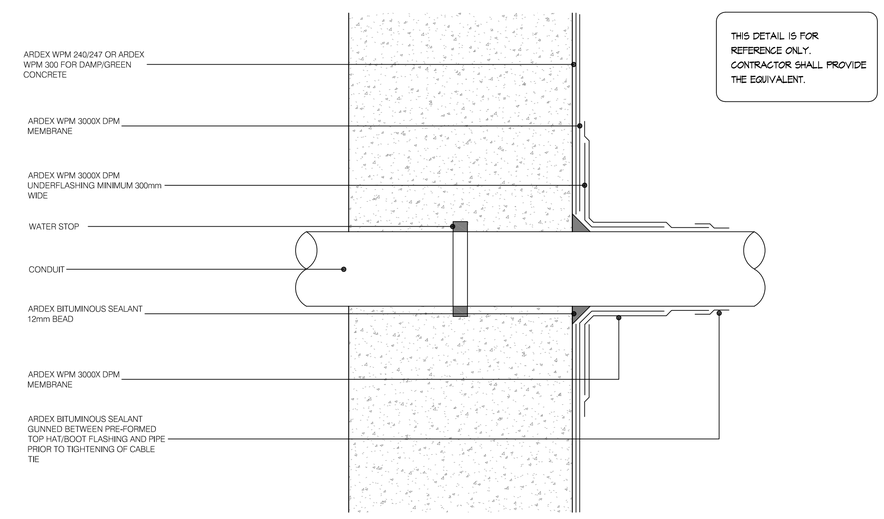
COMPLETION OF THIS REVIEW DOES NOT AUTHORIZE CONSTRUCTION TO PROCEED IN VIOLATION OF ANY FEDERAL, STATE OR LOCAL REGULATIONS.

BY: bgc:rserrato DATE: Jul 09, 2025
CITY OF GARDENA

GRAPHIC SCALE
-40 0 20 40 80 160
(IN FEET)
1" = 40'

GENERAL NOTES:

1. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS BEFORE STARTING WORK.
2. THE ENGINEER DOES NOT WARRANT THE ACCURACY OF SCALED DIMENSIONS ON ANY PLAN. ALL DIMENSIONS SHALL BE AS DESIGNATED ON THE PLANS. THE CONTRACTOR SHALL PROTECT ALL PUBLIC AND PRIVATE PROPERTY
3. DURING THE PERFORMANCE OF WORK DONE UNDER THE CONTRACT. THE CONTRACTOR SHALL TAKE THE NECESSARY PRECAUTIONS TO AVOID ANY DAMAGE TO ANY STRUCTURES ADJACENT TO THE PROJECT BOUNDARIES.
4. EXISTING UTILITIES SHOWN ARE BASED ON AVAILABLE RECORDS OF PARENT UTILITY COMPANIES AND MAY NOT ACCURATELY REPRESENT THEIR ACTUAL LOCATIONS. PRIOR TO BEGINNING ANY CONSTRUCTION, THE CONTRACTOR SHALL VERIFY THE ACTUAL LOCATIONS (VERTICAL AND HORIZONTAL) OF ALL UTILITIES, IN THE FIELD OR COORDINATE SUCH INDEPENDENT VERIFICATION WITH THE PARENT UTILITY COMPANIES AND PROVIDE THE CITY WITH THE POTHOLE INFORMATION. THE CONTRACTOR SHALL PROTECT IN PLACE OR COORDINATE WITH PARENT COMPANY FOR THE RELOCATION OF CONFLICTING UTILITIES ENCOUNTERED DURING CONSTRUCTION.
5. ADJUST UTILITY VALVE COVERS, UTILITY BOXES, TRAFFIC SIGNAL BOXES, ETC. TO FINISH GARDE. PAYMENT SHALL BE INCLUDED IN THE APPLICABLE CONSTRUCTION BID ITEM AND REFER TO CONSTRUCTION NOTE AND/OR SPECIFICATIONS.
6. PROVIDE TRAFFIC CONTROL PER TECHNICAL PROVISIONS.
7. ALL SURVEY CENTERLINE TIES AND MONUMENTS THAT ARE DAMAGED OR REMOVED SHALL BE RE-ESTABLISHED.
8. INSPECTIONS SHALL BE REQUIRED.
9. CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATION, OBTAINING NECESSARY APPLICABLE PERMITS WITH LOCAL AGENCIES AND OTHER OWNERS HAVING JURISDICTION AND PREPARING REQUIRED DOCUMENTATION NECESSARY FOR PERMITTING.
10. THE CONTRACTOR SHALL NOTIFY UNDERGROUND SERVICE ALERT (USA) AT 1-800-422-4133 TWO WORKING DAYS PRIOR TO ANY EXCAVATION WORK.
11. CONTRACTOR SHALL PROVIDE WATERPROOF SEALING OF ALL NEW CONDUIT PENETRATIONS INTO THE EXISTING CONCRETE WALLS OF THE BUILDING. WATERPROOF SEALING SHALL BE PROVIDED PER ELECTRICAL SPECIFICATION SECTION 26 05 44 - SLEEVES AND SLEEVE SEALS FOR ELECTRICAL RACEWAYS AND CABLING, AND PER THE EQUIVALENT OF THE DETAIL SHOWN ON THIS SHEET.
12. **SURVEYING WILL BE A DEFERRED SUBMITTAL BY THE CONTRACTOR. IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THE EXACT LOCATION OF THE ENCLOSURE WALLS AND FOUNDATIONS BASED UPON THIS SURVEY.**
13. **CONTRACTOR WILL BE RESPONSIBLE FOR SUBMITTING ARCHITECTURAL PLANS TO SHOW MATERIAL, COLOR, AND TEXTURE OF ENCLOSURE WALL TO MATCH EXISTING SIMILAR ENCLOSURES.**
14. **STRUCTURAL DRAWINGS AND/OR CALCULATIONS WILL BE A DEFERRED SUBMITTAL BY THE CONTRACTORS. IT WILL BE THE RESPONSIBILITY OF THE CONTRACTOR TO SECURE APPROVAL FROM CDD PRIOR TO THESE PLANS GETTING A PERMIT.**
15. POWER OUTAGE TO CITY HALL: SEE TECHNICAL PROVISIONS PAGE TP-1 "WORKING HOURS."
16. ELECTRICAL CONTRACTOR SHALL PROVIDE A TEMPORARY GENERATOR TO MAINTAIN POWER TO COMPUTER PANEL "CP" WHILE THE WORK IS BEING DONE TO SWITCH OVER THE POWER TO THE CITY HALL BUILDING FROM THE EXISTING 1000 AMP MAIN ELECTRICAL SWITCHBOARD "JM" TO THE NEW 1200 AMP MAIN ELECTRICAL SWITCHBOARD "MSB." ELECTRICAL CONTRACTOR SHALL SIZE THE TEMPORARY GENERATOR AS REQUIRED TO SUPPORT THE TOTAL CONNECTING LOAD (INCLUDING A 125% DEMAND FOR LONG CONTINUOUS LOADS) FOR COMPUTER PANEL "CP." ELECTRICAL CONTRACTOR SHALL CONNECT THE TEMPORARY GENERATOR TO COMPUTER PANEL "CP" WITHIN ONE (1) HOUR AFTER THE WORK TO SWITCH OVER THE POWER HAS BEGUN.
17. THE REPLACEMENT WORK FOR THE EXISTING ZINSCO SUB-PANELS SHALL BE LIMITED TO THE WEEKENDS ONLY AND SHALL BE COMPLETED WITHIN THREE (3) WEEKENDS.



WATERPROOF SEALING OF CONDUIT PENETRATIONS INTO CONCRETE WALLS

REGISTERED PROFESSIONAL ENGINEER ROY M. LEE E14840 EXP. 06/30/25 ELECTRICAL STATE OF CALIFORNIA

maximum MEP energy professionals

NO.	REVISIONS	DATE	BY	APP.
1	PLAN CHECK COMMENTS	09/26/24	G.B.G.	
2	PLAN CHECK COMMENTS	11/06/24	G.B.G.	
3	PLAN CHECK COMMENTS	01/03/25	G.B.G.	
4	UPDATE PER SCE COORD.	05/02/25	G.B.G.	

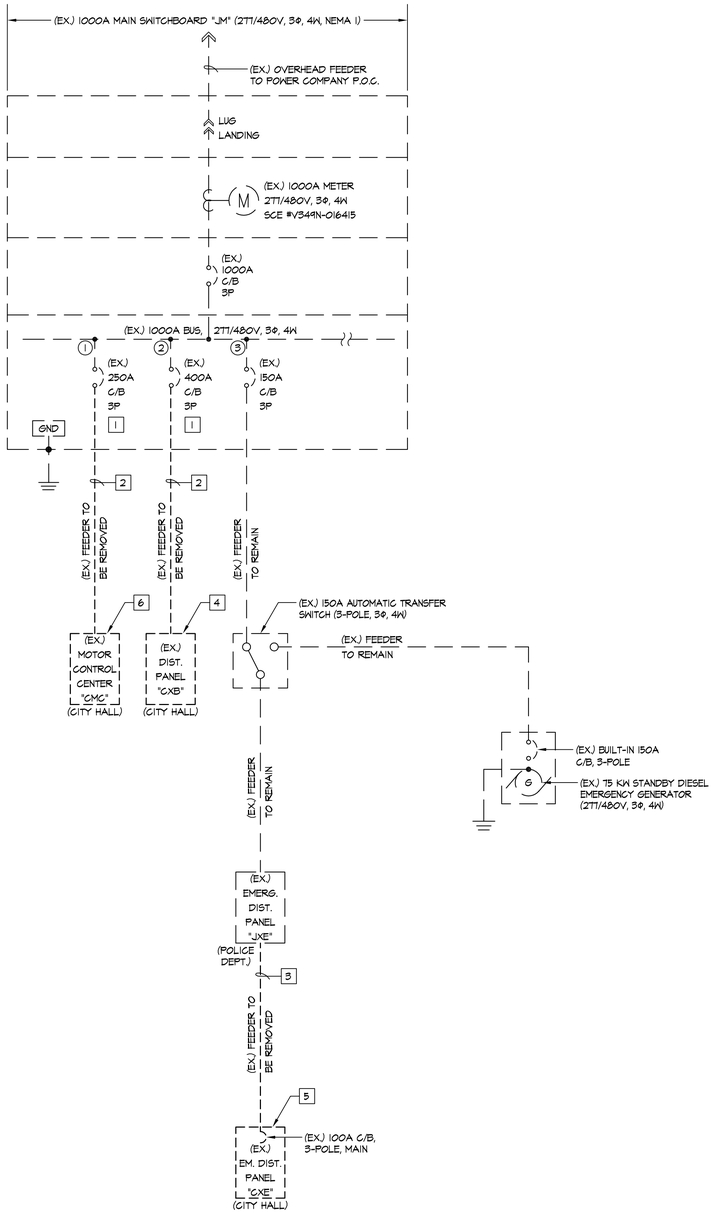
F. B. REF.		
DESIGNED BY	G.B.G.	05/02/25
DRAWN BY	G.B.G.	05/02/25
CHECKED BY	R.M.L.	05/02/25

E1

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION
PROJECT: GARDENA CITY HALL ELEC. SYS. UPGRADE J.N. 541
ADDRESS: 1700 W. 162ND STREET, GARDENA, CA 90247
APPROVED BY: Allan Rigg DATE: 8/26/25
P.W. DIRECTOR/CITY ENGINEER R.C.E. NO.
SHT. 1 OF 7 DWG. NO. 5-2626

SINGLE LINE DIAGRAM (EXISTING / REMOVED)

(EXISTING / REMOVED)



SINGLE LINE DIAGRAM KEY NOTES

1. EXISTING CIRCUIT BREAKER TO REMAIN AS SPARE. CONTRACTOR TO VERIFY AT SITE.
2. ABANDON EXISTING CONDUIT AND REMOVE CONDUCTORS BACK TO EXISTING MAIN SWITCHBOARD "JM." CONTRACTOR TO SEAL ABANDONED CONDUIT. CONTRACTOR TO VERIFY AT SITE.
3. ABANDON EXISTING CONDUIT AND REMOVE CONDUCTORS BACK TO EXISTING EMERGENCY DISTRIBUTION PANEL "JXE." CONTRACTOR TO SEAL ABANDONED CONDUIT. CONTRACTOR TO VERIFY AT SITE.
4. EXISTING ZINSCO, SURFACE-MOUNTED PANELBOARD TO BE REPLACED WITH A NEW, UL-APPROVED, SURFACE-MOUNTED PANELBOARD AT THE SAME LOCATION WITH NEW CIRCUIT BREAKERS. CONTRACTOR TO VERIFY WITH CITY OF GARDENA PUBLIC WORKS. THE WIDTH OF THE NEW PANELBOARD SHALL BE NO WIDER THAN THE EXISTING PANELBOARD BEING REPLACED. THE ELECTRICAL CONTRACTOR SHALL PROVIDE A PANELBOARD SUBMITTAL FOR REVIEW AND APPROVAL.
5. EXISTING ZINSCO, SURFACE-MOUNTED, 100A EMERGENCY DISTRIBUTION PANEL (277/480V, 3Ø, 4W, NEMA 1) TO BE REPLACED WITH A NEW, UL-APPROVED, SURFACE-MOUNTED, 200A EMERGENCY DISTRIBUTION PANEL (277/480V, 3Ø, 4W, NEMA 1) AT THE SAME LOCATION WITH NEW CIRCUIT BREAKERS. CONTRACTOR TO VERIFY WITH CITY OF GARDENA PUBLIC WORKS. THE WIDTH OF THE NEW PANELBOARD SHALL BE NO WIDER THAN THE EXISTING PANELBOARD BEING REPLACED. THE ELECTRICAL CONTRACTOR SHALL PROVIDE A PANELBOARD SUBMITTAL FOR REVIEW AND APPROVAL.
6. EXISTING ZINSCO MOTOR CONTROL CENTER TO BE REPLACED WITH A NEW, UL-APPROVED MOTOR CONTROL CENTER AT THE SAME LOCATION WITH NEW CIRCUIT BREAKERS AND DISCONNECT SWITCHES AS REQUIRED. CONTRACTOR TO VERIFY WITH CITY OF GARDENA PUBLIC WORKS.

ALL EXISTING PANEL FEEDER CONDUCTORS WITH CLOTH INSULATION TO BE REPLACED WITH NEW CONDUCTORS WITH THE INSULATION REQUIRED FOR THEIR USE PER THE 2022 C.E.C. CONTRACTOR TO VERIFY AT SITE.

NEW PANELBOARDS, MAIN, AND BRANCH CIRCUIT BREAKERS SHALL BE SERIES RATED FOR A MINIMUM OF 42,000 A.I.C. CONTRACTOR TO VERIFY AT SITE.

- - - - - - - - - - - - - - EXISTING TO BE ABANDONED

— — — — — — — — EXISTING TO REMAIN

REVIEWED FOR CODE COMPLIANCE
(USING THE FOLLOWING CODES)
- [ ] 2022 CALIFORNIA RESIDENTIAL CODE
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- [ ] OTHER: _____

COMPLETION OF THIS REVIEW DOES NOT AUTHORIZE CONSTRUCTION TO PROCEED IN VIOLATION OF ANY FEDERAL, STATE OR LOCAL REGULATIONS.

BY: bpr.rserrato DATE: Jul 09, 2025

CITY OF GARDENA

REGISTERED PROFESSIONAL ENGINEER ROY M. LEE E14840 EXP. 06/30/25 ELECTRICAL STATE OF CALIFORNIA

maximum MEP energy professionals

NO.	REVISIONS	DATE	BY	APP.
1	PLAN CHECK COMMENTS	09/26/24	G.B.G.	
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3	PLAN CHECK COMMENTS	01/03/25	G.B.G.	
4	UPDATE PER SCE COORD.	05/02/25	G.B.G.	

E2

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION

PROJECT: GARDENA CITY HALL ELEC. SYS. UPGRADE J.N. 541

ADDRESS: 1700 W. 162ND STREET, GARDENA, CA 90247

F. B. REF.		
DESIGNED BY	G.B.G.	05/02/25
DRAWN BY	G.B.G.	05/02/25
CHECKED BY	R.M.L.	05/02/25

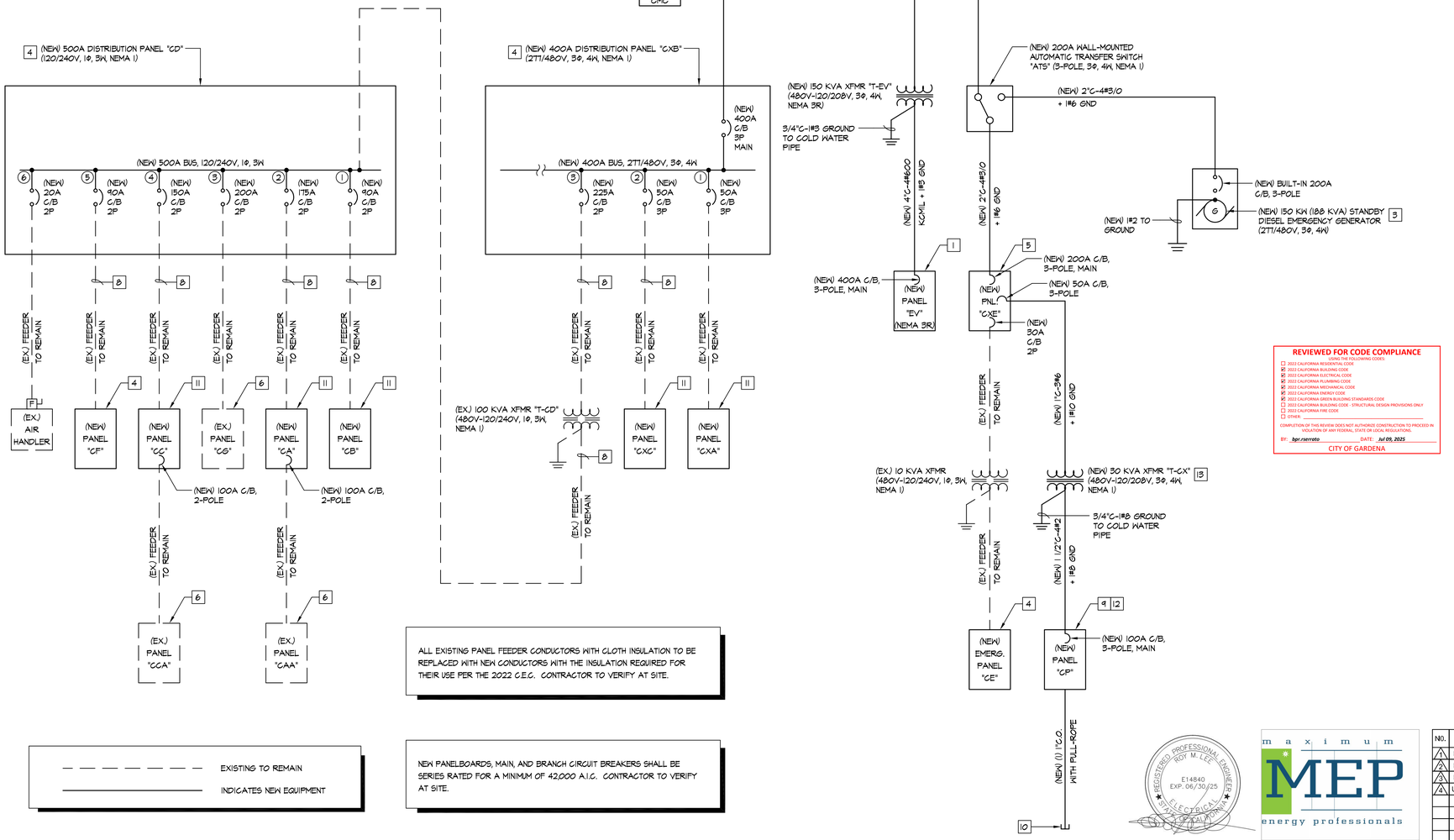
APPROVED BY: Allan Rigg DATE: 8/26/25
P.W. DIRECTOR/CITY ENGINEER R.C.E. NO. _____

SHT. 2 OF 7 DWG. NO. 5-2626

4 "MSB" SERVICE LOAD SUMMARY

LOAD TYPE	MOTOR CONTROL CENTER "CMC"	DISTRIBUTION PANEL "CXB"	PANEL"EV"	EMERGENCY PANEL "CXE"
LIGHTING LOADS	0.0A	17.3A	0.0A	30.8A
GENERAL POWER LOADS	0.0A	126.8A	132.4A	33.0A
MOTOR LOADS	185.9A	4.8A	0.0A	32.9A
TOTAL	185.9A	148.9	132.4A	96.7A

SINGLE LINE DIAGRAM (NEW / EXISTING)



ALL EXISTING PANEL FEEDER CONDUCTORS WITH CLOTH INSULATION TO BE REPLACED WITH NEW CONDUCTORS WITH THE INSULATION REQUIRED FOR THEIR USE PER THE 2022 C.E.C. CONTRACTOR TO VERIFY AT SITE.

NEW PANELBOARDS, MAIN, AND BRANCH CIRCUIT BREAKERS SHALL BE SERIES RATED FOR A MINIMUM OF 42,000 A.I.C. CONTRACTOR TO VERIFY AT SITE.

EXISTING TO REMAIN

INDICATES NEW EQUIPMENT

REVIEWED FOR CODE COMPLIANCE
(USING THE FOLLOWING CODES)
☐ 2022 CALIFORNIA RESIDENTIAL CODE
☑ 2022 CALIFORNIA BUILDING CODE
☑ 2022 CALIFORNIA ELECTRICAL CODE
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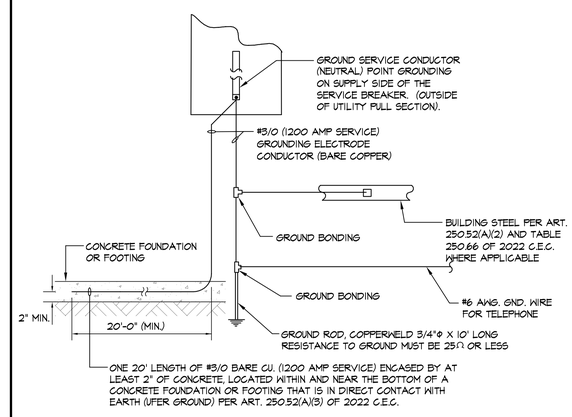
☐ 2022 CALIFORNIA BUILDING CODE - STRUCTURAL DESIGN PROVISIONS ONLY
☐ 2022 CALIFORNIA FIRE CODE
☐ OTHER _____
COMPLETION OF THIS REVIEW DOES NOT AUTHORIZE CONSTRUCTION TO PROCEED IN VIOLATION OF ANY FEDERAL, STATE OR LOCAL REGULATIONS.
BY: bgc.rserrato DATE: Jul 09, 2025
CITY OF GARDENA

SINGLE LINE DIAGRAM KEY NOTES

1. PROVIDE NEW PANELBOARD AS INDICATED. CONTRACTOR TO DETERMINE BEST MOUNTING LOCATION AT SITE. PANELBOARD MUST MAINTAIN MINIMUM 3'-0" IN FRONT AND 30" OVERALL SIDE CLEARANCE PER C.E.C. 110.26, 2022.
2. STUB-UP AND CAP IN CITY HALL BASEMENT ELECTRICAL ROOM FOR FUTURE ADDITIONAL PANELBOARDS. CONTRACTOR TO VERIFY WITH CITY OF GARDENA PUBLIC WORKS.
3. NEW DIESEL EMERGENCY GENERATOR SHALL BE CERTIFIED BY AQMD. GENERATOR SHALL BE EQUIPPED WITH CONTROLLER, SOUND ENCLOSURE, MAIN LINE CIRCUIT BREAKER, 24-HOUR SUB-BASE FUEL TANK, AND OTHER REQUIRED ACCESSORIES FOR A FULLY FUNCTIONAL SYSTEM. MANUFACTURER: KOHLER #150REOZJF, OR APPROVED EQUIVALENT.
4. EXISTING ZINSCO, SURFACE-MOUNTED PANELBOARD TO BE REPLACED WITH A NEW, UL-APPROVED, SURFACE-MOUNTED PANELBOARD AT THE SAME LOCATION WITH NEW CIRCUIT BREAKERS. CONTRACTOR TO VERIFY WITH CITY OF GARDENA PUBLIC WORKS. THE WIDTH OF THE NEW PANELBOARD SHALL BE NO WIDER THAN THE EXISTING PANELBOARD BEING REPLACED. THE ELECTRICAL CONTRACTOR SHALL PROVIDE A PANELBOARD SUBMITTAL FOR REVIEW AND APPROVAL.
5. EXISTING ZINSCO, SURFACE-MOUNTED, 100A EMERGENCY DISTRIBUTION PANEL (277/480V, 3Ø, 4W, NEMA 1) TO BE REPLACED WITH A NEW, UL-APPROVED, SURFACE-MOUNTED, 200A EMERGENCY DISTRIBUTION PANEL (277/480V, 3Ø, 4W, NEMA 1) AT THE SAME LOCATION WITH NEW CIRCUIT BREAKERS. CONTRACTOR TO VERIFY WITH CITY OF GARDENA PUBLIC WORKS. THE WIDTH OF THE NEW PANELBOARD SHALL BE NO WIDER THAN THE EXISTING PANELBOARD BEING REPLACED. THE ELECTRICAL CONTRACTOR SHALL PROVIDE A PANELBOARD SUBMITTAL FOR REVIEW AND APPROVAL.
6. EXISTING PANELBOARD TO REMAIN. ALL CIRCUITS TO REMAIN FUNCTIONAL UNLESS OTHERWISE NOTED.
7. EXISTING ZINSCO MOTOR CONTROL CENTER TO BE REPLACED WITH A NEW, UL-APPROVED MOTOR CONTROL CENTER AT THE SAME LOCATION WITH NEW CIRCUIT BREAKERS AND DISCONNECT SWITCHES. CONTRACTOR TO VERIFY WITH CITY OF GARDENA PUBLIC WORKS.
8. EXISTING CONDUCTORS WITH CLOTH INSULATION TO BE REPLACED WITH NEW CONDUCTORS WITH THE INSULATION REQUIRED FOR THEIR USE PER 2022 C.E.C. CONTRACTOR TO VERIFY AT SITE.
9. EXISTING SURFACE-MOUNTED, 100A, 120/208V, 3Ø, 4W, NEMA 1, 20-CIRCUIT COMPUTER PANEL TO BE REPLACED WITH A NEW SURFACE-MOUNTED, 100A, 120/208V, 3Ø, 4W, NEMA 1, 30-CIRCUIT PANEL AT THE SAME LOCATION WITH NEW CIRCUIT BREAKERS. CONTRACTOR TO VERIFY WITH CITY OF GARDENA PUBLIC WORKS. THE WIDTH OF THE NEW PANELBOARD SHALL BE NO WIDER THAN THE EXISTING PANELBOARD BEING REPLACED. THE ELECTRICAL CONTRACTOR SHALL PROVIDE A PANELBOARD SUBMITTAL FOR REVIEW AND APPROVAL.
10. STUB-UP AND CAP IN CITY HALL BASEMENT I.T. SERVER ROOM FOR FUTURE POWER CONNECTIONS. CONTRACTOR TO VERIFY WITH CITY OF GARDENA PUBLIC WORKS.
11. EXISTING ZINSCO, RECESSED-MOUNTED PANELBOARD TO BE REPLACED WITH A NEW, UL-APPROVED, RECESSED-MOUNTED PANELBOARD AT THE SAME LOCATION WITH NEW CIRCUIT BREAKERS. CONTRACTOR TO VERIFY WITH CITY OF GARDENA PUBLIC WORKS. THE WIDTH OF THE NEW PANELBOARD SHALL BE NO WIDER THAN THE EXISTING PANELBOARD BEING REPLACED SO AS TO FIT WITHIN THE PANELBOARD'S EXISTING WALL CAVITY. THE ELECTRICAL CONTRACTOR SHALL PROVIDE A PANELBOARD SUBMITTAL FOR REVIEW AND APPROVAL.
12. ELECTRICAL CONTRACTOR SHALL PROVIDE A TEMPORARY GENERATOR TO MAINTAIN POWER TO COMPUTER PANEL "CP" WHILE THE WORK IS BEING DONE TO SWITCH OVER THE POWER TO THE CITY HALL BUILDING FROM THE EXISTING 1000 AMP MAIN ELECTRICAL SWITCHBOARD "JM" TO THE NEW 1200 AMP MAIN ELECTRICAL SWITCHBOARD "MSB." ELECTRICAL CONTRACTOR SHALL SIZE THE TEMPORARY GENERATOR AS REQUIRED TO SUPPORT THE TOTAL CONNECTING LOAD (INCLUDING A 125% DEMAND FOR LONG CONTINUOUS LOADS) FOR COMPUTER PANEL "CP."
13. EXISTING 15 KVA, 480V-120/208V, 3Ø, 4W, NEMA 1 TRANSFORMER TO BE REPLACED WITH A NEW 30 KVA, 480V-120/208V, 3Ø, 4W, NEMA 1 TRANSFORMER AT THE SAME LOCATION. CONTRACTOR TO VERIFY WITH CITY OF GARDENA PUBLIC WORKS.

GROUNDING DETAIL



REGISTERED PROFESSIONAL ENGINEER ROY M. LEE E14840 EXP. 06/30/25 ELECTRICAL STATE OF CALIFORNIA

maximum MEP energy professionals

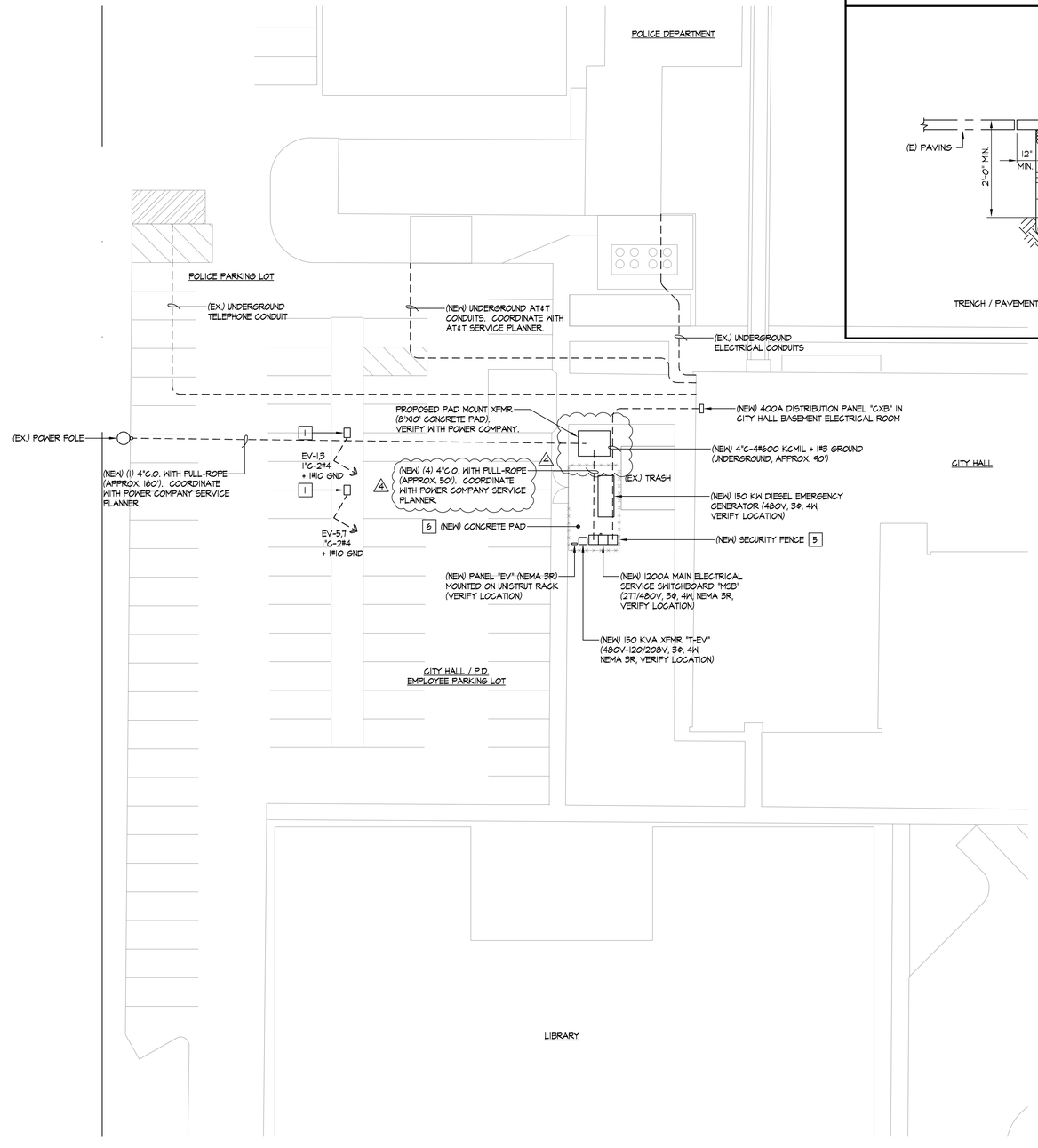
E3

NO.	REVISIONS	DATE	BY	APP.
1	PLAN CHECK COMMENTS	09/26/24	G.B.G.	
2	PLAN CHECK COMMENTS	11/06/24	G.B.G.	
3	PLAN CHECK COMMENTS	01/03/25	G.B.G.	
4	UPDATE PER SCE COORD.	05/02/25	G.B.G.	

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION
PROJECT: GARDENA CITY HALL ELEC. SYS. UPGRADE J.N. 541
ADDRESS: 1700 W. 162ND STREET, GARDENA, CA 90247

F. B. REF.		
DESIGNED BY	G.B.G.	05/02/25
DRAWN BY	G.B.G.	05/02/25
CHECKED BY	R.M.L.	05/02/25

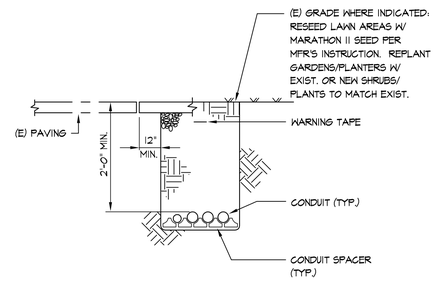
APPROVED BY: Allan Rigg DATE: 8/26/25
P.W. DIRECTOR/CITY ENGINEER R.C.E. NO.
SHT. 3 OF 7 DWG. NO. 5-2626



ELECTRICAL SITE PLAN

SCALE: 1" = 20'-0"

TRENCH DETAIL (ELECTRICAL)



TRENCH / PAVEMENT REPAIR PER CITY STANDARD ST-20.

PANEL SCHEDULE

VOLTAGE 120/208
PHASE 3 WIRE 4
BUS AMPS 400A

2 PANEL "EV" (NEW, NEMA 3R)
MAIN AMPS 400 AMP

LOCATION SECURITY FENCE
MOUNTING UNISTRUT RACK
DWG. NO. E1 THRU E7

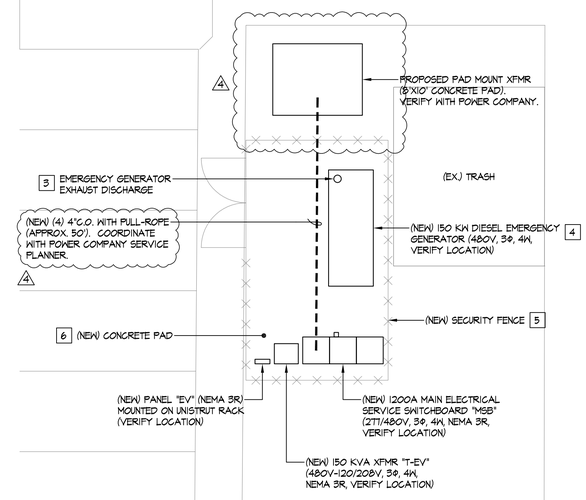
DESCRIPTION	REC	LTG	VOLT AMPS A	VOLT AMPS B	VOLT AMPS C	BRKR AMP	BRKR P	CKT NO.	BUS CONN.	CKT NO.	BRKR P	BRKR AMP	VOLT AMPS A	VOLT AMPS B	VOLT AMPS C	LTG	REC	DESCRIPTION
EV CHARGING STATION			5500			60	2	1		2	2	60	5500					EV CHARG. STA. (FUTURE)
SAME AS CKT 1				5500		-	-	3		4	-	-		5500				SAME AS CKT 2
EV CHARGING STATION					5500	60	2	5		6	2	60			5500			EV CHARG. STA. (FUTURE)
SAME AS CKT 5			5500			-	-	7		8	-	-	5500					SAME AS CKT 6
EV CHARG. STA. (FUTURE)				5500		60	2	9		10	2	60		5500				EV CHARG. STA. (FUTURE)
SAME AS CKT 9					5500	-	-	11		12	-	-			5500			SAME AS CKT 10
EV CHARG. STA. (FUTURE)			5500			60	2	13		14	2	60	5500					EV CHARG. STA. (FUTURE)
SAME AS CKT 13				5500		-	-	15		16	-	-		5500				SAME AS CKT 14
EV CHARG. STA. (FUTURE)					5500	60	2	17		18								SPACE
SAME AS CKT 17			5500			-	-	19		20								SPACE
EF CHARG. STA. (FUTURE)				5500		60	2	21		22								SPACE
SAME AS CKT 21					5500	-	-	23		24								SPACE
SPACE								25		26								SPACE
SPACE								27		28								SPACE
SPACE								29		30								SPACE
SPACE								31		32								SPACE
SPACE								33		34								SPACE
SPACE								35		36								SPACE
SPACE								37		38								SPACE
SPACE								39		40								SPACE
SPACE								41		42								SPACE
TOTALS			22000	22000	22000								16500	16500	11000			

VOLT AMPS: BUS A 38500
BUS B 38500
BUS C 33000
TOTAL 110000

DEMAND FACTOR 1.0 x LGL KVA 0.0 x 1.25 = 0.0
DEMAND FACTOR 1.0 x NON LGL KVA 110.0 = 110.0
TOTAL KVA 110.0
3PH AMPS 305.6

ELECTRICAL PLAN KEY NOTES

1. PROVIDE HANDHOLE ENCLOSURE (CHRISTY BOX) FLUSH-MOUNTED ON GRADE AT ELECTRIC VEHICLE PARKING STALL FOR PEDESTAL MOUNT (OUTDOOR) AC LEVEL 2, DUAL-PORT ELECTRIC VEHICLE CHARGING STATION (11 KW, 208V, 1-PHASE, NOODOE EV AC/AL). FIELD VERIFY EXACT LOCATION WITH CITY OF GARDENA PUBLIC WORKS PRIOR TO INSTALLATION.
2. PROVIDE NEW PANELBOARD AS INDICATED. CONTRACTOR TO DETERMINE BEST MOUNTING LOCATION AT SITE. PANELBOARD MUST MAINTAIN MINIMUM 3'-0" IN FRONT AND 30" OVERALL SIDE CLEARANCE PER C.E.C. 110.26, 2022.
3. PER SECTION 502.2.2 FOR SETBACKS FROM BUILDINGS: PROVIDE 30'-0" SETBACK FROM OPENINGS THAT ARE IN THE DIRECTION OF THE EXHAUST DISCHARGE. THIS INCLUDES HVAC FRESH AIR SUPPLY INLETS AT THE ROOF AND OPERABLE WINDOWS AND MUST BE 10'-0" ABOVE GRADE. IF THE EXHAUST IS FILTERED TO REMOVE PRODUCTS OF COMBUSTION, THE EXHAUST MAY TERMINATE 10'-0" FROM OPENING AND 10'-0" ABOVE GRADE.
4. THE GENERATOR SLAB MUST HAVE A LEAK-SPILL PREVENTION IMPOUND WALL AROUND WITH A WALL HEIGHT SUFFIGIENT TO CONTAIN 120% OF THE TOTAL FUEL TANK VOLUME.
5. PROVIDE NEW SECURITY FENCE FOR NEW ELECTRICAL EQUIPMENT. THE DRAWINGS AND/OR DETAILS FOR THE NEW SECURITY FENCE SHALL BE PROVIDED AS A DEFERRED SUBMITTAL BY THE CONTRACTOR. SEE THE DEFERRED SUBMITTAL NOTES ON SHEET E1.
6. PROVIDE NEW CONCRETE PAD FOR NEW ELECTRICAL EQUIPMENT. THE DRAWINGS AND/OR DETAILS FOR THE NEW CONCRETE PAD SHALL BE PROVIDED AS A DEFERRED SUBMITTAL BY THE CONTRACTOR. SEE THE DEFERRED SUBMITTAL NOTES ON SHEET E1.



ENLARGED ELECTRICAL ENCLOSURE PLAN

SCALE: 1/8" = 1'-0"

REVIEWED FOR CODE COMPLIANCE
USING THE FOLLOWING CODES
- [ ] 2022 CALIFORNIA RESIDENTIAL CODE
- [x] 2022 CALIFORNIA BUILDING CODE
- [x] 2022 CALIFORNIA ELECTRICAL CODE
- [x] 2022 CALIFORNIA PLUMBING CODE
- [x] 2022 CALIFORNIA MECHANICAL CODE
- [x] 2022 CALIFORNIA ENERGY CODE
- [x] 2022 CALIFORNIA GREEN BUILDING STANDARDS CODE
- [ ] 2022 CALIFORNIA BUILDING CODE STRUCTURAL DESIGN PROVISIONS ONLY
- [ ] 2022 CALIFORNIA FIRE CODE
- [ ] OTHER: _____

COMPLETION OF THIS REVIEW DOES NOT AUTHORIZE CONSTRUCTION TO PROCEED IN VIOLATION OF ANY FEDERAL, STATE OR LOCAL REGULATIONS.

BY: bpr.rserrato DATE: Jul 09, 2025
CITY OF GARDENA

REGISTERED PROFESSIONAL ENGINEER ROY M. LEE E14840 EXP. 06/30/25 ELECTRICAL STATE OF CALIFORNIA

maximum MEP energy professionals

E4

NO.	REVISIONS	DATE	BY	APP.
1	PLAN CHECK COMMENTS	09/26/24	G.B.G.	
2	PLAN CHECK COMMENTS	11/06/24	G.B.G.	
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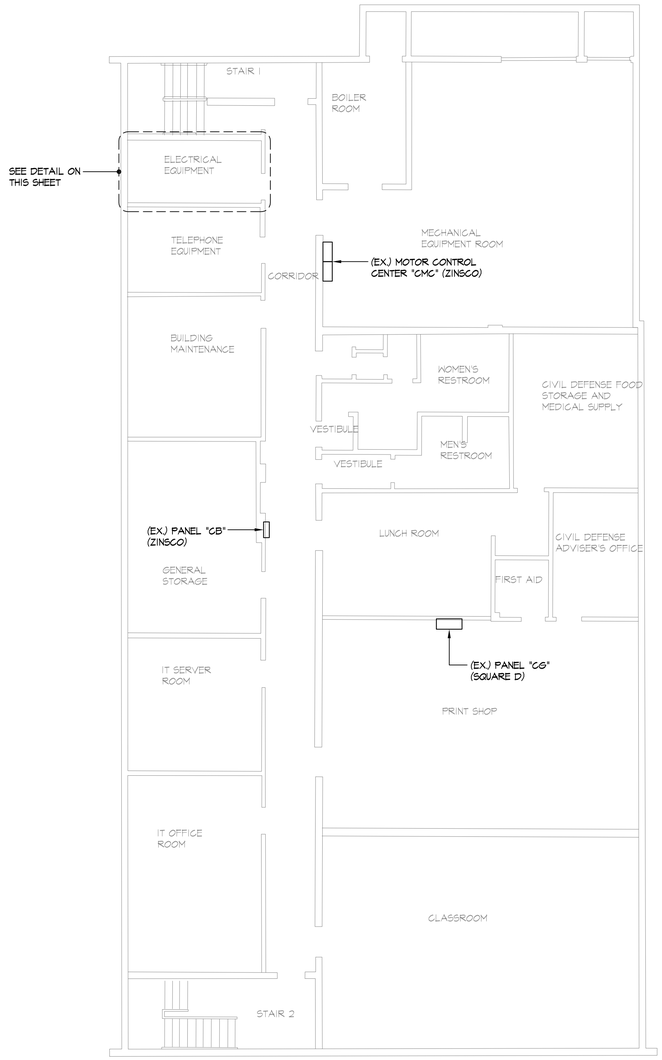
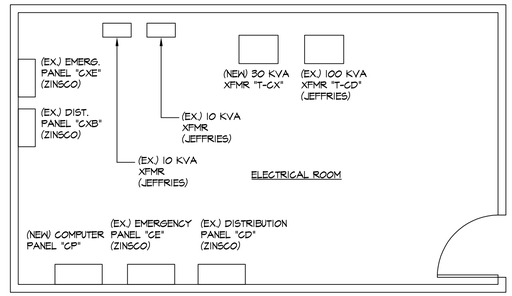
CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION
PROJECT: GARDENA CITY HALL ELEC. SYS. UPGRADE J.N. 541
ADDRESS: 1700 W. 162ND STREET, GARDENA, CA 90247

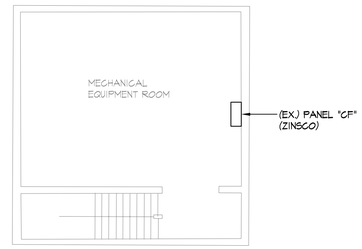
F. B. REF.		
DESIGNED BY	G.B.G.	05/02/25
DRAWN BY	G.B.G.	05/02/25
CHECKED BY	R.M.L.	05/02/25

APPROVED BY: Allan Rigg DATE: 8/26/25
P.W. DIRECTOR/CITY ENGINEER R.C.E. NO.
SHT. 4 OF 7 DWG. NO. 5-2626





DETAIL



REVIEWED FOR CODE COMPLIANCE

USING THE FOLLOWING CODES:

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- ☑ 2022 CALIFORNIA BUILDING CODE
- ☑ 2022 CALIFORNIA ELECTRICAL CODE
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- ☑ 2022 CALIFORNIA MECHANICAL CODE
- ☑ 2022 CALIFORNIA ENERGY CODE
- ☑ 2022 CALIFORNIA GREEN BUILDING STANDARDS CODE
- ☐ 2022 CALIFORNIA BUILDING CODE - STRUCTURAL DESIGN PROVISIONS ONLY
- ☐ 2022 CALIFORNIA FIRE CODE
- ☐ OTHER: _____

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BY: *bpr.rserrato* DATE: *Jul 09, 2025*

CITY OF GARDENA

CITY HALL BASEMENT EXISTING ELECTRICAL PLAN

SCALE: 1/8" = 1'-0"

NORTH

REGISTERED PROFESSIONAL ENGINEER ROY M. LEE E14840 EXP. 06/30/25 ELECTRICAL STATE OF CALIFORNIA

maximum MEP energy professionals

NO.	REVISIONS	DATE	BY	APP.
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E5

CITY OF GARDENA

DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION

PROJECT: GARDENA CITY HALL ELEC. SYS. UPGRADE J.N. 541

ADDRESS: 1700 W. 162ND STREET, GARDENA, CA 90247

F. B. REF.		
DESIGNED BY	G.B.G.	05/02/25
DRAWN BY	G.B.G.	05/02/25
CHECKED BY	R.M.L.	05/02/25

APPROVED BY: Allan Rigg DATE: 8/26/25

P.W. DIRECTOR/CITY ENGINEER — R.C.E. NO. _____

SHT. 5 OF 7 — DWG. NO. 5-2626

REVIEWED FOR CODE COMPLIANCE

USING THE FOLLOWING CODES:

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- ☑ 2022 CALIFORNIA BUILDING CODE
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- ☐ 2022 CALIFORNIA FIRE CODE
- ☐ OTHER: _____

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BY: *bgr.rserrato* DATE: *Jul 09, 2025*

CITY OF GARDENA

CITY HALL FIRST FLOOR EXISTING ELECTRICAL PLAN

SCALE: 1/8" = 1'-0"

NORTH

REGISTERED PROFESSIONAL ENGINEER ROY M. LEE E14840 EXP. 06/30/25 ELECTRICAL STATE OF CALIFORNIA

maximum MEP energy professionals

NO.	REVISIONS	DATE	BY	APP.
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F. B. REF.		
DESIGNED BY	G.B.G.	05/02/25
DRAWN BY	G.B.G.	05/02/25
CHECKED BY	R.M.L.	05/02/25

E6

CITY OF GARDENA

DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION

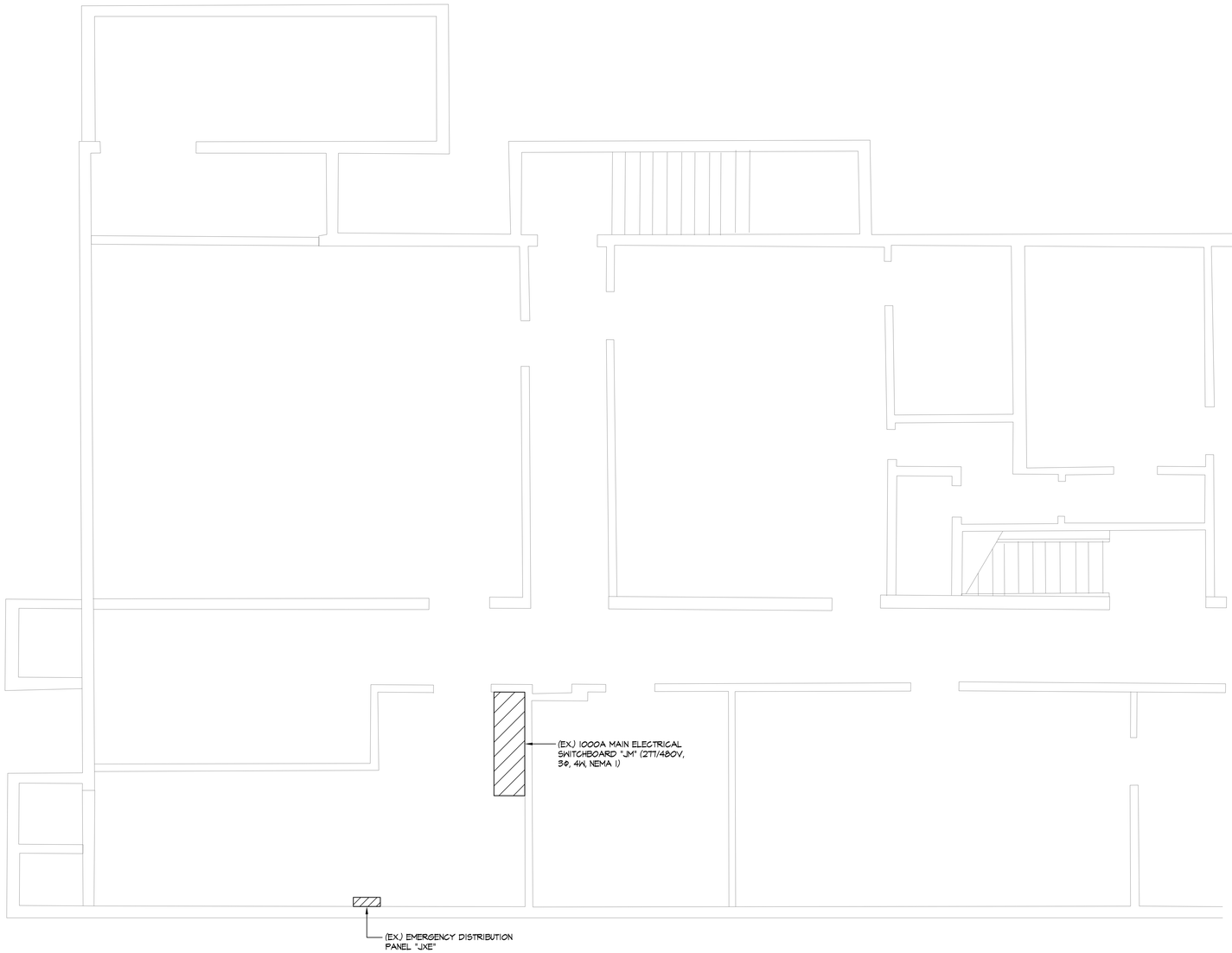
PROJECT: GARDENA CITY HALL ELEC. SYS. UPGRADE J.N. 541

ADDRESS: 1700 W. 162ND STREET, GARDENA, CA 90247

APPROVED BY: Allan Rigg DATE: 8/26/25

P.W. DIRECTOR/CITY ENGINEER R.C.E. NO. _____

SHT. 6 OF 7 DWG. NO. 5-2626



REVIEWED FOR CODE COMPLIANCE

USING THE FOLLOWING CODES:

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- ☑ 2022 CALIFORNIA BUILDING CODE
- ☑ 2022 CALIFORNIA ELECTRICAL CODE
- ☑ 2022 CALIFORNIA PLUMBING CODE
- ☑ 2022 CALIFORNIA MECHANICAL CODE
- ☑ 2022 CALIFORNIA ENERGY CODE
- ☑ 2022 CALIFORNIA GREEN BUILDING STANDARDS CODE
- ☐ 2022 CALIFORNIA BUILDING CODE - STRUCTURAL DESIGN PROVISIONS ONLY
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- ☐ OTHER: _____

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BY: *bgr.rserrato* DATE: *Jul 09, 2025*

CITY OF GARDENA

POLICE DEPARTMENT BASEMENT EXISTING ELECTRICAL PLAN

SCALE: 1/4" = 1'-0"

NORTH

REGISTERED PROFESSIONAL ENGINEER ROY M. LEE E14840 EXP. 06/30/25 ELECTRICAL STATE OF CALIFORNIA

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F. B. REF.		
DESIGNED BY	G.B.G.	05/02/25
DRAWN BY	G.B.G.	05/02/25
CHECKED BY	R.M.L.	05/02/25

E7

CITY OF GARDENA

DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION

PROJECT: GARDENA CITY HALL ELEC. SYS. UPGRADE J.N. 541

ADDRESS: 1700 W. 162ND STREET, GARDENA, CA 90247

APPROVED BY: Allan Rigg DATE: 8/26/25

P.W. DIRECTOR/CITY ENGINEER R.C.E. NO. _____

SHT. 7 OF 7 DWG. NO. 5-2626

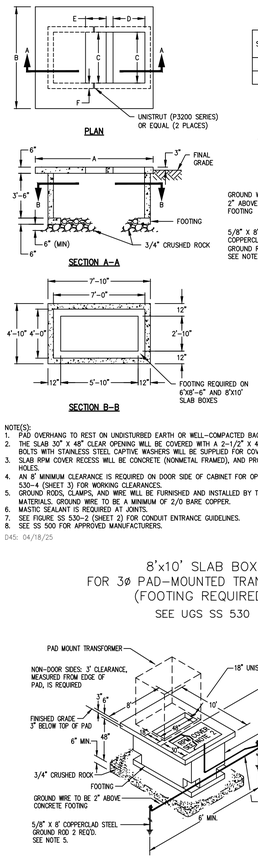
CUSTOMER: GLENN GUEVARA
CONTACT: 949-387-8989

CITY OF GARDENA

2SP – COMM/INDUST NEW BUSINESS UG
BLAKE 16KV O/O LA FRESA SUBSTATION

CREW AND CUSTOMER
TD2386137

6'X8'–6"x6" AND 8'X10'–6" SLAB BOX FOR PAD–MOUNTED TRANSFORMER, VFI–4, AND RAR SEE UGS SS 530–1



SLAB–BOX DESCRIPTIONS	SLAB–BOX DIMENSIONS (INCH)					
	A	B	C	D	E	F
6' X 8'–6"	102	72	48	30	18	11
8' X 10'	120	96	48	30	18	18

NOTE(S):
1. PAD OVERHANG TO REST ON UNDISTURBED EARTH OR WELL–COMPACTED BACKFILL TO PREVENT FUTURE SUBSIDENCE.
2. THE SLAB 30" X 48" CLEAR OPENING WILL BE COVERED WITH A 2–1/2" X 4' RPM COVER AS SHOWN ON FC 618. SIX 1/2" STAINLESS STEEL BOLTS WITH STAINLESS STEEL CAPTIVE WASHERS WILL BE SUPPLIED FOR COVER BOLT DOWN.
3. SLAB RPM COVER RECESS WILL BE CONCRETE (NONMETAL FRAMED), AND PROVIDED WITH SIX 1/2" THREADED INSERTS, EACH WITH CLEAN OUT HOLES.
4. AN 8' MINIMUM CLEARANCE IS REQUIRED ON DOOR SIDE OF CABINET FOR OPERATION. REFER TO FIGURE SS 530–3 (SHEET 3) AND FIGURE SS 530–4 (SHEET 3) FOR WORKING CLEARANCES.
5. GROUND RODS, CLAMPS, AND WIRE WILL BE FURNISHED AND INSTALLED BY THE CONTRACTOR. SEE AC 703 FOR APPROVED GROUNDING MATERIALS. GROUND WIRE TO BE A MINIMUM OF 2/0 BARE COPPER.
6. MASTIC SEALANT IS REQUIRED AT JOINTS.
7. SEE FIGURE SS 530–2 (SHEET 2) FOR CONDUIT ENTRANCE GUIDELINES.
8. SEE SS 500 FOR APPROVED MANUFACTURERS.

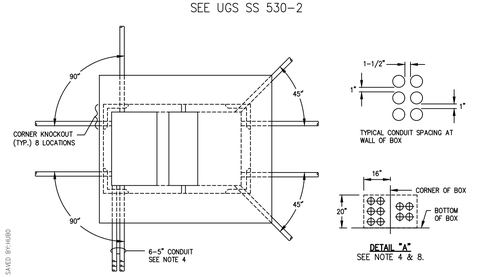
D45: 04/18/25

8'x10' SLAB BOX FOR 3ø PAD–MOUNTED TRANSFORMER (FOOTING REQUIRED) SEE UGS SS 530

NOTES:
1. PAD OVERHANG TO REST ON UNDISTURBED EARTH OR WELL–COMPACTED BACKFILL TO PREVENT FUTURE SUBSIDENCE.
2. THE SLAB 30" X 48" CLEAR OPENING SHALL BE COVERED WITH A 2'–6" x 4' RPM COVER AS SHOWN ON UGS FC 618. 6)5" STAINLESS STEEL BOLTS WITH STAINLESS STEEL CAPTIVE WASHERS WILL BE SUPPLIED FOR COVER BOLT DOWN.
3. SLAB RPM COVER RECESS SHALL BE CONCRETE (NONMETAL FRAMED), AND PROVIDED WITH 6)8" THREADED INSERTS, EACH WITH CLEAN OUT HOLES.
4. AN 8' MINIMUM CLEARANCE IS REQUIRED ON DOOR SIDE OF CABINET FOR OPERATION. REFER TO FIGURE SS 530 (SHEET 3) AND FIGURE SS 530–4 (SHEET 3) FOR WORKING CLEARANCES.
5. GROUND RODS, CLAMPS, AND WIRE WILL BE FURNISHED AND INSTALLED BY THE CONTRACTOR. SEE UGS AC 703 FOR APPROVED GROUNDING MATERIALS. GROUND WIRE TO BE A MINIMUM OF 2/0 BARE COPPER.
6. MASTIC SEALANT IS REQUIRED AT JOINTS.
7. SEE UGS SS 530-2 FOR CONDUIT ENTRANCE GUIDELINES.
8. SEE UGS SS 500 FOR APPROVED MANUFACTURERS.

D46: Rev. 02/18/11

6'X8'–6" AND 8'X10' SLAB BOX PLAN AND DETAIL "A" SEE UGS SS 530–2

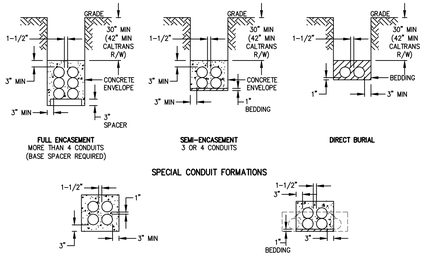


NOTE(S):
1. ALL CONDUITS ARE TO ENTER SLAB BOX AT CORNER KNOCKOUTS WITHIN THE ANGLES SHOWN. THE WORKING DRAWING WILL SPECIFY HOW MANY CONDUITS ARE TO BE INSTALLED.
2. INSTALL ALL CONDUITS WITHIN THE CAST–IN KNOCKOUTS.
3. ALL CONDUITS TO BE INSTALLED ON A LEVEL COURSE ADJACENT TO BOX.
4. A MAXIMUM OF SIX FIVE–INCH CONDUITS CAN BE INSTALLED INTO ANY ONE KNOCKOUT. WHEN SIX FIVE–INCH CONDUITS ARE INSTALLED, DO NOT INSTALL MORE THAN FOUR 5–INCH CONDUITS IN ADJACENT KNOCKOUT (SEE NOTE 8).
5. ALL CONDUITS TO BE CUT SMOOTH AND FLUSH WITH INSIDE WALL OF BOX.
6. POUR A 12" MINIMUM OF CONCRETE ENCASEMENT (PER CD 134) AROUND ALL CONDUITS THAT ARE NOT ENCASED.
7. GROUT WORK AROUND ALL CONDUITS TO BE FLUSH WITH INSIDE SURFACE OF STRUCTURE AND HAVE A SMOOTH FINISH.
8. WHEN CONDUITS ARE INSTALLED IN BOTH KNOCKOUTS OF ANY ONE CORNER, THE CONDUITS WILL BE VERTICALLY STAGGERED IN ORDER TO ALLOW CABLE TO CROSS OVER (SEE DETAIL "A").
9. INSTALL GRADE RINGS AS NECESSARY IN ORDER TO MAINTAIN MINIMUM 30" COVER OVER CONDUITS. SEE CD 100.

D45A: 04/18/25

FILE NAME:1826491_0.01.DWG SAVE DATE:8/6/2025 2:40 PM SAVED BY:HU80

TYPICAL CONDUIT BANK SECTIONS (MAINLINE AND COMMERCIAL/INDUSTRIAL) SEE UGS CD 120



NOTE(S):
1. SPACING AND CONCRETE COVERAGE AS SHOWN IS MINIMUM.
2. SPACERS, WHEN REQUIRED, WILL BE AS RECOMMENDED BY THE CONDUIT MANUFACTURER AND APPROVED BY THE COMPANY AND WILL BE PLACED AT THE INTERVALS SHOWN IN TABLE CD 120–1 (SHEET 1). VERTICAL SPACERS AND BASE SPACERS WILL BE MANUFACTURED FROM RIGID NONCOMPRESSIBLE–TYPE MATERIALS. USE TEMPORARY MEANS TO MAINTAIN HORIZONTAL CONDUIT SPACING AT THESE INTERVALS UNTIL BACKFILL BEDDING OR ENCASEMENT IS PLACED.

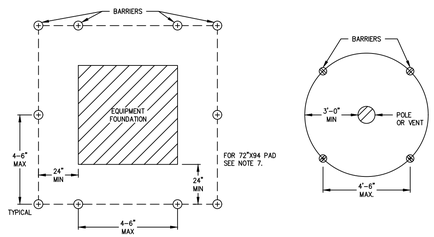
TABLE CD 120–1: HORIZONTAL CONDUIT SPACING INTERVALS

CONDUIT SIZE	2"	3"	3–1/2"	4"	5"	6"
SPACING WITH ENCASEMENT	10'	10'	10'			
SPACING WITH NONENCASEMENT	10'	8'	6'			

3. BASE SPACERS ARE REQUIRED ON ALL BANKS OF MORE THAN FOUR CONDUITS.
4. THE CONDUIT WILL BE OF AN APPROVED MAKE AND MANUFACTURE AS SET FORTH IN STANDARDS CD 115.
5. TYPES:
   A. "EB" (TYPE I) FOR ENCASED AND SEMI–CASED INSTALLATIONS
   B. "DB" (TYPE II) FOR DIRECT BURIAL
   C. "SCH. 40" RIGID PVC FOR INSIDE BORE CASINGS
6. FOR GENERAL CONDUIT BANK, CONCRETE, AND TRENCHING REQUIREMENTS, SEE CD 100.
7. INSTALL BARE COPPER NEUTRAL WIRE ONLY WHEN SPECIFIED ON WORKING DRAWING. FOR MAINLINE APPLICATIONS (INCLUDING 4–WIRE TAPLINES) WHEN THE NEUTRAL IS PRESENT ON AN OVERHEAD STRUCTURE THAT FEEDS A PRIMARY RISER, THE NEUTRAL SHALL BE CONTINUOUS TO THE FIRST UNDERGROUND STRUCTURE. A BARE COPPER NEUTRAL WIRE, AS SPECIFIED ON THE WORKING DRAWING, SHALL BE PLACED, AND FULLY ENCASED IN CONCRETE, AT THE LOWER REGION OF THE DUCT BANK, PREFERABLY IN–BETWEEN CONDUITS.
8. CONCRETE ENCASEMENT WILL BE KEPT UNIFORM. EXCESSIVE AMOUNTS OF CONCRETE WILL BE AVOIDED.
9. BEDDING WILL BE IN ACCORDANCE WITH CD 100.

D70: 12/12/24

PROTECTIVE BARRIERS FOR UNDERGROUND DISTRIBUTION STRUCTURES SEE UGS MC 830



1. STRUCTURES WILL NORMALLY BE INSTALLED ONLY IN NONTRAFFIC AREAS. PROTECTIVE BARRIERS ARE TO BE USED WHERE CONSTRUCTION EXPOSES EQUIPMENT TO TRAFFIC.
2. TOPS OF PROTECTIVE BARRIERS ARE TO BE SMOOTH CUT AND TOP EDGES ARE TO BE ROUNDED.
3. AT LEAST ONE BARRIER IS TO BE REMOVABLE, WITH A MEANS OF LIFTING TO SUPPORT THE WEIGHT OF THE BARRIER, WHEN OVERHEAD OBSTACLES PREVENT EQUIPMENT REMOVAL OR INSTALLATION BY CRANE. SEE FIGURE MC 830–1.3 (SHEET 2). THE LOCATION OF THE REMOVABLE BARRIER(S) SHALL BE APPROVED BY THE UNDERGROUND INSPECTOR.
4. ADEQUATE CLEARANCE MUST BE PROVIDED FOR DOORS, COOLING RADIATORS, AND SO FORTH.
5. PROTECTIVE BARRIERS, AS SHOWN ABOVE, INDICATE TYPICAL REQUIREMENTS. FIELD CONDITIONS WILL NECESSITATE CHANGES FOR ADEQUATE EQUIPMENT PROTECTION. APPLICATION OF PROTECTIVE BARRIERS IS SITE–SPECIFIC.
6. THE UNDERGROUND INSPECTOR IN THE FIELD MUST APPROVE ALL PROTECTIVE BARRIER INSTALLATIONS PRIOR TO CONSTRUCTION. THE UNDERGROUND INSPECTOR WILL DETERMINE: (A) STATUS OF OVERHEAD OBSTRUCTIONS, (B) THE FRONT AND BACK OF EQUIPMENT FOUNDATIONS, AND (C) THE CLEARANCES REQUIRED ON DOORS, COOLING RADIATORS, AND SO FORTH.
7. WHEN A 72" X 94" PAD IS BEING INSTALLED, (A) INCREASE THE DISTANCE TO 36 INCHES MINIMUM BETWEEN THE PROTECTIVE BARRIERS AND THE FRONT EDGE OF THE PAD; AND (B) INCREASE THE DISTANCE BETWEEN THE PROTECTIVE BARRIERS AND THE BACK EDGE OF THE PAD FOR CAPACITOR BANK (DOOR SIDE ONLY) TO 36 INCHES MINIMUM. THE UNDERGROUND INSPECTOR WILL DETERMINE THE FRONT AND BACK OF THIS EQUIPMENT FOUNDATION.
8. WITH PRIOR SCE APPROVAL, THE FOLLOWING ALTERNATIVES MAY BE USED IN LIEU OF PROTECTIVE BARRIERS FOR PADMOUNTED STRUCTURES:
   a. WHEN SPECIFIED ON WORKING DRAWING, A 6–INCH (MINIMUM VERTICAL FACE) CONCRETE CURB MAY BE INSTALLED IN PLACE OF PROTECTIVE BARRIERS. THIS CURB MUST BE AT LEAST 6 INCHES THICK AND ITS FRONT FACE AT LEAST 60 INCHES (MINIMUM SPACING) FROM THE EQUIPMENT FOUNDATION.
   b. WHEN SPECIFIED ON WORKING DRAWING FOR RESIDENTIAL TRACT DEVELOPMENTS, PROTECTED BARRIERS WILL NOT BE REQUIRED WHEN THERE ARE ROLLED CURBS OR 6–INCH VERTICAL FACE CURBS THAT HAVE AT LEAST 60 INCHES (MINIMUM SPACING) FROM THE CURB TO THE EDGE OF THE EQUIPMENT FOUNDATION.
   c. WHERE EQUIPMENT IS LOCATED ADJACENT TO A RESIDENTIAL DRIVEWAY, PROTECTIVE BARRIERS MAY NOT BE REQUIRED WHEN THERE IS 30–INCH (MINIMUM) CLEARANCE FROM THE EQUIPMENT FOUNDATION TO THE EDGE OF THE DRIVEWAY. IN ADDITION, A 60–INCH CLEARANCE SHALL BE MAINTAINED FROM A FIRE HYDRANT TO A POLE. FIELD CONDITIONS WILL NECESSITATE CHANGES FOR ADEQUATE EQUIPMENT PROTECTION. IF THE MINIMUM CLEARANCES CANNOT BE OBTAINED, PROTECTIVE BARRIERS ARE REQUIRED.
9. WITH PRIOR SCE APPROVAL, THE FOLLOWING ALTERNATIVES MAY BE USED IN LIEU OF PROTECTIVE BARRIERS FOR PRIMARY SURFACE OR SEMI BURIED STRUCTURES INCLUDING BURD STRUCTURES:
   a. WHEN SPECIFIED ON WORKING DRAWING, A 6–INCH (MINIMUM VERTICAL FACE) CONCRETE CURB, 8–FEET IN LENGTH MAY BE INSTALLED IN PLACE OF PROTECTIVE BARRIERS. THIS CURB MUST BE AT LEAST 6 INCHES THICK.
   b. WHERE THERE ARE ROLLED CURBS OR CURBS THAT HAVE LESS THAN 6–INCHES OF VERTICAL FACE, PROTECTIVE BARRIERS MAY NOT BE REQUIRED WHEN THERE IS AT LEAST 60 INCHES (MINIMUM SPACING) FROM THE CURB TO THE EDGE OF THE PRIMARY SURFACE OR SEMI BURIED STRUCTURES. (SEE FIGURE MC 830–1.5)
   c. WHERE EQUIPMENT IS LOCATED ADJACENT TO A RESIDENTIAL DRIVEWAY, PROTECTIVE BARRIERS MAY NOT BE REQUIRED WHEN THERE IS 30–INCH (MINIMUM) CLEARANCE FROM THE EQUIPMENT FOUNDATION TO THE EDGE OF THE DRIVEWAY. (SEE FIGURE MC 830–1.5)
   d. FIELD CONDITIONS WILL NECESSITATE CHANGES FOR ADEQUATE EQUIPMENT PROTECTION. IF THE MINIMUM CLEARANCES CANNOT BE OBTAINED OR THERE IS NO CURB, PROTECTIVE BARRIERS SHALL BE REQUIRED.
   e. IN ADDITION, A 60–INCH CLEARANCE SHALL BE MAINTAINED FROM A FIRE HYDRANT TO A POLE, TRANSFORMERS, PME SWITCHES, OR ANY PRIMARY SURFACE OR SEMI BURIED STRUCTURE.

D91: 03/22/24

LEGEND CODE DEFINITIONS

CI – CUSTOMER/CONTRACTOR INSTALLED: MATERIALS FURNISHED AND INSTALLED BY APPLICANT AT EDISON'S EXPENSE AND ARE DEEDED TO EDISON. (EXCEPTION: STREET LIGHT ELECTROLIERS WILL BE INSTALLED BY EDISON'S CONTRACTOR.)

CO – CUSTOMER OWNED: MATERIALS FURNISHED, INSTALLED, OWNED, AND MAINTAINED BY APPLICANT.

CF – CUSTOMER FURNISHED: MATERIALS FURNISHED AND INSTALLED BY APPLICANT AT APPLICANT'S EXPENSE THAT ARE DEEDED TO EDISON.

IN – INSTALL: MATERIALS FURNISHED AND INSTALLED BY APPLICANT IF APPLICANT INSTALLED PROJECT OR BY EDISON IF EDISON INSTALLED PROJECT. (EXCEPTION: FOR AN APPLICANT INSTALLED LINE EXTENSION.
STATION NOS.
HAVING AN ASTERISK ADJACENT TO AN "IN" LEGEND CODE REPRESENTS MATERIALS TO BE PROVIDED BY APPLICANT AND INSTALLED BY EDISON IN ALL CASES. REFER TO DPB 8258. PROJECT MATERIAL LIST BY ASSEMBLY WITHIN A STATION.)

RM – REMOVE: MATERIALS REMOVED BY EDISON.

MI – MEMO INSTALLED: SAME AS IN/INSTALL.

MR – MEMO REMOVED: MATERIALS REMOVED BY EDISON.

SI – SHOO–FLY INSTALLED: MATERIALS FURNISHED AND INSTALLED BY EDISON FOR TEMPORARY CONSTRUCTION.

SR – SHOO–FLY REMOVED: MATERIALS REMOVED BY EDISON FOR TEMPORARY CONSTRUCTION.

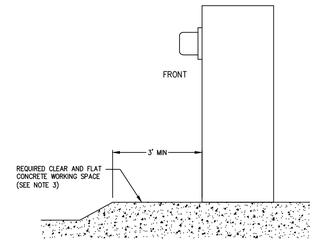
TR – TRANSFER: EDISON LABOR REQUIRED TO TRANSFER EXISTING FACILITIES.

D31: 03/22/24

UNDERGROUND SERVICE ALERT
Contact USA
Dial 811 or 800-422-4133
www.digalert.org/contact
FOR UNDERGROUND LOCATING TWO WORKING DAYS BEFORE YOU DIG

D16: 03/22/24

PANEL CLEARANCE UNDERGROUND SERVICE CONNECTIONS 0–600 VOLTS SEE ESR 3–16



NOTES:
1. A MINIMUM OF THREE (3) FEET OF CLEAR, LEVEL WORKSPACE 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 6'–3" BE EXCEEDED.
4. TO MAINTAIN A SAFE, CLEAR, AND LEVEL WORKING AREA IN FRONT OF NEW OR EXISTING METER AND SERVICE EQUIPMENT, A CONCRETE SLAB, ACCEPTABLE TO THE COMPANY, MUST BE USED.
5. FOR SWITCHBOARDS ABOVE 600V, FIVE–FOOT MINIMUM OF CLEAR AND LEVEL CONCRETE 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.

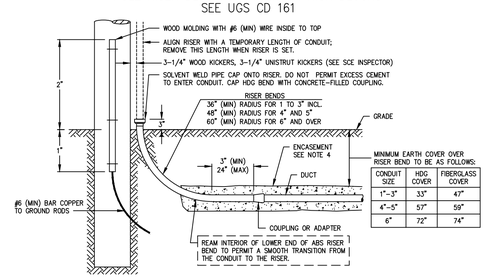
16.11 PROTECTIVE BARRIERS (POSTS/BOLLARDS) FOR SERVICE EQUIPMENT

BARRIER POSTS/BOLLARDS ARE USED TO PROTECT THE METER AND SERVICE EQUIPMENT, AS WELL AS PERSONNEL, FROM VEHICULAR CONTACT, AND TO PROHIBIT ENCROACHMENT INTO THE WORKING SPACE (FOR EXAMPLE, LOADING ZONES, DRIVEWAYS, CONGESTED AREAS, OFF STREET PARKING, AND SO ON).

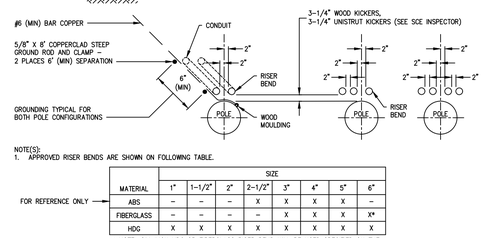
THE CUSTOMER SHALL PROVIDE AND INSTALL "NON–REMOVABLE" BARRIERS (POSTS/BOLLARDS) TO PROVIDE THE PROPER SAFE WORKING CLEARANCES WHERE THE WORKSPACE IS EXPOSED TO VEHICULAR OR OTHER HAZARDOUS CONDITIONS. METERS WILL NOT BE SET UNTIL THE BARRIERS HAVE BEEN INSTALLED. METER CABINET DOORS MUST OPEN A MINIMUM OF 90 DEGREES AND NOT CONFLICT WITH BARRIER POSTS. A MINIMUM CLEARANCE OF 3–FEET IS REQUIRED FROM THE FACE OF THE SWITCH GEAR TO THE BOLLARD/POST.

D99: 03/22/24

POLE RISER BEND FOR RISER ON KICK BLOCKS SEE UGS CD 161



CONDUIT SIZE	HDG COVER	FIBERGLASS COVER
1"–3"	33"	47"
4"–5"	57"	59"
6"	72"	74"



NOTE(S):
1. APPROVED RISER BENDS ARE SHOWN ON FOLLOWING TABLE.

FOR REFERENCE ONLY

MATERIAL	SIZE							
	1"	1–1/2"	2"	2–1/2"	3"	4"	5"	6"
ABS	–	–	–	X	X	X	X	–
FIBERGLASS	–	–	–	–	X	X	X	X*
HDG	X	X	X	X	X	X	X	X

* NOTE: SIX–INCH HDG OR FIBERGLASS RISER BEND WILL BE USED SPECIFIED ON THE WORKING DRAWING. SEE AC 702 FOR GROUNDING HDG RISER BENDS.

2. THE TOP AND BOTTOM OF 3", 4", 5" OR 6" FIBERGLASS BENDS ARE FURNISHED WITH PERMANENTLY ATTACHED PVC COUPLINGS. ALSO INCLUDED IS A 6" LONG 3", 4", 5" OR 6" SCHEDULE 80 PVC STUB–OUT, SOLVENT WELDED INTO THE TOP COUPLING. SEE UGS CD 166 FOR FIBERGLASS RISER BEND MATERIAL INFORMATION AND SUPPLIERS.
3. TWO GROUND RODS ARE REQUIRED AT ALL PRIMARY RISER POLES. DRIVE RODS IN TRENCH BOTTOM WITH 6' MINIMUM SEPARATION IN UNDISTURBED EARTH. LEAVE THE ROD TOPS 3" ABOVE THE TRENCH BOTTOM AND ATTACH CONTINUOUS GROUND WIRE WITH CLAMPS. EXTEND WIRE TO INDICATED LOCATION ON POLE AND STUB UP 2' ABOVE GRADE IN WOOD MOULDING. ALL GROUNDING MATERIALS FURNISHED BY THE CONTRACTOR. SEE UGS AC 703 FOR APPROVED GROUNDING MATERIALS.
4. ENCASEMENT REQUIRED ONLY WHEN CALLED OUT ON WORKING DRAWING.
5. SCHEDULE 80 PVC BENDS MAY BE SUBSTITUTED FOR FIBERGLASS BENDS FOR STRAIGHT RUNS OF 150' OR LESS IN CONDUIT SIZES 4" AND UNDER.

D78A: 03/22/24

WARNING
THE EXCAVATOR MUST TAKE ALL STEPS NECESSARY TO AVOID CONTACT WITH UNDERGROUND FACILITIES WHICH MAY RESULT IN INJURY TO PERSONS OR DAMAGE TO FACILITIES IN THE AREA. THE INDICATED LOCATIONS OF EDISON UNDERGROUND FACILITIES, AS PROVIDED, ARE BELIEVED TO BE ACCURATE, HOWEVER, THE FINAL DETERMINATION OF EXACT LOCATIONS AND THE COST OF REPAIR TO DAMAGED FACILITIES IS THE RESPONSIBILITY OF THE EXCAVATOR.

D13: 03/22/24

CONDUIT RADIUS REQUIREMENTS:

A: THE MINIMUM RADIUS FOR BENDS ARE:
36" FOR CONDUITS 3" IN DIAMETER OR SMALLER
48" FOR CONDUITS 4" AND 5" IN DIAMETER
60" FOR 6" DIAMETER CONDUIT
B: THE MINIMUM RADIUS FOR SWEEPS ARE:
36" FOR CONDUITS 3" IN DIAMETER OR SMALLER
12'–6" FOR CONDUITS 4" IN DIAMETER AND LARGER, UNLESS OTHERWISE NOTED.

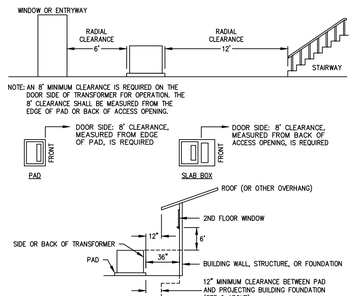
D85: 03/22/24

PAD–MOUNTED TRANSFORMER INSTALLATIONS SHALL CONFORM TO THE FOLLOWING:

1. PAD–MOUNTED TRANSFORMERS SHALL NOT BE LOCATED DIRECTLY IN FRONT OF ENTRYWAYS, STAIRWAYS, BENEATH WINDOWS THAT CAN BE OPENED, OR WHERE THEY WILL OBSTRUCT THE VISION OF VEHICULAR TRAFFIC.
2. PAD–MOUNTED TRANSFORMERS SHALL BE LOCATED AT LEAST THE MINIMUM DISTANCE, AS IDENTIFIED IN THE FIGURE ABOVE, AWAY FROM BUILDINGS OR OTHER STRUCTURES TO ENSURE ADEQUATE SPACE FOR OPERATING, TO MINIMIZE VIBRATION HUMS, AND TO MEET FIRE SAFETY REQUIREMENTS.
3. WHENEVER POSSIBLE, PLACE PAD–MOUNTED STRUCTURES AND EQUIPMENT AWAY FROM AREAS WITH FREQUENT IRRIGATION TO HELP PREVENT FUTURE CORROSION.
   INSTALL NEW STAINLESS STEEL PAD–MOUNTED EQUIPMENT ONLY IF EVERY EFFORT HAS BEEN MADE TO LOCATE THE PAD MOUNT AWAY FROM HIGH–CORROSION AREAS AND THE PAD MOUNT IS EXPECTED TO BE CHANGED OUT WITHIN 15 YEARS DUE TO CORROSION. CONTACT FE FOR APPROVAL.
   EXISTING MILD STEEL PAD–MOUNTED EQUIPMENT MAY BE UPGRADED TO STAINLESS STEEL IF THE EXISTING EQUIPMENT HAS FAILED DUE TO CORROSION WITHIN 15 YEARS OF INSTALLATION. CONTACT FE FOR APPROVAL.
   * NOTE: ALL PAD–MOUNTED TRANSFORMERS PURCHASED AFTER 2004 ARE DESIGNED WITH STAINLESS STEEL BOTTOMS.
4. A CLEAR PASSAGEWAY OF 12 FEET MINIMUM SHALL BE AVAILABLE AT ALL TIMES, IMMEDIATELY ADJACENT TO ONE SIDE OF THE TRANSFORMER TO PROVIDE AN ACCESSIBLE ROADWAY FOR TRANSFORMER MAINTENANCE. THIS PASSAGEWAY SHALL BE DESIGNED TO MEET H–20 (20–TON) CONSTRUCTION.
5. IF SCE HAS INSTALLED OR AGREES TO INSTALL, TRANSFORMERS AT LOCATIONS WHERE SCE CANNOT USE ITS STANDARD TRANSFORMER LIFTING EQUIPMENT, AND SPECIAL LIFTING FACILITIES ARE REQUIRED TO INSTALL OR REMOVE THE TRANSFORMERS ON THE CUSTOMER'S PREMISES, THE CUSTOMER SHALL, AT THEIR EXPENSE, (1) FURNISH, INSTALL, OWN, AND MAINTAIN PERMANENT LIFTING FACILITIES, AND BE RESPONSIBLE FOR LIFTING THE TRANSFORMER TO AND FROM ITS PERMANENT POSITION, OR (2) PROVIDE (OR PAY FOR) PORTABLE LIFTING FACILITIES ACCEPTABLE TO SCE FOR INSTALLING OR REMOVING THE TRANSFORMERS. RIGHTS–OF–WAY AND SPACE PROVISIONS SHALL BE PROVIDED BY APPLICANT SUCH THAT ACCESS AND REQUIRED CLEARANCES FROM ADJACENT STRUCTURES CAN BE MAINTAINED.
6. TRANSFORMER STRUCTURES WILL NORMALLY BE INSTALLED ONLY IN NONTRAFFIC AREAS. TRANSFORMER PROTECTION IS REQUIRED WHEN COMPANY EQUIPMENT IS EXPOSED TO TRAFFIC. THIS PROTECTION MAY BE IN THE FORM OF BARRIERS, BARRICADES, OR CURB. A CURB MUST HAVE A MINIMUM HEIGHT OF 6 INCHES AND BE AT LEAST 6 INCHES THICK AND ITS FRONT FACE LOCATED 60 INCHES MINIMUM FROM THE EQUIPMENT FOUNDATION.

D54: 03/22/24

MINIMUM CLEARANCES FOR PADMOUNTED TRANSFORMERS SEE DDS–3, 3–44



NOTE:
ALL ELECTRICAL DUCTS AND STRUCTURES WILL CONFORM TO GENERAL ORDER #128 (RULES FOR CONSTRUCTION OF UNDERGROUND ELECTRICAL SUPPLY AND COMMUNICATION PRESCRIBED BY THE PUBLIC UTILITIES COMMISSION OF THE STATE OF CALIFORNIA, JANUARY 2006).

D06: 03/22/24

WHERE CONDUITS ARE PICKED UP OR INTERCEPTED, CONDUIT SHALL BE MANDRELLED AND PULL ROPE INSTALLED FROM TERMINAL TO TERMINAL.

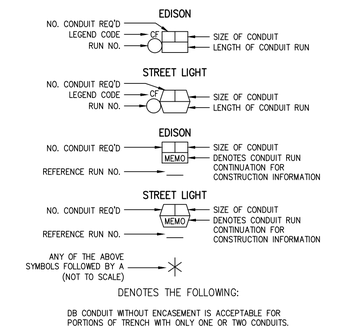
D07: 03/22/24

CUSTOMER–OWNED CONDUIT MATERIAL* AND CONCRETE ENCASEMENT ARE TO BE INSTALLED IN ACCORDANCE WITH EDISON ELECTRICAL SERVICE REQUIREMENTS.

*SUBJECT TO APPROVAL BY LOCAL INSPECTION AUTHORITIES

D14:03/22/24

LEGEND OF CONDUIT SYMBOLS (CONVENTIONAL U.G.)



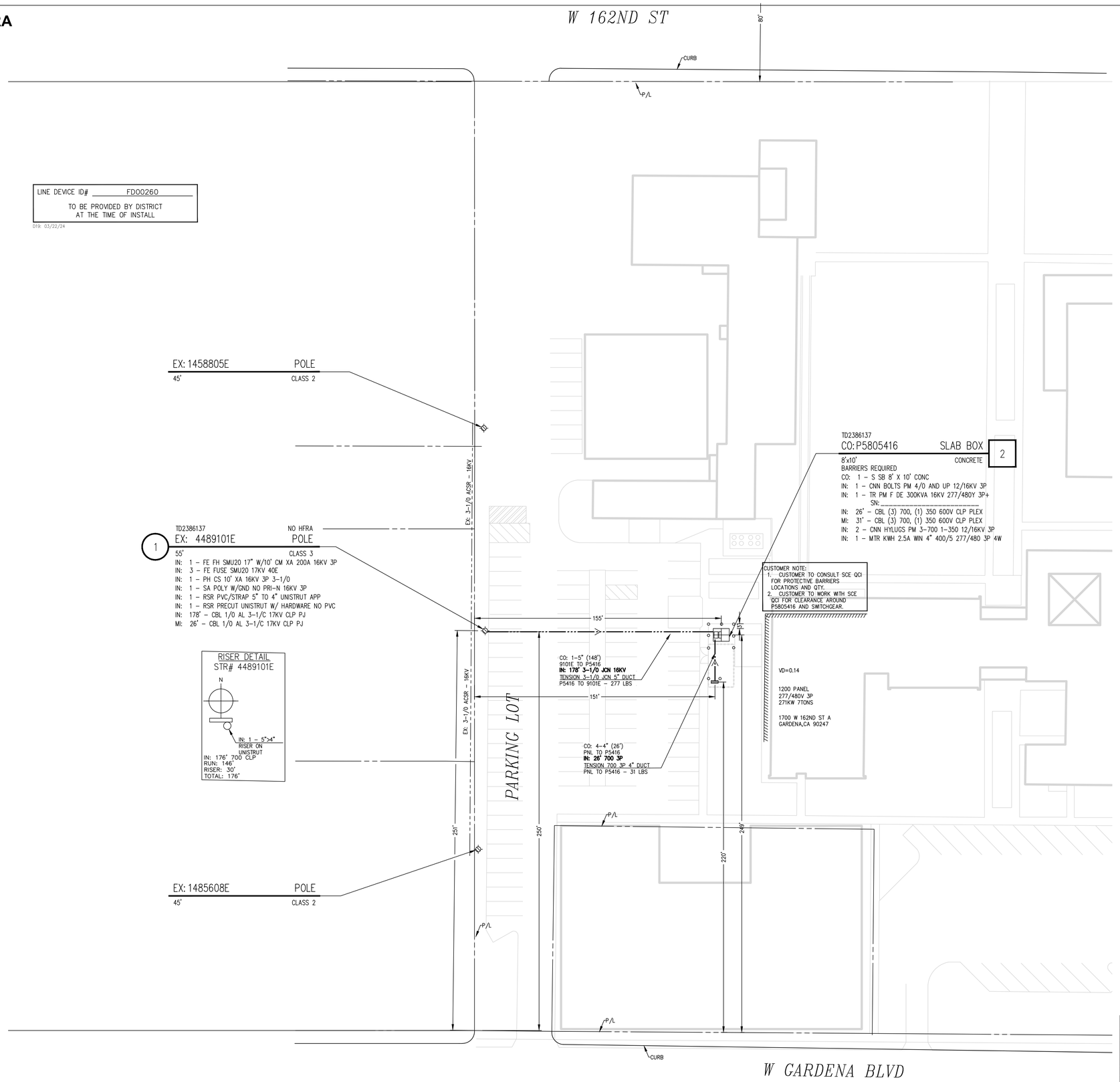
D

CUSTOMER: GLENN GUEVARA
CONTACT: 949-387-8989

CITY OF GARDENA

2SP – COMM/INDUST NEW BUSINESS UG
BLAKE 16KV O/O LA FRESA SUBSTATION

CREW AND CUSTOMER
TD2386137



T.L.M. DATA: 5810448				
	SIZE	KVA	CUST	% LOAD
EXIST.	–	–	–	– %
PROP.	300	331	1	110 %

VOLTAGE DROP: 0.14
FLICKER FACTOR: –
PRI. CIRCUIT: BLAKE 16KV
027: 03/22/24

PROJECT REQUIREMENTS (Y/N)	
EDISON EASEMENT REQUIRED	N
PWRD 88 REQUIRED UG	N
CIVIL ONLY WORK ORDER	N
PERMIT REQUIRED	N
PERMIT TYPE: N/A	
OUTAGE REQUIRED	Y
OUTAGE DATE: TBD TIME: TBD	
TRAFFIC CONTROL REQUIRED	N
PED. TRAFFIC CONTROL REQ'D	N
CONVEYANCE LETTER REQ'D	N
ENVIRONMENTAL REQUIREMENTS DOCUMENT (ERD) REQUIRED	N
CSD 140 (TLM) REQ'D	Y
CIRCUIT MAP CHANGE REQ'D (TD 203)	Y
DIG ALERT APP	N
VERIFIED ACTIVE AND CONFIRMED USA TICKETS	N
UTILIQUEST NOTIFIED	N
FAA MARKING REQ'D	☐
FAA TYPE:	
ACTUAL COST WORK ORDER	☐
STANDARD ADHERENCE: 2ND.Q/ 2025 Y	

D124: 12/12/24

SCALE: 1" = 30'
0 30 60

SOUTHERN CALIFORNIA EDISON
An EDISON INTERNATIONAL Company

FINAL DESIGN
APPROVED FOR CONSTRUCTION

DISTRICT	PROJ. MGR.	PLANNER	DESIGNER
44 – SOUTH BAY	CASTANEDA, PAUL MICHAEL PHONE 6263086920	CASTANEDA, PAUL MICHAEL PHONE 6263086920	RODRIGUEZ JR, JUAN CARLOS

PROJECT NO.	SERVICE REQUEST	MSR NO.	PRODUCT-1	ASSOC DESGN
3036489	3916465		2386137–NEW METER & SERVICE	
CIRCUIT / VOLTAGE: BLAKE 16KV		GPS	PRODUCT-2	ASSOC DESGN
SUB / PQ NO.: LA FRESA SUB		CIRCUIT CODE: 1760	PRODUCT-3	ASSOC DESGN

INVENTORY MAP: LT–7949–A J.P.A. NO.

PROPOSED CONSTRUCTION (LOCATION)
1700 W 162ND ST
GARDENA CA 90247

TYPE	DATE	APPROVED BY	CHECKED BY	DRAWN BY	PAX #
F	8–8–2025	B HU	P CASTANEDA	JC RODRIGUEZ	

Southern California Edison Company

SHEET 2 OF 2
DESIGN\DRWG NO. 1826491_0.01

UNDERGROUND SERVICE ALERT
Contact USA
Dial 811 or 800-422-4133
www.digalert.org/contact
FOR UNDERGROUND LOCATING TWO WORKING DAYS BEFORE YOU DIG

D16: 03/22/24

FILE NAME:1826491_0.01.DWG SAVE DATE:8/8/2025 3:36 PM SAVED BY:HU8D

CITY OF GARDENA

CONTRACT DOCUMENTS AND SPECIFICATIONS

FOR

GARDENA CITY HALL ELECTRICAL SYSTEMS UPGRADE (1700 W. 162nd STREET)

JN 541

August 2025

CITY OF GARDENA

CONTRACT DOCUMENTS AND SPECIFICATIONS

FOR

GARDENA CITY HALL ELECTRICAL SYSTEMS UPGRADE (1700 W. 162nd STREET)

JN 541

Plans & Specifications prepared by:

Memoranda:

Plans and specifications are available at Planwell Administrator, 562.436.9761 or https://www.e-arc.com/location/costa-mesa/ (Go to Planrooms/Order From Planwell/Public Planroom and select City of Gardena under pulldown menu)

Bid Results: https://www.cityofgardena.org/public-contracts/

City of Gardena Public Works Engineering Division: 310.217.9568

CITY OF GARDENA
NOTICE INVITING BIDS
for
GARDENA CITY HALL ELECTRICAL SYSTEMS UPGRADE
(1700 W. 162nd STREET)

PROJET NO. JN 541

Plans and Specifications are available through ARC Document Solutions. Please be advised that there is an additional charge for delivery. Upon payment of the purchase price, they become the property of the purchaser and may not be returned for refund.

You may access the plans through the following website under Public Planroom:

https://www.e-arc.com/location/costa-mesa/
(Scroll down to "Planrooms"/"Order From PlanWell"/"Public Planroom" and select City of Gardena under the "in all company" pulldown menu)
or
https://customer.e-arc.com/arcEOC/Secures/PWELL_PrivateList.aspx?PrjType=Pub&mem=29&c

For help accessing and ordering, please contact a Planwell Administrator at 562.436.9761.

Notice is hereby given that the City of Gardena will receive sealed bids at the office of the City Clerk, City Hall, 1700 W. 162nd Street, Gardena, California, until **2 PM** on **Sept. 30, 2025** and shortly thereafter on this same day, they will be publicly opened and read in the City Clerk's Office in-person and via ZOOM.

The information to join the bid opening via ZOOM is the following:

Topic: Bid Opening
Time: 2:00 PM on Sept. 30, 2025 (Shortly thereafter the deadline)
Join ZOOM Meeting

Https://us02web.zoom.us/j/83221622115
Meeting ID: 832 2162 2115
Dial by phone: +1 669 900 9128 US

Should you have any questions or concern in delivering a bid or joining the ZOOM Meeting, please contact City Clerk's office at (310) 217-9565 or via email at cityclerk@cityofgardena.org.

All bids must be in writing, must be sealed, and must be plainly marked on the outside: **"BID ON PROJECT NO. [JN 541].** Any bid received after the hour stated above for any reason whatsoever, will not be considered for any purpose but will be returned unopened to the bidder.

Bids are required for the entire work as described below:

PROJECT SUMMARY: The proposed electrical upgrade project at Gardena City Hall encompasses a comprehensive overhaul of the building's power distribution infrastructure to accommodate increased electrical loads, future expansions, and the addition of electric vehicle (EV) charging stations. The scope includes coordination with Southern California Edison (SCE) for high-voltage power service, installation of new electrical infrastructure, and replacement of

outdated electrical panels. This project will also involve site-specific improvements, such as the installation of an emergency power generator, security measures, and future capacity planning.

The project begins with the coordination with Southern California Edison (SCE) to obtain high-voltage electrical service from a power pole located immediately west of the City Hall's trash enclosure, near the western property line.

The design includes a new, pad-mounted electrical switchboard to be installed on-site. The switchboard will feature a utility billing meter and a main power break disconnect. Buried conduits will be installed to connect this new switchboard to the existing main electrical panels within City Hall, ensuring proper distribution of power to the building's sub-panels. Concrete encasement will be used for the conduits to protect them from potential damage. Additionally, spare conduits will be installed between the new switchboard and the basement electric room, allowing for future expansion.

As part of the electrical upgrade, outdated ZINSCO panels and sub-panels inside the building will be replaced with new, UL-approved panelboards. These will include GFCI circuit breakers as required by the National Electrical Code (NEC) for safety in areas such as restrooms and kitchenettes. This replacement is critical to ensure that the City Hall's electrical infrastructure is up to current safety standards and capable of handling the building's electrical load.

Four (4) new dual-port, "Level-2" EV chargers will be installed in the parking lot, west of the trash enclosure.

A diesel engine-driven emergency power generator, will be installed west of the trash enclosure. This generator will be housed in a NEMA 3R-rated outdoor enclosure and will be accompanied by an automatic transfer switch that will feed power to a new emergency power distribution panel. This panel will provide emergency power for critical building functions. A new automatic transfer switch (ATS) and distribution panel will be provided to accommodate present and future critical loads.

A minimum 6-foot-high security fence with locked access gates will be installed. This fence will enclose the electrical equipment area, ensuring protection against unauthorized access, as the surrounding City Hall parking lot is not currently fenced (only the Police Department areas are).

Once the new utility service and power distribution system are commissioned, all supply circuits from the Police Department's main switchboard and emergency power panel will be disconnected and capped. Any remaining buried conduits between the Police Department and City Hall will be slurry-sealed and filled to prevent water intrusion. Additionally, conduit entries into the City Hall basement electric room will be capped and sealed to eliminate further water penetration issues.

This project represents a significant upgrade to the electrical infrastructure of Gardena City Hall, ensuring that the facility is equipped to meet current and future power demands while enhancing safety, security, and operational reliability. The improvements will support the City Hall's expanding services and provide a solid foundation for future infrastructure growth.

Working hours and work requiring power outages (See Technical Provisions)

See Technical Provisions for list of "Deferred Submittals"

Mandatory pre-bid meeting

A mandatory pre-bid meeting for this project is scheduled for Tues Sept. 16, 2025 at 9am
Meeting place shall be in front of City Hall at 1700 W. 162nd St.
Only contactors who attend the meeting will be allowed to submit a bid.

ENGINEER'S ESTIMATE: $850,000

The time of completion of contract shall be **[75] working days (construction)** as defined in the latest Standard Specifications for Public Works ("Greenbook"). Does not include submittal, review, RFI, and order period. Liquidated Damages, as defined in Section 6-9, shall be **[$1000] per each consecutive calendar day**.

Each bidder must submit a proposal to the City, c/o City Clerk in accordance with the Plans and Specifications. Said proposal is to be accompanied by a cash deposit, a certified or cashier's check, or a bidder's bond, made payable to the City of Gardena, in an amount not less than 10 percent of the total bid submitted.

The envelope enclosing the proposal shall be sealed and addressed to the City of Gardena c/o City Clerk, and delivered or mailed to the City at 1700 W. 162nd Street, Gardena, California 90247-3778. The envelope shall be plainly marked in the upper left-hand corner as follows:

ATTENTION: CITY, c/o CITY CLERK
(Bidder's Name and Address) _____

(Number and title of this project) _____

The successful bidder will be required to furnish a faithful performance bond in the amount of 100 percent of the contract price, and a payment bond in the amount of 100 percent of the contract price, both in a form satisfactory to the City Attorney.

The contractor shall have an active **Class "C10"** license from the Contractor's State License Board at the time of submitting bid.

Pursuant to Public Contract Code Section 22300, the Contractor may, at Contractor's sole cost and expense, substitute securities equivalent to any monies withheld by the City to insured performance under the contract unless applicable federal regulations or policies do not allow such substitution. Such security shall be deposited with the City, or a state or federally chartered bank as escrow agent, who shall pay such monies to the Contractor upon satisfactory completion of the Contract. The Contractor shall be the beneficial owner of any security substituted for monies withheld and shall receive any accrued interest thereon. Securities eligible for investment shall include those listed in Government Code Section 16430 or bank or savings and loan certificates of deposit. No such substitution shall be accepted until the escrow agreement, letter of credit, form of security and any other document related to said substitution is reviewed and found acceptable by the City Attorney.

The City reserves the right to reject any or all bids and to waive any informality or irregularity in any bid received and to be the sole judge of the merits of the respective bids received. The award, if made, will be made to the lowest responsive responsible bidder.

Bidders are advised that this Project is a public work for purposes of the California Labor Code, which requires payment of prevailing wages. Accordingly, the bidder awarded the Contract and all subcontractors shall be required to pay not less than the prevailing rate of per diem wages, as determined by the Director of the California Department of Industrial Relations, and otherwise comply with the provisions of Section 1770 et seq. of the California Labor Code, California Code of Regulations, Title 8, Section 16000 et seq., and any other applicable laws, rules and regulations adopted with respect thereto ("California Prevailing Wage Laws").

Attention is directed to the provisions of Sections 1777.5 and 1777.6 of the Labor Code concerning the employment of apprentices by Contractor or any Subcontractor under it. Contractor and any Subcontractor under if shall comply with the requirements of said sections in the employment of apprentices.

The Contractor is prohibited from performing work on this project with a subcontractor who is ineligible to perform work on the project pursuant to Section 1777.1 or 1777.7 of the Labor Code.
This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations. All contractors and subcontractors must furnish electronic certified payroll records directly to the Labor Commissioner (aka Division of Labor Standards Enforcement) in a format prescribed by the Labor Commissioner no less than monthly.

As of **January 1, 2016**, the requirement to furnish electronic certified payroll records to the Labor Commissioner will apply to all public works projects, whether new or ongoing. City may require a copy of the electronic certified payroll records submitted to the DIR at anytime.

Exceptions: The Labor Commissioner may (but is not required to) excuse contractors and subcontractors from furnishing electronic certified payroll records to the Labor Commissioner on a project that is under the jurisdiction of one of the four legacy DIR-approved labor compliance programs (Caltrans, City of Los Angeles, Los Angeles Unified School District, and County of Sacramento) or that is covered by a qualifying project labor agreement.

These requirements will apply to all public works projects that are subject to the prevailing wage requirements of the Labor Code without regard to funding source.

The State General Prevailing Wage Determination is as established by the California Department of Industrial Relations (available at http://www.dir.ca.gov/DLSR/PWD/index.htm).

Skilled and Trained Workforce: This project is subject to Skilled and Trained Workforce Requirements per Sections 2600 through 2603 of the Public Contract Code.

Award of Contract: The following are conditions to the award of the contract:

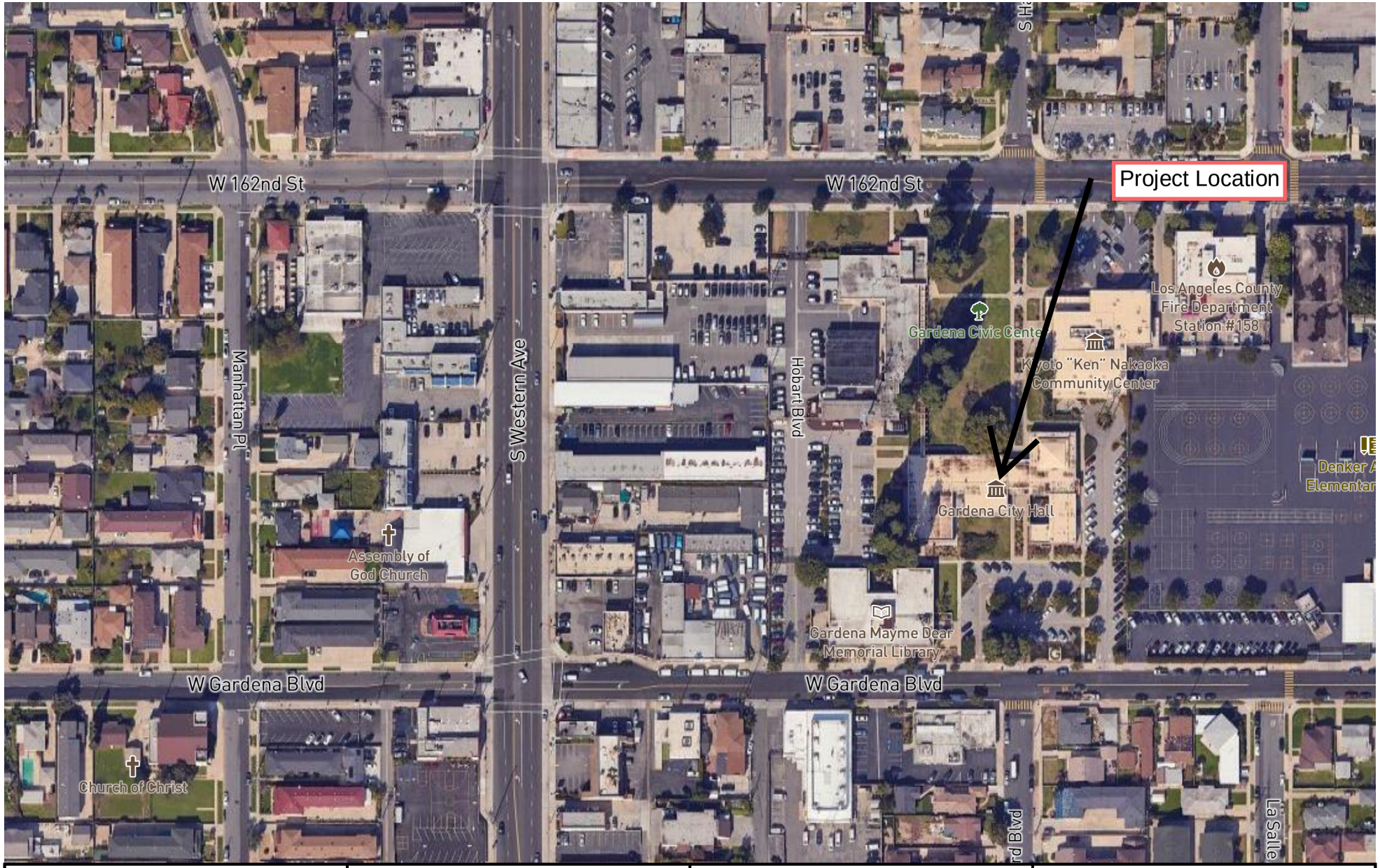
I. Each contractor and subcontractor listed on the bid must be registered with the Department of Industrial Relations pursuant to Labor Code Section 1725.5. subject to the limited exceptions set forth in Labor Code Section 1771.1(a) (regarding the submission of a bid as authorized by Business & Professions Code Section 7029.1 or Public Contract Code Section 10164 or 20103.5 provided the contractor is registered to

perform public work pursuant to Section 1725.5 at the time the contract was awarded): and

II. No contractor or subcontractor may be awarded this contract unless the contractor and each subcontractor listed on the bid is registered with the Department of Industrial Relations pursuant to Section 17265.5.

Any questions regarding this bid package may be referred to Jun De Castro, Public Works Engineering Division at 310.217.9642.

Gardena City Hall Electrical System Upgrade JN 541



1'' = 189 ft	**Project Location Map**	**08/07/2025**	

This map may represent a visual display of related geographic information. Data provided here is not a guarantee of actual field conditions. To ensure complete accuracy, please contact the responsible staff for the most up-to-date information.

T A B L E O F C O N T E N T S

GARDENA CITY HALL ELECTRICAL SYSTEMS UPGRADE
1700 W. 162nd Street
JN 541

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INSTRUCTIONS TO BIDDERS

FORM OF PROPOSAL

The Proposal shall be fully executed and submitted on the forms in the project specifications and shall be enclosed in a sealed envelope marked and addressed as directed in the Notice Inviting Bids.

PRPOSAL / BID DOCUMENTS

All Proposals shall include the following executed documents to be submitted with each bid:

Bidding Schedule

Acknowledgement of Addenda Received

Bidder's Declaration

Non-Collusion Affidavit

Declaration of Eligibility of Contract

Bid Bond

Designation of Subcontractors

Construction Project Reference

Certificate of Non-Discrimination by Contractors

Certification of Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Primary Covered Transitions

DELIVERY OF PROPOSAL

The Proposal shall be delivered by the time and to the place stipulated in the Notice Inviting Bids. It is the bidder's sole responsibility to see that its Proposal is received as stipulated. Any Proposal received after the scheduled closing time for receipt of proposals will be returned to the bidder unopened.

WITHDRAWAL OF PROPOSAL

The Proposal may be withdrawn by the bidder by means of a written request, signed by the bidder or its properly authorized representative. Such written request must be delivered to the place stipulated in the Notice Inviting Bids for receipt of proposals prior to the scheduled closing time for receipt of proposals. No Proposal may be withdrawn after the hour fixed for opening bids.

MODIFICATIONS AND ALTERNATIVE PROPOSALS

Unauthorized conditions, limitations, or provisions attached to the Proposal will render it informal and may be grounds for its rejection as non-responsive. The completed Proposal forms shall be without interlineations, alterations, or erasures. Alternative proposals will not be considered unless specifically requested. Oral, telegraphic, or telephonic proposals or modifications will not be considered.

DISCREPANCIES IN PROPOSALS

In the event there is more than one bid item in a Bidding Schedule, the bidder shall furnish a price for all bid items in the Schedule, and failure to do so will render the Proposal informal and may be grounds for its rejection as non-responsive. The bidder shall state in words and figures the unit prices or the specific sums as the case may be, for which it proposes to supply the labor, materials, supplies, or machinery, and completely perform the Contract. The total amount of each item bid and the total amount of the bid shall be stated in words and figures.

In case of any discrepancy between the words and the figures, the words shall prevail. If the unit price and the total amount named by a bidder for any items are not in agreement, the unit price alone will be considered as representing the bidder's intention and the total will be corrected to conform thereto.

PROPOSAL GUARANTEE – BIDDER'S SECURITY

Each bidder shall submit with his Proposal cash, an unconditional certified or cashier's check, or a bidder's bond, in the sum of the percentage of the bid stated in the Notice Inviting Bids, payable to the City as a guarantee that the bidder will, if its Proposal is accepted, execute the Contract and furnish a satisfactory Faithful Performance Bond, a satisfactory Payment Bond and insurance certificates as specified herein.

If a bidder to whom an award is made, fails or refuses to sign the Contract or furnish the required bonds and certificates, all within the time stated in Section 2-1.5 of the Special Provisions herein, the funds represented by said cash, check or bidder's bond shall be forfeited and become and remain the property of the City; the amount thereof being agreed to by the bidder and the surety as a bid bond forfeiture due to the City because of the delay in the execution of the Contract and in the performance of work thereunder, resulting from such failure or refusal, except that if the City awards the contract to the next lowest responsive responsible bidder, only that portion of the bidder's security equal to the difference between the two bids will be forfeited.

A Bid Bond must be obtained from a corporate surety authorized to do business as such in the State of California as an "admitted surety insurer" and shall be on the form furnished by the City or one substantially in conformance with it. Certified or cashier's checks must be drawn on a solvent state or nationally chartered bank or branch thereof in the State of California. The liability of the City in connection with the checks shall be limited to the return of the checks (without interest) as provided in Section 2-1.6 of the Special Provisions bound herein.

DISQUALIFICATION OF BIDDERS

A person, firm, or corporation shall NOT be allowed to make or file, or to be interested in, more than one bid, except an alternative bid when specifically requested; provided, however, a person, firm, or corporation who has submitted a sub-proposal to a bidder submitting a Proposal, or who has quoted prices on materials to such bidders, is not thereby disqualified from submitting a sub-proposal or from quoting prices to other bidders submitting proposals, or from submitting a Proposal as a prime contractor. Similarly, failure to comply with the registration requirements of Labor Code Section 1725.5, as further described in the Notice Inviting Bids, will disqualify a bidder.

ADDITIONAL REQUIREMENTS

The bidder's attention is directed to the Special Provisions and Technical Provisions bound herein for additional requirements of the Proposal and Contract Documents.

CONTRACT DOCUMENTS

Contract Documents are to be submitted within twenty-one (21) calendar days AFTER award of contract unless extended by agreement of the City. Failure to timely submit executed Contract Documents may be grounds for rejecting the bid award and forfeiture of the bid security. See enclosed documents commencing on page CD-1.

BID PROPOSAL (BP)

GARDENA CITY HALL ELECTRICAL SYSTEMS UPGRADE

PROJECT NO. JN 541

Contractor: _____

Address: _____

Phone: _____

Fax: _____

License No.: _____

D.I.R. No. _____

Email: _____

To Be Submitted

WITH

Bid Package

BID PROPOSAL

PROJECT NO. JN 541

BID SCHEDULE

The undersigned, having examined the proposed Contract Documents titled:

GARDENA CITY HALL ELECTRICAL SYSTEMS UPGRADE

and having visited the site and examined the conditions affecting the work, hereby proposes and agrees to furnish all labor, materials, equipment, and appliances, and to perform operations necessary to complete the work as required by said proposed Contract Documents and itemized bid schedule below. All work shall be completed within **[75] working days (construction)** as defined in the latest Standard Specifications for Public Works ("Greenbook"). Does not include submittal, review, RFI, and order period. **Working Days** shall begin once Notice to Proceed is issued by the Engineer.

Item No.	Item Description	Unit	Approx. Quantity	Unit Price in Figures	Item Total
1	Construct per plans (7 pages) and specifications	LS	1	$	$
2	Community Development Department Permit Fee	LS	1	$ 1,133.20	$ 1,133.20
3	Mobilization (Maximum 2%)	LS	1	$	$
4	General Conditions (Maximum 2%)	LS	1	$	$
5	Construct per SCE plans (2 pages) and coordination with SCE	LS	1	$	$

TOTAL CONTRACT BID:

(Figures) $ _____

(Words) _____

BID SCHEDULE (Continued)

*** In case of error in extension of price into the total price column, the unit price will govern.**

All work required and shown on the construction plans and this specification for which no price or item is listed on this proposal, it shall be understood that such work, equipment, labor, tools and materials shall be provided without extra charge, allowance or direct payment of any kind. Payment for performing such work or furnishing such equipment, labor, tools and materials shall be included in the above lump sum or unit bid prices and no additional compensation will paid therefor. The contractor is required to submit a detailed schedule of values within fourteen (14) calendar days after award of contract. City has the discretion to reject the schedule of values for revisions if deemed bid items are unbalanced.

If the City determines that any of the unit bid prices are significantly unbalanced to the potential detriment of the City, the bid will be replaced as non-responsive.

In case of any discrepancy between the words and the figures, the words shall prevail. If the unit price and the total amount for any item are not in agreement, the unit price alone shall be considered to represent the bidder's intention and all totals will be corrected to conform thereto.

Attached hereto is cash, a certified check, a cashier's check, or a bidder's bond in the amount of _____Dollar
s, said amount being not less than 10 percent of the amount bid. Pursuant to Public Contract Code Sections 20172 and 20174, it is agreed a portion equal to the difference between the low bid and second low bid shall be retained as a bid bond forfeiture by the City if the undersigned fails or refuses to execute the Contract and furnish the required bonds and certificates of insurance within the time provided.

_____
Name of Bidder

_____
Signature of Bidder

BID PROPSOAL

PROJECT NO. JN 541

ACKNOWLEDGEMENT OF ADDENDA RECEIVED

The Bidder shall acknowledge the receipt of addenda by number and date each addendum received.

Addendum No. ____ Date _____ Addendum No. ____ Date _____

Addendum No. ____ Date _____ Addendum No. ____ Date _____

Addendum No. ____ Date _____ Addendum No. ____ Date _____

Addenda will be issued only through the ARC Document Solutions and access under their "Planrooms"/"Order From Planwell" (https://www.e-arc.com/location/costa-mesa/). It is the Bidder's sole responsibility to visit the Planroom to obtain and administer any Addendum related to this bid. **An Addendum must be acknowledged above by a bidder in its submitted form of Proposal.**

If an addendum or addenda has been issued by the City and not noted above as being received by the Bidder, the Bid Proposal may be rejected.

_____ _____

Bidder's Signature Date

BID PROPOSAL

PROJECT NO. JN 541

BIDDER'S DECLARATION

It is understood and agreed that:

1. The undersigned has carefully examined all documents which will form a part of the Contract; namely, the Notice Inviting Bids, the Instructions to Bidders, this Proposal, the Bid Bond, the Contract, the Faithful Performance Bond, the Payment Bond, the federal requirements, if any, the Plans and Specifications, the Special Provisions, and the Technical Provisions.

2. The undersigned has, by investigation at the site of the work and otherwise, satisfied himself as to the nature and location of the work and fully informed himself as to all conditions and matters, which can in any way affect the work or the cost thereof.

3. The undersigned fully understands the scope of work and has checked carefully all words and figures inserted in this Proposal and he further understands that the City will not be responsible for any errors or omissions in the preparation of the Proposal.

4. The undersigned agrees and acknowledges that he is aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and that the undersigned will comply with such provisions before commencing the performance of the Contract if it is awarded to the undersigned.

The undersigned will execute the Contract and furnish the required statutory bonds and certificates of insurance within the period of time specified in the Contract Documents.

The undersigned will begin work after award of Contract and a Notice to Proceed has been given as herein specified and will complete said work within the time specified in the Bidding Schedule.

5. The undersigned certifies that this Proposal is genuine and not sham or collusive, or made in the interest or on behalf of a person not herein named, and the undersigned has not directly or indirectly induced or solicited any other bidder to put in a sham bid nor induced any other person, firm, or corporation to refrain from bidding. The undersigned has not in any manner sought by collusion to secure for himself any advantage over any other bidder.

6. The undersigned will accept an award and enter into a Contract for all work scheduled herein on which he puts in a bid. The awards for such work are to be entirely at the discretion of the City after evaluation of the bids as submitted. The undersigned agrees that the City shall recover or retain as a bid bond forfeiture an amount equal to the difference between the low bid and amount of the bid of the bidder with whom the City enters into a Contract, and the surplus, if any, shall be returned to the lowest bidder in accordance with the provisions of the Public Contract Code Sections 20172 and 20174 in the event of his failure to execute a Contract and furnish required bonds and insurance therefor within the time provided.

BIDDER'S DECLARATION (Continued)

7. The undersigned bidder stated under penalty of perjury that the representations made in submitting this bid are, to the best of his/her knowledge, true, accurate, and complete.

Respectfully submitted,

Contractor's Business Name	Contractor (Print) Title
Business Address: Street	Signature Title
City State Zip	Contractor's License No. and Classification
Business Phone Number	Business Fax Number
Date	
Name Title	Residence: Street
City State Zip	Residence Phone Number

Note: If the bid is made by an individual, it must be signed with the full name of the bidder, whose address must be given: if it is made by a firm, it must be signed in the co-partnership's name by a general partner thereof, who shall also sign his or her own name, and the name and full address of each partner (general and/or limited) must be given; and if it is made by a corporation, it must be signed by a properly authorized officer, the corporate name shall be set forth, and the corporate seal shall be affixed.

BID PROPOSAL

PROJECT NO. JN 541

NON-COLLUSION AFFIDAVIT

(To be executed by Bidder and submitted with Bid)

State of California

County of Los Angeles

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

_____
NAME OF BIDDER

_____
SIGNATURE OF BIDDER

_____
ADDRESS OF BIDDER

_____
CITY STATE ZIP

ALL SIGNATURES MUST BE WITNESSED BY NOTARY
(attach appropriate jurats)

TO BE SUBMITTED WITH PROPOSAL

BID PROPOSAL

PROJECT NO. JN 541

DECLARATION OF ELIGIBILITY TO CONTRACT

[Labor Code Section 1777.1; Public Contract Code Section 6109]

The undersigned, a duly authorized representative of the contractor, certifies and declares that:

1. The undersigned contractor is aware of Sections 1777.1 and 1777.7 of the California Labor Code, which prohibit a contractor or subcontractor who has been found by the Labor Commissioner or the Director of Industrial Relations to be in violation of certain provisions of the Labor Code, from bidding on, being awarded, or performing work as a subcontractor on a public works project for specified periods of time.

2. The undersigned contractor is not ineligible to bid on, be awarded or perform work as a subcontractor on a public works project by virtue of Sections 1771.1 or 1777.7 of the California Labor Code or any other provision of law.

3. The undersigned contractor is aware of California Public Contract Code Section 6109, which states:

> "(a) A public entity, as defined in Section 1100 [of the Public Contract Code], may not permit a contractor or subcontractor who is ineligible to bid or work on, or be awarded, a public works project pursuant to Section 1777.1 or 1777.7 of the Labor Code to bid on, be awarded, or perform work as a subcontractor on, a public works project. Every public works project shall contain a provision prohibiting a contractor from performing work on a public works project with a subcontractor who is ineligible to perform work on the public works project pursuant to Section 1771.1 or 1777.7 of the Labor Code."
>
> "(b) Any contract on a public works project entered into between a contractor and a debarred subcontractor is void as a matter of law. A debarred subcontractor may not receive any public money for performing work as a subcontractor on a public works contract, and any public money that may have been paid to a debarred subcontractor by a contractor on the project shall be returned to the awarding body. The contractor shall be responsible for the payment of wages to workers of a debarred subcontractor who has been allowed to work on the project."

4. The undersigned contractor has investigated the eligibility of each and every subcontractor the undersigned contractor intends to use on this public works project, and has determined that none of them are ineligible to perform work as a subcontractor on a public works project by virtue of the foregoing provisions of the Public Contract Code, Sections 1771.1 or 1777.7 of the Labor Code, or any other provision of law.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct. Executed this _____ day of _____, 20___, at _____ _____ *(place of execution)*, California_____.

Signature: _____ Name: _____

Title: _____ Company: _____

BID PROPOSAL

PROJECT NO. JN 541

BID BOND

KNOW ALL MEN BY THESE PRESENTS:

THAT _____, as Principal,
and _____, as Surety,
are held firmly bound unto the City of Gardena in the sum of $_____;
_____DOLLARS,
(not less than ten percent of total amount of bid)
for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, said Principal has submitted a bid to the City to perform all work required under the following:

PROJECT: **GARDENA CITY HALL ELECTRICAL SYSTEMS UPGRADE**
1700 W. 162nd Street
JN 541

NOW, THEREFORE, if said Principal is awarded a Contract by the City and, within the time and in the manner required in the Specifications for said project, enters into the written form of Contract bound with said Specifications and furnishes the required bonds, one to guarantee faithful performance and the other to guarantee payment for labor and materials, then this obligation shall be null and void, otherwise it shall remain in full force and effect. In the event suit is brought upon this bond by the City and judgment is recovered, said Surety shall pay all costs incurred by the City in such suit, including a reasonable attorneys' fee to be fixed by the court. Surety hereby waives the provisions of California Civil Code §2845.

SIGNED AND SEALED, this_day of _____, 20_____.

_____(SEAL) _____(SEAL)
Principal Surety

BY:_____ BY:_____
Signature Signature

Note: This bond must be dated, all signatures must be notarized, and evidence of the authority of any person signing as attorney–in-fact must be attached.

BID PROPOSAL

PROJECT NO. JN 541

DESIGNATION OF SUBCONTRACTORS

In compliance with the "Subletting and Subcontracting Fair Practices Act" being Sections 4100-4113 of the Public Contract Code of the State of California, and any amendments thereto, each bidder shall set forth below the name and location of the place of business of each subcontractor who will perform work or labor or render service to the prime contractor in or about the construction of the work or improvement in an amount in excess of one-half (1/2) of one percent (1%) of the prime contractor's total bid, and shall further set forth the portion of the work which will be done by each subcontractor. Only one subcontractor for each such portion shall be listed.

If the contractor fails to specify a subcontractor for any portion of the work to be performed under the contract, he shall be deemed to have agreed to perform such portion himself, and he shall not be permitted to subcontract that portion of the work except under the conditions hereinafter set forth.

Subletting or subcontracting of any portion of the work to which subcontractor was designated in the original bid shall only be permitted in cases of public emergency or necessity, and then only after a finding reduced to writing as a public record of the legislative body of the City.

Portion of Work %	Subcontractor's Name & Address	Type of Work	State License Number	Class	D.I.R. Number

Not more than _____%.

TO BE SUBMITTED WITH PROPOSAL

BID PROPOSAL

PROJECT NO. JN 541

CONSTRUCTION PROJECT REFERENCE

In order to more fully evaluate your background and experience for the project herein proposed, please submit a list of Public Works and/or similar construction projects completed or in progress within the last three (3) years. Failure to provide this information may constitute grounds for rejection of your bid as non-responsive.

Number of years as a contractor in construction work of this type: _____

Three projects of this type recently completed:

1. Name (Firm/Agency): _____
   Address: _____
   Contact Person: _____ Telephone No.: _____
   Title of Project: _____
   Project Location: _____
   Date of Completion: _____ Contract Amount: $ _____

2. Name (Firm/Agency): _____
   Address: _____
   Contact Person: _____ Telephone No.: _____
   Title of Project: _____
   Project Location: _____
   Date of Completion: _____ Contract Amount: $ _____

3. Name (Firm/Agency): _____
   Address: _____
   Contact Person: _____ Telephone No.: _____
   Title of Project: _____
   Project Location: _____
   Date of Completion: _____ Contract Amount: $ _____

NOTE: If requested by the City, the bidder shall furnish a certified financial statement, references, and other information sufficiently comprehensive to permit an appraisal of his current financial condition.

Bidder's Signature _____

TO BE SUBMITTED WITH PROPOSAL

BID PROPOSAL

PROJECT NO. JN 541

CERTIFICATE OF NON-DISCRIMINATION BY CONTRACTORS

As suppliers of goods or services to the City, the firm listed below certifies that it does not discriminate in its employment with regard to race, color, religion, sex, or national origin; that it is in compliance with all applicable federal, state, and local directives, and executive orders regarding non-discrimination in employment; and that it agrees to pursue positively and aggressively the principle of equal opportunity in employment.

We agree specifically:

1. To establish or observe employment policies which affirmatively promote opportunities for minority persons at all job levels.

2. To communicate this policy to all persons concerned, including all company employees, outside recruiting services, especially those serving minority communities, and to the minority communities at large.

3. To take affirmative steps to hire minority employees within the company.

FIRM_____

TITLE OF PERSON SIGNING_____

SIGNATURE_____

DATE_____

Please include any additional information available regarding equal opportunity employment programs now in effect within your company:

_____

_____

_____

_____

_____

_____

BID PROPOSAL

PROJECT NO. JN 541

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION – PRIMARY COVERED TRANSACTIONS

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON NEXT PAGE)

The Contractor shall not perform Work with any Subcontractor that has been debarred or suspended pursuant to California Labor Code Section 1777.1 or any other federal or State law providing for the debarment of contractors from public works. The Contractor and Subcontractors shall not be debarred or suspended throughout the duration of the Contract pursuant to Labor Code Section 1777.1 or any other federal or State law providing for the debarment of contractors from public works. If the Contractor or any Subcontractor becomes debarred or suspended during the duration of the Project, the Contractor shall immediately notify the City.

1. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:

    a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

    b. Have not within a 5-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement, or receiving stolen property;

    c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph 1b of this certification; and

    d. Have not within a 5-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Signature: _____ Name: _____

Title: _____ Company: _____

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION – PRIMARY COVERED TRANSACTIONS (Continued)

INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.
4. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is submitted for assistance in obtaining a copy of those regulations (13 CFR Part 145).
6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transactions," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the ineligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

TO BE SUBMITTED WITH PROPOSAL

CONTRACT DOCUMENTS (CD)

GARDENA CITY HALL ELECTRICAL SYSTEMS UPGRADE

PROJECT NO. JN 541

To be Submitted
within twenty-one (21) calendar days

AFTER
Award of Contract

CONTRACT DOCUMENT

PROJECT NO. JN 541

AGREEMENT

THIS AGREEMENT, made and entered into this _____ day of _____, 20_____, by and between CITY OF GARDENA in the State of California, hereinafter referred to as "CITY" and_____, hereinafter referred to as "CONTRACTOR."

The City and the Contractor mutually agree as follows:

ARTICLE I.

THE PROJECT

For and in consideration of the mutual promises set forth herein, Contractor agrees to perform and complete in a good and workmanlike manner all work required by the Contract Documents for City Project No. JN 541, which is described as follows:

Title: **GARDENA CITY HALL ELECTRICAL SYSTEMS UPGRADE (1700 W. 162nd STREET)**

JN 541

Said work shall be performed in accordance with the Plans, Specifications and other Contract Documents, all of which are referenced in Article III hereof and incorporated herein as though fully set forth. Contractor shall furnish at its own expense all labor, materials, equipment and services necessary therefor, except such labor, materials, equipment and services as are provided in the Contract Documents to be furnished by City.

This project is subject to Skilled and Trained Workforce Requirements per Sections 2600 through 2603 of the Public Contract Code.

ARTICLE II.

CONTRACT SUM AND PAYMENT

For performing and completing the work in accordance with the Contract Documents, City shall pay Contractor, in full compensation therefor, the contract sum set forth in the Bidding Schedule. Said sum shall constitute payment in full for all work performed hereunder, including, without limitation, all labor, materials, equipment, tools and services used or incorporated in the work, supervision, administration, overhead, expenses and any and all other things required, furnished or incurred for completion of the work as specified in the Contract Documents. City shall make payments to Contractor on account of the contract sum at the time, in the manner, and upon the conditions specified in the Contract Documents.

ARTICLE III.

CONTRACT DOCUMENTS

The Contract Documents, which constitute the entire agreement between the City and the Contractor, are enumerated as follows: Proposal Documents, including the Notice Inviting Bids, Instructions to Bidders, Bidding Schedule, Bidder's Declaration, Designation of Subcontractors, Bidder's Assurance, and Fair Employment Practices documents; this Agreement; Standard Specifications; Special Provisions; Technical Provisions; Drawings; Plans; and all addenda

issued prior to and all modifications issued after the execution of this Agreement. These form the Contract, and all are as fully a part of the Contract as if attached to this Agreement or repeated herein.

ARTICLE IV.

EFFECTIVE DATE

This Agreement shall become effective and commence as of the date set forth below on which the last of the parties, whether City or Contractor, executes said Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed and attested by their proper officers thereunto duly authorized.

CITY

_____
Tasha Cerda, Mayor

Date: _____
Seal:

CONTRACTOR

_____
Name & Title

Sign: _____
Date:

SECOND SIGNATURE: (Contractor)

_____
Name & Title

Sign: _____
Date:

ATTEST:

_____
Mina Semenza, City Clerk

Date: _____

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

Date: _____

CONTRACT DOCUMENT

PROJECT NO. JN 541

FAITHFUL PERFORMANCE BOND

WHEREAS, the City of Gardena has awarded to _____, hereinafter designated as the "Principal", a Contract for:

PROJECT: **GARDENA CITY HALL ELECTRICAL SYSTEMS UPGRADE (1700 W. 162nd STREET)**

JN 541

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

NOW, THEREFORE, we,_____
as Principal, and_____
as Surety, are held and firmly bound unto the City in the sum of_____
_____
Dollars ($_____), this amount being not less than one hundred percent (100%) of the total Contract price, lawful money of the United States of America, for payment of which sum well and truly to be made we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally, firmly by these presents. In case suit is brought upon this bond, the Surety will pay all court costs and reasonable attorneys' fees to the City of Gardena in an amount to be fixed by the court.

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

FURTHER, the Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration, addition, or modification to the terms of the Contract, or of the work to be performed thereunder, or the specifications for the same, shall in any way affect its obligations under this bond, and it does hereby waive notice of any such change, extension of time, alteration, addition, or modification to the terms of the Contract or to the work or to the specifications thereunder. Surety hereby waives the provisions of California Civil Code §§ 2845 and 2849. The City is the principal beneficiary of this bond and has all rights of a party hereto.

This bond shall remain in full force and effect for a warranty period of one full year after acceptance of the job by the City.

IN WITNESS WHEREOF, three (3) identical counterparts of this instrument, each of which shall for all purposes be deemed an original thereof, have been duly executed by the Principal and

Surety named herein, on the_____ day of_____, 20___, the name and corporate seal of each corporate party being hereto affixed and these presents duly signed by its undersigned representative pursuant to authority of its governing body.

[PRINCIPAL]

By _____

Title _____

_____

Signature

[SURETY]

By _____

Title _____

Address _____

_____

Phone No. _____

_____

Signature

All signatures must be notarized.

Appropriate modifications shall be made to this form if the bond is being furnished for the performance of an act not provided for by agreement.

Corporations must affix corporate seal.

CONTRACT DOCUMENT

PROJECT NO. JN 541

PAYMENT BOND

WHEREAS, the City of Gardena has awarded to_____, as Contractor, a contract for the work described as follows:

PROJECT: **GARDENA CITY HALL ELECTRICAL SYSTEMS UPGRADE (1700 W. 162nd STREET)**

JN 541

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

NOW, THEREFORE, we, the undersigned Contractor and Surety, are held firmly bound unto the City in the sum of _____, Dollars ($_____) this amount being not less than one hundred percent (100%) of the total Contract price, for which payment well and truly to be made we bind ourselves, our heirs, executors and administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if said Contractor, its heirs, executors, administrators, successors, assigns, or subcontractors shall fail to pay any of the persons named in Civil Code Section 3181, or amounts due under the Unemployment Insurance Code with respect to work or labor performed under the contract, or any amounts required to be deducted, withheld, and paid over to the Employment Development Department from the wages of employees of the Contractor and its subcontractors pursuant to Section 13020 of the Unemployment Insurance Code, or any other amounts due to persons under any applicable project contract or law, with respect to such work and labor, then the Surety or Sureties herein will pay for the same in an amount not exceeding the sum specified in this bond, otherwise the above obligation shall be void. In case suit is brought upon this bond, the said Surety will pay all court costs and reasonable attorneys' fees to the plaintiff(s) and City in an amount to be fixed by the court.

This bond shall inure to the benefit of any of the persons named in Civil Code Section 3181 as to give a right of action to such persons or their assigns in any suit brought upon this bond.

Further, the Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration, addition, or modification to the terms of the Contract, or of the work to be performed thereunder, or the specifications for the same, shall in any way affect its obligations under this bond, and it does hereby waive notice of such change, extension of time, alteration, addition, or modification to the terms of the Contract or to the work or to the specifications thereunder. Surety hereby waives the provisions of California Civil Code §§ 2845 and 2849.

This bond shall remain in full force and effect for six full months after the period in which verified claims may be filed as provided for in Section 3184 of the California Civil Code.

IN WITNESS WHEREOF, we have hereunto set our hands and seals on this_____day of _____20_____.

[PRINCIPAL]

By _____

Title _____

_____

Signature

[SURETY]

By _____

Title _____

Address _____

_____

Phone No. _____

_____

Signature

All signatures must be notarized.

Appropriate modifications shall be made to this form if the bond is being furnished for the performance of an act not provided for by agreement.

Corporations must affix corporate seal.

CONTRACT DOCUMENT

PROJECT NO. JN 541

WORKER'S COMPENSATION INSURANCE CERTIFICATE

The Contractor shall execute the following form as required by the California Labor Code, Sections 1860 and 1861:

> I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work of the Contract.

DATED:_____

_____
CONTRACTOR

By_____
Signature

_____
Title

ATTEST:

By_____
Signature

_____
Title

CONTRACT DOCUMENT

PROJECT NO. JN 541

INDEMNIFICATION AND HOLD HARMLESS AGREEMENT AND WAIVER OF SUBROGATION AND CONTRIBUTION

GARDENA CITY HALL ELECTRICAL SYSTEMS UPGRADE

To the fullest extent permitted by law, Indemnitor hereby agrees, at its sole cost and expense, to defend, protect, indemnify, and hold harmless the City of Gardena and its respective elected officials, officers, attorneys, agents, employees, volunteers, successors, and assigns (collectively "Indemnitees") from and against any and all damages, costs, expenses, liabilities, claims, demands, causes of action, proceedings, expenses, judgments, penalties, liens, and losses of any nature whatsoever, including fees of accountants, attorneys, or other professionals and all costs associated therewith (collectively "Liabilities"), arising or claimed to arise, directly or indirectly, out of, in connection with, resulting from, or related to any act, failure to act, error, or omission of Indemnitor or any of its officers, agents, servants, employees, subcontractors, materialmen, suppliers or their officers, agents, servants or employees, arising or claimed to arise, directly or indirectly, out of, in connection with, resulting from, or related to the above-referenced contract, agreement, license, or permit (the "Agreement") or the performance or failure to perform any term, provision, covenant, or condition of the Agreement, including this indemnity provision. This indemnity provision is effective regardless of any prior, concurrent, or subsequent active or passive negligence by Indemnitees and shall operate to fully indemnify Indemnitees against any such negligence. This indemnity provision shall survive the termination of the Agreement and is in addition to any other rights or remedies which Indemnitees may have under the law. Payment is not required as a condition precedent to an Indemnitee's right to recover under this indemnity provision, and an entry of judgment against an Indemnitee shall be conclusive in favor of the Indemnitee's right to recover under this indemnity provision. Indemnitor shall pay Indemnitees for any attorney fees and costs incurred in enforcing this indemnification provision. Notwithstanding the foregoing, nothing in this instrument shall be construed to encompass (a) Indemnitees' sole negligence or willful misconduct to the limited extent that the underlying Agreement is subject to Civil Code 2782(a), or (b) the contracting public agency's active negligence to the limited extent that the underlying Agreement is subject to Civil Code 2782(b). This indemnity is effective without reference to the existence or applicability of any insurance coverages which may have been required under the Agreement or any additional insured endorsements which may extend to Indemnitees.

Indemnitor, on behalf of itself and all parties claiming under or through it, hereby waives all rights of subrogation and contribution against the Indemnitees, while acting within the scope of their duties, from all claims, losses and liabilities arising out of or incident to activities or operations performed by or on behalf of the Indemnitor regardless of any prior, concurrent, or subsequent active or passive negligence by the Indemnitees. Accountants, attorneys, or other professionals employed by Indemnitor to defend Indemnitees shall be selected by Indemnitees.

In the event there is more than one person or entity named in the Agreement as an Indemnitor, then all obligations, liabilities, covenants and conditions under this instrument shall be joint and several.

"Indemnitor"

Company/Contractor _____

Name & Title _____

Signature & Date _____

CONTRACT DOCUMENT

PROJECT NO. JN 541

INSURANCE

CERTIFICATION OF INSURANCE (COI) SHALL BE SUBMITTED BY THE CONTRACTOR

1. **COMMENCEMENT OF WORK**. Contractor shall not be authorized to commence Work under this Contract until it has obtained approved insurance. Before beginning Work hereunder, during the entire period of this Contract, for any extensions hereto, and for periods after the end of this Contract as may be indicated below, Contractor must have and maintain in place not less than the insurance coverages required in this Section at his sole cost and expense. Contractor's insurance shall comply with all items specified by this Contract. Any subcontractors shall be subject to all of the requirements of this Section and Contractor shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Contractor's insurance may cover all subcontractors. The insurance requirements are not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by Contractor under this Contract.

2. **INSURANCE COMPANY REQUIREMENTS.** All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

3. **COVERAGES, LIMITS AND POLICY REQUIREMENTS**. Contractor shall maintain the types of coverages indicated below:

4. **COMPREHENSIVE GENERAL LIABILITY INSURANCE.** A policy of comprehensive general liability insurance written on a per occurrence basis in an amount not less than either one million dollars ($1,000,000) per occurrence or two million dollars ($2,000,000) aggregate.

5. **COMMERCIAL AUTO LIABILITY INSURANCE**. A policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, ed. 12/93, including Symbol 1 (any auto) with no special limitations affecting City. The minimum auto insurance coverage shall be one million dollars ($1,000,000) combined single limit per accident.

6. **WORKER'S COMPENSATION AND EMPLOYER'S LIABILITY INSURANCE**. A policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars ($1,000,000) per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

   In accordance with the provisions of section 1860 of the California Labor Code, Contractor's attention is directed to the requirement that in accordance with the provisions of section 3700 of the California Labor Code, Contractor and every subcontractor will be required to secure the payment of compensation of his or her employees, or obtain a certificate of

consent to self-insurance by the Director of Industrial Relations in accordance with the requirements of Section 3700 of the California Labor Code.

In accordance with the provisions of section 1861 of the California Labor Code, Contractor shall sign and file with the awarding body the following certification prior to performing any work on the Project:

> "I am aware of the provisions of section 3700 of the 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 I will comply with such provisions before commencing the performance of the work of this contract."

7. **POLICY REQUIREMENTS.** The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   (i) City and its appointed and elected officers, employees, agents and volunteers shall be added as additional insured to the policy as respects liabilities arising out of the performance of any work done under the Contract.

   (ii) The insurer shall agree to provide City with thirty (30) days prior written notice, return receipt requested, of any cancellation, non-renewal or material change in coverage.

   (iii) For any claims with respect to the Project covered by this Contract, Contractor's insurance coverage shall be primary insurance as respects City and its elected and appointed officers, employees, agents and volunteers. Any insurance or self-insurance maintained by City and its elected and appointed officers, employees, agents and volunteers shall be excess of Contractor's insurance and shall not contribute with it.

   (iv) The policy shall apply separately to each insured against whom claim is made or suit is brought except with respect to the limits of the company's liability.

8. **COURSE OF CONSTRUCTION INSURANCE.** Contractor shall provide course of construction insurance covering for "all risks" of loss in the amount of the completed value of the Work. The City shall be named as a loss payee and the insurer shall waive all rights of subrogation against the City. This policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled until thirty (30) days written notice, return receipt requested, is mailed to the City. Course of Construction Insurance may be provided for each separate Phase.

9. **ADDITIONAL REQUIREMENTS.** The procuring of required insurance shall not be construed to limit Contractor's liability hereunder nor to fulfill the indemnification provisions and requirements of this Contract. City shall notify Contractor in writing of changes in the insurance requirements. If Contractor does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Contractor shall be deemed in default hereunder.

10. **DEDUCTIBLES.** Any deductible or self-insured retentions must be declared to and approved by City. Contractor shall guarantee that, at the option of the City, either: the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Contractor); or Contractor shall provide satisfactory financial guarantee for payment

of losses and related investigations, claim administration and defense expenses in the amount of any deductibles or self-insured retentions.

11. **VERIFICATION OF COMPLIANCE.** Contractor shall furnish City with the required endorsements attached hereto. All documents are to be received and approved by City before Work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Contract, Contractor shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefore, or accompanied by other proof of payment satisfactory to City. Contractor shall provide full copies of any requested policies to City within three (3) days of any such request by City.

12. **TERMINATION FOR LACK OF REQUIRED COVERAGE.** If Contractor, for any reason, fails to have in place, at all times during the term of this Contract, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Contractor's expense and/or terminate this Contract. Contractor shall indemnify, defend and hold harmless City and its elected and appointed officers, employees, agents and volunteers from any claim resulting from failure of either Contractor or any subcontractor to take out or maintain any insurance required by this Contract.

13. **EQUIPMENT COVERAGE**. Any policy or policies of insurance Contractor or his subcontractors elect to carry as insurance against loss or damage to construction equipment and tools or other personal property shall include a provision waiving the insurer's right of subrogation against City.

GENERAL PROVISIONS

GARDENA CITY HALL ELECTRICAL SYSTEMS UPGRADE
1700 W. 162nd Street
JN 541

PART 1 – GENERAL PROVISIONS

SECTION 1 – GENERAL

1-1 GENERAL. The Standard Specifications for Public Works Construction ("Greenbook") written and promulgated by the Southern California Chapter of the American Public Works Association and the Southern California Districts of the Associated General Contractors of California shall be the Standard Specifications of the City. All work shall conform to the 2021 edition, including supplements of the Standard Specifications, the Special Provisions which supplement or modify the Standard Specifications, and the Standard Drawings as issued by the City (defined herein as "Agency") available at the time bids are opened unless otherwise specified in the Contract Documents.

The above referenced Standard Specifications, Special Provisions and Standard Drawings are hereby made a part of the Contract Documents.

For the convenience of the Contractor, the section and subsection numbering system used in these Special Provisions corresponds to that used in the Standard Specifications.

1-2 TERMS AND DEFINITIONS. Whenever in the Standard Specification the following terms are used, they shall be understood to mean and refer to the following:

(a)	AGENCY	The City of Gardena, a California municipal corporation.
(b)	BOARD	The City Council of the City of Gardena
(c)	CONTRACT DOCUMENTS	Documents including but not limited to the proposal forms, Standard "Greenbook" Specifications, Special Provisions, Technical Provisions, Notice Inviting Bids, Instructions to Bidders, Bonds, Insurance, Contract and all Addenda setting forth any modifications of the documents.
(d)	ENGINEER	The City of Gardena Director of Public Works/City Engineer or his authorized representative.
(e)	BIDDER	An individual, co-partnership, association or corporation submitting a proposal for the work contemplated, acting directly or through a duly authorized representative.
(f)	LEGAL ADDRESS OF CONTRACTOR	The legal address of the Contractor to be the address given on the Contractor's bid and is hereby designated as the place to which all notices, letters or other communications to the Contractor shall be mailed or delivered.
(g)	LABORATORY	An established laboratory approved and authorized by the Engineer for testing materials and work involved in the contract.

1-7 AWARD AND EXECUTION OF THE CONTRACT.

1-7.1 General. The proposal shall be fully executed and submitted on the forms provided by the Agency and shall be enclosed in a sealed envelope marked and addressed as directed in the "Notice Inviting Bids".

If the proposal is made by an individual, it shall be signed and his or her full name and address shall be given; if it is made by a firm it shall be signed with co-partnership name by a general partner thereof, who shall also sign his or her known name, and the name and address of each member of such co-partnership shall be given; if made by a corporation, the name of the corporation shall be signed by its duly authorized officers and attested by the corporate seal.

Bidders are warned against making erasures or alterations of any kind on their Proposal. Proposals which contain omissions, erasures, alterations, conditions or additions not called for may be rejected.

At the time the Contract is awarded by the Agency, the Contractor shall be licensed under the provisions of Chapter 9, Division 3, of the Business and Professions Code of the State of California to do the type of work contemplated in the Contract and shall be skilled and regularly engaged in the general class or type of work required by this Contract.

1-7.2 Contract Bonds. The "Performance Bond" is equivalent to City's "Faithful Performance Bond".

1-7.3 Examination of Plans, Specifications and Project Site. Bidders shall read the specifications, review the drawings and examine the existing facilities to fully understand the project in order to plan for the improvements as shown in the contract, including local condition, uncertainty of weather and all other contingencies.

Bidders shall satisfy themselves by personal examination of the proposed work sites, and by such other means as they may choose as to actual conditions and requirements and as to the accuracy of the quantities stated in the Proposal forms. Information derived from the maps, plans, specifications, profiles, drawings, or from the Engineer/Architect of the record, shall not relieve the bidder of this responsibility, and the interpretation of the data disclosed by borings or other preliminary investigations is not guaranteed nor is any liability assumed by the Agency.

1-7.4 Interpretation of Drawings and Documents. If a prospective bidder is in doubt as to the true meaning or intent of any part of the Contract Documents including the Specifications, or discovers discrepancies in, or omissions from, the Specifications or Drawings, he may submit to the Engineer a written request for an interpretation or a correction thereof. Interpretations or corrections of the Contract Documents including the Specifications and Drawings, shall be made only by addendum duly issued by the Engineer, and a copy of such addendum will be sent by certified mail, postage prepaid, or delivered to each person receiving a set of the Contract Documents whose address is known to the Engineer and such addendum shall be considered a part of and incorporated in the Contract Documents.

1-7.5 Award of Contract. After the Proposals have been publicly opened and read aloud, they will be checked for accuracy and compliance with all provisions as specified herein.

The Agency reserves the right to reject any or all bids and to waive any informality or irregularity in any bid received and to be the sole judge of the merits of the respective bids received.

Bids subsequently shown to be mathematically unbalanced would be rejected as

nonresponsive.

A mathematically unbalanced bid is one containing lump sum or unit bid items which do not reflect reasonable actual costs plus a reasonable proportionate share of the bidder's anticipated profit, overhead costs, and other indirect costs, which he/she anticipates for the performance of the items in question.

"A bid is mathematically unbalanced if the bid is structured on the basis of nominal prices for some work and inflated prices for other work; that is, each element of the bid must carry its proportionate share of the total cost of the work plus profits."

"A bid is materially unbalanced if there is a reasonable doubt that award to the bidder submitting the mathematically unbalanced bid will result in the lowest ultimate cost to the Government. Consequently, a materially unbalanced bid may not be accepted."

Award of the Contract, if it be awarded, will ordinarily be made by the Agency within 30 days after opening of the bids. Award will be made to the lowest responsive responsible bidder.

In selecting the lowest responsive responsible bidder, consideration will be given to the general competency of the bidder for the performance of the work covered by the proposal. To receive favorable consideration, a bidder may be required to present evidence that he has successfully performed similar work of comparable magnitude or submit other evidence satisfactory to the Agency that he or his associates are competent to manage the proposed undertaking and to carry it forward to a successful conclusion. Professional integrity and honesty of purpose shall be essential requirements. A showing of adequate financial resources may be required but will not alone determine whether a bidder is competent to undertake the proposed work.

Only manufacturers or contractors of established reputation, or their duly authorized dealers or agency, having proper facilities for the manufacture of the materials or equipment and for servicing same, or for proper execution of the work called for in the contract, will be considered in making the award.

1-7.6 Execution of Contract. A bidder whose proposal is accepted shall properly sign a written contract with the Agency on the form attached hereto and return said contract together with good and approved bonds and insurance certificates as required by the Contract Documents **within twenty-one (21) calendar days** from the date of the mailing of a notice from the Agency to the bidder, according to the address given by him, of acceptance of his proposal.

Contract bonds and certificates of insurance, if required, shall be filed in all instances before delivering any equipment, materials, or performing any work under the contract; also before any purchase order shall be issued. An executed Power of Attorney form shall be submitted with all contract bonds herein specified.

If a bidder whose proposal is accepted fails or refuses to enter into a contract as herein provided, or to conform to any stipulated requirement in connection therewith, the money represented by his check or bidder's bond shall be refunded less the difference between the low bid and the bid of the bidder with whom the Agency enters into an agreement in accordance with the provisions of the Public Contracts Code Section 20174. At the discretion of the Agency, an award may be made to the bidder whose proposal is next most acceptable to the Agency, and such bidder and his surety shall fulfill every stipulation embraced herein as if he were the party to whom the first award was made.

A corporation to which an award is made may be required before the contract is finally signed to furnish evidence of its corporate existence, of its right to do business in California and of the authority of the officer signing the contract and bonds for the corporation to so sign.

1-7.7 Return of Proposal and Guarantee. The check or bond of a bidder to whom the contract has been awarded will be returned to him after all of the acts, for the performance of which said security is required, have been fully performed. The checks or bid bonds of the second and third lowest bidders will be returned when the bidder to whom the contract has been awarded has properly executed all of the required Contract Documents. Check or bid bonds of other bidders will be returned when their proposals are rejected or in any event at the expiration of forty-five (45) days from the date of opening bids.

1-7.8 Precedence of Contract Documents. The order of precedence of contract document shall be:

FIRST	Requirements of law, including the Code and Ordinances of the City of Gardena.
SECOND	Permits from other agencies as may be required by law.
THIRD	Permits from City of Gardena Departments as may be required by law or ordinance.
FOURTH	The Contract.
FIFTH	The Bid Proposal.
SIXTH	Addenda.
SEVENTH	Notice Inviting Bids.
EIGHTH	Instructions to Bidders.
NINTH	Technical Provisions.
TENTH	Plans.
ELEVENTH	General Provisions of the Standard Specifications.
TWELFTH	Standard Plans.
THIRTEENTH	Standard Specifications for Public Works Construction (current edition).
FOURTEENTH	Caltrans Standard Plans and Specifications.
FIFTEENTH	Reference Specifications.

Change orders, supplemental agreements and approved revisions to Plans and Specifications will take precedence over documents listed above, except those listed as FIRST, SECOND and THIRD. Detailed plans shall have precedence over general plans.

SECTION 2 – SCOPE OF THE WORK

2-2 PERMITS. The Contractor will obtain, at no cost to the Agency, all permits necessary to perform the work on streets, highways, railways or other rights-of-ways. The Contractor shall obtain and pay for all costs incurred for permits necessitated by its operations such as, but not

limited to those permits required for night work, overload, blasting and demolition. For private contracts, the Contractor shall obtain all permits incidental to the work or made necessary by its operations, and pay all costs incurred by the permit requirements.

The Contractor and each subcontractor employed upon the work must have or obtain a valid City of Gardena Business License in accordance with the provisions of the Gardena Municipal Code.

The project is subject to permit(s) from the Community Development Department. Contractor is required to pull the applicable project permits (i.e. electrical, mechanical, building, etc.). The permit costs will be borne by the Contractor.

2.10 DISPUTED WORK.

2.10.1 Retention of Imperfect Work. If any portion of the work done or materials furnished under the contract proves defective or not in accordance with the specifications and contract drawings, and if the imperfection in the same is not of sufficient magnitude or importance to make the work dangerous or undesirable, or if the removal of such work is impracticable or will create conditions which are dangerous or undesirable in the opinion of the Engineer, the Engineer shall have the right and authority to retain the work instead of requiring it to be removed and reconstructed, but he shall make deductions therefor in the payment of the contract item due Contractor as may be just and reasonable.

2-11. DISPUTE RESOLUTION.

2-11.1 Requests for Contract Adjustments and Relief. If either Contractor or the Agency believes that it is entitled to relief against the other for any event arising out of or related to the work or Project, such party shall provide written notice to the other party of the basis for its claim for relief. Such notice shall, if possible, be made prior to incurring any cost or expense and in accordance with any specific notice requirements contained in the applicable sections of this Contract.

In the absence of any specific notice requirement, written notice shall be given within a reasonable time, not to exceed fourteen (14) days, after the occurrence giving rise to the claim for relief or after the claiming party reasonably should have recognized the event or condition giving rise to the request, whichever is later. Such notice shall include sufficient information to advise the other party of the circumstances giving rise to the claim for relief, the specific contractual adjustment or relief requested and the basis of such request.

2-11.2 Dispute Avoidance and Resolution. The parties are fully committed to working with each other throughout the Project and agree to communicate regularly with each other at all times so as to avoid or minimize disputes or disagreements. If disputes or disagreements do arise, Contractor and the Agency each commit to resolving such disputes or disagreements in an amicable, professional and expeditious manner so as to avoid unnecessary losses, delays and disruptions to the work under the Contract.

Contractor and the Agency will first attempt to resolve disputes or disagreements at the field level through discussions between Contractor's Representative and the Engineer.

If a dispute or disagreement cannot be resolved through the Contractor's Representative and the Engineer, Contractor's Chief Executive Officer or similar senior representative and the Gardena City Manager, or designee, upon the request of the other party, shall meet as soon as conveniently possible, but in no case later than twenty (20) days after such a request is made, to attempt to resolve such dispute or disagreement. Prior to any meeting between the parties' senior representatives, the parties will exchange relevant information that will assist the parties

in resolving their dispute or disagreement.

If, after meeting, the senior representatives determine that the dispute or disagreement cannot be resolved on terms satisfactory to both parties, the parties may submit the dispute to binding or non-binding mediation. The mediation shall be conducted in any manner and by any person or mediation association mutually acceptable to the parties.

2-11.3 Arbitration. Any claims, disputes or controversies between the parties arising out of or relating to the Contract, or the breach thereof, which have not been resolved in accordance with the procedures set forth in Section 2-11.2 above may be decided by binding or non-binding arbitration. The arbitration shall be conducted in any manner and by any person or arbitration association mutually acceptable to the parties.

2-11.4 Claims Disputes. Any claims of Contractor, as "claims" are defined in California Public Contract Code Section 9204 shall be processed in accordance with that section. Section 9204 provides in relevant part that upon receiving a claim from a contractor, together with reasonable documentation to support the claim, a contracting public entity shall conduct a reasonable review of the claim and, within a period not to exceed 45 days [except as otherwise provided in Section 9204], shall provide the claimant a written statement identifying what portion of the claim is disputed and what portion is undisputed.

Any payment due on an undisputed portion of the claim shall be processed and made within 60 days after the public entity issues its written statement. If the public entity fails to issue a written statement, Section 2-11.3 shall apply. If the contractor disputes the public entity's written response, or if the public entity fails to respond to a claim within the time prescribed, the contractor may demand in writing an informal conference to meet and confer for settlement of the issues in dispute.

Upon receipt of a demand in writing sent by registered mail or certified mail, return receipt requested, the public entity shall schedule a meet and confer conference within 30 days for settlement of the dispute. Within 10 business days following the conclusion of the meet and confer conference, if the claim or any portion of the claim remains in dispute, the public entity shall provide the claimant a written statement identifying the portion of the claim that remains in dispute and the portion that is undisputed.

Any payment due on an undisputed portion of the claim shall be processed and made within 60 days after the public entity issues its written statement. Any disputed portion of the claim of the claim, as identified by the contractor in writing, shall be submitted to nonbinding mediation, with the public entity and the contractor sharing the associated costs equally. The public entity and contractor shall mutually agree to a mediator within 10 business days after the disputed portion of the claim has been identified in writing. If the parties cannot agree upon a mediator, each party shall select a mediator and those mediators shall select a qualified neutral third party to mediate with regard to the disputed portion of the claim. Each party shall bear the fees and costs charged by its respective mediator in connection with the selection of the neutral mediator. If mediation is unsuccessful, the parts of the claim remaining in dispute shall be subject to other applicable procedures.

2-13 DRAWINGS AND SPECIFICATIONS ("RECORD" DRAWINGS). At all times, the Contractor shall maintain at the project a "Record" set of Drawings and Specifications to include all executed addenda, change orders, and field orders.

Prior to each progress payment the Contractor shall deliver to the Engineer, a set of contract drawings with all applicable "as constructed" notes placed/recorded thereon. Failure to provide "as constructed" plans will cause progress payment to be withheld until information is provided to City.

After completion of the work and before final payment, the Contractor shall deliver to the Engineer a complete set of contract drawings with all applicable "as constructed" noted placed/record thereon. The final form and detail of these as constructed plans are subject to the acceptance of the Engineer.

2-14 MARKING REMOVAL. All markings placed by the Contractor, City, and Underground Service Alert (USA) during construction shall be removed at the completion of the work. These markings shall include, but not limited to, paint, stakes, and metal tags.

All cost associated with removal of markings shall be included in the bid prices for the applicable bid items. Failure of the Contractor to remove these markings shall be cause for the City to do the work and withhold the costs from the Contractor's final payment.

SECTION 3 – CONTROL OF THE WORK

3-5 INSPECTION. Inspection shall be made once a day for areas ready for inspection. Areas or items that fail inspection or that are not ready for inspection shall be rescheduled by the contractor.

Inspection of the work shall not relieve the contractor of the obligation to fulfill all conditions and requirements of the contract.

3-6 THE CONTRACTOR'S REPRESENTATIVE. The Contractor shall furnish the Engineer with the name, address and cell/ business/home telephone numbers of the person responsible for the maintenance of barricades, traffic control signs, lights and other safety devices.

3-10 SURVEYING.

3-10.3 Line and Grade. Unless otherwise provided in the Technical Provisions, establishing lines and grades for construction shall be the responsibility of the Contractor, with the following provisions:

All work under this contract shall be built in accordance with the lines and grades shown on the plans. Field survey for establishing these, and for the control of construction, shall be the responsibility of the Contractor. All such surveys, including construction staking, shall be performed on all items ordinarily requiring grade and alignment, at intervals normally accepted by the agencies and trade involved.

The Contractor shall provide a copy of the office calculations and grade sheets to the Agency's Inspector. The Contractor shall be responsible for any error in the finished work, and shall notify the Engineer within 24 hours of any discrepancies or design errors discovered during staking.

Unless a separate bid item is provided, the payment for surveying, construction staking, professional services, office calculations, furnishing all labor, materials, equipment, tools and incidentals, and for doing all work involved shall be considered as included in the various items of work, and no additional compensation will be allowed therefor.

3-10.4 Permanent Survey Markers. The Contractor is required to locate and tie out survey monuments in the project area prior to construction involving street and highways, or City public right of way and to file with the County Surveyor a Corner Record of any such work. Prior to final payment and the issuance of a completion certificate, the Contractor is required to file a Corner Record for survey monumentation that is replaced. All such survey work shall be performed under the supervision of a California licensed Land Surveyor or a Civil Engineer

authorized to perform such work.

The Contractor shall provide the Agency a copy of the office calculations and documents submitted to the County for filing in connection with the aforementioned work.

The payment for surveying, related professional services, office calculation, furnishing all labor, materials, equipment, tools and incidentals, and for doing all work involved shall be considered as included in the various items of work, and no additional compensation will be allowed therefor.

3-12 WORK SITE MAINTENANCE.

3-12.1 General. The Contractor shall keep the work site clean and free from rubbish and debris. The Contractor shall abate dust nuisance by cleaning, sweeping and sprinkling with water in keeping with the AQMD and NPDES requirements. Debris, soil or other matter shall not be washed into storm drains but shall be collected and disposed of in a legal, responsible manner. The construction area shall be cleaned with a power sweeper at the end of every workday and when deemed necessary by the Engineer.

The Contractor shall maintain drainage within and through the work areas. Earth dams will not be permitted in paved areas. Use temporary sandbags to control the site perimeter. At the completion of the project sandbags shall become the property of the City of Gardena and shall be remain in place.

The Contractor shall not spill on haul routes. Any such spillage shall be removed immediately and the area cleaned.

Stockpiling of construction materials or debris on City right-of-way shall be in accordance with the NPDES permit and shall be approved by the inspector. At the completion of work, the Contractor shall thoroughly clean all work areas.

3-12.2 Air Pollution and Surface Maintenance Control. The Contractor shall obtain a construction water meter from Golden State Water including required deposit and fees. The Contractor shall pay for the water used, at the current water rates. All arrangements for construction water shall be made by contractor with Golden State Water at Contractor expense.

3-12.4. Storage of Equipment and Material.

3-12.4.1 General. All costs associated with the disposal of all excavated or demolition materials, including any gate fees, shall be paid by the Contractor. These costs shall be included in the bid price for the applicable bid items.

Prior to any excavated or demolition material being removed from the construction site the Contractor shall notify the City as to the hauling route and destination for disposal. If the location for disposal is other than a county landfill then the Contractor shall provide the City with written permission and release of liability for the City from the owner of the property where the material will be deposited.

<u>The City has an exclusive agreement with Waste Resources, Inc. and no other firm may provide bulk trash bins in the event the work requires this service</u>.

3-12.4.2 Storage in Public Streets. Construction equipment shall not be stored at the construction site, any public street or publicly owned facilities without approval of the City. Contractor shall store equipment at a contractor's rental yard.

All excavated material that is to be hauled to and disposed of at a County landfill site by the Contractor is subject to a County gate fee based on tonnage.

3-12.5.4 Protection and Restoration of Existing Improvements. Any facilities, structures, water lines, landscaping, surfaces, signs, pavement markings, painted curbs, house numbers, etc., which are damaged during construction shall be restored to the satisfaction of the City. Damaged water lines shall be repaired immediately at no additional cost to the city.

3-12.5.5 Access to Private Property. The Contractor shall be aware that business and residential access must be maintained at all times. The Contractor shall schedule operations to minimize interference with access to private property.

The main access way to any business or home shall not be completely blocked for more than one four-hour period a day except blockage shall be limited to one twenty-four (24) hour period when concrete is poured.

Temporary access ways shall be provided from the street to the main access way of all businesses and homes by use of traffic rated steel plates or any other method approved by the city.

Payment for this item shall be included in the applicable contract work item.

3-13 COMPLETION, ACCEPTANCE, AND WARRANTY.

3-13.3 Warranty. In addition to the guarantees as required in Section 1-7.2 and 3-13.3 of the Standard Specifications, the Faithful Performance Bond shall remain in full force and effect for a period of <u>one year</u> after acceptance of the work by the Agency to insure that defects, which may appear within said period, will be repaired, replaced, or corrected by the Contractor, at his own cost and expense, to the satisfaction of the Engineer within thirty (30) days after written notice thereof by the Agency.

SECTION 4 – CONTROL OF MATERIAL

4-1 GENERAL.

4-1.1 Warranty of Title. No materials, supplies or equipment for the work under this Contract shall be purchased subject to any chattel mortgage or under a conditional sale contract or other agreement by which an interest therein or any part thereof is retained by the seller or supplier.

The Contractor warrants clear and good title to all materials, supplies and equipment installed and incorporated in the work, and agrees upon completion of all work to deliver the premises, together with all improvements and appurtenances constructed or placed thereon by him to the Agency free from any claims, liens, encumbrances or charges, and further agrees that neither he nor any person, firm or corporation furnishing any material or labor for work covered by the Contract shall have any right to a lien upon the premises or any improvement or appurtenance thereon; provided, that this shall not preclude the Contractor from installing metering devices or other equipment of utility companies the title of which is commonly retained by the utility company. Nothing contained in this section, however, shall defeat or impair the right of such persons furnishing materials or labor under any bond given by the Contractor for their protection, or any right under any law permitting such persons to look to funds due the Contractor, which are in the hands of the Agency.

The provisions of this section shall be inserted in all subcontractor's and material contracts, and notice of its provisions shall be given to all persons furnishing materials for the work when no

formal contract is entered into regarding such materials.

SECTION 5 – LEGAL RELATIONS AND RESPONSIBLITIES

5-3 LABOR.

5-3.3 Payroll Records. The Contractor will be required to submit weekly-certified payrolls for the project. The Contractor shall also submit payrolls for all subcontractors. These payrolls shall be submitted to the Engineer on a weekly basis. The Contractor shall also maintain separate records for three years after the project is completed. In the event a legal request is made for a redacted copy of these payroll records, the Contractor shall provide same within three working days of receipt of this demand.

Submitting certified payrolls to other agencies (Union, Prime Contractor, Labor Compliance Program, and Department of Industrial Relations) does not fulfill the requirement to submit certified payroll records to the City.

5-4 INSURANCE. In lieu of Section 5-4 of the Standard Specifications, refer to the City Contract Documents Section, CD-10, for detail requirements.

5-5 ANTITRUST CLAIMS. By entry into this Contract, Contractor hereby acknowledges the terms of Section 7103.5 of the Public Contract Code and hereby offers and agrees to assign to the Agency all rights, title and interest in all causes of action it may have as outlined above.

5-7 SAFETY.

5-7.4 Hazardous Substances. As required by Public Contract Code Section 7104, if this Contract involves digging trenches or other excavations that extend deeper than four (4) feet below the surface, Contractor shall promptly, and prior to disturbance of any conditions, notify the Agency of: (1) any material discovered in excavation that Contractor believes to be a hazardous waste that is required to be removed to a Class I, Class II or Class III disposal site; (2) subsurface or latent physical conditions at the site differing from those indicated by the Agency; and (3) unknown physical conditions of an unusual nature at the site, significantly different from those ordinarily encountered in such contract work. Upon notification, the Agency shall promptly investigate the conditions to determine whether a change order is appropriate. In the event of a dispute, Contractor shall not be excused from any scheduled completion date and shall proceed with all work to be performed under the Contract but shall retain all rights provided by the Contract and by law for making protests and resolving the dispute.

5-7.4.1 Edison Energized Conductors. Contractor hereby promises and agrees that in the performance of the work specified in this Contract, it will employ and utilized only qualified persons, as hereinafter defined, to work in proximity to Edison's secondary, primary and transmission facilities. The term "qualified person" is defined in Title 8, California Administrative Code, Section 2700, as follows:

> "Qualified Person: A person who by reason of experience or instruction is familiar with the operation to be performed and the hazards involved."
>
> Contractor further promises and agrees that the provisions of this section shall be and are binding upon any subcontractor or subcontractors that may be retained by it, and that Contractor shall take such steps as are necessary to assure compliance by said subcontractor or subcontractors with the requirements of this section.

5-7.4.2 Emergency Provisions. Unusual conditions may arise on the work which will require that immediate and unusual provision be made to protect the public from danger or loss or damage to life and property, due directly or indirectly to the prosecution of the work, and it is part of the service required of the Contractor to make such provisions and to furnish such protection.

Whenever, in the opinion of the Agency, an emergency exists of which the Agency is aware and against which the Contractor has not taken sufficient precaution for the safety of the public or the protection of utilities or of adjacent structures or property which may be injured by the progress of construction; and whenever, in the opinion of the Agency, immediate action shall be considered necessary in order to protect public or private personnel or property interests, or prevent likely loss of human life or damage on account of the operations under the Contract, then in that event the Agency may provide suitable protection to said interests by causing such work to be done and material to be furnished, as in the opinion of the Agency may seem reasonable and necessary, all at the expense of the Contractor.

SECTION 6 – PROSECUTION AND PROGRESS OF THE WORK

6-1 CONSTRUCTION SCHEDULE AND COMMENCEMENT OF THE WORK

6-1.1 Construction Schedule. The Contractor's proposed construction schedule shall be submitted to the Engineer within fourteen (14) calendar days after the date of the contract execution. The schedule shall be supported by written statements from each supplier of materials or equipment indicating that all orders have been placed and acknowledged and setting forth the dates that each item will be delivered.

The Contractor shall include in his bid all costs to perform the work under this contract in stages. The Contractor shall begin and complete work in each stage prior to starting work in subsequent stages unless previous permission is obtained from the Engineer. The contractor shall stage the work to allow parking on the next adjacent streets. Restricting parking on multiple adjoining streets shall require approval of the engineer.

6-1.2 Commencement of the Work. City may establish a Notice to Proceed (NTP) date no later than thirty (30) calendar days after the date of the contract execution. Prior to issuing the Notice to Proceed, the Engineer will schedule a preconstruction meeting with the Contractor to review the proposed construction schedule and delivery dates, arrange utility coordination, discuss construction methods and clarify inspection procedures.

The names, addresses and telephone numbers of the Contractor and subcontractors, or their representatives, shall be filed with the Public Works Manager and the County Sheriff's Department or the City Police Department prior to beginning work.

The Contractor shall also notify the City of Gardena and the owners of all utilities and substructures within the Project area not less than 48 hours prior to starting construction. The following utility companies list of names and telephone numbers is intended for the convenience of the contractor and is not guaranteed to be complete or correct:

COMPANY	CONTACT	TELEPHONE NO.
Southern California Edison	Manuel Vargas, Jr.	310.783.9389
Southern California Gas	Melissa Fukunaga: Tech Services Planning: Attn - Lead Planner	213.231.7281
AT&T	Marco A. Perez	626.491.5503
	Raymond Dover	310.515.4257
Gardena Police	Dispatch	310.3237911
L.A. County Fire Dept.		310.323.7911
Time Warner Communications	Arturo Fernandez	310.750.9099
Crown Castle	Hector Aguilera	951.454.5111
Waste Resources of Gardena	Lorena Rodriguez	310.366.7600
Golden State Water Co.	Justin Doronio	310.436.6950 x111
	Joseph Salcido	310.660.0320 x101
L.A. County Flood Control	Daryll Chenoweth	626.458.3129
L.A. Sanitation District	Jon Ganz	562.908.4288
Metropolitan Water District	Civil Eng. Substructures Section	213.217.7059
Chevron Pipeline	Dave Zerler	310.669.4014
Underground Service Alert		800.422.4133

The Contractor shall submit periodic Progress reports to the Engineer by the tenth day of each month. The report shall include an updated Construction Schedule. Any deviations from the original schedule shall be explained. Progress payments will be withheld pending receipt of any outstanding reports.

6-1.3 Working Day. The Contractor's working hours shall be limited to the hours between 8 A.M. and 4:30 P.M., Monday through Friday except holidays. No work which will cause loud or disruptive noise and "No Parking" enforcement shall begin prior to 8:00 a.m. nor terminate later than 4:30 p.m. Deviation from normal working hours will not be allowed unless written permission has been duly obtained beforehand from the office of the City Engineer. The Contractor shall provide adequate light for proper prosecution of the work, for the safety of the workmen and the public, and for proper inspection.

If the Contractor works beyond the allowed normal working hours without prior written approval from the Engineer, the Contractor may be charged Five Hundred ($500) for each occurrence as required by the Engineer. The amount will be deducted from a progress payment or bond.

Contractor hereby acknowledges and shall be required to comply with the provisions of California Labor Code Section 1810 et seq. According to those sections, eight (8) hours of labor shall constitute a legal day's work. Contractor shall pay to the Agency a penalty of Twenty-Five Dollars ($25.00) for each worker employed in the execution of this Contract by Contractor, or by any Subcontractor, for each calendar day during which such worker is required or permitted to work more than eight (8) hours in any calendar day or forty (40) hours in any one (1) calendar week, except when payment for overtime is made at not less than one and one-half (1-1/2) times the basic rate for that worker.

In the event of either a requested or emergency deviation, inspection service fees will be charged against the Contractor. The service fees will be calculated at overtime rates including

benefits, overhead and travel time. The service fees will be deducted from any amounts due to the Contractor.

6-1.4 Notice and Service Thereof. Any notice required or given by one party to the other under the contract shall be in writing and shall be dated and signed by the party giving such notice or by a duly authorized representative of such party. Any such notice shall not be effective for any purpose whatever unless served in the following manner:

Notice shall be given to the Agency by personal delivery thereof to the City of Gardena Engineer or by depositing the same in the United States mail enclosed in a sealed envelope, registered and with postage prepaid, addressed to:

Public Works Department
City of Gardena
1717 W. 162nd Street
Gardena, CA 90247-3778

Notice shall be given to the Contractor by personal delivery thereof to said Contractor or to his authorized representative at the site of the project, or by depositing the same in the United States mail, enclosed in a sealed envelope addressed to said Contractor at the address established for the conduct of the work under this Contract, postage prepaid and registered.

Notice shall be given to the Surety, or any other person, by personal delivery to said Surety or other person, or by depositing the same in the United States Mail, enclosed in a sealed envelope addressed to such Surety or persons at the address of said Surety or persons last communicated to the party giving the notice, postage prepaid and registered.

Notification of Property Owners and Tenants - The Contractor shall notify each property owner and/or tenant in the project area in writing five (5) working days prior to the start of construction. If pedestrian or vehicular access to private property is to be blocked, the Contractor shall again notify each property owner and/or tenant in writing five (5) working days prior to construction activities. The Contractor shall provide additional notices when a lapse time occurs during each phase/segment work.

The written notice shall be submitted to the Engineer for approval prior to being delivered.

6-2 PROSECUTION OF THE WORK.

6-2.1 Contractor's Responsibility for Work. Until the formal acceptance of the work by the Agency, the Contractor shall have the charge and care thereof and shall, subject to the insurance protection furnished in accordance with the Section 1-7.6 and 5-4 hereof, bear the risk of accident, loss or damage to any part thereof by action of the elements or from any other cause, whether arising from the execution or from the non-execution of the work. The Contractor shall rebuild, repair, restore and otherwise correct damages to any portion of the work occasioned by any of the above causes before its acceptance.

In case of suspension of work from any cause whatsoever, the Contractor shall be responsible for all materials and the proper temporary storage thereof.

6-3 TIME OF COMPLETION.

6-3.1 General. The contract time shall begin per the City's written notification. Work must be completed within working days specified for the project. In addition, the Contractor shall notify the City 24 hours in advance of the actual commencement of work.

No work shall be undertaken during the City's holiday closures. It is the Contractor's responsibility to determine the City's closure dates.

6-9 LIQUDATED DAMAGES. The amount of liquidated damages is hereby amended to **$1,000** for each consecutive calendar day.

SECTION 7 – MEASUREMENT AND PAYMENT

7-1 MEASUREMENT OF QUANTITIES FOR UNIT PRICE WORK.

7-1.2 Method of Measure. The quantities shown on the Bid Schedule are approximate only. The Contractor will be paid for the actual quantities of work based on approved field measurements as provided for in these Specifications. The City reserves the right to increase or decrease the amount of any item or portion of work to be performed or materials furnished, or to delete any item, in accordance with the Specifications. Additional bid item work shall be completed within the total working days in these specifications. Additional working days maybe allowed with the approval of the engineer.

7-3 PAYMENT.

7-3.2 Partial and Final Payment. The Engineer will authorize monthly partial/progress payments per Section 7-3.2 of the Standard Specifications. Contractor's monthly invoice shall be submitted on company letterhead. Each invoice submitted shall include: project name, date of invoice, progress payment number, and purchase order number. All bid items shall be included on each invoice and include unit, unit price bid, original quantity, amount, previous payment quantity and amount, current invoice payment quantity and amount, total project payment quantity and amount. In addition, any approved change orders shall be listed on invoice. Payment to Contractor typically takes 30 days from submittal of approved invoice. However, payments will be withheld pending receipt of any outstanding reports required by the Contract Documents.

7-3.3 Delivered Materials. The City will NOT honor or make any progress payments for materials ordered and delivered to the job site by the Contractor unless prior approval is obtained from the Engineer.

7-4 PAYMENT FOR EXTRA WORK.

7-4.3 EXTRA WORK. When work is performed on a "time and materials" basis, the following percentages shall be added to the Contractor's cost and shall constitute the markup for all overhead and profits:

1) Labor 20
2) Materials 15
3) Equipment Rental.....15
4) Other Items and Expenditures.....15

To the sum of the costs and markups provided for in this section, 1 percent shall be added as compensation for bonding.

When all or any part of the extra work is performed by a Subcontractor, the markup established above shall be applied to the Subcontractor's actual cost of such work. A markup of 10 percent on the first $5,000 of the subcontracted portion of the extra work and a markup of 5 percent on work

added in excess of $5,000 of the subcontracted portion of the extra work may be added by the Contractor.

SECTION 8 – FACILITIES FOR AGENCY PERSONNEL

8-2 FIELD OFFICE FACILITIES. The Contractor shall provide the class of field office indicated below:

☐ Class "A" ☐ Class "B" ☐ Class "C"

In the event none of the boxes are marked above, no specific field office will be required, and the use therefor of any field office will be at the Contractor's discretion. The location of any field office shall be as provided on the plans, in these Specifications or as designated by the Engineer.

END OF GENERAL PROVISIONS

GREENBOOK TECHNICAL PROVISIONS

CITY HALL AND P.D. ELECTRICAL DISTRIBUTION SYSTEMS UPGRADE
(1700 W. 162nd Street)
JN 541

PART 1 – TECHNICAL PROVISIONS

SECTION 1 – GENERAL

PREFACE: All work and materials shall conform to the "Standard Specification for Public Works Construction", 2021 edition, except as modified by the contract and these Technical Provisions.

Incidental Work - All work and materials required by the plans and specifications, and not specifically listed in the bid schedule items of work, shall be considered incidental and no additional payment shall be made therefore. Incidental items shall include, but are not limited to, mobilization; implementation of the SWPPP and Best Management Practices for the protection of storm drain structures; adjusting utility access covers to grade; saw cutting; excavation and disposal of materials; survey; traffic control and coordination of utilities.

Working hours - Normal working hours are M-F, 8AM to 4:30PM except City holidays. All other work outside of these hours will require written approval from the City.

Work outside of normal working hours: (Work requiring power outage)

"Cut-over" connection work to replace existing Police Dept. feeders with new utility power feed must be done outside of City Hall operating hours and/or on weekends, for example starting 5PM Friday through 6AM Monday. City Hall must have full power available during their normal hours of Monday – Thursday: 7:30AM to 5:30PM; Friday: 7:30AM to 4:30PM.

Interior panel/subpanel work such as replacing Zinsco panels must be done outside of City Hall operating hours, and could be done 6PM to 11PM M-F, or 8AM to 4:30PM Sat. or Sun.

The Police Dept. power cannot ever be shut off and must remain continuous.

The City Hall IT/Server room has a small UPS system that operates for a maximum of 40-minutes. Contractor must provide continuous electric power to the City Hall IT/Server room using either a batter/inverted system or a small portable generator.

City Hall shall have full power during all business hours.

All requests for City Hall power outages shall require two weeks advance notice and shall be approved by the City prior to being scheduled.

If power is not restored by the end of a City approved power outage, the contractor shall be charged two hundred fifty ($250) dollars per minute until full power is restored to all areas as required by the City Engineer.

Deferred Submittals

Contactor is required to pull a permit with the City of Gardena Community Development Department (CDD). The Plans have been partially approved. Contactor shall develop and

submit to CDD “deferred submittals” in order to secure a fully approved construction plan and be issued a permit. Below are some, but not limited to, the required deferred submittals.

1. **Provide a panel schedule with dimensions and show on schedule the size of each panel to be replaced with new to verify that each new panel will fit in the space of the panel to be replaced. If not provide construction details for enlargement and repair of wall cavity to accommodate the replacement panels.**

2. **Provide a survey of the project site to locate each equipment using available monuments, and exact location of enclosure walls and foundations.**

3. **Provide architectural plans to show material, color and texture of enclosure wall to match existing similar enclosures and to match City Hall, for planning review.**

4. **Provide structural calculations for foundation of the enclosure structure, and provide structural calculations for wind design, show door into enclosure and a secondary emergency exit. Show hardware complying with hazardous locations.**

5. **Provide structural plans and calculations for foundations of each equipment located in the generator enclosure, all equipment that are part of the Emergency Generator will need to be anchored to the foundations and foundation and anchorage are to be designed using a seismic importance factor of 1.5 for essential service equipment.**

PART 2 – CONSTRUCTION MATERIALS

SECTION 200 – ROCK MATREIALS

200-2. UNTREATED BASE MATERIAL

200-2.1 General. The Contractor shall furnish Certified Weight Tickets for material delivered to the job site and deliver it to the Engineer or his representative before the end of the working day.

The City may hire a qualified soils engineer to perform all tests. If the material furnished by the Contractor fails any tests, the Contractor shall remove said material and shall complete the construction of the base with material acceptable to the Engineer at no extra cost to the City.

Costs for base material shall be incidental and included in the bid item of work for which it is required, and no additional payment will be allowed therefore.

SECTION 201 – CONCRETE, MORTAR, AND RELATED MATERIALS

201-1 PORTLAND CEMENT CONCRETE.

201-1.1.2 Concrete Specified by Class and Alternate Class. Concrete shall be 520-C-2500 for curb-gutter, curb ramps, driveways, sidewalk and concrete pavement. Curing compound shall be Type 2 (if required).

SECTION 203 – BITUMINOUS MATERIALS

203-6 ASPHALT CONCRETE.

203-6.4.1 Class and Grade. Asphalt hot mix shall be C2-PG64-10 for capping or finish course. Feather join edges shall be made along straight lines by hand raking out all heavy aggregates prior to rolling to produce a smooth uniform surface. Compacted edge along gutter lip shall be 3/8 inch in height.

PART 3 – CONSTRUCTION METHODS

SECTION 300 - EARTHWORK

300-1 CLEARING AND GRUBBING.

In addition to the work outlined in Section 300-1, the following items of work are included under "Clear and Grub":

A. Providing clean topsoil and grading of parkways as directed by the Engineer to restore the parkway grades.
B. Replacement of damaged pipe curb drain, as well as the coring and/or reinstatement of pipe curb drains.
C. Protection or replacement of brick banding on driveway.
D. Protection of fences adjacent to and within the public right-of-way.
E. Relocation of existing signs and warning devices (City shall provide new poles as required.)
F. Painting new and repainting existing curb markings such as yellow, blue, white, green or red curb as well as curb addresses
G. Protect existing private/public irrigation systems, and repair irrigation systems damaged during construction.
H. Protection of all existing improvements (public or private), unless shown to be removed/relocated/adjusted as part of the construction. The Contractor shall repair or replace these items if damaged with new materials equal to the original or better, as required by the Engineer.
I. Protection of all utilities, walls, fences, hedges, buildings, concrete slabs, planters, and other private or public improvements not specifically shown to be removed as part of the construction. The Contractor shall replace these items, if damaged, with new material equal to the original or better, as required by the Engineer.
J. All complaints/claims resulting from reconstruction of concrete improvements will be forwarded to the Contractor. The complaint/claim will be fully rectified or the City will repair the item and deduct that amount from progress payment.

300-1.1.a General.

All existing improvements, including those on private property, shall be protected in place. Any damage to and removal of these improvements shall be repaired and replaced by the Contractor at his expense.

All excavated material shall be immediately hauled away and disposed of outside the project limits. The Contractor shall be responsible for all damages and claims that may arise as a result of this disposal.

300-12 EXCAVATION. Roadway excavation shall include sawcutting, excavating, removing, hauling, and disposing of all soil materials, existing asphaltic concrete pavement, PCC pavement, subgrade and similar appurtenances which are to be removed for construction of the street reconstruction as shown on the Plans. Earthwork, subgrade preparation and finishing roadway shall confirm to the applicable requirements of Section 300 and 301 and other pertinent sections of the Standard Specifications for the various items involved. Payment for excavation shall be incidental and included in the appropriate unit price bid.

300-12.1 Asphalt Pavement Removal. The edges of asphalt pavement remaining in place shall be sawcut and shall have clean, solid vertical faces. The edges of asphalt pavement broken during construction shall be resawn and removed before surfacing material is placed at the expense of the Contractor.

All edges shall be parallel or perpendicular to curb faces except cuts around objects shall be on a curvilinear cut, a maximum 4 inches departure from the straight cut every 2 feet.

300-12.2 Concrete Removal. Concrete to be removed shall be sawcut to a minimum depth of 5 inches at score marks or as marked by the City. Sawed edges, broken or chipped during construction shall be resawn at the contractor's expense. Increase in concrete quantity due to resawing shall not be considered for payment. Upon concrete removal, the City Parks Superintendent shall be informed to check and approve all roots to be removed. If he determines the tree cannot be saved, removal and planting of a new tree shall be per unit cost.

All edges shall be parallel or perpendicular to curb faces except cuts around objects shall be on a curvilinear cut, a maximum of 4 inches departure from the straight cut within every 2 feet. The edges of Portland cement concrete remaining in place shall be sawcut and shall have clean, solid vertical faces.

The Contractor is responsible for inspecting each location prior to submitting a bid.

Excavation in the street section adjacent to concrete replacement shall be a minimum width of 1-foot and a minimum depth of 6-inches or 1-inch greater than the existing AC section if greater than 6-inches in depth.

Remove and replace defective concrete work with new materials. Permission to patch any defective areas shall not be a waiver of the Engineer's right to require complete removal of defective work if patching does not restore quality and appearance of work.

The Contractor may stockpile sand or clean fill dirt within the street, except arterial streets, between the curb and 8-feet out, for no longer than 72 hours in any one location with prior approval by the Engineer. The Contractor shall notify the fronting residence 24 hours prior to stockpiling any material. Said stockpile shall not block the flow line of the gutter and shall be barricaded with flasher-equipped barriers. The Contractor shall ensure that the street is swept clean upon vacating the stockpile site. No excavated or removed dirt or concrete may be stockpiled in any street overnight.

The Contractor shall remove all debris and perform all cleanup work to the satisfaction of the Engineer within 3 working days after forms have been removed at any location.

Concrete removed shall be replaced within five (5) days after removal. All restorations shall be completed a maximum of five (5) days after concrete placement (i.e. backfill, grading of dirt, asphalt repave etc.) One Hundred ($100) dollars per calendar day and location shall be charged to the Contractor for failure to comply with the above schedule as required by the Engineer.

SECTION 302 – ROADWAY/PARKING LOT SURFACING

302-5 ASPHALT CONCRETE (AC) PAVEMENT.

302-5.1 General. The Contractor shall establish designated asphalt truck routes and staging areas and shall communicate these routes and areas to truck drivers prior to the arrival at the job site. This plan must be approved by the Engineer five (5) days prior to paving.

302-5.3 Prime Coat. Prime coat shall be applied to all subgrade surfaces prior to asphalt hot mix surfacing. The prime coat shall be Grade SC-250 liquid asphalt uniformity per Green Book requirements.

302-5.4 Tack Coat. Asphalt tack coat shall be applied to all existing asphalt surfaces prior to asphalt overlay.

Existing surfaces shall be cleaned utilizing a power sweeper and free of water prior to applying PG 64-10 or SS-1h asphalt tack coat per Green Book requirements. Tack coat shall uniformly cover all areas to be paved.

302-5.5 Distribution and Spreading.

BOTTOM DUMPING OF ASPHALT PAVING SHALL NOT BE ALLOWED.

302.5.6.2 Density and Smoothness. Failed areas shall be removed and replaced at Contractor's expense.

302-5.7 Joints. COLD JOINTS SHALL NOT BE ALLOWED WITHOUT PRIOR WRITTEN APPROVAL FROM THE ENGINEER. COLD JOINTS PLACED WITHOUT APPROVAL SHALL BE REMOVED AT THE SOLE EXPENSE OF THE CONTRACTOR.

SECTION 314 – TRAFFIC STRIPING, CURB AND PAVEMENT MARKINGS, AND PAVEMENT MARKERS

314-1 GENERAL. Furnishing and installation of traffic markings shall include all work required to place raised pavement markers, thermoplastic material and curb paint. Legends and crosswalks shall consist of thermoplastic material with glass bead finish.

Striping work and materials shall conform to the provisions of the Standard Specifications of the State of California, Department of Transportation, latest edition, and the Traffic Manual of the State of California, Department of Transportation. Installation of traffic markings shall be completed within 5 working days of paving.

314-4 APPLICATION OF TRAFFIC STRIPING AND CURB AND PAVEMENT MARKING.

314-4.1 GENERAL. Each fire hydrant in the project area shall be marked by placing a double-sided raised pavement marker with reflective blue markings on each side. The marker and adhesive shall be equivalent to Caltrans pavement markers.

Place one marker 6 inches from street centerline toward hydrant on a line projected approximately perpendicular to curb. Place two markers if hydrant is on a corner, one on each street.

PART 4 – EXISTING IMPROVEMENTS

SECTION 400 – PROTECTION AND RESTORATION

400-2 PERMANENT SURVEY MARKERS. The Contractor shall provide all surveying to complete the project and to replace any damaged monuments, benchmarks, ties, etc. All survey work shall be performed by a Land Surveyor registered by the State of California. Work shall be laid out and constructed so as to provide smooth profiles to adjacent improvements and drainage of all surfaces.

PRIOR TO START OF CONSTRUCTION, the Surveyor shall locate and provide ties for all existing centerline monuments and centerline ties. The Surveyor shall file a corner record of these monuments and ties with the County Surveyor. A copy of these corner records shall be given to the Engineer prior to start of construction.

AFTER CONSTRUCTION, all existing survey monuments and ties lost due to construction shall be reestablished by the Surveyor.

SECTION 401 - REMOVAL

401-3.1 CONCRETE AND MASONRY IMPROVEMENTS.

401-3.2 Concrete Curb, Walk, Gutters, Cross Gutters, Curb Ramps, Driveway, and Alley Intersections.

Concrete sidewalk construction shall include removal and disposal of existing interfering structures, tree roots, objects, soil, etc. Contractor shall remove and replace any inadequate existing base material with compacted CMB.

Any damaged utility boxes, traffic signal pull boxes, etc., shall be replaced. All boxes shall be adjusted to grade and all costs for this work shall be incidental and included in this item of work.

Concrete curb and gutter construction shall include removal and disposal of existing interfering structures, objects, soil, etc.

Curb & gutter to be replaced shall be installed at the same location as the existing on a straight grade across the limits of the replacement.

Removal, disposal and construction of adjacent 2-feet wide asphalt hot mix paving (C2 PG64-10) over 6-inch thick C.A.B. shall be included.

The Contractor shall regrade the area at the back of curb/gutter where the new curb/gutter is constructed at a different grade than existing curb/gutter. The graded area shall have a

maximum slope of 3:1 and 2% in city parkways. Fill material, if required, for this grading shall be furnished by the Contractor. All landscaping and irrigation in the graded area shall be repaired

Curb Ramp construction shall include removal and disposal of interfering structures, objects and soil. Ramp shall be 4" thick concrete over 6" thick C.A.B.

Included in this construction is the adjustment and protection of sweeps, conduits, pull boxes, utility access frames and covers to finished grade and protection of traffic detectors, stub-outs and homeruns. Traffic detectors damaged by the Contractor's operations shall be replaced at the Contractor's expense.

At locations where street lighting or traffic signal poles encroach into the curb ramp to be installed, concrete pedestals shall be constructed between finished grade and pole bases.

Removal, disposal and construction of adjacent curb & gutter, spandrel, cross gutter, and 24 in. wide hot mix asphalt paving (C2 PG64-10) over 6 in. thick C.A.B. shall be included. Ramp shall be poured separately from curb and gutter (min. 24hrs after curb and gutter).

The Contractor shall verify, with a “smart level”, that maximum ramp and sidewalk grades do not exceed maximum grades indicated on the project plans, when marking the required saw cut removal limits and when setting the concrete forms, prior to pouring any curb access ramp locations. It shall be the Contractor’s responsibility to supervise and utilize the proper experienced personnel to ensure that the proper saw cut limits are established for all access ramp locations and the Engineer shall not be responsible to direct the Contractor’s crews or otherwise serve in this management capacity.

The Contractor shall be responsible to layout the proposed access ramp to comply with the maximum grades indicated on the project plans. Typical construction tolerances to construct the new access ramp shall not apply and maximum grades indicated on the project plans shall not be exceeded. The Contractor shall be responsible to remove and reconstruct access ramps at his own cost if ramps are deemed non-compliant with the project plans and these Technical Provisions.

Where the type of access ramp includes a retaining curb at the back of access ramp to make up for a difference in elevation between the existing grade and access ramp grade, the construction of said retaining curb shall be considered as part of the access ramp work.

The access ramp construction work shall include all related adjustments of pull boxes, pull box covers, and protection of traffic signal poles and signs that fall within the proposed access ramp construction limits.

Pavers or Brickwork. At the locations where pavers or brickwork exist, no additional compensation will be made for reinstallation. Should pavers or brickwork be damaged during removal, the replacement shall match existing.

The Contractor shall regrade the area at the back of sidewalk where the new sidewalk is constructed at a different grade than existing sidewalk. The graded area shall have a maximum slope of 3:1 and 2% in City parkways. Fill material, if required, for this grading shall be furnished by the Contractor. All landscaping and irrigation in the graded area shall be repaired .

All existing asphalt concrete ramping adjacent to the new sidewalk shall be removed and disposed of by the Contractor.

SECTION 402 – UTILITES

402-2 PROTECTION. The Contractor shall provide coordination with all utility companies involved and shall provide protection from damage to their facilities. The Contractor shall be responsible for repair or replacement to said facilities made necessary by its failure to provide required protection.

The Contractor shall be solely responsible to check all utility record maps, books, and/or other data in the possession of the CITY, other agencies, and/or all utility companies, and no allowance shall be made for any failure to have done so.

The Contractor shall utilize the services of "Underground Service Alert-Southern California" for utility locating in all public right-of-ways by calling 811 or 1-800-227-2600 at least 48 hours prior to any excavation.

Underground lines that are potentially hazardous such as oil company lines, natural gas mains, and electrical conduits will be carefully located by the owner as provided in the Standard Specifications. The Contractor shall take special precautions in determining the precise location and depth of these structures and coordinate work with the utility to ensure that they will not be damaged by its operations.

PART 6 - TEMPORARY TRAFFIC CONTROL

SECTION 600 - ACCESS

600-1 GENERAL.

600-1.1 Public Convenience and Safety Access. The Contractor shall provide temporary "No Parking" and all other signs which are necessary for the safe and orderly conduct of vehicular traffic as directed by the Engineer and as specified herein. Contractor shall also provide an approval barricaded area in the parking lane for pedestrian traffic during such time as the parkway is unfit to be used for pedestrian traffic.

At such times as driveways are inaccessible due to the Contractor's work, they shall be blocked by two (2) Class II barricades or one (1) Class II barricade and two (2) delineators. Driveways that are ramped or planked for temporary access shall be provided with a barricade or delineator at each side. The Contractor shall give 24-hour notice to affected property owners prior to blocking any driveway.

The Contractor shall provide access for refuse collection on the regularly scheduled days. He shall also facilitate or assist in the collection where such work is hampered by his operations.

600-1.2 Street Closures, Detours, and Barricades. The Contractor shall not close any street within the City of Gardena without first obtaining the approval of the Engineer. Barricading, traffic control and detour diagrams in connection with street closures shall be submitted by the contractor as required by the Engineer.

The Contractor shall provide and install barricades, delineators, warning devices and construction signs in accordance with the California Manual of Temporary Traffic Controls or W.A.T.C.H. Handbook. During adverse weather or unusual traffic or working conditions additional traffic devices shall be placed as directed by the Engineer. All traffic signs and

devices shall also conform to the California Manual of Temporary Traffic Controls or W.A.T.C.H. Handbook.

The Contractor shall provide and maintain Type II barricades along excavation edges parallel to the flow of traffic at a maximum spacing of twenty-five feet. Type II barricades mounted with flashers shall be installed around work areas in parkways. Type II barricades shall have alternating reflective orange and reflective white stripes at an angle of 45 degrees. The strip width shall be in accordance with Table 5-1 "Barricade Characteristics" "Manual of Traffic Controls for Construction and Maintenance Work Zones".

During paving operations, barricades may be supplemented with minimum size eighteen-inch high traffic cones and delineators such that spacing between barricades and/or cones or delineators is no greater than twenty feet. Traffic cones and delineators used within State right-of-way shall be a minimum size of twenty-eight inches high. At all access points such as intersecting streets, alleys and driveways, barricades and/or cones shall be provided at five-foot intervals so as to prevent vehicular access to the paving area. Where access from an intersecting street is prohibited, a "Road Closed" sign shall be provided at the nearest prior intersection. "No Left Turn" signs shall be provided wherever required by the Engineer.

When one-way access from a side street or alley is permitted, barricades and cones shall be provided at five-foot intervals for a distance of fifty feet on either side of the centerline of the intersecting street, or alley.

Should the Contractor fail to furnish a sufficient number of traffic and/or pedestrian safety devices, the Agency will place such necessary items and the Contractor shall be liable to the Agency for providing such devices in accordance with the following provisions:

1. For placing of barricades: $5.00 per barricade for the first day or any part thereof and $2.00 per barricade, per day, for each day thereafter or any part thereof. For flashers: $2.50 per flasher for the first day or any part thereof and $1.00 per flasher, per day, for each day thereafter or any part thereof. For traffic cones: $1.00 per cone for each day or any part thereof.

2. In the event that the services of the Agency are required between the hours of 5:00 P.M. and 8:00 A.M., during the normal week or at any time on Saturday, Sunday or a Agency holiday, there shall be an additional charge to the above set forth minimums of $188.00 for each service trip required.

Contractor shall relocate, preserve and maintain the visibility of all existing signs within the project limits which affect the flow of traffic, as directed by the Engineer. Any signs which are damaged or found to be missing during the course of construction shall be replaced by the Contractor at his expense as directed by the Engineer. All other signs that interfere with the course of work and are not necessary for the safe flow of traffic will be removed and replaced by the Agency. Traffic control signs include Stop Signs, Speed Limit, Parking Restrictions and other regulatory signs.

SECTION 601 – TEMPORARY TRAFFIC CONTROL FOR CONSRTUCTION AND MAINTENANCE WORK ZONES

601-1 GENERAL. A minimum of two (2) lanes (one lane in each direction) shall be maintained at all times for a continuous flow of traffic, except as otherwise approved by the Engineer.

Lane closures shall be allowed between 8:00a.m. and 4:00p.m. only. No traveled lane shall be

closed overnight without prior City approval. Access to private property shall be maintained at all times.

"Temporary No Parking" signs shall be posted no more than 100 feet apart at least 72 hours prior to work. The signs shall be mounted on either 1” x 2” X 3’ high wood stakes, Type II barricades, or 39-inch high delineators. Signs shall not be posted on trees, traffic signal poles, utility poles, streetlights, or any other street furniture. Signs shall be professionally made of moisture-resistant, heavy duty cardboard or other approved material. "Temporary No Parking" signs shall be maintained by the contractor at all times and shall be approved by the Engineer prior to posting. Cover existing street signs as directed by the Engineer.

"Temporary No Parking" signs shall be implemented for one week only (M-F) at a time. Signs shall be removed and reposted each week as needed and approved by the City.

DURING PAVING OPERATIONS, THE CONTRACTOR SHALL PROVIDE INDIVIDUALS AND EQUIPMENT DESIGNATED TO PERFORM AND MAINTAIN TRAFFIC CONTROL ONLY. The Contractor shall furnish, place and maintain all temporary traffic control devices required for the safe and orderly flow of vehicular and pedestrian traffic during construction. All Traffic control shall conform to the California Manual of Temporary Traffic Controls (California M.U.T.C.D.) or Work Area Traffic Control Handbook (W.A.T.C.H. Handbook).

If traffic control measures are not in conformance with these provisions, the project shall be stopped until conformance is attained to the satisfaction of the Engineer.

At locations where excavations are left open overnight, flashing barricades shall be placed along the excavation at a maximum spacing of 20 feet. A minimum of 3 flashing barricades shall be placed at any one excavation.

Temporary striping will be permitted only on base course and pavement to be overlaid. Temporary pavement markings to be placed on new asphalt shall be spaced at 25 ft maximum and shall be removable without damage to the new overlay. Method of temporary markings shall be submitted to the Engineer for approval at the preconstruction meeting.

The Contractor shall submit and obtain written approval of traffic control plans from the Engineer five (5) working days prior to implementing.

Temporary lane closures shall be allowed during working hours specified in these Technical Provisions. Temporary lane closures maintained beyond the normal working hours may have a negative economic effect on the local residential, commercial/industrial business, and traveling public. Unless the Contractor secures prior written approval from the Engineer to maintain temporary lane closures beyond the working hours allowed, the Engineer may deduct a fee from a progress payment or bond for each temporary lane closure maintained beyond the allowed working hours. The fee will be accessed at a rate of Five Hundred ($500) per each travel lane per each thirty (30) minute interval, or fraction thereof as required by the Engineer. In no event will work be allowed past 5 p.m.

CSI TECHNICAL PROVISIONS

CITY HALL AND P.D. ELECTRICAL DISTRIBUTION SYSTEMS UPGRADE
(1700 W. 162nd Street)
JN 541

PART 26 – ELECTRICAL

SECTION 519 – LOW-VOLTAGE ELECRICAL POWER CONDUCTORS AND CABLES

519-PART 1 GENERAL

519-1.1 Summary

A. Section Includes:
   1. Building wires and cables rated 2000 V and less.
   2. Connectors, splices, and terminations rated 2000 V and less.

519-1.2 ACTION SUBMITTALS

A. Product Data: For each type of product.

519-1.3 INFORMATIONAL SUBMITTALS

A. Field quality-control reports.

519-PART 2 PRODUCTS

519-2.1 CONDUCTORS AND CABLES

A. Conductors: Aluminum and copper, complying with NEMA WC 70/ICEA S-95-658.
   1. Conductor Insulation: Comply with NEMA WC 70/ICEA S-95-658 for Type THW Type THW-2 Type THHN/THWN-2 Type XHHW-2 Type UF Type USE and Type SO.

B. Cable: Comply with NEMA WC 70/ICEA S-95-658 for armored cable, Type AC metal-clad cable, Type MC nonmetallic-sheathed cable, Type NM Type SE Type SO and Type USE with ground wire.

1. VFC Cable: Type TC-ER with oversized cross linked polyethylene insulation, spiral-wrapped foil plus 85 percent coverage braided shields and insulated full-size ground wire, and sunlight- and oil-resistant outer PVC jacket.

519-2.2 CONNECTORS AND SPLICES

A. Description: Factory-fabricated connectors and splices of size, ampacity rating, material, type, and class for application and service indicated; listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.

519-PART 3 EXECUTION

519-3.1 CONDUCTOR MATERIAL APPLICATIONS

A. Feeders: Copper for feeders smaller than No. 4 AWG; copper or aluminum for feeders No. 4 AWG and larger. Conductors shall be solid for No. 10 AWG and smaller; stranded for No. 8 AWG and larger.

B. Branch Circuits: Copper. Solid for No. 10 AWG and smaller; stranded for No. 8 AWG and larger.

519-3.2 CONDUCTOR INSULATION AND MULTICONDUCTOR CABLE APPLICATIONS AND WIRING METHODS

A. Service Entrance: Type THHN/THWN-2, single conductors in raceway.

B. Exposed Feeders: Type THHN/THWN-2, single conductors in raceway.

C. Feeders Concealed in Ceilings, Walls, Partitions, and Crawlspaces: Type THHN/THWN-2, single conductors in raceway.

D. Feeders Concealed in Concrete, below Slabs-on-Grade, and Underground: Type THHN/THWN-2, single conductors in raceway.

E. Feeders Installed below Raised Flooring: Type THHN/THWN-2, single conductors in raceway.

F. Feeders in Cable Tray: Type THHN/THWN-2, single conductors in raceway.

G. Exposed Branch Circuits, Including in Crawlspaces: Type THHN/THWN-2, single conductors in raceway.

H. Branch Circuits Concealed in Ceilings, Walls, and Partitions: Type THHN/THWN-2, single conductors in raceway.

I. Branch Circuits Concealed in Concrete, below Slabs-on-Grade, and Underground: Type THHN/THWN-2, single conductors in raceway.

J. Branch Circuits Installed below Raised Flooring: Type THHN/THWN-2, single conductors in raceway.

K. Branch Circuits in Cable Tray: Type THHN/THWN-2, single conductors in raceway.

L. Cord Drops and Portable Appliance Connections: Type SO, hard service cord with stainless-steel, wire-mesh, strain relief device at terminations to suit application.

519-3.3 INSTALLATION OF CONDUCTORS AND CABLES

A. Conceal cables in finished walls, ceilings, and floors unless otherwise indicated.

B. Complete raceway installation between conductor and cable termination points according to Section 260533 "Raceways and Boxes for Electrical Systems" prior to pulling conductors and cables.

C. Use manufacturer-approved pulling compound or lubricant where necessary; compound used must not deteriorate conductor or insulation. Do not exceed manufacturer's recommended maximum pulling tensions and sidewall pressure values.

D. Use pulling means, including fish tape, cable, rope, and basket-weave wire/cable grips, that will not damage cables or raceway.

E. Install exposed cables parallel and perpendicular to surfaces of exposed structural members, and follow surface contours where possible.

F. Apply fire stopping to electrical penetrations of fire-rated floor and wall assemblies to restore original fire-resistance rating of assembly according to Section 078413 "Penetration Fire stopping."

519-3.4 CONNECTIONS

A. Tighten electrical connectors and terminals according to manufacturer's published torque-tightening values. If manufacturer's torque values are not indicated, use those specified in UL 486A-486B.

B. Make splices, terminations, and taps that are compatible with conductor material and that possess equivalent or better mechanical strength and insulation ratings than unspliced conductors .

3213.13-3.1 Use oxide inhibitor in each splice, termination, and tap for aluminum conductors.

A. Wiring at Outlets: Install conductor at each outlet, with at least 6 inches of slack.

519-3.5 IDENTIFICATION

A. Identify and color-code conductors and cables according to Section 260553 "Identification for Electrical Systems."

B. Identify each spare conductor at each end with identity number and location of other end of conductor, and identify as spare conductor.

519-3.6 SLEEVE AND SLEEVE-SEAL INSTALLATION FOR ELECTRICAL PENETRATIONS

A. Install sleeves and sleeve seals at penetrations of exterior floor and wall assemblies.

519-3.7 FIRESTOPPING

A. Apply firestopping to electrical penetrations of fire-rated floor and wall assemblies to restore original fire-resistance rating of assembly according to Section 078413 "Penetration Firestopping."

519-3.8 FIELD QUALITY CONTROL

A. Perform the following tests and inspections with the assistance of a factory-authorized service representative:

3213.13-3.2 After installing conductors and cables and before electrical circuitry has been energized, test service entrance and feeder conductors and conductors feeding emergency generator equipment and services for compliance with requirements.

3213.13-3.3 Perform of the following visual and electrical tests:

A. Compare conductor and cable data with Drawings and Specifications.
B. Inspect exposed sections of conductor and cable for physical damage and correct connection according to the single-line diagram.
C. Test bolted connections for high resistance using one of the following:
   1) A low-resistance ohmmeter.
   2) Calibrated torque wrench.
   3) Thermographic survey.

D. Inspect compression applied connectors for correct cable match and indentation.
E. Inspect for correct identification.
F. Inspect cable jacket and condition.
G. Perform insulation-resistance test on each conductor with respect to ground and adjacent conductors. Apply a potential of 500-V dc for 300-V rated cable and 1000-V dc for 600-V rated cable for a one-minute duration.
H. Continuity test on each conductor and cable.
I. Uniform resistance of parallel conductors.

A. Cables will be considered defective if they do not pass tests and inspections.

B. Prepare Test and Inspection Reports: Prepare a written report to record the following:

3213.13-3.4 Procedures used.

3213.13-3.5 Results that comply with requirements.

3213.13-3.6 Results that do not comply with requirements and corrective action taken to achieve compliance with requirements.

SECTION 526 – GROUNDING AND BONDING FOR ELECTRICAL SYSTEMS

526-PART 1 GENERAL

526-1.1 SUMMARY

A. Section includes grounding and bonding systems and equipment.

526-1.2 ACTION SUBMITTALS

A. Product Data: For each type of product indicated.

526-PART 2 PRODUCTS

526-2.1 MANUFACTURERS

A. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:

B. Basis-of-Design Product: Subject to compliance with requirements, provide product indicated on Drawings or comparable product by one of the following:

3213.13-3.7 Burndy; Part of Hubbell Electrical Systems.
3213.13-3.8 Dossert; AFL Telecommunications LLC.
3213.13-3.9 ERICO International Corporation.
3213.13-3.10 Fushi Copperweld Inc.
3213.13-3.11 Galvan Industries, Inc.; Electrical Products Division, LLC.
3213.13-3.12 Harger Lightning and Grounding.
3213.13-3.13 ILSCO.
3213.13-3.14 O-Z/Gedney; A Brand of the EGS Electrical Group.
3213.13-3.15 Robbins Lightning, Inc.
3213.13-3.16 Siemens Power Transmission & Distribution, Inc.

526-2.2 SYSTEM DESCRIPTION

A. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.

B. Comply with UL 467 for grounding and bonding materials and equipment.

526-2.3 CONDUCTORS

A. Insulated Conductors: Copper or wire or cable insulated for 600 V unless otherwise required by applicable Code or authorities having jurisdiction.

B. Bare Copper Conductors:

1. Solid Conductors: ASTM B 3.
2. Stranded Conductors: ASTM B 8.
3. Tinned Conductors: ASTM B 33.
4. Bonding Cable: 28 kcmil, 14 strands of No. 17 AWG conductor, 1/4 inch (6 mm) in diameter.
5. Bonding Conductor: No. 4 or No. 6 AWG, stranded conductor.
6. Bonding Jumper: Copper tape, braided conductors terminated with copper ferrules; 1-5/8 inches (41 mm) wide and 1/16 inch (1.6 mm) thick.
7. Tinned Bonding Jumper: Tinned-copper tape, braided conductors terminated with copper ferrules; 1-5/8 inches (41 mm) wide and 1/16 inch (1.6 mm) thick.

526-2.4 CONNECTORS

A. Listed and labeled by an NRTL acceptable to authorities having jurisdiction for applications in which used and for specific types, sizes, and combinations of conductors and other items connected.

B. Bolted Connectors for Conductors and Pipes: Copper or copper alloy.

C. Welded Connectors: Exothermic-welding kits of types recommended by kit manufacturer for materials being joined and installation conditions.

D. Bus-Bar Connectors: Mechanical type, cast silicon bronze, solderless-type wire terminals, and long-barrel, two-bolt connection to ground bus bar.

526-2.5 GROUNDING ELECTRODES

A. Ground Rods: Copper-clad steel; 3/4 inch by 10 feet (19 mm by 3 m).

526-PART 3 EXECUTION

526-3.1 APPLICATIONS

A. Conductors: Install solid conductor for No. 8 AWG and smaller, and stranded conductors for No. 6 AWG and larger unless otherwise indicated.

B. Underground Grounding Conductors: Install bare copper conductor, No.3/0 AWG minimum.

   a. Bury at least 24 inches (600 mm) below grade.

C. Conductor Terminations and Connections:

   a. Pipe and Equipment Grounding Conductor Terminations: Bolted connectors.

   b. Underground Connections: Welded connectors except at test wells and as otherwise indicated.

   c. Connections to Ground Rods at Test Wells: Bolted connectors.

   d. Connections to Structural Steel: Welded connectors.

526-3.2 GROUNDING AT THE SERVICE

A. Equipment grounding conductors and grounding electrode conductors shall be connected to the ground bus. Install a main bonding jumper between the neutral and ground buses.

526-3.3 GROUNDING UNDERGROUND DISTRIBUTION SYSTEM COMPONENTS

A. Comply with IEEE C2 grounding requirements.

B. Grounding Manholes and Handholes: Install a driven ground rod through manhole or handhole floor, close to wall, and set rod depth so 4 inches (100 mm) will extend above finished floor. If necessary, install ground rod before manhole is placed and provide No. 1/0 AWG bare, tinned-copper conductor from ground rod into manhole through a waterproof sleeve in manhole wall. Protect ground rods passing through concrete floor with a double wrapping of pressure-sensitive insulating tape or heat-shrunk insulating sleeve from 2 inches (50 mm) above to 6 inches (150 mm) below concrete. Seal floor opening with waterproof, nonshrink grout.

C. Grounding Connections to Manhole Components: Bond exposed-metal parts such as inserts, cable racks, pulling irons, ladders, and cable shields within each manhole or handhole, to ground rod or grounding conductor. Make connections with No. 4 AWG minimum, stranded, hard-drawn copper bonding conductor. Train conductors level or plumb around corners and fasten to manhole walls. Connect to cable armor and cable shields according to written instructions by manufacturer of splicing and termination kits.

D. Pad-Mounted Transformers and Switches: Install two ground rods around the pad. Ground pad-mounted equipment and noncurrent-carrying metal items associated with substations by connecting them to underground cable and grounding electrodes. Install tinned-copper conductor not less than No. 2 AWG for taps to equipment grounding terminals.

526-3.4 EQUIPMENT GROUNDING

A. Install insulated equipment grounding conductors with all feeders and branch circuits.

B. Install insulated equipment grounding conductors with the following items, in addition to those required by NFPA 70:

   a. Feeders and branch circuits.

   b. Lighting circuits.

   c. Receptacle circuits.

d. Single-phase motor and appliance branch circuits.

e. Three-phase motor and appliance branch circuits.

f. Flexible raceway runs.

g. Armored and metal-clad cable runs.

h. Busway Supply Circuits: Install insulated equipment grounding conductor from grounding bus in the switchgear, switchboard, or distribution panel to equipment grounding bar terminal on busway.

i. X-Ray Equipment Circuits: Install insulated equipment grounding conductor in circuits supplying x-ray equipment.

C. Air-Duct Equipment Circuits: Install insulated equipment grounding conductor to duct-mounted electrical devices operating at 120 V and more, including air cleaners, heaters, dampers, humidifiers, and other duct electrical equipment. Bond conductor to each unit and to air duct and connected metallic piping.

D. Water Heater, Heat-Tracing, and Antifrost Heating Cables: Install a separate insulated equipment grounding conductor to each electric water heater and heat-tracing cable. Bond conductor to heater units, piping, connected equipment, and components.

E. Poles Supporting Outdoor Lighting Fixtures: Install grounding electrode and a separate insulated equipment grounding conductor in addition to grounding conductor installed with branch-circuit conductors.

F. Metallic Fences: Comply with requirements of IEEE C2.

a. Grounding Conductor: Bare copper, not less than [No. 8] AWG.

b. Gates: Shall be bonded to the grounding conductor with a flexible bonding jumper.

c. Barbed Wire: Strands shall be bonded to the grounding conductor.

526-3.5 INSTALLATION

A. Grounding Conductors: Route along shortest and straightest paths possible unless otherwise indicated or required by Code. Avoid obstructing access or placing conductors where they may be subjected to strain, impact, or damage.

B. Ground Bonding Common with Lightning Protection System: Comply with NFPA 780 and UL 96 when interconnecting with lightning protection system. Bond electrical power system ground directly to lightning protection system grounding conductor at closest point to electrical service grounding electrode. Use bonding conductor sized same as system grounding electrode conductor, and install in conduit.

C. Ground Rods: Drive rods until tops are 2 inches (50 mm) below finished floor or final grade unless otherwise indicated.

a. Interconnect ground rods with grounding electrode conductor below grade and as otherwise indicated. Make connections without exposing steel or damaging coating if any.

b. For grounding electrode system, install at least [three] rods spaced at least one-rod length from each other and located at least the same distance from other grounding electrodes, and connect to the service grounding electrode conductor.

D. Test Wells: Ground rod driven through drilled hole in bottom of handhole. Handholes shall be at least 12 inches (300 mm) deep, with cover.

a. Test Wells: Install at least one test well for each service unless otherwise indicated. Install at the ground rod electrically closest to service entrance. Set top of test well flush with finished grade or floor.

E. Bonding Straps and Jumpers: Install in locations accessible for inspection and maintenance except where routed through short lengths of conduit.

a. Bonding to Structure: Bond straps directly to basic structure, taking care not to penetrate any adjacent parts.

b. Bonding to Equipment Mounted on Vibration Isolation Hangers and Supports: Install bonding so vibration is not transmitted to rigidly mounted equipment.

c. Use exothermic-welded connectors for outdoor locations; if a disconnect-type connection is required, use a bolted clamp.

F. Grounding and Bonding for Piping:

a. Metal Water Service Pipe: Install insulated copper grounding conductors, in conduit, from building's main service equipment, or grounding bus, to main metal water service entrances to building. Connect grounding conductors to main metal water service pipes; use a bolted clamp connector or bolt a lug-type connector to a pipe flange by using one of the lug bolts of the flange. Where a dielectric main water fitting is installed, connect grounding conductor on street side of fitting. Bond metal grounding conductor conduit or sleeve to conductor at each end.

b. Water Meter Piping: Use braided-type bonding jumpers to electrically bypass water meters. Connect to pipe with a bolted connector.

c. Bond each aboveground portion of gas piping system downstream from equipment shutoff valve.

i. FIELD QUALITY CONTROL

A. Perform tests and inspections. Inspect physical and mechanical condition. Verify tightness of accessible, bolted, electrical connections with a calibrated torque wrench according to manufacturer's written instructions.

SECTION 529 – HANGERS AND SUPPORTS FOR ELECTRICAL SYSTEMS

529-PART 1 GENERAL

SUMMARY

A. Section Includes:

1. Hangers and supports for electrical equipment and systems.
2. Construction requirements for concrete bases.

529-PART 2 PRODUCTS

529-2.1 PERFORMANCE REQUIREMENTS

A. Delegated Design: Engage a qualified professional engineer, as defined in Section 014000 "Quality Requirements," to design hanger and support system.

B. Seismic Performance: Hangers and supports shall withstand the effects of earthquake motions determined according to ASCE/SEI 7 .

1. The term "withstand" means "the supported equipment and systems will remain in place without separation of any parts when subjected to the seismic forces specified and the system will be fully operational after the seismic event."
2. Component Importance Factor: 1.5.

529-2.2 SUPPORT, ANCHORAGE, AND ATTACHMENT COMPONENTS

A. Steel Slotted Support Systems: Comply with MFMA-4 factory-fabricated components for field assembly.

1. Material: Pre-galvanized steel, Plain steel, Stainless Steel, Grade 304 Stainless Steel, Grade 316.
2. Channel Width:1-1/4 inches.
3. Metallic Coatings: Hot-dip galvanized after fabrication and applied according to MFMA-4.
4. Nonmetallic Coatings: Manufacturer's standard PVC, polyurethane, or polyester coating applied according to MFMA-4.
5. Painted Coatings: Manufacturer's standard painted coating applied according to MFMA-4.
6. Protect finishes on exposed surfaces from damage by applying a strippable, temporary protective covering before shipping.
7. Channel Dimensions: Selected for applicable load criteria.

B. Conduit and Cable Support Devices: Steel hangers, clamps, and associated fittings, designed for types and sizes of raceway or cable to be supported.

C. Support for Conductors in Vertical Conduit: Factory-fabricated assembly consisting of threaded body and insulating wedging plug or plugs for nonarmored electrical conductors or cables in riser conduits. Plugs shall have number, size, and shape of conductor gripping pieces as required to suit individual conductors or cables supported. Body shall be made of malleable iron.

D. Structural Steel for Fabricated Supports and Restraints: ASTM A 36/A 36M steel plates, shapes, and bars; black and galvanized.

E. Mounting, Anchoring, and Attachment Components: Items for fastening electrical items or their supports to building surfaces include the following:

3213.13-3.17 Powder-Actuated Fasteners: Threaded-steel stud, for use in hardened portland cement concrete, steel, or wood, with tension, shear, and pullout capacities appropriate for supported loads and building materials where used.

J.

3213.13-3.18 Mechanical-Expansion Anchors: Insert-wedge-type, zinc-coated steel stainless steel, for use in hardened portland cement concrete, with tension, shear, and pullout capacities appropriate for supported loads and building materials where used.

3213.13-3.19 Concrete Inserts: Steel or malleable-iron, slotted support system units are similar to MSS Type 18 units and comply with MFMA-4 or MSS SP-58.

3213.13-3.20 Clamps for Attachment to Steel Structural Elements: MSS SP-58 units are suitable for attached structural element.

3213.13-3.21 Through Bolts: Structural type, hex head, and high strength. Comply with ASTM A 325.

3213.13-3.22 Toggle Bolts: Stainless-steel springhead type.

529-2.3 FABRICATED METAL EQUIPMENT SUPPORT ASSEMBLIES

A. Description: Welded or bolted structural-steel shapes, shop or field fabricated to fit dimensions of supported equipment.

B. Materials: Comply with requirements in Section 055000 "Metal Fabrications" for steel shapes and plates.

529-PART 3 EXECUTION

529-3.1 APPLICATION

A. Comply with NECA 1 and NECA 101 for application of hangers and supports for electrical equipment and systems unless requirements in this Section are stricter.

B. Comply with requirements for raceways and boxes specified in Section 260533 "Raceways and Boxes for Electrical Systems."

C. Maximum Support Spacing and Minimum Hanger Rod Size for Raceway: Space supports for EMTs, IMCs, and RMCs as required by NFPA 70. Minimum rod size shall be 1/4 inch (6 mm) in diameter.

D. Multiple Raceways or Cables: Install trapeze-type supports fabricated with steel slotted or other support system, sized so capacity can be increased by at least 25 percent in future without exceeding specified design load limits.

1. Secure raceways and cables to these supports with single-bolt conduit clamps using spring friction action for retention in support channel.

E. Spring-steel clamps designed for supporting single conduits without bolts may be used for 1-1/2-inch and smaller raceways serving branch circuits and communication systems above suspended ceilings and for fastening raceways to trapeze supports.

529-3.2 SUPPORT INSTALLATION

A. Comply with NECA 1 and NECA 101 for installation requirements except as specified in this article.

B. Strength of Support Assemblies: Where not indicated, select sizes of components so strength will be adequate to carry present and future static loads within specified loading limits. Minimum static design load used for strength determination shall be weight of supported components plus 200 lb.

C. Mounting and Anchorage of Surface-Mounted Equipment and Components: Anchor and fasten electrical items and their supports to building structural elements.

D. Drill holes for expansion anchors in concrete at locations and to depths that avoid the need for reinforcing bars.

529-3.3 INSTALLATION OF FABRICATED METAL SUPPORTS

A. Comply with installation requirements in Section 055000 "Metal Fabrications" for site-fabricated metal supports.

B. Cut, fit, and place miscellaneous metal supports accurately in location, alignment, and elevation to support and anchor electrical materials and equipment.

C. Field Welding: Comply with AWS D1.1/D1.1M.

529-3.4 PAINTING

A. Galvanized Surfaces: Clean welds, bolted connections, and abraded areas and apply galvanizing-repair paint to comply with ASTM A 780.

SECTION 533 – RACEWAYS AND BOXES FOR ELECTRICAL SYSTEMS

533-PART 1 GENERAL

533-1.1 SUMMARY

A. Section Includes:

1. Metal conduits, tubing, and fittings.
2. Nonmetal conduits, tubing, and fittings.
3. Metal wireways and auxiliary gutters.
4. Nonmetal wireways and auxiliary gutters.
5. Surface raceways.
6. Boxes, enclosures, and cabinets.
7. Handholes and boxes for exterior underground cabling.

533-1.2 ACTION SUBMITTALS

A. Product Data: For surface raceways, wireways and fittings, floor boxes, hinged-cover enclosures, and cabinets.

B. Shop Drawings: For custom enclosures and cabinets. Include plans, elevations, sections, and attachment details.

533-1.3 INFORMATIONAL SUBMITTALS

A. Coordination Drawings: Conduit routing plans, drawn to scale, on which the following items are shown and coordinated with each other, using input from installers of items involved:

   a. Structural members in paths of conduit groups with common supports.

   b. HVAC and plumbing items and architectural features in paths of conduit groups with common supports.

B. Seismic Qualification Certificates: For enclosures, cabinets, and conduit racks and their mounting provisions, including those for internal components, from manufacturer.

533-PART 2 PRODUCTS

533-2.1 METAL CONDUITS, TUBING, AND FITTINGS

A. Listing and Labeling: Metal conduits, tubing, and fittings shall be listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.

B. GRC: Comply with ANSI C80.1 and UL 6.

C. ARC: Comply with ANSI C80.5 and UL 6A.

D. IMC: Comply with ANSI C80.6 and UL 1242.

E. PVC-Coated Steel Conduit: PVC-coated rigid steel conduit.

1. Comply with NEMA RN 1.
2. Coating Thickness: 0.040 inch, minimum.

F. EMT: Comply with ANSI C80.3 and UL 797.

G. FMC: Comply with UL 1; zinc-coated steel or aluminum.

H. LFMC: Flexible steel conduit with PVC jacket and complying with UL 360.

I. Fittings for Metal Conduit: Comply with NEMA FB 1 and UL 514B.

1. Conduit Fittings for Hazardous (Classified) Locations: Comply with UL 886 and NFPA 70.

2. Fittings for EMT:

a. Material: Steel.

b. Type: Setscrew or compression.

3. Expansion Fittings: PVC or steel to match conduit type, complying with UL 651, rated for environmental conditions where installed, and including flexible external bonding jumper.

4. Coating for Fittings for PVC-Coated Conduit: Minimum thickness of 0.040 inch (1 mm), with overlapping sleeves protecting threaded joints.

J. Joint Compound for IMC, GRC, or ARC: Approved, as defined in NFPA 70, by authorities having jurisdiction for use in conduit assemblies, and compounded for use to lubricate and protect threaded conduit joints from corrosion and to enhance their conductivity.

533-2.2 NONMETALLIC CONDUITS, TUBING, AND FITTINGS

A. Listing and Labeling: Nonmetallic conduits, tubing, and fittings shall be listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.

B. ENT: Comply with NEMA TC 13 and UL 1653.

C. RNC: Type EPC-40-PVC, complying with NEMA TC 2 and UL 651 unless otherwise indicated.

D. LFNC: Comply with UL 1660.

E. Continuous HDPE: Comply with UL 651B.

F. Coilable HDPE: Preassembled with conductors or cables, and complying with ASTM D 3485.

G. Fittings for ENT and RNC: Comply with NEMA TC 3; match to conduit or tubing type and material.

H. Fittings for LFNC: Comply with UL 514B.

I. Solvents and Adhesives: As recommended by conduit manufacturer.

533-2.3 METAL WIREWAYS AND AUXILIARY GUTTERS

A. Description: Sheet metal, complying with UL 870 and NEMA 250, Type 3R unless otherwise indicated, and sized according to NFPA 70.

1. Metal wireways installed outdoors shall be listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.

B. Fittings and Accessories: Include covers, couplings, offsets, elbows, expansion joints, adapters, hold-down straps, end caps, and other fittings to match and mate with wireways as required for complete system.

533-2.4 NONMETALLIC WIREWAYS AND AUXILIARY GUTTERS

A. Listing and Labeling: Nonmetallic wireways and auxiliary gutters shall be listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.

B. Description: Fiberglass polyester, extruded and fabricated to required size and shape, without holes or knockouts. Cover shall be gasketed with oil-resistant gasket material and fastened with captive screws treated for corrosion resistance. Connections shall be flanged and have stainless-steel screws and oil-resistant gaskets.

C. Description: PVC, extruded and fabricated to required size and shape, and having snap-on cover, mechanically coupled connections, and plastic fasteners.

D. Fittings and Accessories: Couplings, offsets, elbows, expansion joints, adapters, hold-down straps, end caps, and other fittings shall match and mate with wireways as required for complete system.

E. Solvents and Adhesives: As recommended by conduit manufacturer.

533-2.5 SURFACE RACEWAYS

A. Listing and Labeling: Surface raceways and tele-power poles shall be listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.

B. Surface Metal Raceways: Galvanized steel with snap-on covers complying with UL 5.

1.

C. Surface Nonmetallic Raceways: Two- or three-piece construction, complying with UL 5A, and manufactured of rigid PVC. Product shall comply with UL 94 V-0 requirements for self-extinguishing characteristics.

D. Tele-Power Poles:

1. Material: Galvanized steel with ivory baked-enamel finish Aluminum with clear anodized finish.

2. Fittings and Accessories: Dividers, end caps, covers, cutouts, wiring harnesses, devices, mounting materials, and other fittings shall match and mate with tele-power pole as required for complete system.

533-2.6 BOXES, ENCLOSURES, AND CABINETS

A. General Requirements for Boxes, Enclosures, and Cabinets: Boxes, enclosures, and cabinets installed in wet locations shall be listed for use in wet locations.

B. Sheet Metal Outlet and Device Boxes: Comply with NEMA OS 1 and UL 514A.

C. Cast-Metal Outlet and Device Boxes: Comply with NEMA FB 1, ferrous alloy aluminum , Type FD, with gasketed cover.

D. Nonmetallic Outlet and Device Boxes: Comply with NEMA OS 2 and UL 514C.

E. Metal Floor Boxes:

1. Material: Cast metal or sheet metal.

2. Type: Fully adjustable.

3. Shape: Rectangular.

4. Listing and Labeling: Metal floor boxes shall be listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.

F. Nonmetallic Floor Boxes: Nonadjustable, rectangular.

1. Listing and Labeling: Nonmetallic floor boxes shall be listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.

G. Luminaire Outlet Boxes: Nonadjustable, designed for attachment of luminaire weighing 50 lb. Outlet boxes designed for attachment of luminaires weighing more than 50 lb shall be listed and marked for the maximum allowable weight.

H. Paddle Fan Outlet Boxes: Nonadjustable, designed for attachment of paddle fan weighing 70 lb (32 kg).

1. Listing and labeling: Paddle fan outlet boxes shall be listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.

I. Small Sheet Metal Pull and Junction Boxes: NEMA OS 1.

J. Cast-Metal Access, Pull, and Junction Boxes: Comply with NEMA FB 1 and UL 1773, cast aluminum galvanized, cast iron with gasketed cover.

K. Box extensions used to accommodate new building finishes shall be of same material as recessed box.

L. Device Box Dimensions: 4 inches square by 2-1/8 inches deep 4 inches by 2-1/8 inches by 2-1/8 inches deep.

M. Gangable boxes are allowed.

N. Hinged-Cover Enclosures: Comply with UL 50 and NEMA 250, Type 3R with continuous-hinge cover with flush latch unless otherwise indicated.

1. Metal Enclosures: Steel, finished inside and out with manufacturer's standard enamel.

2. Nonmetallic Enclosures: Plastic.

3. Interior Panels: Steel; all sides finished with manufacturer's standard enamel.

O. Cabinets:

1. NEMA 250, galvanized-steel box with removable interior panel and removable front, finished inside and out with manufacturer's standard enamel.

2. Hinged door in front cover with flush latch and concealed hinge.

3. Key latch to match panelboards.

4. Metal barriers to separate wiring of different systems and voltage.

5. Accessory feet where required for freestanding equipment.

6. Nonmetallic cabinets shall be listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.

533-2.7 HANDHOLES AND BOXES FOR EXTERIOR UNDERGROUND WIRING

A. General Requirements for Handholes and Boxes:

1. Boxes and handholes for use in underground systems shall be designed and identified as defined in NFPA 70, for intended location and application.

2. Boxes installed in wet areas shall be listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.

B. Polymer-Concrete Handholes and Boxes with Polymer-Concrete Cover: Molded of sand and aggregate, bound together with polymer resin, and reinforced with steel, fiberglass, or a combination of the two.

1. Standard: Comply with SCTE 77.

2. Configuration: Designed for flush burial with closed bottom unless otherwise indicated.

3. Cover: Weatherproof, secured by tamper-resistant locking devices and having structural load rating consistent with enclosure and handhole location.

4. Cover Finish: Nonskid finish shall have a minimum coefficient of friction of 0.50.

5. Cover Legend: Molded lettering, "ELECTRIC."

6. Conduit Entrance Provisions: Conduit-terminating fittings shall mate with entering ducts for secure, fixed installation in enclosure wall.

C. Fiberglass Handholes and Boxes: Molded of fiberglass-reinforced polyester resin, with frame and covers of polymer concrete, reinforced concrete, cast iron, hot-dip galvanized-steel diamond plate fiberglass.

1. Standard: Comply with SCTE 77.

2. Configuration: Designed for flush burial with open, closed, or integral closed bottom unless otherwise indicated.

3. Cover: Weatherproof, secured by tamper-resistant locking devices and having structural load rating consistent with enclosure and handhole location.
4. Cover Finish: Nonskid finish shall have a minimum coefficient of friction of 0.50.
5. Cover Legend: Molded lettering, "ELECTRIC."
6. Conduit Entrance Provisions: Conduit-terminating fittings shall mate with entering ducts for secure, fixed installation in enclosure wall.

533-PART 3 EXECUTION

533-3.1 RACEWAY APPLICATION

A. Outdoors: Apply raceway products as specified below unless otherwise indicated:

1. Exposed Conduit: GRC IMC RNC, Type EPC-40-PVC.
2. Concealed Conduit, Aboveground: GRC IMC EMT RNC, Type EPC-40-PVC.
3. Underground Conduit: RNC, Type EPC-40-PVC concrete encased.Connection to Vibrating Equipment (Including Transformers and Hydraulic, Pneumatic, Electric Solenoid, or Motor-Driven Equipment): LFNC.Boxes and Enclosures, Aboveground: NEMA 250, Type 3R.Indoors: Apply raceway products as specified below unless otherwise indicated.
    a. Exposed, Not Subject to Physical Damage: EMT ENT or RNC.
    b. Exposed, Not Subject to Severe Physical Damage: EMT RNC identified for such use.
    c. Exposed and Subject to Severe Physical Damage: GRC IMC. Raceway locations include the following:
        i. Loading dock.
        ii. Corridors used for traffic of mechanized carts, forklifts, and pallet-handling units.
        iii. Mechanical rooms.
    d. Concealed in Ceilings and Interior Walls and Partitions: EMT ENT or RNC, Type EPC-40-PVC.
    e. Connection to Vibrating Equipment (Including Transformers and Hydraulic, Pneumatic, Electric Solenoid, or Motor-Driven Equipment): FMC, except use LFMC in damp or wet locations.
    f. Damp or Wet Locations: GRC IMC.
    g. Boxes and Enclosures: NEMA 250, Type 1, except use NEMA 250, Type 4 stainless steel in institutional and commercial kitchens and damp or wet locations.

C. Minimum Raceway Size:3/4-inch trade size.

D. Raceway Fittings: Compatible with raceways and suitable for use and location.
    a. Rigid and Intermediate Steel Conduit: Use threaded rigid steel conduit fittings unless otherwise indicated. Comply with NEMA FB 2.10.
    b. PVC Externally Coated, Rigid Steel Conduits: Use only fittings listed for use with this type of conduit. Patch and seal all joints, nicks, and scrapes in PVC coating after installing conduits and fittings. Use sealant recommended by fitting manufacturer and apply in thickness and number of coats recommended by manufacturer.
    c. EMT: Use setscrew or compression fittings. Comply with NEMA FB 2.10.
    d. Flexible Conduit: Use only fittings listed for use with flexible conduit. Comply with NEMA FB 2.20.

E. Do not install aluminum conduits, boxes, or fittings in contact with concrete or earth.

F. Install surface raceways only where indicated on Drawings.

G. Do not install nonmetallic conduit where ambient temperature exceeds 120 deg F.

533-3.2 INSTALLATION

A. Comply with NECA 1 and NECA 101 for installation requirements except where requirements on Drawings or in this article are stricter. Comply with NECA 102 for aluminum conduits. Comply with NFPA 70 limitations for types of raceways allowed in specific occupancies and number of floors.

B. Keep raceways at least 6 inches away from parallel runs of flues and steam or hot-water pipes. Install horizontal raceway runs above water and steam piping.

C. Comply with requirements in Section 260529 "Hangers and Supports for Electrical Systems" for hangers and supports.

D. Arrange stub-ups so curved portions of bends are not visible above finished slab.

E. Install no more than the equivalent of three 90-degree bends in any conduit run except for control wiring conduits, for which fewer bends are allowed. Support within 12 inches of changes in direction.

F. Conceal conduit and EMT within finished walls, ceilings, and floors unless otherwise indicated. Install conduits parallel or perpendicular to building lines.

G. Support conduit within 12 inches of enclosures to which attached.

H. Raceways Embedded in Slabs:

1. Run conduit larger than 1-inch trade size, parallel or at right angles to main reinforcement. Where at right angles to reinforcement, place conduit close to slab support. Secure raceways to reinforcement at maximum 10-foot intervals.

2. Arrange raceways to cross building expansion joints at right angles with expansion fittings.

3. Arrange raceways to keep a minimum of 2 inches of concrete cover in all directions.

4. Do not embed threadless fittings in concrete unless specifically approved by Architect for each specific location.

5. Change from ENT to GRC before rising above floor.

I. Stub-ups to Above Recessed Ceilings:

a. Use EMT, IMC, or RMC for raceways.

b. Use a conduit bushing or insulated fitting to terminate stub-ups not terminated in hubs or in an enclosure.

J. Threaded Conduit Joints, Exposed to Wet, Damp, Corrosive, or Outdoor Conditions: Apply listed compound to threads of raceway and fittings before making up joints. Follow compound manufacturer's written instructions.

K. Coat field-cut threads on PVC-coated raceway with a corrosion-preventing conductive compound prior to assembly.

L. Raceway Terminations at Locations Subject to Moisture or Vibration: Use insulating bushings to protect conductors including conductors smaller than No. 4 AWG.

M. Terminate threaded conduits into threaded hubs or with locknuts on inside and outside of boxes or cabinets. Install bushings on conduits up to 1-1/4-inch trade size and insulated throat metal bushings on 1-1/2-inch trade size and larger conduits terminated with locknuts. Install insulated throat metal grounding bushings on service conduits.

N. Install pull wires in empty raceways. Use polypropylene or monofilament plastic line with not less than 200-lb tensile strength. Leave at least 12 inches of slack at each end of pull wire. Cap underground raceways designated as spare above grade alongside raceways in use.

O. Surface Raceways:

   a. Install surface raceway with a minimum 2-inch radius control at bend points.

   b. Secure surface raceway with screws or other anchor-type devices at intervals not exceeding 48 inches and with no less than two supports per straight raceway section. Support surface raceway according to manufacturer's written instructions. Tape and glue are not acceptable support methods.

P. Install raceway sealing fittings at accessible locations according to NFPA 70 and fill them with listed sealing compound. For concealed raceways, install each fitting in a flush steel box with a blank cover plate having a finish similar to that of adjacent plates or surfaces.

Q. Install devices to seal raceway interiors at accessible locations. Locate seals so no fittings or boxes are between the seal and the following changes of environments. Seal the interior of all raceways at the following points:

   a. Where conduits pass from warm to cold locations, such as boundaries of refrigerated spaces.

   b. Where an underground service raceway enters a building or structure.

   c. Where otherwise required by NFPA 70.

R. Expansion-Joint Fittings:

   a. Install in each run of aboveground RNC that is located where environmental temperature change may exceed 30 deg F and that has straight-run length that exceeds 25 feet.

   b. Install type and quantity of fittings that accommodate temperature change listed for each of the following locations:

      i. Outdoor Locations Not Exposed to Direct Sunlight: 125 deg F temperature change.

      ii. Outdoor Locations Exposed to Direct Sunlight: 155 deg F temperature change.

      iii. Indoor Spaces Connected with Outdoors without Physical Separation: 125 deg F temperature change.

      iv. Attics: 135 deg F temperature change.

   c. Install fitting(s) that provide expansion and contraction for at least 0.00041 inch per foot of length of straight run per degree F of temperature change for PVC conduits.

   d. Install expansion fittings at all locations where conduits cross building or structure expansion joints.

   e. Install each expansion-joint fitting with position, mounting, and piston setting selected according to manufacturer's written instructions for conditions at specific location at time of installation. Install conduit supports to allow for expansion movement.

S. Flexible Conduit Connections: Comply with NEMA RV 3. Use a maximum of 72 inches of flexible conduit for recessed and semirecessed luminaires, equipment subject to vibration, noise transmission, or movement; and for transformers and motors.

   a. Use LFMC in damp or wet locations subject to severe physical damage.

   b. Use LFMC or LFNC in damp or wet locations not subject to severe physical damage.

T. Mount boxes at heights indicated on Drawings. If mounting heights of boxes are not individually indicated, give priority to ADA requirements. Install boxes with height measured to top bottom of box unless otherwise indicated.

U. Recessed Boxes in Masonry Walls: Saw-cut opening for box in center of cell of masonry block, and install box flush with surface of wall. Prepare block surfaces to provide a flat

surface for a raintight connection between the box and cover plate or the supported equipment and box.

V. Horizontally separate boxes mounted on opposite sides of walls so they are not in the same vertical channel.

W. Locate boxes so that cover or plate will not span different building finishes.

X. Support boxes of three gangs or more from more than one side by spanning two framing members or mounting on brackets specifically designed for the purpose.

Y. Fasten junction and pull boxes to or support from building structure. Do not support boxes by conduits.

Z. Set metal floor boxes level and flush with finished floor surface.

AA. Set nonmetallic floor boxes level. Trim after installation to fit flush with finished floor surface.

533-3.3 INSTALLATION OF UNDERGROUND CONDUIT

A. Direct-Buried Conduit:

a. Excavate trench bottom to provide firm and uniform support for conduit. Prepare trench bottom as specified in Section 312000 "Earth Moving" for pipe less than 6 inches in nominal diameter.

b. Install backfill as specified in Section 312000 "Earth Moving."

c. After installing conduit, backfill and compact. Start at tie-in point, and work toward end of conduit run, leaving conduit at end of run free to move with expansion and contraction as temperature changes during this process. Firmly hand tamp backfill around conduit to provide maximum supporting strength. After placing controlled backfill to within 12 inches of finished grade, make final conduit connection at end of run and complete backfilling with normal compaction as specified in Section 312000 "Earth Moving."

d. Install manufactured duct elbows for stub-up at poles and equipment and at building entrances through floor unless otherwise indicated. Encase elbows for stub-up ducts throughout length of elbow.

e. Install manufactured rigid steel conduit elbows for stub-ups at poles and equipment and at building entrances through floor.

i. Couple steel conduits to ducts with adapters designed for this purpose, and encase coupling with 3 inches of concrete for a minimum of 12 inches on each side of the coupling.

ii. For stub-ups at equipment mounted on outdoor concrete bases and where conduits penetrate building foundations, extend steel conduit horizontally a minimum of 60 inches from edge of foundation or equipment base. Install insulated grounding bushings on terminations at equipment.

f. Underground Warning Tape: Comply with requirements in Section 260553 "Identification for Electrical Systems."

533-3.4 INSTALLATION OF UNDERGROUND HANDHOLES AND BOXES

A. Install handholes and boxes level and plumb and with orientation and depth coordinated with connecting conduits to minimize bends and deflections required for proper entrances.

B. Unless otherwise indicated, support units on a level bed of crushed stone or gravel, graded from 1/2-inch sieve to No. 4 sieve and compacted to same density as adjacent undisturbed earth.

C. Elevation: In paved areas, set so cover surface will be flush with finished grade. Set covers of other enclosures 1 inch above finished grade.

D. Install handholes with bottom below frost line, below grade.

E. Field-cut openings for conduits according to enclosure manufacturer's written instructions. Cut wall of enclosure with a tool designed for material to be cut. Size holes for terminating fittings to be used, and seal around penetrations after fittings are installed.

533-3.5 SLEEVE AND SLEEVE-SEAL INSTALLATION FOR ELECTRICAL PENETRATIONS

A. Install sleeves and sleeve seals at penetrations of exterior floor and wall assemblies.

533-3.6 FIRESTOPPING

A. Install firestopping at penetrations of fire-rated floor and wall assemblies. Comply with requirements in Section 078400 "Firestopping."

533-3.7 PROTECTION

A. Protect coatings, finishes, and cabinets from damage and deterioration.

1. Repair damage to galvanized finishes with zinc-rich paint recommended by manufacturer.
2. Repair damage to PVC coatings or paint finishes with matching touchup coating recommended by manufacturer.

SECTION 544 – SLEEVES AND SLEEVE SEALS FOR ELECRICAL RACEWAYS AND CABLING

544-PART 1 GENERAL

544-1.1 SUMMARY

A. Section Includes:

1. Sleeves for raceway and cable penetration of non-fire-rated construction walls and floors.
2. Sleeve-seal systems.
3. Sleeve-seal fittings.
4. Grout.
5. Silicone sealants.

B. Related Requirements:

1. Section 078400 "Firestopping" for penetration firestopping installed in fire-resistance-rated walls, horizontal assemblies, and smoke barriers, with and without penetrating items.

544-1.2 ACTION SUBMITTALS

A. Product Data: For each type of product.

544-PART 2 PRODUCTS

544-2.1 SLEEVES

A. Wall Sleeves:

1. Steel Pipe Sleeves: ASTM A 53/A 53M, Type E, Grade B, Schedule 40, zinc coated, plain ends.
2. Cast-Iron Pipe Sleeves: Cast or fabricated "wall pipe," equivalent to ductile-iron pressure pipe, with plain ends and integral waterstop unless otherwise indicated.

B. Sleeves for Conduits Penetrating Non-Fire-Rated Gypsum Board Assemblies: Galvanized-steel sheet; 0.0239-inch (0.6-mm) minimum thickness; round tube closed with welded longitudinal joint, with tabs for screw-fastening the sleeve to the board.

C. Sleeves for Rectangular Openings:

a. Material: Galvanized sheet steel.
b. Minimum Metal Thickness:

i. For sleeve cross-section rectangle perimeter less than 50 inches (1270 mm) and with no side larger than 16 inches (400 mm), thickness shall be 0.052 inch (1.3 mm).
ii. For sleeve cross-section rectangle perimeter 50 inches (1270 mm) or more and one or more sides larger than 16 inches (400 mm), thickness shall be 0.138 inch (3.5 mm).

544-2.2 SLEEVE-SEAL SYSTEMS

A. Description: Modular sealing device, designed for field assembly, to fill annular space between sleeve and raceway or cable.

1. Sealing Elements: EPDM rubber interlocking links shaped to fit surface of pipe. Include type and number required for pipe material and size of pipe.
2. Pressure Plates: Carbon steel.
3. Connecting Bolts and Nuts: Carbon steel, with corrosion-resistant coating, of length required to secure pressure plates to sealing elements.

544-2.3 SLEEVE-SEAL FITTINGS

A. Description: Manufactured plastic, sleeve-type, waterstop assembly made for embedding in concrete slab or wall. Unit shall have plastic or rubber waterstop collar with center opening to match piping OD.

544-2.4 GROUT

A. Description: Nonshrink; recommended for interior and exterior sealing openings in non-fire-rated walls or floors.

B. Standard: ASTM C 1107/C 1107M, Grade B, post-hardening and volume-adjusting, dry, hydraulic-cement grout.

C. Design Mix: 5000-psi (34.5-MPa), 28-day compressive strength.

D. Packaging: Premixed and factory packaged.

544-2.5 SILICONE SEALANTS

A. Silicone Sealants: Single-component, silicone-based, neutral-curing elastomeric sealants of grade indicated below.
1. Grade: Pourable (self-leveling) formulation for openings in floors and other horizontal surfaces that are not fire rated.

B. Silicone Foams: Multicomponent, silicone-based liquid elastomers that, when mixed, expand and cure in place to produce a flexible, nonshrinking foam.

544-PART 3 EXECUTION

544-3.1 SLEEVE INSTALLATION FOR NON-FIRE-RATED ELECTRICAL PENETRATIONS

A. Comply with NECA 1.

B. Comply with NEMA VE 2 for cable tray and cable penetrations.

C. Sleeves for Conduits Penetrating Above-Grade Non-Fire-Rated Concrete and Masonry-Unit Floors and Walls:
1. Interior Penetrations of Non-Fire-Rated Walls and Floors:

a. Seal annular space between sleeve and raceway or cable, using joint sealant appropriate for size, depth, and location of joint. Comply with requirements in Section 079200 "Joint Sealants."

b. Seal space outside of sleeves with mortar or grout. Pack sealing material solidly between sleeve and wall so no voids remain. Tool exposed surfaces smooth; protect material while curing.

2. Use pipe sleeves unless penetration arrangement requires rectangular sleeved opening.

3. Size pipe sleeves to provide 1/4-inch (6.4-mm) annular clear space between sleeve and raceway or cable unless sleeve seal is to be installed or unless seismic criteria require different clearance.

4. Install sleeves for wall penetrations unless core-drilled holes or formed openings are used. Install sleeves during erection of walls. Cut sleeves to length for mounting flush with both surfaces of walls. Deburr after cutting.

5. Install sleeves for floor penetrations. Extend sleeves installed in floors 2 inches (50 mm) above finished floor level. Install sleeves during erection of floors.

D. Sleeves for Conduits Penetrating Non-Fire-Rated Gypsum Board Assemblies:

1. Use circular metal sleeves unless penetration arrangement requires rectangular sleeved opening.

2. Seal space outside of sleeves with approved joint compound for gypsum board assemblies.

E. Roof-Penetration Sleeves: Seal penetration of individual raceways and cables with flexible boot-type flashing units applied in coordination with roofing work.

F. Aboveground, Exterior-Wall Penetrations: Seal penetrations using steel pipe sleeves and mechanical sleeve seals. Select sleeve size to allow for 1-inch (25-mm) annular clear space between pipe and sleeve for installing mechanical sleeve seals.

G. Underground, Exterior-Wall and Floor Penetrations: Install cast-iron pipe sleeves. Size sleeves to allow for 1-inch (25-mm) annular clear space between raceway or cable and sleeve for installing sleeve-seal system.

544-3.2 SLEEVE-SEAL-SYSTEM INSTALLATION

A. Install sleeve-seal systems in sleeves in exterior concrete walls and slabs-on-grade at raceway entries into building.

B. Install type and number of sealing elements recommended by manufacturer for raceway or cable material and size. Position raceway or cable in center of sleeve. Assemble mechanical sleeve seals and install in annular space between raceway or cable and sleeve. Tighten bolts against pressure plates that cause sealing elements to expand and make watertight seal.

544-3.3 SLEEVE-SEAL-FITTING INSTALLATION

A. Install sleeve-seal fittings in new walls and slabs as they are constructed.

B. Assemble fitting components of length to be flush with both surfaces of concrete slabs and walls. Position waterstop flange to be centered in concrete slab or wall.

C. Secure nailing flanges to concrete forms.

D. Using grout, seal the space around outside of sleeve-seal fittings.

SECTION 548 – SEISMIC CONTROLS FOR ELECTRICAL SYSTEMS

548-PART 1 GENERAL

548-1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

548-1.2 SUMMARY

A. Section Includes:
1. Restraint channel bracings.
2. Restraint cables.
3. Seismic-restraint accessories.
4. Mechanical anchor bolts.
5. Adhesive anchor bolts.

548-1.3 ACTION SUBMITTALS

A. Product Data: For each type of product.
1. Illustrate and indicate style, material, strength, fastening provision, and finish for each type and size of seismic-restraint component used.

a. Tabulate types and sizes of seismic restraints, complete with report numbers and rated strength in tension and shear as evaluated by an agency acceptable to authorities having jurisdiction.
b. Annotate to indicate application of each product submitted and compliance with requirements.

B. Delegated-Design Submittal: For each seismic-restraint device.
1. Include design calculations and details for selecting seismic restraints complying with performance requirements, design criteria, and analysis data signed and sealed by the qualified professional engineer responsible for their preparation.
2. Design Calculations: Calculate static and dynamic loading caused by equipment weight, operation, and seismic forces required to select seismic restraints.

a. Coordinate design calculations with wind load calculations required for equipment mounted outdoors. Comply with requirements in other Sections for equipment mounted outdoors.
3. Seismic -Restraint Details:

a. Design Analysis: To support selection and arrangement of seismic restraints. Include calculations of combined tensile and shear loads.
b. Details: Indicate fabrication and arrangement. Detail attachments of restraints to the restrained items and to the structure. Show attachment locations, methods, and spacings. Identify components, list their strengths, and indicate directions and values of forces transmitted to the structure during seismic events. Indicate association with vibration isolation devices.
c. Preapproval and Evaluation Documentation: By an agency acceptable to authorities having jurisdiction, showing maximum ratings of restraint items and the basis for approval (tests or calculations).

548-1.4 INFORMATIONAL SUBMITTALS

A. Welding certificates.

B. Field quality-control reports.

548-1.5 QUALITY ASSURANCE

A. Comply with seismic-restraint requirements in the IBC unless requirements in this Section are more stringent.

B. Welding Qualifications: Qualify procedures and personnel according to AWS D1.1/D1.1M, "Structural Welding Code - Steel."

C. Seismic-restraint devices shall have horizontal and vertical load testing and analysis. They shall bear anchorage preapproval from OSHPD in addition to preapproval, showing maximum seismic-restraint ratings, by ICC-ES or another agency acceptable to authorities having jurisdiction. Ratings based on independent testing are preferred to ratings based on calculations. If preapproved ratings are not available, submittals based on independent testing are preferred. Calculations (including combining shear and tensile loads) that support seismic-restraint designs must be signed and sealed by a qualified professional engineer.

D. Comply with NFPA 70.

548-PART 2 PRODUCTS

548-2.1 PERFORMANCE REQUIREMENTS

A. Seismic-Restraint Loading:

1. Site Class as Defined in the IBC:
2. Assigned Seismic Use Group or Building Category as Defined in the IBC:

a. Component Importance Factor: 1.5.
b. Component Response Modification Factor: 3.5.
c. Component Amplification Factor: 2.5.

3. Design Spectral Response Acceleration at Short Periods (0.2 Second): 59%.
4. Design Spectral Response Acceleration at 1.0-Second Period: 59%.

548-2.2 RESTRAINT CHANNEL BRACINGS

A. Description: MFMA-4, shop- or field-fabricated bracing assembly made of slotted steel channels with accessories for attachment to braced component at one end and to building structure at the other end, with other matching components, and with corrosion-resistant coating; rated in tension, compression, and torsion forces.

548-2.3 RESTRAINT CABLES

A. Restraint Cables: ASTM A 603 galvanized-steel cables. End connections made of steel assemblies with thimbles, brackets, swivel, and bolts designed for restraining cable service; with a minimum of two clamping bolts for cable engagement.

548-2.4 SEISMIC-RESTRAINT ACCESSORIES

A. Hanger-Rod Stiffener: Steel tube or steel slotted-support-system sleeve with internally bolted connections to hanger rod.

B. Hinged and Swivel Brace Attachments: Multifunctional steel connectors for attaching hangers to rigid channel bracings and restraint cables.

C. Bushings for Floor-Mounted Equipment Anchor Bolts: Neoprene bushings designed for rigid equipment mountings and matched to type and size of anchor bolts and studs.

D. Bushing Assemblies for Wall-Mounted Equipment Anchorage: Assemblies of neoprene elements and steel sleeves designed for rigid equipment mountings and matched to type and size of attachment devices used.

E. Resilient Isolation Washers and Bushings: One-piece, molded, oil- and water-resistant neoprene, with a flat washer face.

548-2.5 MECHANICAL ANCHOR BOLTS

A. Mechanical Anchor Bolts: Drilled-in and stud-wedge or female-wedge type in zinc-coated steel for interior applications and stainless steel for exterior applications. Select anchor bolts with strength required for anchor and as tested according to ASTM E 488.

548-2.6 ADHESIVE ANCHOR BOLTS

A. Adhesive Anchor Bolts: Drilled-in and capsule anchor system containing PVC or urethane methacrylate-based resin and accelerator, or injected polymer or hybrid mortar adhesive. Provide anchor bolts and hardware with zinc-coated steel for interior applications and stainless steel for exterior applications. Select anchor bolts with strength required for anchor and as tested according to ASTM E 488.

548-PART 3 EXECUTION

548-3.1 APPLICATIONS

A. Multiple Raceways or Cables: Secure raceways and cables to trapeze member with clamps approved for application by an agency acceptable to authorities having jurisdiction.

B. Hanger-Rod Stiffeners: Install hanger-rod stiffeners where indicated or scheduled on Drawings to receive them and where required to prevent buckling of hanger rods caused by seismic forces.

C. Strength of Support and Seismic-Restraint Assemblies: Where not indicated, select sizes of components so strength will be adequate to carry present and future static and seismic loads within specified loading limits.

548-3.2 SEISMIC-RESTRAINT DEVICE INSTALLATION

A. Equipment and Hanger Restraints:

1. Install resilient, bolt-isolation washers on equipment anchor bolts where clearance between anchor and adjacent surface exceeds 0.125 inch (3.2 mm).

2. Install seismic-restraint devices using methods approved by an agency acceptable to authorities having jurisdiction providing required submittals for component.

B. Install cables so they do not bend across edges of adjacent equipment or building structure.

C. Install bushing assemblies for mounting bolts for wall-mounted equipment, arranged to provide resilient media where equipment or equipment-mounting channels are attached to wall.

D. Attachment to Structure: If specific attachment is not indicated, anchor bracing to structure at flanges of beams, at upper truss chords of bar joists, or at concrete members.

E. Drilled-in Anchors:

1. Identify position of reinforcing steel and other embedded items prior to drilling holes for anchors. Do not damage existing reinforcing or embedded items during coring or drilling. Notify the structural engineer if reinforcing steel or other embedded items are encountered during drilling. Locate and avoid prestressed tendons, electrical and telecommunications conduit, and gas lines.

2. Do not drill holes in concrete or masonry until concrete, mortar, or grout has achieved full design strength.

3. Wedge Anchors: Protect threads from damage during anchor installation. Heavy-duty sleeve anchors shall be installed with sleeve fully engaged in the structural element to which anchor is to be fastened.

4. Adhesive Anchors: Clean holes to remove loose material and drilling dust prior to installation of adhesive. Place adhesive in holes proceeding from the bottom of the hole and progressing toward the surface in such a manner as to avoid introduction of air pockets in the adhesive.

5. Set anchors to manufacturer's recommended torque using a torque wrench.

6. Install zinc-coated steel anchors for interior and stainless-steel anchors for exterior applications.

548-3.3 ACCOMMODATION OF DIFFERENTIAL SEISMIC MOTION

A. Install flexible connections in runs of raceways, cables, wireways, cable trays, and busways where they cross seismic joints, where adjacent sections or branches are supported by different structural elements, and where connection is terminated to equipment that is

anchored to a different structural element from the one supporting them as they approach equipment.

548-3.4 FIELD QUALITY CONTROL

A. Perform the following tests and inspections:
1. Obtain Architect's approval before transmitting test loads to structure. Provide temporary load-spreading members.
2. Test at least four of each type and size of installed anchors and fasteners selected by Architect.
3. Test to 90 percent of rated proof load of device.

B. Seismic controls will be considered defective if they do not pass tests and inspections.

C. Prepare test and inspection reports.

548-3.5 ADJUSTING

A. Adjust restraints to permit free movement of equipment within normal mode of operation.

SECTION 553 - IDENTIFICATION FOR ELECTRICAL SYSTEMS

553-PART 1 GENERAL

A. Section Includes:
1. Identification for raceways.
544-1.2.2 Identification of power and control cables.
544-1.2.3 Identification for conductors.
544-1.2.4 Underground-line warning tape.
544-1.2.5 Warning labels and signs.
544-1.2.6 Instruction signs.
544-1.2.7 Equipment identification labels, including arc-flash warning labels.
544-1.2.8 Miscellaneous identification products.

553-1.2 ACTION SUBMITTALS

A. Product Data: For each type of product.

B. Delegated-Design Submittal: For arc-flash hazard study.

553-PART 2 PRODUCTS

553-2.1 PERFORMANCE REQUIREMENTS

A. Comply with ASME A13.1 and IEEE C2 .

B. Comply with NFPA 70.

C. Comply with 29 CFR 1910.144 and 29 CFR 1910.145.

D. Comply with ANSI Z535.4 for safety signs and labels.

E. Adhesive-attached labeling materials, including label stocks, laminating adhesives, and inks used by label printers, shall comply with UL 969.

553-2.2 COLOR AND LEGEND REQUIREMENTS

A. Raceways and Cables Carrying Circuits at 600 V or Less:
1.2 Black letters on an orange field.
1.3 Legend: Indicate voltage and system or service type .

A. Warning labels and signs shall include, but are not limited to, the following legends:

1.4 Multiple Power Source Warning: "DANGER - ELECTRICAL SHOCK HAZARD - EQUIPMENT HAS MULTIPLE POWER SOURCES."

1.5 Workspace Clearance Warning: "WARNING - OSHA REGULATION - AREA IN FRONT OF ELECTRICAL EQUIPMENT MUST BE KEPT CLEAR FOR 36 INCHES."

553-2.3 LABELS

A. Vinyl Labels for Raceways Carrying Circuits at 600 V or Less: Preprinted, flexible labels laminated with a clear, weather- and chemical-resistant coating and matching wraparound clear adhesive tape for securing label ends.

B. Self-Adhesive Labels:

1.6 Preprinted Write-on, 3-mil- thick, vinyl flexible label with acrylic pressure-sensitive adhesive.

1.7 Vinyl , thermal, transfer-printed, 3-mil- thick, multicolor, weather- and UV-resistant, pressure-sensitive adhesive labels, configured for display on front cover, door, or other access to equipment unless otherwise indicated.

K. Nominal Size: 3.5-by-5-inch (76-by-127-mm).

553-2.4 TAPES AND STENCILS:

A. Marker Tapes: Vinyl or vinyl-cloth, self-adhesive wraparound type, with circuit identification legend machine printed by thermal transfer or equivalent process.

B. Self-Adhesive Vinyl Tape: Colored, heavy duty, waterproof, fade resistant; not less than 3 mils (0.08 mm) thick by 1 to 2 inches (25 to 50 mm) wide; compounded for outdoor use.

C. Floor Marking Tape: 2-inch- (50-mm-) wide, 5-mil (0.125-mm) pressure-sensitive vinyl tape, with black and white yellow and black stripes and clear vinyl overlay.

D. Underground-Line Warning Tape

1.8 Tape:

L. Recommended by manufacturer for the method of installation and suitable to identify and locate underground electrical and communications utility lines.

M. Printing on tape shall be permanent and shall not be damaged by burial operations.

N. Tape material and ink shall be chemically inert and not subject to degradation when exposed to acids, alkalis, and other destructive substances commonly found in soils.

1.9 Color and Printing:

O. Comply with ANSI Z535.1, ANSI Z535.2, ANSI Z535.3, ANSI Z535.4, and ANSI Z535.5.

P. Inscriptions for Red-Colored Tapes: "ELECTRIC LINE, HIGH VOLTAGE" <Insert inscription>.

Q. Inscriptions for Orange-Colored Tapes: "TELEPHONE CABLE, CATV CABLE, COMMUNICATIONS CABLE, OPTICAL FIBER CABLE".

1.10 Tag: Type I:

R. Pigmented polyolefin, bright colored, continuous-printed on one side with the inscription of the utility, compounded for direct-burial service.

S. Width: 3 inches.

T. Thickness: 4 mils. Weight: 18.5 lb/1000 sq. ft.

U. Tensile according to ASTM D 882: 30 lbf and 2500 psi.

553-2.5 Tags

A. Metal Tags: Brass or aluminum, 2 by 2 by 0.05 inch, with stamped legend, punched for use with self-locking cable tie fastener.

B. Nonmetallic Preprinted Tags: Polyethylene tags, 0.015 inch 0.023 inch thick, color-coded for phase and voltage level, with factory printed permanent designations; punched for use with self-locking cable tie fastener.

C. Write-On Tags:

1.11 Polyester Tags: 0.015 inch thick, with corrosion-resistant grommet and cable tie for attachment to raceway, conductor, or cable.

1.12 Marker for Tags: Permanent, waterproof, black ink marker recommended by tag manufacturer.

1.13 Marker for Tags: Machine-printed, permanent, waterproof, black ink marker recommended by printer manufacturer.

553-2.6 Signs

A. Baked-Enamel Signs:

1.14 Preprinted aluminum signs, punched or drilled for fasteners, with colors, legend, and size required for application.

1.15 1/4-inch grommets in corners for mounting.

1.16 Nominal Size: 7 by 10 inches.

A. Metal-Backed Butyrate Signs:

1.17 Weather-resistant, nonfading, preprinted, cellulose-acetate butyrate signs, with 0.0396-inch galvanized-steel backing and with colors, legend, and size required for application.

1.18 1/4-inch grommets in corners for mounting.

1.19 Nominal Size: 10 by 14 inches.

A. Laminated Acrylic or Melamine Plastic Signs:

1.20 Engraved legend.

1.21 Thickness:

V. For signs up to 20 sq. inches, minimum 1/16-inch.

W. For signs larger than 20 sq. inches, 1/8 inch thick.

X. Engraved legend with black letters on white face white letters on a dark grey background.

Y. Punched or drilled for mechanical fasteners Self- adhesive.

Z. Framed with mitered acrylic molding and arranged for attachment at applicable equipment.

553-2.7 CABLE TIES

A. General-Purpose Cable Ties: Fungus inert, self-extinguishing, one piece, self-locking, Type 6/6 nylon.

1.22 Minimum Width: 3/16 inch.

1.23 Tensile Strength at 73 deg F according to ASTM D 638: 12,000 psi.

1.24 Temperature Range: Minus 40 to plus 185 deg F.

1.25 Color: Black, except where used for color-coding.

A. UV-Stabilized Cable Ties: Fungus inert, designed for continuous exposure to exterior sunlight, self-extinguishing, one piece, self-locking, Type 6/6 nylon.

1.26 Minimum Width: 3/16 inch.

1.27 Tensile Strength at 73 deg F according to ASTM D 638: 12,000 psi.

1.28 Temperature Range: Minus 40 to plus 185 deg F.

1.29 Color: Black.

A. Plenum-Rated Cable Ties: Self-extinguishing, UV stabilized, one piece, self-locking.

1.30 Minimum Width: 3/16 inch.

1.31 Tensile Strength at 73 deg F according to ASTM D 638: 7000 psi.

1.32 UL 94 Flame Rating: 94V-0.

1.33 Temperature Range: Minus 50 to plus 284 deg F.

1.34 Color: Black.

MISCELLANEOUS IDENTIFICATION PRODUCTS

A. Fasteners for Labels and Signs: Self-tapping, stainless-steel screws or stainless-steel machine screws with nuts and flat and lock washers.

553-PART 3 EXECUTION

553-3.1 INSTALLATION

A. Install identification materials and devices at locations for most convenient viewing without interference with operation and maintenance of equipment.

B. Apply identification devices to surfaces that require finish after completing finish work.

C. Attach signs and plastic labels that are not self-adhesive type with mechanical fasteners appropriate to the location and substrate.

D. Attach plastic raceway and cable labels that are not self-adhesive type with clear vinyl tape, with adhesive appropriate to the location and substrate.

E. Cable Ties: For attaching tags. Use general-purpose type, except as listed below:

1.35 Outdoors: UV-stabilized nylon.

1.36 In Spaces Handling Environmental Air: Plenum rated.

A. During backfilling of trenches, install continuous underground-line warning tape directly above cable or raceway at 6 to 8 inches below finished grade. Use multiple tapes where width of multiple lines installed in a common trench or concrete envelope exceeds 16 inches overall.

553-3.2 IDENTIFICATION SCHEDULE

A. Accessible Raceways and Metal-Clad Cables, 600 V or Less, for Service, Feeder, and Branch Circuits, More Than 30 A and 120 V to Ground: Identify with. Install labels at 10-foot maximum intervals.

B. Accessible Raceways and Cables within Buildings: Identify the covers of each junction and pull box of the following systems with self-adhesive vinyl labels containing the wiring system legend and system voltage. System legends shall be as follows:

1.37 "EMERGENCY POWER."

1.38 "POWER."

1.39 "UPS."

A. Power-Circuit Conductor Identification, 600 V or Less: For conductors in vaults, pull and junction boxes, manholes, and handholes, use color-coding conductor tape to identify the phase.

1.40 Color-Coding for Phase- and Voltage Identification, 600 V or Less: Use industry standard colors for ungrounded service feeder and branch-circuit conductors.

AA. Field-Applied, Color-Coding Conductor Tape: Apply in half-lapped turns for a minimum distance of 6 inches from terminal points and in boxes where splices or taps are made. Apply last two turns of tape with no tension to prevent possible unwinding. Locate bands to avoid obscuring factory cable markings.

A. Control-Circuit Conductor Identification: For conductors and cables in pull and junction boxes, manholes, and handholes, use self-adhesive vinyl labels with the conductor or cable designation, origin, and destination.

B. Control-Circuit Conductor Termination Identification: For identification at terminations, provide self-adhesive vinyl labels with the conductor designation.

C. Conductors to Be Extended in the Future: Attach marker tape to conductors and list source.

D. Auxiliary Electrical Systems Conductor Identification: Identify field-installed alarm, control, and signal connections.

1.41 Identify conductors, cables, and terminals in enclosures and at junctions, terminals, and pull points. Identify by system and circuit designation.

1.42 Use system of marker-tape designations that is uniform and consistent with system used by manufacturer for factory-installed connections.

1.43 Coordinate identification with Project Drawings, manufacturer's wiring diagrams, and operation and maintenance manual.

A. Locations of Underground Lines: Identify with underground-line warning tape for power, lighting, communication, and control wiring and optical-fiber cable.

1.44 Limit use of underground-line warning tape to direct-buried cables.

1.45 Install underground-line warning tape for direct-buried cables and cables in raceways.

A. Workspace Indication: Install floor marking tape to show working clearances in the direction of access to live parts. Workspace shall comply with NFPA 70 and 29 CFR 1926.403 unless otherwise indicated. Do not install at flush-mounted panelboards and similar equipment in finished spaces.

B. Warning Labels for Indoor Cabinets, Boxes, and Enclosures for Power and Lighting: Self-adhesive warning labels.

1.46 Comply with 29 CFR 1910.145.

1.47 Identify system voltage with black letters on an orange background.

1.48 Apply to exterior of door, cover, or other access.

1.49 For equipment with multiple power or control sources, apply to door or cover of equipment, including, but not limited to, the following:

BB. Power-transfer switches.

CC. Controls with external control power connections.

A. Arc Flash Warning Labeling: Self-adhesive thermal transfer vinyl labels.

1.50 Comply with NFPA 70E and ANSI Z535.4.

1.51 Comply with CEC 110.16 and 110.21(A)(B) requirements for arc-flash warning labels.

A. Operating Instruction Signs: Install instruction signs to facilitate proper operation and maintenance of electrical systems and items to which they connect. Install instruction signs with approved legend where instructions are needed for system or equipment operation.

B. Emergency Operating Instruction Signs: Install instruction signs with white legend on a red background with minimum 3/8-inch- high letters for emergency instructions at equipment used for power transfer.

C. Equipment Identification Labels: On each unit of equipment, install unique designation label that is consistent with wiring diagrams, schedules, and operation and maintenance manual.

1.52 Labeling Instructions:

DD. Indoor Equipment: Self-adhesive label. Unless otherwise indicated, provide a single line of text with 1/2-inch- high letters on 1-1/2-inch-high label; where two lines of text are required, use labels 2 inches high.

EE. Outdoor Equipment: Engraved, laminated acrylic or melamine label.

FF. Elevated Components: Increase sizes of labels and letters to those appropriate for viewing from the floor.

GG. Unless labels are provided with self-adhesive means of attachment, fasten them with appropriate mechanical fasteners that do not change the NEMA or NRTL rating of the enclosure.

SECTION 2213 - LOW-VOLTAGE DISTRIBUTION TRANSFORMERS

2213-PART 1 - GENERAL

2213-1.1 SUMMARY

A. Section includes distribution, dry-type transformers with a nominal primary and secondary rating of 600 V and less, with capacities up to 1500 kVA.

2213-1.2 ACTION SUBMITTALS

A. Product Data: For each type of product.

B. Shop Drawings:

1. Detail equipment assemblies and indicate dimensions, weights, loads, required clearances, method of field assembly, components, and location and size of each field connection.
2. Vibration Isolation Base Details: Detail fabrication including anchorages and attachments to structure and to supported equipment.
3. Include diagrams for power, signal, and control wiring.

2213-1.3 INFORMATIONAL SUBMITTALS

A. Seismic Qualification Data: Certificates, for transformers, accessories, and components, from manufacturer.

B. Source quality-control reports.

C. Field quality-control reports.

2213-1.4 CLOSEOUT SUBMITTALS

D. Operation and maintenance data.

2213-1.5 QUALITY ASSURANCE

A. Testing Agency Qualifications: Accredited by NETA.

1. Testing Agency's Field Supervisor: Certified by NETA to supervise on-site testing.

2213-PART 2 - PRODUCTS

2213-2.1 MANUFACTURERS

1. EATON
2. SQUARE D
3. SIEMENS

2213-2.2 PERFORMANCE REQUIREMENTS

A. Seismic Performance: Transformers shall withstand the effects of earthquake motions determined according to ASCE/SEI 7.

1. The term "withstand" means "the transformer will remain in place without separation of any parts when subjected to the seismic forces specified[and the transformer will be fully operational after the seismic event]."

2213-2.3 GENERAL TRANSFORMER REQUIREMENTS

A. Description: Factory-assembled and -tested, air-cooled units for 60-Hz service.

B. Comply with NFPA 70.

1. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and use.

C. Transformers Rated 15 kVA and Larger:

1. Comply with 10 CFR 431 DOE 2016 efficiency levels.
2. Marked as compliant with DOE 2016 efficiency levels by an NRTL.

D. Encapsulation: Transformers smaller than 30 kVA shall have core and coils completely resin encapsulated.

E. Cores: Electrical grade, non-aging silicon steel with high permeability and low hysteresis losses.

F. Coils: Continuous windings without splices except for taps.

1. Coil Material: Aluminum.
2. Internal Coil Connections: Brazed or pressure type.
3. Terminal Connections: Bolted.

G. Shipping Restraints: Paint or otherwise color-code bolts, wedges, blocks, and other restraints that are to be removed after installation and before energizing. Use fluorescent colors that are easily identifiable inside the transformer enclosure.

2213-2.4 DISTRIBUTION TRANSFORMERS

A. Comply with NFPA 70 and list and label as complying with UL 1561.

B. Provide transformers that are constructed to withstand seismic forces specified in Section 260548.16 "Seismic Controls for Electrical Systems."

C. Cores: One leg per phase.

D. Enclosure: Ventilated.

1. NEMA 250, Type 2: Core and coil shall be encapsulated within resin compound using a vacuum-pressure impregnation process to seal out moisture and air.
2. KVA Ratings: Based on convection cooling only and not relying on auxiliary fans.
3. Wiring Compartment: Sized for conduit entry and wiring installation.

E. Taps for Transformers 3 kVA and Smaller: None.

F. Taps for Transformers 7.5 to 24 kVA: One 5 percent tap above and one 5 percent tap below normal full capacity.

G. Taps for Transformers 25 kVA and Larger: Two 2.5 percent taps above and two 2.5 percent taps below normal full capacity.

H. Insulation Class, Smaller Than 30 kVA: 180 deg C, UL-component-recognized insulation system with a maximum of 115 deg C rise above 40 deg C ambient temperature.

I. Insulation Class, 30 kVA and Larger: 220 deg C, UL-component-recognized insulation system with a maximum of 150 deg C rise above 40 deg C ambient temperature.

J. Grounding: Provide ground-bar kit or a ground bar installed on the inside of the transformer enclosure.

K. Wall Brackets: Manufacturer's standard brackets.

2213-2.5 IDENTIFICATION

A. Nameplates: Engraved, laminated-acrylic or melamine plastic signs for each distribution transformer, mounted with corrosion-resistant screws. Nameplates and label products are specified in Section 260553 "Identification for Electrical Systems."

B. Nameplates: Self-adhesive label for each distribution transformer. Self-adhesive labels are specified in Section 260553 "Identification for Electrical Systems."

2213-PART 3 - EXECUTION

2213-3.1 EXAMINATION

A. Examine conditions for compliance with enclosure- and ambient-temperature requirements for each transformer.

B. Verify that field measurements are as needed to maintain working clearances required by

NFPA 70 and manufacturer's written instructions.

C. Examine walls, floors, roofs, and concrete bases for suitable mounting conditions where transformers will be installed.

D. Verify that ground connections are in place and requirements in Section 260526 "Grounding and Bonding for Electrical Systems" have been met. Maximum ground resistance shall be 5 ohms at location of transformer.

E. Environment: Enclosures shall be rated for the environment in which they are located. Covers for NEMA 250, Type 4X enclosures shall not cause accessibility problems.

2213-3.2 INSTALLATION

A. Install wall-mounted transformers level and plumb with wall brackets fabricated from design drawings signed and sealed by a licensed structural engineer.

1. Coordinate installation of wall-mounted and structure-hanging supports with actual transformer provided.

B. Install transformers level and plumb on a concrete base with vibration-dampening supports. Locate transformers away from corners and not parallel to adjacent wall surface.

C. Construct concrete bases according to Section 033000 "Cast-in-Place Concrete "Section 033053 "Miscellaneous Cast-in-Place Concrete" and anchor floor-mounted transformers according to manufacturer's written instructions, seismic codes applicable to Project, and requirements in Section 260529 "Hangers and Supports for Electrical Systems."

1. Coordinate size and location of concrete bases with actual transformer provided. Cast anchor-bolt inserts into bases. Concrete, reinforcement, and formwork requirements are specified with concrete.

D. Secure transformer to concrete base according to manufacturer's written instructions.

E. Secure covers to enclosure and tighten all bolts to manufacturer-recommended torques to reduce noise generation.

F. Remove shipping bolts, blocking, and wedges.

2213-3.3 CONNECTIONS

A. Ground equipment according to Section 260526 "Grounding and Bonding for Electrical Systems."

B. Connect wiring according to Section 260519 "Low-Voltage Electrical Power Conductors and Cables."

C. Tighten electrical connectors and terminals according to manufacturer's published torque-tightening values. If manufacturer's torque values are not indicated, use those specified in UL 486A-486B.

D. Provide flexible connections at all conduit and conductor terminations and supports to eliminate sound and vibration transmission to the building structure.

2213-3.4 FIELD QUALITY CONTROL

A. Testing Agency: Owner will engage a qualified testing agency to perform tests and inspections.

B. Testing Agency: Engage a qualified testing agency to perform tests and inspections.

C. Perform tests and inspections with the assistance of a factory-authorized service representative.

D. Small (Up to 167-kVA Single-Phase or 500-kVA Three-Phase) Dry-Type Transformer Field Tests:

1. Visual and Mechanical Inspection.

a. Inspect physical and mechanical condition.
b. Inspect anchorage, alignment, and grounding.
c. Verify that resilient mounts are free and that any shipping brackets have been removed.
d. Verify the unit is clean.
e. Perform specific inspections and mechanical tests recommended by manufacturer.
f. Verify that as-left tap connections are as specified.
g. Verify the presence of surge arresters and that their ratings are as specified.

2. Electrical Tests:

a. Measure resistance at each winding, tap, and bolted connection.
b. Perform insulation-resistance tests winding-to-winding and each winding-to-ground. Apply voltage according to manufacturer's published data. In the absence of manufacturer's published data, comply with NETA ATS, Table 100.5. Calculate polarization index: the value of the index shall not be less than 1.0.
c. Perform turns-ratio tests at all tap positions. Test results shall not deviate by more than one-half percent from either the adjacent coils or the calculated ratio. If test fails, replace the transformer.
d. Verify correct secondary voltage, phase-to-phase and phase-to-neutral, after energization and prior to loading.

E. Remove and replace units that do not pass tests or inspections and retest as specified above.

F. Test Labeling: On completion of satisfactory testing of each unit, attach a dated and signed "Satisfactory Test" label to tested component.

2213-3.5 CLEANING

G. Vacuum dirt and debris; do not use compressed air to assist in cleaning.

SECTION 2413 - SWITCHBOARDS

2413-PART1 GENERAL

2413-1.1 SUMMARY

A. Section Includes:

1. Service and distribution switchboards rated 600 V and less.
2. Transient voltage suppression devices.
3. Disconnecting and over current protective devices.
4. Instrumentation.
5. Control power.

6. Accessory components and features.
7. Identification.

2413-1.2 PERFORMANCE REQUIREMENTS

A. Seismic Performance: Switchboards shall withstand the effects of earthquake motions determined according to SEI/ASCE 7.
   1. The term "withstand" means "the unit will remain in place without separation of any parts from the device when subjected to the seismic forces specified and the unit will be fully operational after the seismic event]."

2413-1.3 ACTION SUBMITTALS

A. Product Data: For each type of product indicated.
B. Shop Drawings: For each switchboard and related equipment.
   1. Include dimensioned plans, elevations, sections, and details, including required clearances and service space around equipment. Show tabulations of installed devices, equipment features, and ratings.
   2. Include time-current coordination curves for each type and rating of over current protective device included in switchboards.
   3. Include schematic and wiring diagrams for power, signal, and control wiring.

2413-1.4 INFORMATIONAL SUBMITTALS

A. Seismic Qualification Certificates: Submit certification that switchboards, over current protective devices, accessories, and components will withstand seismic forces defined in Section 260548.16 "Seismic Controls for Electrical Systems."
B. Field quality-control reports.

2413-1.5 CLOSEOUT SUBMITTALS

A. Operation and maintenance data.

2413-1.6 QUALITY ASSURANCE

A. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.
B. Comply with NEMA PB 2.
C. Comply with NFPA 70.
D. Comply with UL 891: Standard for Dead-Front Switchboards.
E. Comply with UL 50 : Standard for Enclosures for Electrical Equipment.
F. Comply with UL 869A : Reference Standard for Service Equipment.

2413-1.7 WARRANTY

A. Special Warranty: Manufacturer's standard form in which manufacturer agrees to repair or replace transient voltage suppression devices that fail in materials or workmanship within specified warranty period.
   1. Warranty Period: Five years from date of Substantial Completion.

2413-PART 2 PRODUCTS

2413-2.1 MANUFACTURED UNITS

A. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:

B. Basis-of-Design Product: Subject to compliance with requirements, provide product indicated on Drawings or comparable product by one of the following:

1. Eaton Electrical Inc.; Cutler-Hammer Business Unit.
2. General Electric Company; GE Consumer & Industrial - Electrical Distribution.
3. Siemens Energy & Automation, Inc.
4. Square D; a brand of Schneider Electric.

C. Front-Connected, Front-Accessible Switchboards:

1. Main Devices: Panel mounted.
2. Branch Devices: Panel mounted.
3. Sections front and rear aligned.

D. Nominal System Voltage: 208Y/120 V.

E. Main-Bus Continuous: See Respective Building Plans for Bus. Information.

F. Seismic Requirements: Fabricate and test switchboards according to IEEE 344 to withstand seismic forces defined in Section 260548.16 "Seismic Controls for Electrical Systems."

G. Enclosure: Steel, NEMA 250, indoor Type 1, outdoor type 3R.

1. Enclosure Finish: Factory-applied finish in manufacturer's standard gray finish over a rust-inhibiting primer on treated metal surface.
2. Enclosure: Flat roof; bolt-on rear covers for each section, with provisions for padlocking.

H. Utility Metering Compartment: Fabricated, barrier compartment and section complying with utility company's requirements. If separate vertical section is required for utility metering, match and align with basic switchboard. Provide service entrance label and necessary applicable service entrance features.

I. Bus Transition and Incoming Pull Sections: Matched and aligned with basic switchboard.

J. Hinged Front Panels: Allow access to circuit breaker, metering, accessory, and blank compartments.

K. Pull Box on Top of Switchboard:

1. Adequate ventilation to maintain temperature in pull box within same limits as switchboard.
2. Removable covers shall form top, front, and sides. Top covers at rear shall be easily removable for drilling and cutting.
3. Bottom shall be insulating, fire-resistive material with separate holes for cable drops into switchboard.
4. Cable supports shall be arranged to facilitate cabling and adequate to support cables indicated, including those for future installation.

L. Phase and Neutral Buses and Connections: Three phase, four wire unless otherwise indicated. Tin-plated, high-strength, electrical-grade aluminum alloy with tin-plated aluminum circuit-breaker line connections.

1. Ground Bus: 1/4-by-2-inch- (6-by-50-mm-) minimum size, hard-drawn copper of 98 percent conductivity, equipped with pressure connectors for feeder and branch-circuit ground conductors.
2. Main Phase Buses and Equipment Ground Buses: Uniform capacity for entire length of switchboard's main and distribution sections. Provide for future extensions from both ends.

3. Neutral Buses: 100 percent of the ampacity of phase buses unless otherwise indicated, equipped with pressure connectors for outgoing circuit neutral cables.

M. Future Devices: Equip compartments with mounting brackets, supports, bus connections, and appurtenances at full rating of circuit-breaker compartment.

2413-2.2 DISCONNECTING AND OVERCURRENT PROTECTIVE DEVICES

A. Molded-Case Circuit Breaker (MCCB): Comply with UL 489, with series-connected rating to meet available fault currents.

1. Thermal-Magnetic Circuit Breakers: Inverse time-current element for low-level overloads, and instantaneous magnetic trip element for short circuits. Adjustable magnetic trip setting for circuit-breaker frame sizes 250 A and larger.
2. Adjustable Instantaneous-Trip Circuit Breakers: Magnetic trip element with front-mounted, field-adjustable trip setting.
3. Electronic trip circuit breakers with rms sensing; field-replaceable rating plug or field-replicable electronic trip; and the following field-adjustable settings:
   a. Instantaneous trip.
   b. Long- and short-time pickup levels.
   c. Long- and short-time time adjustments.
   d. Ground-fault pickup level, time delay, and I^2t response.
4. Current-Limiting Circuit Breakers: Frame sizes 400 A and smaller; let-through ratings less than NEMA FU 1, RK-5.
5. Molded-Case Circuit-Breaker (MCCB) Features and Accessories:
   a. Standard frame sizes, trip ratings, and number of poles.
   b. Lugs: Compression style, suitable for number, size, trip ratings, and conductor material.
   c. Application Listing: Appropriate for application; Type SWD for switching fluorescent lighting loads; Type HID for feeding fluorescent and high-intensity discharge (HID) lighting circuits.
   d. Ground-Fault Protection: Integrally mounted relay and trip unit with adjustable pickup and time-delay settings, push-to-test feature, and ground-fault indicator.
   e. Shunt Trip: 120-V trip coil energized from separate circuit, set to trip at 55 75 percent of rated voltage.
   f. Undervoltage Trip: Set to operate at 35 to 75 percent of rated voltage without intentional time delay.
   g. Key Interlock Kit: Externally mounted to prohibit circuit-breaker operation; key shall be removable only when circuit breaker is in off position.

2413-2.3 INSTRUMENTATION

A. Instrument Transformers: IEEE C57.13, NEMA EI 21.1, and the following:

1. Current Transformers: IEEE C57.13; 5 A, 60 Hz, secondary and secondary shorting device. Burden and accuracy shall be consistent with connected metering and relay devices.
2. Control-Power Transformers: Dry type, mounted in separate compartments for units larger than 3 kVA.
3. Current Transformers for Neutral and Ground-Fault Current Sensing: Connect secondary wiring to ground over current relays, via shorting terminals, to provide

selective tripping of main and tie circuit breaker. Coordinate with feeder circuit-breaker, ground-fault protection.

B. Multifunction Digital-Metering Monitor: Microprocessor-based unit suitable for three- or four-wire systems and with the following features:

1. Switch-selectable digital display of the following values with maximum accuracy tolerances as indicated:

   a. Phase Currents, Each Phase: Plus or minus 1 percent.

   b. Phase-to-Phase Voltages, Three Phase: Plus or minus 1 percent.

   c. Phase-to-Neutral Voltages, Three Phase: Plus or minus 1 percent.

   d. Megawatts: Plus or minus 2 percent.

   e. Megavars: Plus or minus 2 percent.

   f. Power Factor: Plus or minus 2 percent.

   g. Frequency: Plus or minus 0.5 percent.

   h. Accumulated Energy, Megawatt Hours: Plus or minus 2 percent; accumulated values unaffected by power outages up to 72 hours.

   i. Megawatt Demand: Plus or minus 2 percent; demand interval programmable from five to 60 minutes.

2. Mounting: Display and control unit flush or semiflush mounted in instrument compartment door.

2413-2.4 CONTROL POWER

A. Control Circuits: 120-V ac, supplied through secondary disconnecting devices from control-power transformer.

B. Electrically Interlocked Main and Tie Circuit Breakers: Two control-power transformers in separate compartments, with interlocking relays, connected to the primary side of each control-power transformer at the line side of the associated main circuit breaker. 120-V secondaries connected through automatic transfer relays to ensure a fail-safe automatic transfer scheme.

C. Control-Power Fuses: Primary and secondary fuses for current-limiting and overload protection of transformer and fuses for protection of control circuits.

D. Control Wiring: Factory installed, with bundling, lacing, and protection included. Provide flexible conductors for No. 8 AWG and smaller, for conductors across hinges, and for conductors for interconnections between shipping units.

2413-2.5 ACCESSORY COMPONENTS AND FEATURES

A. Portable Test Set: For testing functions of solid-state trip devices without removing from switchboard. Include relay and meter test plugs suitable for testing switchboard meters and switchboard class relays.

B. Spare-Fuse Cabinet: Suitably identified, wall-mounted, lockable, compartmented steel box or cabinet. Arrange for wall mounting.

2413-2.6 IDENTIFICATION

A. Service Equipment Label: NRTL labeled for use as service equipment for switchboards with one or more service disconnecting and overcurrent protective devices.

2413-PART 3 EXECUTION

2413-3.1 INSTALLATION

B. Receive, inspect, handle, store and install switchboards and accessories according to NECA 400.

C. Equipment Mounting: Install switchboards on concrete base, 4-inch (100-mm) nominal thickness. Comply with requirements for concrete base specified in Section 033000 "Cast-in-Place Concrete."

D. Install dowel rods to connect concrete base to concrete floor. Unless otherwise indicated, install dowel rods on 18-inch (450-mm) centers around the full perimeter of concrete base.

1. For supported equipment, install epoxy-coated anchor bolts that extend through concrete base and anchor into structural concrete floor.

2. Place and secure anchorage devices. Use setting drawings, templates, diagrams, instructions, and directions furnished with items to be embedded.

3. Install anchor bolts to elevations required for proper attachment to switchboards.

E. Temporary Lifting Provisions: Remove temporary lifting eyes, channels, and brackets and temporary blocking of moving parts from switchboard units and components.

F. Comply with mounting and anchoring requirements specified in Section 260548.16 "Seismic Controls for Electrical Systems."

G. Install filler plates in unused spaces of panel-mounted sections.

H. Install overcurrent protective devices, transient voltage suppression devices, and instrumentation.

1. Set field-adjustable switches and circuit-breaker trip ranges.

I. Install spare-fuse cabinet.

J. Comply with NECA 1.

K. Comply with requirements for terminating feeder bus specified in Section 262500 "Enclosed Bus Assemblies." Drawings indicate general arrangement of bus, fittings, and specialties.

L. Comply with requirements for terminating cable trays specified in Section 260536 "Cable Trays for Electrical Systems." Drawings indicate general arrangement of cable trays, fittings, and specialties.

2413-3.2 IDENTIFICATION

A. Identify field-installed conductors, interconnecting wiring, and components; provide warning signs complying with requirements for identification specified in Section 260553 "Identification for Electrical Systems."

B. Switchboard Nameplates: Label each switchboard compartment with a nameplate complying with requirements for identification specified in Section 260553 "Identification for Electrical Systems."

C. Device Nameplates: Label each disconnecting and overcurrent protective device and each meter and control device mounted in compartment doors with a nameplate complying with requirements for identification specified in Section 260553 "Identification for Electrical Systems."

2413-3.3 FIELD QUALITY CONTROL

A. Acceptance Testing Preparation:

1. Test insulation resistance for each switchboard bus, component, connecting supply, feeder, and control circuit.

2. Test continuity of each circuit.

B. Tests and Inspections:

1. Perform each visual and mechanical inspection and electrical test stated in NETA Acceptance Testing Specification. Certify compliance with test parameters.

2. Correct malfunctioning units on-site, where possible, and retest to demonstrate compliance; otherwise, replace with new units and retest.
3. Test and adjust controls, remote monitoring, and safeties. Replace damaged and malfunctioning controls and equipment.

C. Switchboard will be considered defective if it does not pass tests and inspections.

D. Prepare test and inspection reports, including a certified report that identifies switchboards included and that describes scanning results. Include notation of deficiencies detected, remedial action taken, and observations after remedial action.

SECTION 2416 - PANELBOARDS

2416-PART 1 GENERAL

2416-1.1 SUMMARY

A. Section Includes:
1. Distribution panelboards.
2. Lighting and appliance branch-circuit panelboards.

2416-1.2 DEFINITIONS

A. MCCB: Molded-case circuit breaker.

B. SPD: Surge protective device.

2416-1.3 ACTION SUBMITTALS

A. Product Data: For each type of panelboard.

B. Shop Drawings: For each panelboard and related equipment.
1. Include dimensioned plans, elevations, sections, and details.
2. Detail enclosure types including mounting and anchorage, environmental protection, knockouts, corner treatments, covers and doors, gaskets, hinges, and locks.
3. Detail bus configuration, current, and voltage ratings.
4. Short-circuit current rating of panelboards and overcurrent protective devices.
5. Include evidence of NRTL listing for series rating of installed devices.
6. Include evidence of NRTL listing for SPD as installed in panelboard.
7. Detail features, characteristics, ratings, and factory settings of individual overcurrent protective devices and auxiliary components.
8. Include wiring diagrams for power, signal, and control wiring.
9. Key interlock scheme drawing and sequence of operations.
10. Include time-current coordination curves for each type and rating of overcurrent protective device included in panelboards.

2416-1.4 INFORMATIONAL SUBMITTALS

A. Panelboard schedules for installation in panelboards.

2416-1.5 CLOSEOUT SUBMITTALS

A. Operation and maintenance data.

2416-1.6 FIELD CONDITIONS

A. Service Conditions: NEMA PB 1, usual service conditions, as follows:

1. Ambient temperatures within limits specified.
2. Altitude not exceeding 6600 feet.

2416-1.7 WARRANTY

A. Manufacturer's Warranty: Manufacturer agrees to repair or replace panelboards that fail in materials or workmanship within specified warranty period.

1. Panelboard Warranty Period: 24 months from date of Substantial Completion.

2416-PART 2 PRODUCTS

2416-2.1 PANELBOARDS COMMON REQUIREMENTS

A. Fabricate and test panelboards according to IEEE 344 to withstand seismic forces.

B. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.

C. Comply with NEMA PB 1.

D. Comply with NFPA 70.

E. Enclosures: Flush and Surface -mounted, dead-front cabinets.

1. Rated for environmental conditions at installed location.
   a. Indoor Dry and Clean Locations: NEMA 250, Type 1.
   b. Outdoor Locations: NEMA 250, Type 3R.
   c. Kitchen Wash-Down Areas: NEMA 250, Type 4X, stainless steel.
   d. Other Wet or Damp Indoor Locations: NEMA 250, Type 4.
   e. Indoor Locations Subject to Dust, Falling Dirt, and Dripping Noncorrosive Liquids: NEMA 250, type 12 .
2. Height: 84 inches maximum.
3. Front: Secured to box with concealed trim clamps. For surface-mounted fronts, match box dimensions; for flush-mounted fronts, overlap box. Trims shall cover all live parts and shall have no exposed hardware.
4. Hinged Front Cover: Entire front trim hinged to box and with standard door within hinged trim cover. Trims shall cover all live parts and shall have no exposed hardware.

F. Incoming Mains Location: Top Bottom

G. Phase, Neutral, and Ground Buses: Tin-plated aluminum.

H. Include instructions in "Conductor Connectors" Paragraph below if special sizing or oversizing of lugs is required, if allowing optional use of aluminum for circuits sized for copper conductors, or when upsizing conductors for voltage drop.

I. Conductor Connectors: Suitable for use with conductor material and sizes.

1. Material: Tin-plated aluminum.
2. Main and Neutral Lugs: Compression type, with a lug on the neutral bar for each pole in the panelboard.
3. Ground Lugs and Bus-Configured Terminators: Compression type, with a lug on the bar for each pole in the panelboard.

4. Feed-Through Lugs: Compression type, suitable for use with conductor material. Locate at opposite end of bus from incoming lugs or main device.

5. Subfeed (Double) Lugs: Compression type suitable for use with conductor material. Locate at same end of bus as incoming lugs or main device.

J. NRTL Label: Panelboards shall be labeled by an NRTL acceptable to authority having jurisdiction for use as service equipment with one or more main service disconnecting and overcurrent protective devices. Panelboards shall have meter enclosures, wiring, connections, and other provisions for utility metering. Coordinate with utility company for exact requirements.

K. Future Devices: Panelboards shall have mounting brackets, bus connections, filler plates, and necessary appurtenances required for future installation of devices.

L. Panelboard Short-Circuit Current Rating: Rated for series-connected system with integral or remote upstream overcurrent protective devices and labeled by an NRTL. Include label or manual with size and type of allowable upstream and branch devices listed and labeled by an NRTL for series-connected short-circuit rating.

M. Panelboard Short-Circuit Current Rating: Fully rated to interrupt symmetrical short-circuit current available at terminals. Assembly listed by an NRTL for 100 percent interrupting capacity.

2416-2.2 PERFORMANCE REQUIREMENTS

A. Seismic Performance: Panelboards shall withstand the effects of earthquake motions determined according to ASCE/SEI 7.

1. The term "withstand" means "the unit will remain in place without separation of any parts from the device when subjected to the seismic forces specified."

2416-2.3 POWER PANELBOARDS

A. Panelboards: NEMA PB 1, distribution type.

B. Doors: Secured with vault-type latch with tumbler lock; keyed alike.

1. For doors more than 36 inches high, provide two latches, keyed alike.

C. Mains: Circuit breaker Lugs only.

D. Branch Overcurrent Protective Devices for Circuit-Breaker Frame Sizes 125 A and Smaller: Plug-in circuit breakers Bolt-on circuit breakers.

E. Branch Overcurrent Protective Devices for Circuit-Breaker Frame Sizes Larger Than 125 A: Bolt-on circuit breakers.

F. Branch Overcurrent Protective Devices: Fused switches.

G. Contactors in Main Bus: NEMA ICS 2, Class A, mechanically held, general-purpose controller, with same short-circuit interrupting rating as panel board.

1. External Control-Power Source: 120-V branch circuit 24-V control circuit.

2416-2.4 LIGHTING AND APPLIANCE BRANCH-CIRCUIT PANELBOARDS

A. Panelboards: NEMA PB 1, lighting and appliance branch-circuit type.

B. Mains: Circuit breaker or lugs only.

C. Branch Overcurrent Protective Devices: Bolt-on circuit breakers, replaceable without disturbing adjacent units.

D. Contactors in Main Bus: NEMA ICS 2, Class A, mechanically held, general-purpose controller, with same short-circuit interrupting rating as panelboard.

1. External Control-Power Source: 120-V branch circuit.

E. Doors: Concealed hinges; secured with flush latch with tumbler lock; keyed alike.

F. Column-Type Panelboards: Single row of overcurrent devices with narrow gutter extension and overhead junction box equipped with ground and neutral terminal buses.

2416-2.5 DISCONNECTING AND OVERCURRENT PROTECTIVE DEVICES

A. MCCB: Comply with UL 489, with series-connected rating interrupting capacity to meet available fault currents.

1. Thermal-Magnetic Circuit Breakers:
   a. Inverse time-current element for low-level overloads.
   b. Instantaneous magnetic trip element for short circuits.
   c. Adjustable magnetic trip setting for circuit-breaker frame sizes 250 A and larger.
2. Adjustable Instantaneous-Trip Circuit Breakers: Magnetic trip element with front-mounted, field-adjustable trip setting.
3. Electronic Trip Circuit Breakers:
   a. RMS sensing.
   b. Field-replaceable rating plug or electronic trip.
   c. Digital display of settings, trip targets, and indicated metering displays.
   d. Multi-button keypad to access programmable functions and monitored data.
   e. Ten-event, trip-history log. Each trip event shall be recorded with type, phase, and magnitude of fault that caused the trip.
   f. Integral test jack for connection to portable test set or laptop computer.
   g. Field-Adjustable Settings:
      1) Instantaneous trip.
      2) Long- and short-time pickup levels.
      3) Long and short time adjustments.
      4) Ground-fault pickup level, time delay, and I squared T response.
4. Current-Limiting Circuit Breakers: Frame sizes 400 A and smaller; let-through ratings less than NEMA FU 1, RK-5.
5. GFCI Circuit Breakers: Single- and double-pole configurations with Class A ground-fault protection (6-mA trip).
6. GFEP Circuit Breakers: Class B ground-fault protection (30-mA trip).
7. Arc-Fault Circuit Interrupter Circuit Breakers: Comply with UL 1699; 120/240-V, single-pole configuration.
8. Subfeed Circuit Breakers: Vertically mounted.
9. MCCB Features and Accessories:
   a. Standard frame sizes, trip ratings, and number of poles.
   b. Breaker handle indicates tripped status.
   c. UL listed for reverse connection without restrictive line or load ratings.
   d. Lugs: Compression style, suitable for number, size, trip ratings, and conductor materials.
   e. Application Listing: Appropriate for application; Type SWD for switching fluorescent lighting loads; Type HID for feeding fluorescent and HID lighting circuits.

f. Ground-Fault Protection: Remote-mounted relay and trip unit with adjustable pickup and time-delay settings, push-to-test feature, and ground-fault indicator.

g. Communication Capability: Universal-mounted Integral communication module with functions and features compatible with power monitoring and control system specified in Section 260913 "Electrical Power Monitoring and Control."

h. Shunt Trip: 120-V trip coil energized from separate circuit, set to trip at 75 percent of rated voltage.

i. Handle Padlocking Device: Fixed attachment, for locking circuit-breaker handle in on or off position.

j. Handle Clamp: Loose attachment, for holding circuit-breaker handle in on position.

B. Fused Switch: NEMA KS 1, Type HD; clips to accommodate specified fuses; lockable handle.

2416-2.6 IDENTIFICATION

A. Panelboard Label: Manufacturer's name and trademark, voltage, amperage, number of phases, and number of poles shall be located on the interior of the panelboard door.

B. Breaker Labels: Faceplate shall list current rating, UL and IEC certification standards, and AIC rating.

C. Circuit Directory: Directory card inside panelboard door, mounted in transparent card holder.

2416-2.7 ACCESSORY COMPONENTS AND FEATURES

A. Portable Test Set: For testing functions of solid-state trip devices without removing from panelboard. Include relay and meter test plugs suitable for testing panelboard meters and switchboard class relays.

2416-PART 3 EXECUTION

2416-3.1 INSTALLATION

A. Comply with NECA 1.

B. Install panelboards and accessories according to NEMA PB 1.1.

C. Comply with mounting and anchoring requirements specified in Section 260548.16 "Seismic Controls for Electrical Systems."

D. Mount top of trim 90 inches above finished floor unless otherwise indicated.

E. Mount panelboard cabinet plumb and rigid without distortion of box.

F. Mount recessed panelboards with fronts uniformly flush with wall finish and mating with back box.

G. Install overcurrent protective devices and controllers not already factory installed.

1. Set field-adjustable, circuit-breaker trip ranges.

H. Make grounding connections and bond neutral for services and separately derived systems to ground. Make connections to grounding electrodes, separate grounds for isolated ground bars, and connections to separate ground bars.

I. Install filler plates in unused spaces.

J. Stub four 1-inch empty conduits from panelboard into accessible ceiling space or space designated to be ceiling space in the future. Stub four 1-inch empty conduits into raised floor space or below slab not on grade.

K. Arrange conductors in gutters into groups and bundle and wrap with wire ties.

2416-3.2 IDENTIFICATION

A. Identify field-installed conductors, interconnecting wiring, and components; install warning signs complying with requirements in Section 260553 "Identification for Electrical Systems."

B. Create a directory to indicate installed circuit loads; incorporate Owner's final room designations. Obtain approval before installing. Handwritten directories are not acceptable. Install directory inside panelboard door.

C. Panelboard Nameplates: Label each panelboard with a nameplate complying with requirements for identification specified in Section 260553 "Identification for Electrical Systems."

D. Device Nameplates: Label each branch circuit device in power panelboards with a nameplate complying with requirements for identification specified in Section 260553 "Identification for Electrical Systems."

E. Install warning signs complying with requirements in Section 260553 "Identification for Electrical Systems" identifying source of remote circuit.

2416-3.3 FIELD QUALITY CONTROL

A. Perform tests and inspections.

B. Acceptance Testing Preparation:

1. Test insulation resistance for each panelboard bus, component, connecting supply, feeder, and control circuit.
2. Test continuity of each circuit.

C. Tests and Inspections:

1. Perform each visual and mechanical inspection and electrical test for low-voltage air circuit breakers stated in NETA Acceptance Testing Specification. Certify compliance with test parameters.
2. Correct malfunctioning units on-site, where possible, and retest to demonstrate compliance; otherwise, replace with new units and retest.

D. Panelboards will be considered defective if they do not pass tests and inspections.

E. Prepare test and inspection reports, including a certified report that identifies panelboards included and that describes scanning results, with comparisons of the two scans. Include notation of deficiencies detected, remedial action taken, and observations after remedial action.

SECTION 2713 – ELECTRICITY METERING

2713-PART 1 GENERAL

2713-1.1 SUMMARY

A. Section includes equipment for electricity metering by utility company.

2713-1.2 ACTION SUBMITTALS

A. Product Data: For each type of product indicated.

B. Shop Drawings: Dimensioned plans and sections or elevation layouts and wiring diagrams.

2713-1.3 INFORMATIONAL SUBMITTALS

A. Field quality-control reports.

2713-1.4 CLOSEOUT SUBMITTALS

A. Operation and Maintenance Data. In addition to items specified in Section 017823 "Operation and Maintenance Data," include the following:

1. Application and operating software documentation.
2. Software licenses.
3. Software service agreement.
4. Hard copies of manufacturer's operating specifications, design user's guides for software and hardware, and PDF files on CD-ROM of the hard-copy Submittal.

2713-1.5 QUALITY ASSURANCE

A. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.

2713-1.6 SOFTWARE SERVICE AGREEMENT

A. Technical Support: Beginning with Substantial Completion, provide software support for two years.

B. Upgrade Service: Update software to latest version at Project completion. Install and program software upgrades that become available within two years from date of Substantial Completion. Upgrading software shall include operating system. Upgrade shall include new or revised licenses for use of software.

1. Provide 30 days' notice to Owner to allow scheduling and access to system and to allow Owner to upgrade his computer equipment if necessary.

2713-PART 2 PRODUCTS

2713-2.1 EQUIPMENT FOR ELECTRICITY METERING BY UTILITY COMPANY

A. Meters will be furnished by utility company.

B. Current-Transformer Cabinets: Comply with requirements of electrical-power utility company.

C. Meter Sockets: Comply with requirements of electrical-power utility company.

D. Meter Sockets: Steady-state and short-circuit current ratings shall meet indicated circuit ratings.

E. Modular Meter Center: Factory-coordinated assembly of a main service disconnect device, wireways, tenant meter socket modules, and tenant feeder circuit breakers arranged in adjacent vertical sections. Assembly shall be complete with interconnecting buses and other features as specified below.

1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:
2. Basis-of-Design Product: Subject to compliance with requirements, provide product indicated on Drawings or comparable product by one of the following:
   a. Eaton Electrical Inc.; Cutler-Hammer Business Unit.
   b. General Electric Company; GE Consumer & Industrial - Electrical Distribution.
   c. Siemens Energy & Automation, Inc.
   d. Square D; a brand of Schneider Electric.

3. Comply with requirements of utility company for meter center.
4. Housing: NEMA 250, Type 1 enclosure.
5. Minimum Short-Circuit Rating: 42,000 A symmetrical at rated voltage or as specified on plan.
6. Main Disconnect Device: Circuit breaker, series-combination rated for use with downstream feeder and branch circuit breakers.
7. Main Disconnect Device: Fusible switch, series-combination rated by circuit-breaker manufacturer to protect downstream feeder and branch circuit breakers.
8. Tenant Feeder Circuit Breakers: Series-combination-rated molded-case units, rated to protect circuit breakers in downstream tenant and to house loadcenters and panelboards that have 10,000-A interrupting capacity.
   a. Identification: Complying with requirements in Section 260553 "Identification for Electrical Systems" with legend identifying tenant's address.
   b. Physical Protection: Tamper resistant, with hasp for padlock.
9. Meter Socket: Rating coordinated with indicated tenant feeder circuit rating.
10. Surge Protection: For main disconnect device, comply with requirements in Section 264313 "Surge Protection for Low-Voltage Electrical Power Circuits."

2713-2.2 EQUIPMENT FOR ELECTRICITY METERING BY OWNER

A. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:

B. Basis-of-Design Product: Subject to compliance with requirements, provide product indicated on Drawings or comparable product by one of the following:
   1. E-Mon; a division of Hunt Power.
   2. National Meter Industries.
   3. Osaki Meter Sales, Inc.
   4. Square D; a brand of Schneider Electric.

C. General Requirements for Owner's Meters:
   1. Comply with UL 1244.
   2. Meters used for billing shall have an accuracy of 0.2 percent of reading, complying with requirements in ANSI C12.20.
   3. Enclosure: NEMA 250, Type 1 minimum, with hasp for padlocking or sealing.
   4. Identification: Comply with requirements in Section 260553 "Identification for Electrical Systems."
   5. Memory Backup: Self-contained to maintain memory throughout power outages of 72 hours, minimum.
   6. Sensors: Current-sensing type, with current or voltage output, selected for optimum range and accuracy for meters indicated for this application.
      a. Type: Split and solid core.
   7. Current-Transformer Cabinet: Listed or recommended by metering equipment manufacturer for use with sensors indicated.

D. Kilowatt-hour Meter: Electronic single-phase meters, measuring electricity used.
   1. Voltage and Phase Configuration: Meter shall be designed for use on circuits with voltage rating and phase configuration indicated for its application.

2. Display: LCD with characters not less than 0.25 inch (6 mm) high, indicating accumulative kilowatt-hours and current kilowatt load. Retain accumulated kilowatt-hour in a nonvolatile memory, until reset.

3. Display: Digital electromechanical counter, indicating accumulative kilowatt-hours.

E. Kilowatt-hour/Demand Meter: Electronic single-phase meters, measuring electricity use and demand. Demand shall be integrated over a 15-minute interval.

1. Voltage and Phase Configuration: Meter shall be designed for use on circuits with voltage rating and phase configuration indicated for its application.

2. Display: LCD with characters not less than 0.25 inch (6 mm) high, indicating accumulative kilowatt-hours, current time and date, current demand, and historic peak demand, and time and date of historic peak demand. Retain accumulated kilowatt-hour and historic peak demand in a nonvolatile memory, until reset.

F. Data Transmission Cable: Transmit KY pulse data over Class 1 control-circuit conductors in raceway. Comply with Section 260523 "Control-Voltage Electrical Power Cables."

G. Software: PC based, a product of meter manufacturer, suitable for calculation of utility cost allocation and billing.

1. Utility Cost Allocation: Automatically import energy-usage records to allocate energy costs for the following:

a. At least 15 departments.

b. At least 30 tenants.

c. At least five processes.

d. At least five buildings.

2. Tenant or Activity Billing Software: Automatically import energy-usage records to automatically compute and prepare tenant bills activity demand and energy-use statements based on metering of energy use and peak demand. Maintain separate directory for each tenant's historical billing information. Prepare summary reports in user-defined formats and time intervals.

2713-PART 3 EXECUTION

2713-3.1 INSTALLATION

A. Comply with equipment installation requirements in NECA 1.

B. Install meters furnished by utility company. Install raceways and equipment according to utility company's written requirements. Provide empty conduits for metering leads and extend grounding connections as required by utility company.

C. Install modular meter center according to NECA 400 switchboard installation requirements.

D. Comply with requirements for identification specified in Section 260553 "Identification for Electrical Systems."

1. Series Combination Warning Label: Self-adhesive type, with text as required by NFPA 70.

2. Equipment Identification Labels: Adhesive film labels with clear protective overlay. For residential meters, provide an additional card holder suitable for typewritten card with occupant's name.

2713-3.2 FIELD QUALITY CONTROL

A. Perform tests and inspections.

B. Tests and Inspections:

1. Connect a load of known kilowatt rating, 1.5 kW minimum, to a circuit supplied by metered feeder.
2. Turn off circuits supplied by metered feeder and secure them in off condition.
3. Run test load continuously for eight hours minimum, or longer, to obtain a measurable meter indication. Use test-load placement and setting that ensures continuous, safe operation.
4. Check and record meter reading at end of test period and compare with actual electricity used, based on test-load rating, duration of test, and sample measurements of supply voltage at test-load connection. Record test results.

C. Electricity metering will be considered defective if it does not pass tests and inspections.

D. Prepare test and inspection reports.

SECTION 2726 – WIRING DEVICES

2726-PART 1 GENERAL

2726-1.1 SUMMARY

A. Section Includes:
1. Straight-blade convenience receptacles.
2. USB charger devices.
3. GFCI receptacles.
4. SPD receptacles.
5. Toggle switches.
6. Decorator-style convenience.
7. Wall switch sensor light switches with dual technology sensors.
8. Wall switch sensor light switches with passive infrared sensors.
9. Wall switch sensor light switches with ultrasonic sensors.
10. Digital timer light switches.
11. Residential devices.
12. Wall-box dimmers.
13. Wall plates.

2726-1.2 DEFINITIONS

Retain terms that remain after this Section has been edited for a project.
Abbreviated manufacturers' names are used throughout the remainder of this Section.

A. Abbreviations of Manufacturers' Names:
1. Cooper: Copper Wiring Devices; Division of Cooper Industries, Inc.
2. Hubbell: Hubbell Incorporated: Wiring Devices-Kellems.
3. Leviton: Leviton Mfg. Company, Inc.
4. Pass & Seymour: Pass& Seymour/Legrand.

2726-1.3 ACTION SUBMITTALS

A. Product Data: For each type of product.

B. Shop Drawings: List of legends and description of materials and process used for premarking wall plates.

C. Samples: One for each type of device and wall plate specified, in each color specified.

2726-1.4 GENERAL WIRING-DEVICE REQUIREMENTS

A. Wiring Devices, Components, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.

B. Comply with NFPA 70.

Not all standard devices are available with a modular plug-in configuration. For example, this Section does not include specifications for modular devices.

C. Devices that are manufactured for use with modular plug-in connectors may be substituted under the following conditions:
   1. Connectors shall comply with UL 2459 and shall be made with stranding building wire.
   2. Devices shall comply with the requirements in this Section.

D. Devices for Owner-Furnished Equipment:
   1. Receptacles: Match plug configurations.

E. Source Limitations: Obtain each type of wiring device and associated wall plate from single source from single manufacturer.

2726-1.5 STRAIGHT-BLADE RECEPTACLES

NEMA 5-20R specified below is a heavier duty, typically referred to as "Commercial" grade receptacle. For NEMA 5-15R receptacles, see "Decorator-Style Devices" and "Residential Devices" articles.

A. Duplex Convenience Receptacles, 125 V, 20 A: Comply with NEMA WD 1, NEMA WD 6 Configuration 5-20R, UL 498, and FS W-C-596.

2726-1.6 USB CHARGER DEVICES

A. Tamper-Resistant, USB Charger Receptacles, 125 V, 20 A: Comply with NEMA WD 1, NEMA WD 6 Configuration 5-20R, UL 498 Supplement sd, UL 1310, and FS W-C-596.
   1. Description: Single-piece, rivetless, nickel-plated, all-brass grounding system. Nickel-plated, brass mounting strap.
   2. USB Receptacles: Dual, Type A.
   3. Line Voltage Receptacles**:** **Dual** two pole, three wire, and self-grounding.

2726-1.7 GFCI RECEPTACLES

Non-feed-through-type GFCI unit shall be selected where no protection of downstream receptacles is required.

A. General Description:
   1. 125 V, 20 A, straight blade, non-feed -through type.
   2. Comply with NEMA WD 1, NEMA WD 6 Configuration 5-20R, UL 498, UL 943 Class A, and FS W-C-596.
   3. Include indicator light that shows when the GFCI has malfunctioned and no longer provides proper GFCI protection.

2726-1.8 SPD RECEPTACLES

See "Surge Protective Device (SPD) Receptacles" Article in the Evaluations for information on SPD ratings.

B. General Description: Comply with NEMA WD 1, NEMA WD 6, UL 498, UL 1449, and FS W-C-596, with integral SPD in line to ground, line to neutral, and neutral to ground.
   1. 125 V, 20 A, straight blade type.
   2. SPD Components: Multiple metal-oxide varistors; with a nominal clamp-level rating of 400 V and minimum single transient pulse energy dissipation of 240 J, according to IEEE C62.41.2 and IEEE C62.45.
   3. Active SPD Indication: Visual and audible, with light visible in face of device to indicate device is "active" or "no longer in service."

C. Duplex SPD Convenience Receptacles:
   1. Description: Straight blade, 125 V, 20 A; NEMA WD 6 Configuration 5-20R.

D. Isolated-Ground Duplex SPD Convenience Receptacles:
   1. Description:

HH. Straight blade, 125 V, 20 A; NEMA WD 6 Configuration 5-20R.

II. Equipment grounding contacts shall be connected only to the green grounding screw terminal of the device and with inherent electrical isolation from mounting strap. Isolation shall be integral to receptacle construction and not dependent on removable parts.

2726-1.9 TOGGLE SWITCHES

A. Comply with NEMA WD 1, UL 20, and FS W-S-896.

B. Switches, 120/277 V, 20 A:
   1. Single Pole:
   2. Two Pole:
   3. Three Way:
   4. Four Way:

C. Pilot-Light Switches, 120/277 V, 20 A:
   1. Description: Single pole, with LED-lighted handle, illuminated when switch is off.

D. Key-Operated Switches, 120/277 V, 20 A:
   1. Description: Single pole, with factory-supplied key in lieu of switch handle.

E. Single-Pole, Double-Throw, Momentary-Contact, Center-off Switches: 120/277 V, 20 A; for use with mechanically held lighting contactors.

F. Single-Pole, Double-Throw, Momentary-Contact, Center-off Switches: 120/277 V, 20 A; for use with mechanically held lighting contactors, with factory-supplied key in lieu of switch handle.

2726-1.10 DECORATOR-STYLE DEVICES

Convenience receptacles in this article are commercial grade, 15 A, duplex.

A. Convenience Receptacles: Square face, 125 V, 15 A; comply with NEMA WD 1, NEMA WD 6 Configuration 5-15R, and UL 498.

B. Tamper-Resistant Convenience Receptacles: Square face, 125 V, 15 A; comply with NEMA WD 1, NEMA WD 6 Configuration 5-15R, and UL 498.
   1. Description: Labeled to comply with NFPA 70, "Receptacles, Cord Connectors, and Attachment Plugs (Caps)" Article, "Tamper-Resistant Receptacles in Dwelling Units" Section.

C. Tamper-Resistant and Weather-Resistant Convenience Receptacles: Square face, 125 V, 15 A; comply with NEMA WD 1, NEMA WD 6 Configuration 5-15R, and UL 498.
   1. Description: Labeled to comply with NFPA 70, "Receptacles, Cord Connectors, and Attachment Plugs (Caps)" Article, "Tamper-Resistant Receptacles in Dwelling Units" Section, when installed in wet and damp locations.

D. GFCI, Feed and Non-Feed-Through Type, Convenience Receptacles: Square face, 125 V, 15 A; comply with NEMA WD 1, NEMA WD 6 Configuration 5-15R, UL 498, and UL 943 Class A.

E. GFCI, Tamper-Resistant and Weather-Resistant Convenience Receptacles: Square face, 125 V, 15 A; comply with NEMA WD 1, NEMA WD 6 Configuration 5-15R, UL 498, and UL 943 Class A.
   1. Description: Labeled to comply with NFPA 70, "Receptacles, Cord Connectors, and Attachment Plugs (Caps)" Article, "Tamper-Resistant Receptacles in Dwelling Units" Section.

F. Toggle Switches: Square Face, 120/277 V, 15 A: Comply with NEMA WD 1, UL 20, and FS W-S-896.

G. Lighted Toggle Switches: Square Face, 120 V, 15 A: Comply with NEMA WD 1 and UL 20.
   1. Description: With LED-lighted handle, illuminated when switch is off.

2726-1.11 WALL SWITCH SENSOR LIGHT SWITCH, DUAL TECHNOLOGY

A. Description: Switchbox-mounted, combination lighting-control sensor and conventional switch lighting-control unit using dual technology.
   1. Connections: Hard wired.
   2. Connections: Wireless.
   3. Rated 10 A at 120-V ac for fluorescent or LED lighting, and 1/4 hp at 120-V ac.
   4. Adjustable time delay of 10 minutes.

"Automatic-On" mode turns on lights when motion is sensed. "Manual-On" mode requires that the switch be depressed to turn on lights. Both modes use motion sensing to keep lights on.

   5. Able to be locked to Manual-On mode.
   6. Automatic Light-Level Sensor: Adjustable from 2 to 200 fc (21.5 to 2152 lux).
   7. Comply with NEMA WD 1, UL 20, and FS W-S-896.

2726-1.12 WALL SWITCH SENSOR LIGHT SWITCH, PASSIVE INFRARED

A. Description: Switchbox-mounted, combination, lighting-control sensor and conventional switch lighting-control unit using passive infrared technology.
   1. Connections: Hard wired.
   2. Connections: Wireless.
   3. Rated 10 A at 120-V ac for fluorescent or LED lighting, and 1/4 hp at 120-V ac.
   4. Adjustable time delay of 10 minutes.

"Automatic-On" mode turns on lights when motion is sensed. "Manual-On" mode requires that the switch be depressed to turn on lights. Both modes use motion sensing to keep lights on.

   5. Able to be locked to Manual-On mode.
   6. Automatic Light-Level Sensor: Adjustable from 2 to 200 fc (21.5 to 2152 lux).
   7. Comply with NEMA WD 1, UL 20, and FS W-S-896.

2726-1.13 WALL SWITCH SENSOR LIGHT SWITCH, ULTRASONIC

A. Description: Switchbox-mounted, combination, lighting-control sensor and conventional switch lighting-control unit using ultrasonic technology.
   1. Connections: Hard wired.
   2. Connections: Wireless.
   3. Rated 10 A at 120-V ac for fluorescent or LED lighting, and 1/4 hp at 120-V ac.
   4. Adjustable time delay of 15 minutes.

"Automatic-On" mode turns on lights when motion is sensed. "Manual-On" mode requires that the switch be depressed to turn on lights. Both modes use motion sensing to keep lights on.

   5. Able to be locked to Automatic-On, Manual-On mode.
   6. Automatic Light-Level Sensor: Adjustable from 2 to 200 fc (21.5 to 2152 lux).
   7. Comply with NEMA WD 1, UL 20, and FS W-S-896.

2726-1.14 DIGITAL TIMER LIGHT SWITCH

A. Description: Switchbox-mounted, combination digital timer and conventional switch lighting-control unit, with backlit digital display, with selectable time interval in 10-minute increments.
   1. Rated 10 A at 120-V ac for fluorescent or LED lighting, and 1/4 hp at 120-V ac.
   2. Integral relay for connection to BAS.

2726-1.15 RESIDENTIAL DEVICES

Receptacles in this article are usually considered residential grade, for installation in dwelling units.

A. Residential-Grade, Tamper-Resistant Convenience Receptacles, 125 V, 15 A: Comply with NEMA WD 1, NEMA WD 6 Configuration 5-20R, and UL 498.
   1. Description: Labeled to comply with NFPA 70, "Receptacles, Cord Connectors, and Attachment Plugs (Caps)" Article, "Tamper-Resistant Receptacles in Dwelling Units" Section.

B. Weather-Resistant and Tamper-Resistant Convenience Receptacles, 125 V, 15 A: Comply with NEMA WD 1, NEMA WD 6 Configuration 5-20R, and UL 498.
   1. Description: Labeled to comply with NFPA 70, "Receptacles, Cord Connectors, and Attachment Plugs (Caps)" Article, "Tamper-Resistant Receptacles in Dwelling Units" Section, when installed in wet and damp locations.

C. Fan-Speed Controls:
   1. Modular, 120-V, full-wave, solid-state units with integral, quiet on-off switches and audible frequency and EMI/RFI filters.
   2. Comply with UL 1917.

The 5-A rating in first subparagraph below allows more than one fan to be controlled by the same device.

   3. Continuously adjustable rotary knob, 1.5 A.
   4. Three-speed adjustable rotary knob, 1.5 A.

Coordinate "Telephone Outlet" Paragraph below with Section 271500 "Communications Horizontal Cabling."

D. Telephone Outlet:

In determining cable category in "Description" Subparagraph below, Category 5e and Category 6 are covered by the referenced TIA/EIA standard. Use of Category 3 cabling may be permitted by authorities having jurisdiction; however, this category is covered by an obsolete TIA/EIA standard.

   1. Description: Single RJ-45 jack for terminating 100-ohm, balanced, four-pair UTP; TIA/EIA-568; complying with Category 5e. Comply with UL 1863.

E. Combination TV and Telephone Outlet:
   1. Description: Single RJ-45 jack for 100-ohm, balanced, four-pair UTP; TIA/EIA-568; complying with Category 5e. Comply with UL 1863.

2726-1.16 WALL-BOX DIMMERS

A. Dimmer Switches: Modular, full-wave, solid-state units with integral, quiet on-off switches, with audible frequency and EMI/RFI suppression filters.

Four-way switching may be added to "Control" Paragraph below after verifying availability with manufacturers.

B. Control: Continuously adjustable slider; with single-pole or three-way switching. Comply with UL 1472.

C. LED Lamp Dimmer Switches: Modular; compatible with LED lamps; trim potentiometer to adjust low-end dimming; capable of consistent dimming with low end not greater than 20 percent of full brightness.

2726-1.17 WALL PLATES

D. Single and combination types shall match corresponding wiring devices.
   1. Plate-Securing Screws: Metal with head color to match plate finish.

Third option in "Material for Finished Spaces" Subparagraph below is also available in Type 430 but is susceptible to rust and corrosion even in finished spaces.

   2. Material for Finished Spaces: Smooth, high-impact thermoplastic.
   3. Material for Unfinished Spaces: Galvanized steel.
   4. Material for Damp Locations: Thermoplastic with spring-loaded lift cover, and listed and labeled for use in wet and damp locations.

E. Wet-Location, Weatherproof Cover Plates: NEMA 250, complying with Type 3R, weather-resistant, die-cast aluminum with lockable cover.

2726-1.18 FINISHES

See "Device Configurations, Ratings, and Grades" Article in the Evaluations for a discussion of wiring-device colors. Coordinate with Drawings.

A. Device Color:
   1. Wiring Devices Connected to Normal Power System: As selected by Architect unless otherwise indicated or required by NFPA 70 or device listing.
   2. Wiring Devices Connected to Emergency Power System: Red.
   3. SPD Devices: Blue.
   4. Isolated-Ground Receptacles: Orange.

B. Wall Plate Color: For plastic covers, match device color.

C.

EXECUTION

2726-1.19 INSTALLATION

NECA 1 referenced in first paragraph below includes device mounting-height requirements. See "Mounting Heights and Locations" Article in the Evaluations for device mounting heights in that standard.

A. Comply with NECA 1, including mounting heights listed in that standard, unless otherwise indicated.

See "Device Configurations, Ratings, and Grades" in the Evaluations for timing and sequencing of construction to help avoid contamination of devices during construction.

B. Coordination with Other Trades:
   1. Protect installed devices and their boxes. Do not place wall finish materials over device boxes and do not cut holes for boxes with routers that are guided by riding against outside of boxes.
   2. Keep outlet boxes free of plaster, drywall joint compound, mortar, cement, concrete, dust, paint, and other material that may contaminate the raceway system, conductors, and cables.
   3. Install device boxes in brick or block walls so that the cover plate does not cross a joint unless the joint is troweled flush with the face of the wall.
   4. Install wiring devices after all wall preparation, including painting, is complete.

C. Conductors:
   1. Do not strip insulation from conductors until right before they are spliced or terminated on devices.
   2. Strip insulation evenly around the conductor using tools designed for the purpose. Avoid scoring or nicking of solid wire or cutting strands from stranded wire.
   3. The length of free conductors at outlets for devices shall meet provisions of NFPA 70, Article 300, without pigtails.
   4. Existing Conductors:

JJ. Cut back and pigtail, or replace all damaged conductors.
KK. Straighten conductors that remain and remove corrosion and foreign matter.
LL. Pigtailing existing conductors is permitted, provided the outlet box is large enough.

D. Device Installation:
   1. Replace devices that have been in temporary use during construction and that were installed before building finishing operations were complete.
   2. Keep each wiring device in its package or otherwise protected until it is time to connect conductors.
   3. Do not remove surface protection, such as plastic film and smudge covers, until the last possible moment.
   4. Connect devices to branch circuits using pigtails that are not less than 6 inches (152 mm) in length.
   5. When there is a choice, use side wiring with binding-head screw terminals. Wrap solid conductor tightly clockwise, two-thirds to three-fourths of the way around terminal screw.
   6. Use a torque screwdriver when a torque is recommended or required by manufacturer.
   7. When conductors larger than No. 12 AWG are installed on 15- or 20-A circuits, splice No. 12 AWG pigtails for device connections.
   8. Tighten unused terminal screws on the device.
   9. When mounting into metal boxes, remove the fiber or plastic washers used to hold device-mounting screws in yokes, allowing metal-to-metal contact.

E. Receptacle Orientation:
   1. Install ground pin of vertically mounted receptacles down, and on horizontally mounted receptacles to the right.

F. Device Plates: Do not use oversized or extra-deep plates. Repair wall finishes and remount outlet boxes when standard device plates do not fit flush or do not cover rough wall opening.

G. Dimmers:
   1. Install dimmers within terms of their listing.
   2. Verify that dimmers used for fan-speed control are listed for that application.
   3. Install unshared neutral conductors on line and load side of dimmers according to manufacturers' device listing conditions in the written instructions.

H. Arrangement of Devices: Unless otherwise indicated, mount flush, with long dimension vertical and with grounding terminal of receptacles on top. Group adjacent switches under single, multigang wall plates.

I. GFCI Receptacles: Install non-feed-through-type GFCI receptacles where protection of downstream receptacles is not required.

2726-1.20 FIELD QUALITY CONTROL

A. Test Instruments: Use instruments that comply with UL 1436.

B. Test Instrument for Convenience Receptacles: Digital wiring analyzer with digital readout or illuminated digital-display indicators of measurement.

C. Perform the following tests and inspections:
   1. Tests for Convenience Receptacles:

MM. Line Voltage: Acceptable range is 105 to 132 V.
NN. Percent Voltage Drop under 15-A Load: A value of 6 percent or higher is unacceptable.
OO. Ground Impedance: Values of up to 2 ohms are acceptable.
PP. GFCI Trip: Test for tripping values specified in UL 1436 and UL 943.
QQ. Using the test plug, verify that the device and its outlet box are securely mounted.
RR. Tests shall be diagnostic, indicating damaged conductors, high resistance at the circuit breaker, poor connections, inadequate fault current path, defective devices, or similar problems. Correct circuit conditions, remove malfunctioning units and replace with new ones, and retest as specified above.

See Section 014000 "Quality Requirements" for retesting and reinspecting requirements and Section 017300 "Execution" for requirements for correcting the Work.

D. Wiring device will be considered defective if it does not pass tests and inspections.

E. Prepare test and inspection reports.

SECTION 2816 - ENCLOSED SWICHES AND CIRCUIT BREAKERS

GENERAL

2816-1.1 SUMMARY

A. Section Includes:
   1. Fusible switches.
   2. Nonfusible switches.
   3. Receptacle switches.
   4. Shunt trip switches.
   5. Molded-case circuit breakers (MCCBs).
   6. Enclosures.

2816-1.2 DEFINITIONS

A. NC: Normally closed.
B. NO: Normally open.

C. SPDT: Single pole, double throw.

2816-1.3 PERFORMANCE REQUIREMENTS

A. Seismic Performance: Enclosed switches and circuit breakers shall withstand the effects of earthquake motions determined according to ASCE/SEI 7.

1. The term "withstand" means "the unit will remain in place without separation of any parts from the device when subjected to the seismic forces specified and the unit will be fully operational after the seismic event."

2816-1.4 ACTION SUBMITTALS

A. Product Data: For each type of enclosed switch, circuit breaker, accessory, and component indicated.

B. Shop Drawings: For enclosed switches and circuit breakers. Include plans, elevations, sections, details, and attachments to other work.

1. Wiring Diagrams: For power, signal, and control wiring.

2816-1.5 INFORMATIONAL SUBMITTALS

A. Seismic Qualification Certificates: For enclosed switches and circuit breakers, accessories, and components, from manufacturer.

B. Field quality-control reports.

2816-1.6 CLOSEOUT SUBMITTALS

A. Operation and maintenance data.

2816-1.7 QUALITY ASSURANCE

B. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.

C. Comply with NFPA 70.

PRODUCTS

2816-1.8 FUSIBLE SWITCHES

A. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:

B. Basis-of-Design Product: Subject to compliance with requirements, provide product indicated on Drawings or comparable product by one of the following:

1. Eaton Electrical Inc.; Cutler-Hammer Business Unit.
2. General Electric Company; GE Consumer & Industrial - Electrical Distribution.
3. Siemens Energy & Automation, Inc.
4. Square D; a brand of Schneider Electric.

C. Type GD, General Duty, Single Throw, 240-V ac, 800 A and Smaller: UL 98 and NEMA KS 1, horsepower rated, with cartridge fuse interiors to accommodate specified fuses, lockable handle with capability to accept two padlocks, and interlocked with cover in closed position.

D. Type HD, Heavy Duty, Single Throw, 240-V ac, 1200 A and Smaller: UL 98 and NEMA KS 1, horsepower rated, with clips or bolt pads to accommodate [specified] fuses, lockable handle with capability to accept three padlocks, and interlocked with cover in closed position.

E. Type HD, Heavy Duty, Six Pole, Single Throw, 240-V ac, 200 A and Smaller: UL 98 and NEMA KS 1, horsepower rated, with clips or bolt pads to accommodate specified

fuses, lockable handle with capability to accept three padlocks, and interlocked with cover in closed position.

F. Type HD, Heavy Duty, Double Throw, 240-V ac, 1200 A and Smaller: UL 98 and NEMA KS 1, horsepower rated, with clips or bolt pads to accommodate specified fuses, lockable handle with capability to accept three padlocks, and interlocked with cover in closed position.

G. Accessories:

1. Equipment Ground Kit: Internally mounted and labeled for copper and aluminum ground conductors.
2. Neutral Kit: Internally mounted; insulated, capable of being grounded and bonded; labeled for copper and aluminum neutral conductors.
3. Class R Fuse Kit: Provides rejection of other fuse types when Class R fuses are specified.
4. Lugs: Suitable for number, size, and conductor material.
5. Service-Rated Switches: Labeled for use as service equipment.

2816-1.9 NONFUSIBLE SWITCHES

A. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:

B. Basis-of-Design Product: Subject to compliance with requirements, provide product indicated on Drawings or comparable product by one of the following:

1. Eaton Electrical Inc.; Cutler-Hammer Business Unit.
2. General Electric Company; GE Consumer & Industrial - Electrical Distribution.
3. Siemens Energy & Automation, Inc.
4. Square D; a brand of Schneider Electric.

C. Type GD, General Duty, Single Throw, 600 A and Smaller: UL 98 and NEMA KS 1, horsepower rated, lockable handle with capability to accept two padlocks, and interlocked with cover in closed position.

D. Type HD, Heavy Duty, Single Throw, 240-V ac, 1200 A and Smaller: UL 98 and NEMA KS 1, horsepower rated, lockable handle with capability to accept three padlocks, and interlocked with cover in closed position.

E. Type HD, Heavy Duty, Six Pole, Single Throw, 240-V ac, 200 A and Smaller: UL 98 and NEMA KS 1, horsepower rated, lockable handle with capability to accept three padlocks, and interlocked with cover in closed position.

F. Type HD, Heavy Duty, Double Throw, 240-V ac, 1200 A and Smaller: UL 98 and NEMA KS 1, horsepower rated, lockable handle with capability to accept three padlocks, and interlocked with cover in closed position.

G. Accessories:

1. Equipment Ground Kit: Internally mounted and labeled for copper and aluminum ground conductors.
2. Neutral Kit: Internally mounted; insulated, capable of being grounded and bonded; labeled for copper and aluminum neutral conductors.
3. Lugs: Suitable for number, size, and conductor material.

2816-1.10 MOLDED-CASE CIRCUIT BREAKERS

A. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:

B. Basis-of-Design Product: Subject to compliance with requirements, provide product indicated on Drawings or comparable product by one of the following:

1. Eaton Electrical Inc.; Cutler-Hammer Business Unit.
2. General Electric Company; GE Consumer & Industrial - Electrical Distribution.
3. Siemens Energy & Automation, Inc.
4. Square D; a brand of Schneider Electric.

C. General Requirements: Comply with UL 489, NEMA AB 1, and NEMA AB 3, with interrupting capacity to comply with available fault currents.

D. Thermal-Magnetic Circuit Breakers: Inverse time-current element for low-level overloads and instantaneous magnetic trip element for short circuits. Adjustable magnetic trip setting for circuit-breaker frame sizes 250 A and larger.

E. Electronic Trip Circuit Breakers: Field-replaceable rating plug, rms sensing, with the following field-adjustable settings:

1. Instantaneous trip.
2. Long- and short-time pickup levels.
3. Long- and short-time time adjustments.
4. Ground-fault pickup level, time delay, and I^2t response.

F. Current-Limiting Circuit Breakers: Frame sizes 400 A and smaller, and let-through ratings less than NEMA FU 1, RK-5.

G. Features and Accessories:

1. Standard frame sizes, trip ratings, and number of poles.
2. Lugs: Suitable for number, size, trip ratings, and conductor material.
3. Application Listing: Appropriate for application; Type SWD for switching fluorescent lighting loads; Type HID for feeding fluorescent and high-intensity discharge lighting circuits.
4. Ground-Fault Protection: Comply with UL 1053; integrally mounted, self-powered type with mechanical ground-fault indicator; relay with adjustable pickup and time-delay settings, push-to-test feature, internal memory, and shunt trip unit; and three-phase, zero-sequence current transformer/sensor.
5. Shunt Trip: Trip coil energized from separate circuit, with coil-clearing contact.
6. Auxiliary Contacts: One SPDT switch with "a" and "b" contacts; "a" contacts mimic circuit-breaker contacts, "b" contacts operate in reverse of circuit-breaker contacts.

2816-1.11 ENCLOSURES

A. Enclosed Switches and Circuit Breakers: NEMA AB 1, NEMA KS 1, NEMA 250, and UL 50, to comply with environmental conditions at installed location.

1. Indoor, Dry and Clean Locations: NEMA 250, Type 1.
2. Outdoor Locations: NEMA 250, Type 3R.
3. Kitchen Wash-Down Areas: NEMA 250, Type 4X, stainless steel.
4. Other Wet or Damp, Indoor Locations: NEMA 250, Type 4.
5. Indoor Locations Subject to Dust, Falling Dirt, and Dripping Noncorrosive Liquids: NEMA 250, Type 12.

EXECUTION

2816-1.12 INSTALLATION

A. Install individual wall-mounted switches and circuit breakers with tops at uniform height unless otherwise indicated.

B. Comply with mounting and anchoring requirements specified in Section 260548.16 "Seismic Controls for Electrical Systems."

C. Temporary Lifting Provisions: Remove temporary lifting eyes, channels, and brackets and temporary blocking of moving parts from enclosures and components.

D. Install fuses in fusible devices.

E. Comply with NECA 1.

2816-1.13 IDENTIFICATION

A. Comply with requirements in Section 260553 "Identification for Electrical Systems."

1. Identify field-installed conductors, interconnecting wiring, and components; provide warning signs.
2. Label each enclosure with engraved metal or laminated-plastic nameplate.

2816-1.14 FIELD QUALITY CONTROL

A. Perform tests and inspections.

B. Acceptance Testing Preparation:

1. Test insulation resistance for each enclosed switch and circuit breaker, component, connecting supply, feeder, and control circuit.
2. Test continuity of each circuit.

C. Tests and Inspections:

1. Perform each visual and mechanical inspection and electrical test stated in NETA Acceptance Testing Specification. Certify compliance with test parameters.
2. Correct malfunctioning units on-site, where possible, and retest to demonstrate compliance; otherwise, replace with new units and retest.

D. Enclosed switches and circuit breakers will be considered defective if they do not pass tests and inspections.

E. Prepare test and inspection reports, including a certified report that identifies enclosed switches and circuit breakers and that describes scanning results. Include notation of deficiencies detected, remedial action taken, and observations after remedial action.

SECTION 3213.13 - DIESEL-ENGINE-DRIVEN GENERATOR SETS

3213.13-PART 1 GENERAL

3213.13-1.1 SUMMARY

A. Section includes packaged engine generators used to supply non-emergency power, with the following features:

1. Diesel engine.

2. Diesel fuel-oil system.
3. Control and monitoring.
4. Generator overcurrent and fault protection.
5. Generator, exciter, and voltage regulator.
6. Vibration isolation devices.
7. Finishes.

B. Related Requirements:
1. Section 263600 "Transfer Switches" for transfer switches including sensors and relays to initiate automatic-starting and -stopping signals for engine generators.
2. Any exceptions to the published specifications shall be subject to the approval, of the engineer and submitted 1- days prior to the closing of the bid with a line by line summary description of all the items of compliance, any items that have been are omitted or have been taken exception to, and a complete description of all deviations.
3. It is the intent of this specification to secure a generator set system that has been testing during design verification, in production and at the final job site. The generator set will be a commercial design and will be complete with all of the necessary accessories for complete installation as shown on the plans, drawings, and specification herein. The equipment supplies shall meet the requirements of the National Electrical Code and application local cord and regulations.
4. All equipment shall be new and of current production by an international, power system Manufacture of generators, transfer switches and paralleling switchgear. The manufacture shall be a supplier of a complete and coordinated system. There will be a single source responsibility for warranty, parts, and service through a factory-authorized representative with factory-trained technicians.
5. Vibration Isolation Base Details fabrication including anchorages and attachments to structure and to supported equipment. Included base weights.
6. Include diagrams for po9wer signal and control wiring. Complete schematic, wiring and interconnection diagrams showing terminal markings for engine generators and functional relationship between all electrical component.

3213.13-1.2 ACTION SUBMITTALS

A. Product Data: For each type of product.

B. Shop Drawings:
1. Include plans and elevations for engine generator and other components specified. Indicate access requirements affected by height of subbase fuel tank.
2. Include details of equipment assemblies. Indicate dimensions, weights, loads, required clearances, method of field assembly, components, and location and size of each field connection.
3. Identify fluid drain ports and clearance requirements for proper fluid drain.
4. Design calculations for selecting vibration isolators and seismic restraints and for designing vibration isolation bases.
5. Vibration Isolation Base Details: Detail fabrication including anchorages and attachments to structure and to supported equipment. Include base weights.
6. Include diagrams for power, signal, and control wiring. Complete schematic, wiring, and interconnection diagrams showing terminal markings for engine generators and functional relationship between all electrical components.

3213.13-1.3 INFORMATIONAL SUBMITTALS

A. Qualification Data: For Installer manufacturer and testing agency.

B. Seismic Qualification Data: Certificates, for engine generator, accessories, and components, from manufacturer.

C. Source quality-control reports.

D. Field quality-control reports.

E. Warranty.

3213.13-1.4 CLOSEOUT SUBMITTALS

A. Operation and maintenance data.

B. Maintenance Contracts.

C. Maintenance Materials
1. Provide two (2) copies of the following documents and manuals for the engine, the alternator, and the generator set:

SS. Operation Manuals
TT. Parts Catalog
UU. Service Manuals
VV. Installation Manuals
WW. Wiring Diagrams
XX. NFPA-110 Startup and Test procedure
2. Provide one (1) copy of the following documents and manuals for the engine, the alternator and the generator set.

YY. Operation Manual
ZZ. Warranty Certificate
AAA. Installation Manuals
BBB. Wiring Diagrams
CCC. Specification Sheets

3213.13-1.5 QUALITY ASSURANCE

A. Installer Qualifications: An authorized representative who is trained and approved by

manufacturer.

D. Testing Agency Qualifications: Accredited by NETA.
1. Testing Agency's Field Supervisor: Certified by NETA to supervise on-site testing.

3213.13-1.6 WARRANTY

A. Manufacturer's Warranty: Manufacturer agrees to repair or replace components of packaged engine generators and associated auxiliary components that fail in materials or workmanship within specified warranty period.
1. Warranty Period: two (2) years from date of Substantial Completion.

3213.13-PART 2 - PRODUCTS

3213.13-2.1 MANUFACTURERS

A. Caterpillar Inc.

B. Cummins Power Generation

C. Generac Power Systems

D. Kohler Power Systems

3213.13-2.2 PERFORMANCE REQUIREMENTS

A. Seismic Performance: Engine generator housing, subbase fuel tank, engine generator, batteries, battery racks, silencers, load banks, sound attenuating equipment, accessories, and components shall withstand the effects of earthquake motions determined according to **ASCE/SEI 7.**

1. The term "withstand" means "the unit will remain in place without separation of any parts when subjected to the seismic forces specified and the unit will be fully operational after the seismic event."

2. Shake-table testing shall comply with ICC-ES AC156. Testing shall be performed with all

fluids at worst-case normal levels. Water shall be substituted for diesel fuel in fuel tank during

test.

3. Component Importance Factor: 1.5.

E. B11 Compliance: Comply with B11.19.

B. NFPA Compliance: 1. Comply with NFPA 37. 2. Comply with NFPA 70.

C. UL Compliance: Comply with and listed to UL 2200.

D. Engine Exhaust Emissions: Comply with EPA Tier **4** requirements and applicable state and local government currently emission requirements for emergency stand-by generator.

E. Noise Emission: Comply with applicable state and local government requirements for maximum noise level at adjacent property boundaries due to sound emitted by engine generator including engine, engine exhaust, engine cooling-sir intake and discharge, and other components of installation.

F. Environment Conditions: Engine generator system shall withstand the following environments Condition without mechanical or electrical damage or degradation of performance capability:

1. Ambient Temperature: 5 to 104 deg F. (Minus 15 to plus 40 degree C.

2. Relative Humidity: Zero to 95 p;ercent.

3. Altitude: Sea level to 1000 feet (300 m).

G. Unusual Service Conditions: Engine generator equipment and installation are required to Operate under the following conditions:

1. High salt-dust content in the air due to sea-spray evaporation.

3213.13-2.3 ENGINE GENERATOR ASSEMBLY DESCRIPTION

A. Factory-assembled and -tested, water-cooled engine, with brushless generator and accessories.

B. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and use.

C. Power Rating: Industrial.

D. Overload Capacity: 110 percent of service load for 1 hour in 12 consecutive hours.

E. Service Load: 438 kVA.

F. Power Factor**:** 0.8 lagging.

G. Frequency: 60 Hz.

H. Voltage: 208 V ac.

I. Phase: Three-phase, four wire, wye.

J. Induction Method: Turbocharged.

K. Governor: Adjustable isochronous, with speed sensing.

L. Mounting Frame: Structural steel framework to maintain alignment of mounted components without depending on concrete foundation. Provide lifting attachments sized and spaced to prevent deflection of base during lifting and moving.

1. Rigging Diagram: Inscribed on metal plate permanently attached to mounting frame to indicate location and lifting capacity of each lifting attachment and engine generator center of gravity.

M. Capacities and Characteristics:

1. Power Output Ratings: Nominal ratings as indicated at 0.8 power factor excluding power required for the continued and repeated operation of the unit and auxiliaries**,** with capacity as required to operate as a unit as evidenced by records of prototype testing].
2. Nameplates: For each major system component to identify manufacturer's name and address, and model and serial number of component.

N. Engine Generator Performance:

1. Steady-State Voltage Operational Bandwidth: 3 percent of rated output voltage from no load to full load.
2. Transient Voltage Performance: Not more than 20 percent variation for 50 percent step-load increase or decrease. Voltage shall recover and remain within the steady-state operating band within three seconds.
3. Steady-State Frequency Operational Bandwidth: 0.5 percent of rated frequency from no load to full load.
4. Steady-State Frequency Stability: When system is operating at any constant load within the rated load, there shall be no random speed variations outside the steady-state operational band and no hunting or surging of speed.
5. Transient Frequency Performance: Less than 5 percent variation for 50 percent step-load increase or decrease. Frequency shall recover and remain within the steady-state operating band within five seconds.
6. Output Waveform: At no load, harmonic content measured line to line or line to neutral shall not exceed 5 percent total and 3 percent for single harmonics. Telephone influence factor, determined according to NEMA MG 1, shall not exceed 50 percent.
7. Sustained Short-Circuit Current: For a three-phase, bolted short circuit at system output terminals, system shall supply a minimum of 250 percent of rated full-load current for not less than 10 seconds and then clear the fault automatically, without damage to generator system components.
8. Start Time: 10 seconds.

3213.13-2.4 DIESEL ENGINE

A. Fuel: ASTM D975, diesel fuel oil, Grade 2-D S15.

B. Engine: The minimum 6.8-liter displacement engine shall deliver a minimum of 315 HP at a governed engine speed of 1800 rpm and shall be equipped with the following:

a) Electronic isochronous governor capable of 0.25% steady-state frequency regulation.
b) 24-volt positive engagement solenoid shift-starting motor.
c) 45-ampere automatic battery charging alternator with a solid-state voltage regulation.
d) Positive displacement, full pressure lubrication oil pump, cartridge oil filters, dipstick and oil drain.
e) Dry type replaceable air cleaner elements for normal applications.
f) Engine driven or electric fuel-transfer pump including fuel filter and electric solenoid fuel shut-off valve capable of lifting fuel.
g) The turbocharged engine shall be fueled by diesel.
h) The engine shall have a minimum of 6 cylinders and the liquid cooled.
i) The engine shall be EPA certified from the factory.
j) The generator must accept rated load in one -step.

C. Lubrication System: Engine or skid-mounted.

1. Filter and Strainer: Rated to remove 90 percent of particles 5 micrometers and smaller while passing full flow.
2. Thermostatic Control Valve: Control flow in system to maintain optimum oil temperature. Unit shall be capable of full flow and is designed to be fail-safe.
3. Crankcase Drain: Arranged for complete gravity drainage to an easily removable container with no disassembly and without use of pumps, siphons, special tools, or appliances.

D. Jacket Coolant Heater: Electric-immersion type, factory installed in coolant jacket system. Comply with UL 499[**and with NFPA 110 requirements for Level 1 equipment for heater capacity**.

E. Cooling System: Closed loop, liquid cooled, with radiator factory mounted on engine generator mounting frame and integral engine-driven coolant pump.

1. Coolant: Solution of 50 percent ethylene-glycol-based antifreeze and 50 percent water, with anticorrosion additives as recommended by engine manufacturer.
2. Size of Radiator: Adequate to contain expansion of total system coolant from cold start to 110 percent load condition.
3. Expansion Tank: Constructed of welded steel plate and rated to withstand maximum closed-loop coolant system pressure for engine used. Equip with gage glass and petcock.
4. Temperature Control: Self-contained, thermostatic-control valve modulates coolant flow automatically to maintain optimum constant coolant temperature as recommended by engine manufacturer.
5. Coolant Hose: Flexible assembly with inside surface of nonporous rubber and outer covering of aging-, UV-, and abrasion-resistant fabric.

a. Rating: 50-psig (345-kPa) maximum working pressure with coolant at 180 deg F (82 deg C), and noncollapsible under vacuum.
b. End Fittings: Flanges or steel pipe nipples with clamps to suit piping and equipment connections.

F. Muffler/Silencer: Critical type, sized as recommended by engine manufacturer and selected with exhaust piping system to not exceed engine manufacturer's engine backpressure requirements.

1. Minimum sound attenuation of 25 dB at 500 Hz.
2. Sound level measured at a distance of 25 feet (8 m) from exhaust discharge after installation is complete shall be **78** dBA or less.

G. Air-Intake Filter: Heavy duty, engine-mounted air cleaner with replaceable dry-filter element and “blocked filter” indicator.

H. Starting System: **12, 24**-V electric, with negative ground.

1. Components: Sized so they are not damaged during a full engine-cranking cycle with ambient temperature at maximum specified in "Performance Requirements" Article.
2. Cranking Motor: Heavy-duty unit that automatically engages and releases from engine flywheel without binding.
3. Cranking Cycle: **60 seconds**.
4. Battery: **Nickel cadmium**, with capacity within ambient temperature range specified in "Performance Requirements" Article to provide specified cranking cycle at least **three times** without recharging.
5. Battery Cable: Size as recommended by engine manufacturer for cable length indicated. Include required interconnecting conductors and connection accessories.
6. Battery Compartment: Factory fabricated of metal with acid-resistant finish and thermal insulation. Thermostatically controlled heater shall be arranged to maintain battery above 50 deg F (10 deg C) regardless of external ambient temperature within range specified in "Performance Requirements" Article. Include accessories required to support and fasten batteries in place. Provide ventilation to exhaust battery gases.
7. Battery Stand: Factory-fabricated, two-tier metal with acid-resistant finish designed to hold the quantity of battery cells required and to maintain the arrangement to minimize lengths of battery interconnections.
8. Battery-Charging Alternator: Factory mounted on engine with solid-state voltage regulation and 35-A minimum continuous rating.
9. Battery Charger: Current-limiting, automatic-equalizing, and float-charging type designed for nickel-cadmium batteries. Unit shall comply with UL 1236 and include the following features:

a. Operation: Equalizing-charging rate of 10 A shall be initiated automatically after battery has lost charge until an adjustable equalizing voltage is achieved at battery terminals. Unit shall then be automatically switched to a lower float-charging mode and shall continue to operate in that mode until battery is discharged again.
b. Automatic Temperature Compensation: Adjust float and equalize voltages for variations in ambient temperature from minus 40 to 140 deg F (minus 40 to plus 60 deg C) to prevent overcharging at high temperatures and undercharging at low temperatures.
c. Automatic Voltage Regulation: Maintain constant output voltage regardless of input voltage variations up to plus or minus 10 percent.
d. Ammeter and Voltmeter: Flush mounted in door. Meters shall indicate charging rates.
e. Safety Functions: Sense abnormally low battery voltage and close contacts providing low battery voltage indication on control and monitoring panel. Sense high battery voltage and loss of ac input or dc output of battery charger. Either condition shall close contacts that provide a battery-charger malfunction indication at system control and monitoring panel.
f. Enclosure and Mounting: NEMA 250, Type 1, wall-mounted cabinet.

3213.13-2.5 DIESEL FUEL-OIL SYSTEM

A. Comply with NFPA 37.

B. Piping: Fuel-oil piping shall be Schedule 40 black steel, complying with requirements in Section 231113 "Facility Fuel-Oil Piping." Cast iron, aluminum, copper, and galvanized steel shall not be used in the fuel-oil system.

C. Main Fuel Pump: Mounted on engine to provide primary fuel flow under starting and load conditions.

D. Fuel Filtering: Remove water and contaminants larger than 1 micron.

E. Relief-Bypass Valve: Automatically regulates pressure in fuel line and returns excess fuel to source.

F. Fuel-Oil Storage Tank: Comply with requirements in "Facility skid-mounted Aboveground Fuel-Oil Storage Tanks."

1. Fuel Tank Capacity: As recommended by engine manufacturer for an uninterrupted period of 36 hours' operation at 100 percent of rated power output of engine generator system without being refilled,
2. Duplex Fuel-Oil Transfer Pump: Comply with requirements in "Facility Fuel-Oil Pumps."

G. Day Tank: Comply with UL 142, freestanding, factory-fabricated fuel tank assembly, with integral, float-controlled transfer pump and the following features:

1. Containment: Integral rupture basin with a capacity of 150 percent of nominal capacity of day tank.

a. Leak Detector: Locate in rupture basin and connect to provide audible and visual alarm in the event of day-tank leak.

2. Tank Capacity: As recommended by engine manufacturer for a skid-mounted uninterrupted period of 4 hours' operation at 100 percent of rated power output of engine-generator system without being refilled.
3. Pump Capacity: Exceeds maximum flow of fuel drawn by engine-mounted fuel supply pump at 110 percent of rated capacity, including fuel returned from engine.
4. Low-Level Alarm Sensor: Liquid-level device operates alarm contacts at 25 percent of normal fuel level.
5. High-Level Alarm Sensor: Liquid-level device operates alarm and redundant fuel shutoff contacts at midpoint between overflow level and 100 percent of normal fuel level.
6. Piping Connections: Factory-installed fuel supply and return lines from tank to engine; local fuel fill, vent line, overflow line; and tank drain line with shutoff valve.
7. Redundant High-Level Fuel Shutoff: Actuated by high-level alarm sensor in day tank to operate a separate motor-control device that disconnects day-tank pump motor. Sensor shall signal solenoid valve, located in fuel suction line between fuel storage tank and day tank, to close. Both actions shall remain in shutoff state until manually reset. Shutoff action shall initiate an alarm signal to control panel but shall not shut down engine generator.

H. Subbase-Mounted, Double-Wall, Fuel-Oil Tank: Factory installed and piped, complying with UL 142 fuel-oil tank. Features include the following:

1. Tank level indicator.
2. Fuel-Tank Capacity: Minimum 133 percent of total fuel required for planned operation plus fuel for periodic maintenance operations between fuel refills.
3. Leak detection in interstitial space.
4. Vandal-resistant fill cap.
5. Containment Provisions: Comply with requirements of authorities having jurisdiction.

3213.13-2.6 CONTROL AND MONITORING

Automatic Starting System Sequence of Operation: When mode-selector switch on the control and monitoring panel is in the automatic position, remote-control contacts in one or more separate automatic transfer switches initiate starting and stopping of engine generator. When mode-selector switch is switched to the on position, engine generator starts. The off position of same switch initiates engine generator shutdown. When engine generator is running, specified system or equipment failures or derangements automatically shut down engine generator and initiate alarms.

A. Manual Starting System Sequence of Operation: Switching on-off switch on the generator control panel to the on position starts engine generator. The off position of same switch initiates engine generator shutdown. When engine generator is running, specified system or equipment failures or derangements automatically shut down engine generator and initiate alarms.

B. Provide minimum run time control set for 30 minutes with override only by operation of a remote emergency-stop switch.

C. Comply with UL 508A.

D. Configuration: Operating and safety indications, protective devices, basic system controls, and engine gages shall be grouped in a common control and monitoring panel mounted on the engine generator. Mounting method shall isolate the control panel from engine generator vibration. Panel shall be powered from the engine generator battery.

E. Configuration: Operating and safety indications, protective devices, basic system controls, and engine gages shall be grouped in a common wall-mounted control and monitoring panel. Panel shall be powered from the engine generator battery.

F. Control and Monitoring Panel:

1. Digital engine generator controller with integrated LCD display, controls, and microprocessor, capable of local and remote control, monitoring, and programming, with battery backup.
2. Analog control panel with dedicated gages and indicator lights for the instruments and alarms indicated below.
3. Instruments: Located on the control and monitoring panel and viewable during operation.

   a. Engine lubricating-oil pressure gage.
   b. Engine-coolant temperature gage.
   c. DC voltmeter (alternator battery charging).
   d. Running-time meter.
   e. AC voltmeter, for each phase connected to a phase selector switch.
   f. AC ammeter, for each phase connected to a phase selector switch.
   g. AC frequency meter.
   h. Generator-voltage adjusting rheostat.
4. Controls and Protective Devices: Controls, shutdown devices, and common alarm indication, including the following:

   a. Cranking control equipment.
   b. Run-Off-Auto switch.
   c. Control switch not in automatic position alarm.
   d. Overcrank alarm
   e. Overcrank shutdown device.,
   f. Low-water temperature alarm.
   g. High engine temperature pre-alarm.
   h. High engine temperature.
   i. High engine temperature shutdown device.
   j. Overspeed alarm.
   k. Overspeed shutdown device.
   l. Low fuel main tank.
   m. Coolant low-level alarm.
   n. Coolant low-level shutdown device.
   o. Coolant high-temperature pre-alarm.
   p. Coolant high-temperature alarm.
   q. Coolant low-temperature alarm.
   r. Coolant high-temperature shutdown device.
   s. Battery high-voltage alarm.
   t. Low cranking voltage alarm.
   u. Battery charge malfunction alarm.
   v. Battery low-voltage alarm.
   w. Lamp test.
   x. Contacts for local and remote common alarm.
   y. Low-starting air pressure alarm.
   z. Low-starting hydraulic pressure alarm.
   aa. Remote manual stop shutdown device.
   bb. Air shutdown damper alarm when used.
   cc. Air shutdown damper shutdown device when used.

dd. Generator overcurrent-protective-device when used.
ee. Hours of operation.
ff. Engine generator metering, including voltage, current Hertz, kilowatt, kilovolt ampere and power factor.

G. Supporting items: Include sensors, Transducers, terminals relays and other devices and include wiring required to support specified items. Locate sensors and other supporting items on engine or generator unless otherwise indicated.

3213.13-2.7 GENERATOR OVERCURRENT AND FAULT PROTECTION

A. Overcurrent protective devices shall be coordinated to optimize selective when a short circuit occurs.
B. Generator Circuit Breaker: For emergency lighting and power molded-case, Thermal-magnetic type; 100 percent rated, complying with UL 489.
C. Tripping Characteristic: Designed specifically for generator protection.
D. Trip Rating: Matched to generator output rating.
E. Shunt Trip: Connected to trip breaker when engine generator is shut down by other protective devices.
F. Mounting: Adjacent to, or integrated with, control and monitoring panel.
G. Generator Circuit Breaker: For optional stand-by power Molded-case, electronic-trip type, 100 percent rated: complying with UL 489.
H. Tripping Characteristics: Adjustable long-time and short-time delay and instantaneous.
I. Trip settings: Selected to coordinate with generator thermal damage curve.
J. Shunt Trip: Connected to trip breaker when engine generator is shut down by other protective devices.
K. Mounting: Adjacent to, or integrated with, control and monitoring panel.
L. Generator Protector: Microprocessor-based unit shall continuously monitor current level in each phase of generator output, integrate generator heating effect over time, and predict when thermal damage of alternator will occur. When signaled by generator protector or other engine generator protective devices, a shunt-trip device in the generator disconnect switch shall open the switch to disconnect the generator from load circuits. Protector performs the following functions:
M. Initiates a generator overload alarm when generator has operated at an overload equivalent to 110 percent of full-rated load for 60 seconds. Indication for this alarm is integrated with other engine generator malfunction alarms. Contacts shall be available for load shed functions.
N. Under single-or three-phase fault conditions, regulates generator to 300 percent of rated full-load current for up to 10 seconds.
O. As overcurrent heating effect on the generator approaches the thermal damage point of the unit, protector switches the e4xcitation system off, opens the generator disconnect device, and shuts down the engine generator.
P. Senses clearing of a fault by overcurrent devices and controls recovery of rated voltage to avoid overshoot.

3213.13-2.8 GENERATOR EXCITER AND VOLTAGE REGULATOR

A. Comply with NEMA MG 1-32, 40 Temperature rise limits.
B. Drive: Generator shaft shall be directly connected to engine shaft. Exciter shall be rotated integrally with generator rotor.
C. Electrical Insulation: Class H per UL 1446.
D. Stator-Winding Leads: Brought out to terminal box to permit future reconnection for other voltages if required. Provide 12-lead alternator.
E. Range: Provide broad range of output voltage by adjusting the excitation level.
F. Construction shall prevent mechanical, electrical, and thermal damage due top vibration, overspeed up to 125 percent of rating, and heat during operation at 110 percent of rated capacity.
G. Enclosure: Drip proof.
H. Instrument Transformers: Mounted within generator enclosure.
I. Voltage Regulator: Solid-state type, separate from exciter, providing performance as specified.
J. Adjusting Rheostat on Control and Monitoring Panel:
K. Maintain voltage within 20 percent on one step, full load.

L. Provide Anti-hunt provision to stabilize voltage.
M. Maintain frequency within 5 percent and stabilize at rated frequency within 5 seconds.
N. Strip; Heater: Thermostatically controlled unit arrange to maintain stator windings above dew point.
O. Windings; Two-thirds pitch stator winding and fully linked amortisseur winding.
P. Sub-transient Reactance: 12 percent maximum.

3213.13-2.9 VIBRATION ISOLATION DEVICES

A. Restrained Spring Isolators: Freestanding, steel, open-spring isolators with seismic restraint.
B. Housing: Steel with resilient vertical-limit stops to prevent spring extension due to wind loads or if weight is removed; factory-drilled baseplate bonded to 1/4-inch-(6 mm_) thick, elastomeric isolator pad attached to baseplate underside, and adjustable equipment mounting and leveling bolt that acts as blocking during installation.,
C. Outside Spring Diameter: Not less than 80 percent of compressed height of the spring at rated load.
D. Minimum Additional Travel: 50 percent of required deflection at rated load.
E. Lateral Stiffness: More than 80 percent of rated vertical stiffness.
F. Overload Capacity: Support 200 percent of rated load, fully compressed, without deformation or failure.
G. Minimum Deflection: 1 inch (25 mm).
H. Vibration isolation devices shall not be used to accommodate misalignments or to make bends.

3213.13-2.10 HOUSING

1. Weather Enclosure.
   A. The generator set enclosure shall be a factory assembled package constructed from a minimum of high strength, low alloy 14-gauge steel. The enclosure shall have a pitched enclosure roof to prevent water accumulation, and a radiator fill panel to provide easy service access to the radiator. The enclosure shall be manufactured from bolted panels to facilitate service, future modifications, or field replacement.
   B. The enclosure munt component and skid shall be cleaned with a two-stage alkaline cleaning process to remove grease, grit, and grime from parts. Components shall then be subjected to a Zirconium-based conversion coating process to prepare the metal for electrocoat adhesion. All parts shall receive a 100% epoxy primer electrocoat with high-edge protection. Following the e-coat process, the parts shall be finish coated with powder baked paint for superior finish, durability, and appearance with a power Armor TM industrial finish that provides heavy duty durability in harsh conditions, and is fade-, scratch- and corrosion- resistant.
   C. The enclosure must surpass a 3000-hour salt spray corrosion test per ASTM B-1117.
   D. The enclosures shall allow the generator set to operate at full load in an ambient temperature of 40-50 degree C with no additional derating of the electrical output of the generator set.
   E. Enclosure shall be equipped with sufficient side and end doors to allow access for operation, inspection, and service of the unit and all options. Minimum requirements are two doors per side. When the generator set controller faces the rear of the generator set, an additional rear facing door is required. Access to the controller and main line circuit breaker shall meet the requirement of the National Electric Code.
   F. Doors shall be hinged with stainless steel lift off hingers, and hardware, and the doors shall be4 removable. Access doors shall be4 rubber sealed to prevent watt intrusion and to minimize noise.
   G. Doors shall be equipped with lockable latches, Locks shall be keyed alike. Door locks shall be recessed two minimize potential of damage to door/enclosure.
   H. A duct between the radiator and air outlet shall be provide to prevent re-circulation of hot air.
   I. The complete exhaust system shall be internal to the enclosure.
   J. The critical silencer shall be fitted with a tailpipe and rain cap.

3213.13-2.11 SOURCE QUALITY CONTROL

A. Non-Conforming work.

1. To ensure that the equipment has been design and built to the highest reliability and quality standards, the manufacture and/or local representative shall be responsible for three separate tests: design prototype tests, final production tests, and site tests.
2. Design Prototype test. Components of the emergency system, such as the engine/generator set, Transfer switch, and accessories, shall not be subjected to prototype tests because the tests are potentially damaging. Rather. Similar design prototypes and preproduction models shall be subject to the following tests:
    a. Maximum power (KW)

B. Maximum motor starting (KVA) at 35% instantaneous voltage dip.

C. Alternator temperature rise by embedded thermocouple and/or by resistance method per NEMA MG1-32.6

D. Governor speed regulation under stead-state and transient conditions.

E. Voltage regulation and generator transient response.

F. Harmonic analysis, voltage waveform deviation, and telephone influence factor.

G. Three-phase short circuit tests.

H. Alternator cooling air flow.

I. Torsional analysi8s to verify that the generator set is free of harmful torsional stresses.

J. Endurance testing.

1. Final Production tests. Each generator set shall be tested under varying loads with guards and exhaust system in place. Tests shall include:
    a. Single-step load pickup.
    b. Safety shutdown device testing
    c. Rated power @ 0.8 PF
    d. Maximum power
    e. Upon request, a witness test, or a certified test record sent prior to shipment.

2. Site tests. The manufacture's distribution representative shall perform an installation check, startup, and building load test. The engineer, regular operators, and the maintenance staff Shall be notified of the time and date of the site tests. The tests shall include:
    a. Single-step load pickup.
    b. Safety shutdown device testing
    c. Rated power @ 0.8 PF
    d. Maximum power
    e. Upon request, a witness test, or a certified test record sent prior to shipment shutdown. Prior to this test, all transfer switch timers shall be adjusted for proper system coordination. Engine coolant temperature, oil pressure, and battery charge level along with generator set voltage, amperes, and frequency shall be monitored throughout the test.

3213.13-PART 3 - EXECUTION

3213.13-3.1 INSTALLATION

A. Interruption of Electrical Service: Do not interrupt electrical service to construction site unless permitted under the following conditions.
B. Notify Construction Manage no fewer than three working days in advance of proposed interruption of electrical service. Do not proceed with interruption of electrical service with Construction Manager's written permission.
C. Comply with NECA 1 and NECA 404.
D. Comply with packaged engine generator manufacturers' written installation and alignment instructions.
E. Equipment Mounting: Coordinate size and location of concrete bases for packaged engine generators. Cast anchor-bolt inserts into bases. Concrete, reinforcement, and formwork requirement are specified with concrete.
F. Install package engine generator with restrained spring isolators having a minimum deflection of 1 inch (25mm) on 4-inch- (100mm-) high concrete base. Secure sets to anchor bolts installed in concrete bases.
G. Install packaged engine generator to provide access, without removing connections or accessories, for periodic maintenance.
H. Install electrical devices furnished by equipment manufacturers but not specified to be factory mounted.

3213.13-3.2 CONNECTIONS

A. Ground equipment according to Section 260526 "Grounding and Bonding for Electrical Systems.".
B. Connect wiring according to Section 260519 "Low-Voltage Electrical Power Conductors and Cables." Provide a minimum of one 90-degree bend in flexible conduit routed to the engine generator from a stationary element.
C. Balance single-phase loads to obtain a maximum of 10 percent unbalance between any two phases.

3213.13-3.3 IDENTIFICATION

A. Install a sign indicating the generator neutral is bonded to the main service neutral at the main servicer location.

3213.13-3.4 FIELD QUALITY CONTROL

A. Testing Agency: Owner will engage a qualified testing agency to perform tests and Inspection.
B. Manufacturer's Field Service: Engage a factory-authorized service representative to test and inspect components, assemblies, and equipment installations, including connections.
C. Perform tests and inspections with the assistance of a factory-authorized service representative.
D. Retain test requirements below with any combination of paragraphs above. The following tests and inspections are derived from NETA Acceptance Testing Specification (ATS). Review NETA ATS and other standards listed and revise subparagraphs below.
E. Perform tests recommended by manufacturer and each visual and mechanical inspe4ction and electrical and mechanical test listed in first two subparagraphs below as specified in NETA ATS. Certify compliance with test parameters.

1. VISUAL AND MECHANICAL INSPECTION:

a) Compare equipment nameplate date with Drawings and the Specifications.
b) Inspect physical and mechanical condition.
c) Inspect anchorage, alignment and grounding.
d) Verify that the unit is clean.

2. ELECTRICAL AND MECHANICAL TESTS**:**

a) Perform insulation-resistance tests according to IEEE 43.
b) Test protective relay devices.
c) Verify phase rotation, phasing and synchronized operation as required by the application.
d) Functionally test engine shutdown for low oil pressure, over temperature, overspeed, and other protection features as applicable.
e) Perform vibration test for each main bearing cap.
f) Verify correct functioning of the governor and regulator.

3. BATTERY TESTS: Equalize charging of battery cells according to manufacturer's written instructions. Record individual cell voltage.

a) Measure charging voltage and voltages between available battery terminals for full-charging and float-charging conditions. Check electrolyte level and specific gravity under both conditions.
b) Test for contact integrity of all connectors. Perform an integrity load test and a capacity load test for the battery.
c) Verify acceptance of charge for each element of the battery after discharge.
d) Verify that measurements are within manufacturer's specifications.
e) Battery-Charger Tests: Verify specified rates of charge for both equalizing and float-charging conditions.
f) System Integrity Tests: Methodically verify proper installation, connection, and integrity of each element of engine generator system before and during system operation. Check for air, exhaust, and fluid leaks.
g) Exhaust-System Back-Pressure Test: Use a manometer with a scale exceeding 40-inch wg (120 kPa) Connect to exhaust line close to engine exhaust manifold. Verify that back pressure at full-rated load is within manufacturer's written allowable limits for the engine.
h) Exhaust Emissions Test: Comply with applicable government test criteria.
i) Voltage and Frequency Transient Stability Tests: Use recording oscilloscope to measure voltage and frequency transients for 50 and 100 percent step-load increases and decreases and verify that performance is as specified.
j) Harmonic-Content Tests: Measure harmonic content of output voltage at 25 and 100 percent of rated linear load. Verify that harmonic content is within specified limits.
k) Noise Level Tests: Measure A-weighted level of noise emanating from engine generator installation, including engine exhaust and cooling-air intake and discharge, at 25 feet (8 m) from edge of the generator5 enclosure, and compare measured levels with required values.
l) Coordinate tests with tests for transfer switches and run them concurrently.
m) Test instruments shall have been calibrated with past 12 months, traceable to NIST Calibration Services, an adequate for making positive observation of test results. Make calibration records available for examination on request.
n) Leak Test: After installation, charge exhaust, coolant, and fuel systems and test for leaks. Repair leaks and retest until no leaks exist.
o) Operational Test: After electrical circuitry has been energized, start units to confirm proper motor rotation and unit operation for generator and associated equipment.

p) Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.
q) Remove and replace malfunctioning units and retest as specified above.
r) Retest: Correct deficiencies identified by tests and observations, and retest unit specified requirements are met.
s) ‘Report results of tests and inspections in writing. Record adjustable relay setting and measured insulation resistances, time delays, and other values and observations. Attach a label or tag to each tested component indicating satisfactory completion of tests.

3213.13-3.5 DEMONSTRATION

A. Engage a factory-authorized service representative to train Owner’s maintenance personnel to adjust, operate and maintain package engine generators.

SECTION 3600 - TRANSFER SWITCHES

3600-PART 1 GENERAL

3600-1.1 SUMMARY

A. Section includes automatic and nonautomatic transfer switches rated 600 V and less.

3600-1.2 ACTION SUBMITTALS

A. Product Data: For each type of product.

B. Shop Drawings:

1. Include plans, elevations, sections, details showing minimum clearances, conductor entry provisions, gutter space, and installed features and devices.
2. Single-Line Diagram: Show connections between transfer switch, power sources, and load.

3600-1.3 INFORMATIONAL SUBMITTALS

A. Seismic Qualification Data: Certificates, for transfer switches, accessories, and components, from manufacturer.

B. Source quality control reports.

C. Field quality-control reports.

3600-1.4 CLOSEOUT SUBMITTALS

A. Operation and maintenance data.

3600-1.5 WARRANTY

A. Manufacturer's Warranty: Manufacturer agrees to repair or replace components of transfer switch or transfer switch components that fail in materials or workmanship within specified warranty period.

1. Warranty Period: Two years from date of Substantial Completion.

3600-PART 2 PRODUCTS

3600-2.1 PERFORMANCE REQUIREMENTS

A. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.

B. Comply with NEMA ICS 1.

C. Comply with NFPA 99.

D. Comply with NFPA 110.

E. Comply with UL 1008 unless requirements of these Specifications are stricter.

F. Indicated Current Ratings: Apply as defined in UL 1008 for continuous loading and total system transfer, including tungsten filament lamp loads not exceeding 30 percent of switch ampere rating, unless otherwise indicated.

G. Tested Fault-Current Closing and Short-Circuit Ratings: Adequate for duty imposed by protective devices at installation locations in Project under the fault conditions indicated, based on testing according to UL 1008.

1. Where transfer switch includes internal fault-current protection, rating of switch and trip unit combination shall exceed indicated fault-current value at installation location.
2. Short-time withstand capability for three cycles.

H. Repetitive Accuracy of Solid-State Controls: All settings shall be plus or minus 2 percent or better over an operating temperature range of minus 20 to plus 70 deg C.

I. Resistance to Damage by Voltage Transients: Components shall meet or exceed voltage-surge withstand capability requirements when tested according to IEEE C62.62. Components shall meet or exceed voltage-impulse withstand test of NEMA ICS 1.

J. Electrical Operation: Accomplish by a nonfused, momentarily energized solenoid or electric-motor-operated mechanism. Switches for emergency or standby purposes shall be mechanically and electrically interlocked in both directions to prevent simultaneous connection to both power sources unless closed transition.

K. Service-Rated Transfer Switch:

1. Comply with UL 869A and UL 489.
2. Provide terminals for bonding the grounding electrode conductor to the grounded service conductor.
3. In systems with a neutral, the bonding connection shall be on the neutral bus.
4. Provide removable link for temporary separation of the service and load grounded conductors.
5. Surge Protective Device: Service rated.
6. Ground-Fault Protection: Comply with UL 1008 for normal and alternative buses.

7. Service Disconnecting Means: Externally operated, manual mechanically actuated.

L. Neutral Switching: Where four-pole switches are indicated, provide neutral pole switched simultaneously with phase poles.

M. Neutral Terminal: Solid and fully rated unless otherwise indicated.

N. Oversize Neutral: Ampacity and switch rating of neutral path through units indicated for oversize neutral shall be double the nominal rating of circuit in which switch is installed.

O. Battery Charger: For generator starting batteries.

1. Float type, rated 10 A.
2. Ammeter to display charging current.
3. Fused ac inputs and dc outputs.

P. Factory Wiring: Train and bundle factory wiring and label, consistent with Shop Drawings, by color-code or by numbered or lettered wire and cable with printed, tape markers at terminations. Color-coding and wire and cable markers are specified in Section 260553 "Identification for Electrical Systems."

1. Designated Terminals: Pressure type, suitable for types and sizes of field wiring indicated.
2. Power-Terminal Arrangement and Field-Wiring Space: Suitable for top, side, or bottom entrance of feeder conductors as indicated.
3. Control Wiring: Equipped with lugs suitable for connection to terminal strips.
4. Accessible via front access.

Q. Enclosures: General-purpose NEMA 250, Type 3R, complying with NEMA ICS 6 and UL 508, unless otherwise indicated.

3600-2.2 CONTACTOR-TYPE AUTOMATIC TRANSFER SWITCHES

A. Manufacturers
1. Caterpillar, Inc
2. Cummins Power Generation
3. Eaton
4. GE Zenith Controls
5. Generac Power Systems
6. Kohler Power Systems

B. Comply with Level 1 equipment according to NFPA 110.

C. Switch Characteristics: Designed for continuous-duty repetitive transfer of full-rated current between active power sources.

1. Limitation: Switches using molded-case switches or circuit breakers or insulated-case circuit-breaker components are unacceptable.
2. Switch Action: Double throw; mechanically held in both directions.
3. Contacts: Silver composition or silver alloy for load-current switching. Contactor-style automatic transfer-switch units, rated 600 A and higher, shall have separate arcing contacts.
4. Conductor Connectors: Suitable for use with conductor material and sizes.
5. Material: Hard-drawn copper, 98 percent conductivity.
6. Main and Neutral Lugs: Compression type.
7. Ground Lugs and Bus-Configured Terminators: Compression type.
8. Ground bar.
9. Connectors shall be marked for conductor size and type according to UL 1008.

D. Automatic Open-Transition Transfer Switches: Interlocked to prevent the load from being closed on both sources at the same time.

1. Sources shall be mechanically and electrically interlocked to prevent closing both sources on the load at the same time.

E. Automatic Delayed-Transition Transfer Switches: Pauses or stops in intermediate position to momentarily disconnect both sources, with transition controlled by programming in the automatic transfer-switch controller. Interlocked to prevent the load from being closed on both sources at the same time.

1. Adjustable Time Delay: For override of normal-source voltage sensing to delay transfer and engine start signals for alternative source. Adjustable from zero to six seconds, and factory set for one second.
2. Sources shall be mechanically and electrically interlocked to prevent closing both sources on the load at the same time.
3. Fully automatic break-before-make operation with center off position.
4. Fully automatic break-before-make operation with transfer when two sources have near zero phase difference.

F. Signal-Before-Transfer Contacts: A set of normally open/normally closed dry contacts operates in advance of retransfer to normal source. Interval shall be adjustable from 1 to 30 seconds.

G. Automatic Transfer-Switch Controller Features:

1. Controller operates through a period of loss of control power.
2. Undervoltage Sensing for Each Phase of Normal Source: Sense low phase-to-ground voltage on each phase. Pickup voltage shall be adjustable from 85 to 100 percent of nominal, and dropout voltage shall be adjustable from 75 to 98 percent of pickup value. Factory set for pickup at 90 percent and dropout at 85 percent.
3. Voltage/Frequency Lockout Relay: Prevent premature transfer to generator. Pickup voltage shall be adjustable from 85 to 100 percent of nominal. Factory set for pickup at 90 percent. Pickup frequency shall be adjustable from 90 to 100 percent of nominal. Factory set for pickup at 95 percent.
4. Time Delay for Retransfer to Normal Source: Adjustable from zero to 30 minutes, and factory set for 10 minutes. Override shall automatically defeat delay on loss of voltage or sustained undervoltage of emergency source, provided normal supply has been restored.
5. Test Switch: Simulate normal-source failure.
6. Switch-Position Pilot Lights: Indicate source to which load is connected.
7. Source-Available Indicating Lights: Supervise sources via transfer-switch normal- and emergency-source sensing circuits.

    a. Normal Power Supervision: Green light with nameplate engraved "Normal Source Available."
    b. Emergency Power Supervision: Red light with nameplate engraved "Emergency Source Available."

8. Unassigned Auxiliary Contacts: Two normally open, single-pole, double-throw contacts for each switch position, rated 10 A at 240-V ac.
9. Transfer Override Switch: Overrides automatic retransfer control so transfer switch will remain connected to emergency power source regardless of condition of normal source. Pilot light indicates override status.
10. Engine Starting Contacts: One isolated and normally closed, and one isolated and normally open; rated 10 A at 32-V dc minimum.
11. Engine Shutdown Contacts: Instantaneous; shall initiate shutdown sequence at remote engine-generator controls after retransfer of load to normal source.
12. Engine Shutdown Contacts: Time delay adjustable from zero to five minutes, and factory set for five minutes. Contacts shall initiate shutdown at remote engine-generator controls after retransfer of load to normal source.

13. Engine-Generator Exerciser: Solid-state, programmable-time switch starts engine generator and transfers load to it from normal source for a preset time, then retransfers and shuts down engine after a preset cool-down period. Initiates exercise cycle at preset intervals adjustable from 7 to 30 days. Running periods shall be adjustable from 10 to 30 minutes. Factory settings shall be for 7-day exercise cycle, 20-minute running period, and 5-minute cool-down period. Exerciser features include the following:

    a. Exerciser Transfer Selector Switch: Permits selection of exercise with and without load transfer.
    b. Push-button programming control with digital display of settings.
    c. Integral battery operation of time switch when normal control power is unavailable.

H. Large-Motor-Load Power Transfer:

1. In-Phase Monitor: Factory-wired, internal relay controls transfer so contacts close only when the two sources are synchronized in phase and frequency. Relay shall compare phase relationship and frequency difference between normal and emergency sources and initiate transfer when both sources are within 15 electrical degrees, and only if transfer can be completed within 60 electrical degrees. Transfer shall be initiated only if both sources are within 2 Hz of nominal frequency and 70 percent or more of nominal voltage.
2. Motor Disconnect and Timing Relay Controls: Designated starters in loss of power scenario shall disconnect motors before transfer and reconnect them selectively at an adjustable time interval after transfer. Control connection to motor starters shall be through wiring external to automatic transfer switch. Provide adjustable time delay between 1 and 60 seconds for reconnecting individual motor loads. Provide relay contacts rated for motor-control circuit inrush and for actual seal currents to be encountered.
3. Programmed Neutral Switch Position: Switch operator with programmed neutral position arranged to provide a midpoint between the two working switch positions, with an intentional, time-controlled pause at midpoint during transfer. Adjustable pause from 0.5 to 30 seconds minimum, and factory set for 0.5 second unless otherwise indicated. Time delay occurs for both transfer directions. Disable pause unless both sources are live.

3600-2.3 MOLDED-CASE-TYPE AUTOMATIC TRANSFER SWITCHES

A. Manufacturers
1. Caterpillar Inc
2. Cummins Power Generation
3. Eaton
4. GE Zenith Controls
5. Generac Power Systems
6. Kohler Power Systems

B. Comply with Level 1 equipment according to NFPA 110.

C. Switch Characteristics: Designed for continuous-duty repetitive transfer of full-rated current between active power sources.

1. Limitation: Switches using contactor-based components are unacceptable.
2. Switch Action: Double throw; mechanically held in both directions.
3. Contacts: Silver composition or silver alloy for load-current switching.
4. Conductor Connectors: Suitable for use with conductor material and sizes.
5. Material: Hard-drawn copper, 98 percent conductivity.
6. Main and Neutral Lugs: Compression type.
7. Ground Lugs and Bus-Configured Terminators: Compression type.
8. Ground bar.
9. Connectors shall be marked for conductor size and type according to UL 1008.

D. Automatic Open-Transition Transfer Switches: Interlocked to prevent the load from being closed on both sources at the same time.

1. Sources shall be mechanically and electrically interlocked to prevent closing both sources on the load at the same time.

E. Automatic Delayed-Transition Transfer Switches: Pauses or stops in intermediate position to momentarily disconnect both sources, with transition controlled by programming in the automatic transfer-switch controller. Interlocked to prevent the load from being closed on both sources at the same time.

1. Adjustable Time Delay: For override of normal-source voltage sensing to delay transfer and engine start signals for alternative source. Adjustable from zero to six seconds, and factory set for one second.
2. Sources shall be mechanically and electrically interlocked to prevent closing both sources on the load at the same time.
3. Fully automatic break-before-make operation with center off position.
4. Fully automatic break-before-make operation with transfer when two sources have near zero phase difference.

F. Signal-Before-Transfer Contacts: A set of normally open/normally closed dry contacts operates in advance of retransfer to normal source. Interval shall be adjustable from 1 to 30 seconds.

G. Transfer Switches Based on Molded-Case-Switch Components: Comply with UL 489 and UL 869A.

H. Automatic Transfer-Switch Controller Features:

1. Controller operates through a period of loss of control power.
2. Undervoltage Sensing for Each Phase of Normal and Alternative Source: Sense low phase-to-ground voltage on each phase. Pickup voltage shall be adjustable from 85 to 100 percent of nominal, and dropout voltage shall be adjustable from 75 to 98 percent of pickup value. Factory set for pickup at 90 percent and dropout at 85 percent.
3. Voltage/Frequency Lockout Relay: Prevent premature transfer to generator. Pickup voltage shall be adjustable from 85 to 100 percent of nominal. Factory set for pickup at 90 percent. Pickup frequency shall be adjustable from 90 to 100 percent of nominal. Factory set for pickup at 95 percent.
4. Time Delay for Retransfer to Normal Source: Adjustable from zero to 30 minutes, and factory set for 10 minutes. Override shall automatically defeat delay on loss of voltage or sustained undervoltage of emergency source, provided normal supply has been restored.
5. Test Switch: Simulate normal-source failure.
6. Switch-Position Pilot Lights: Indicate source to which load is connected.
7. Source-Available Indicating Lights: Supervise sources via transfer-switch normal- and emergency-source sensing circuits.

    a. Normal Power Supervision: Green light with nameplate engraved "Normal Source Available."
    b. Emergency Power Supervision: Red light with nameplate engraved "Emergency Source Available."

8. Unassigned Auxiliary Contacts: Two normally open, single-pole, double-throw contacts for each switch position, rated 10 A at 240-V ac.
9. Transfer Override Switch: Overrides automatic retransfer control so automatic transfer switch will remain connected to emergency power source regardless of condition of normal source. Pilot light indicates override status.
10. Engine Starting Contacts: One isolated and normally closed, and one isolated and normally open; rated 10 A at 32-V dc minimum.

11. Engine Shutdown Contacts: Instantaneous; shall initiate shutdown sequence at remote engine-generator controls after retransfer of load to normal source.
12. Engine Shutdown Contacts: Time delay adjustable from zero to five minutes, and factory set for five minutes. Contacts shall initiate shutdown at remote engine-generator controls after retransfer of load to normal source.
13. Engine-Generator Exerciser: Solid-state, programmable-time switch starts engine generator and transfers load to it from normal source for a preset time, then retransfers and shuts down engine after a preset cool-down period. Initiates exercise cycle at preset intervals adjustable from 7 to 30 days. Running periods shall be adjustable from 10 to 30 minutes. Factory settings shall be for 7-day exercise cycle, 20-minute running period, and 5-minute cool-down period. Exerciser features include the following:

    a. Exerciser Transfer Selector Switch: Permits selection of exercise with and without load transfer.
    b. Push-button programming control with digital display of settings.
    c. Integral battery operation of time switch when normal control power is unavailable.

I. Large-Motor-Load Power Transfer:

1. In-Phase Monitor: Factory-wired, internal relay controls transfer so contacts close only when the two sources are synchronized in phase and frequency. Relay shall compare phase relationship and frequency difference between normal and emergency sources and initiate transfer when both sources are within 15 electrical degrees, and only if transfer can be completed within 60 electrical degrees. Transfer shall be initiated only if both sources are within 2 Hz of nominal frequency and 70 percent or more of nominal voltage.
2. Motor Disconnect and Timing Relay Controls: Designated starters in loss of power scenario shall disconnect motors before transfer and reconnect them selectively at an adjustable time interval after transfer. Control connection to motor starters shall be through wiring external to automatic transfer switch. Provide adjustable time delay between 1 and 60 seconds for reconnecting individual motor loads. Provide relay contacts rated for motor-control circuit inrush and for actual seal currents to be encountered.
3. Programmed Neutral Switch Position: Switch operator with programmed neutral position arranged to provide a midpoint between the two working switch positions, with an intentional, time-controlled pause at midpoint during transfer. Adjustable pause from 0.5 to 30 seconds minimum, and factory set for 0.5 second unless otherwise indicated. Time delay occurs for both transfer directions. Disable pause unless both sources are live.

3600-2.4 SOURCE QUALITY CONTROL

A. Factory Tests: Test and inspect components, assembled switches, and associated equipment according to UL 1008. Ensure proper operation. Check transfer time and voltage, frequency, and time-delay settings for compliance with specified requirements. Perform dielectric strength test complying with NEMA ICS 1.

B. Prepare test and inspection reports.

1. For each of the tests required by UL 1008, performed on representative devices, for emergency and optional stand-by systems. Include results of test for the following conditions:

    a. Overvoltage.
    b. Undervoltage.
    c. Loss of supply voltage.
    d. Reduction of supply voltage.
    e. Alternative supply voltage or frequency is at minimum acceptable values.
    f. Temperature rise.

g. Dielectric voltage-withstand; before and after short-circuit test.
h. Overload.
i. Contact opening.
j. Endurance.
k. Short circuit.
l. Short-time current capability.
m. Receptacle withstand capability.
n. Insulating base and supports damage.

3600-PART 3 EXECUTION

3600-3.1 INSTALLATION

A. Floor-Mounting Switch: Anchor to floor by bolting.

1. Install transfer switches on cast-in-place concrete equipment base(s). Comply with requirements for equipment bases and foundations specified in Section 033000 "Cast-in-Place Concrete."
2. Comply with requirements for seismic control devices specified in Section 260548.16 "Seismic Controls for Electrical Systems."
3. Coordinate size and location of concrete bases. Cast anchor-bolt inserts into bases.
4. Provide workspace and clearances required by NFPA 70.

B. Annunciator and Control Panel Mounting: Flush in wall unless otherwise indicated.

C. Identify components according to Section 260553 "Identification for Electrical Systems."

D. Set field-adjustable intervals and delays, relays, and engine exerciser clock.

E. Comply with NECA 1.

3600-3.2 CONNECTIONS

A. Wiring to Remote Components: Match type and number of cables and conductors to generator sets, motor controls, control, and communication requirements of transfer switches as recommended by manufacturer. Increase raceway sizes at no additional cost to Owner if necessary to accommodate required wiring.

B. Wiring Method: Install cables in raceways and cable trays except within electrical enclosures. Conceal raceway and cables except in unfinished spaces.

1. Comply with requirements for raceways and boxes specified in Section 260533 "Raceways and Boxes for Electrical Systems."

C. Wiring within Enclosures: Bundle, lace, and train conductors to terminal points with no excess and without exceeding manufacturer's limitations on bending radii.

D. Ground equipment according to Section 260526 "Grounding and Bonding for Electrical Systems."

E. Connect twisted pair cable according to Section 260523 "Control-Voltage Electrical Power Cables."

F. Connect twisted pair cable according to Section 271513 "Communications Copper Horizontal Cabling."

G. Route and brace conductors according to manufacturer's written instructions and Section 260529 "Hangers and Supports for Electrical Systems." Do not obscure manufacturer's markings and labels.

H. Final connections to equipment shall be made with liquidtight, flexible metallic conduit no more than 18 inches (457 mm) in length.

3600-3.3 FIELD QUALITY CONTROL

A. Perform the following tests and inspections with the assistance of a factory-authorized service representative:

1. Visual and Mechanical Inspection:

a. Compare equipment nameplate data with Drawings and Specifications.

b. Inspect physical and mechanical condition.

c. Inspect anchorage, alignment, grounding, and required clearances.

d. Verify that the unit is clean.

e. Verify appropriate lubrication on moving current-carrying parts and on moving and sliding surfaces.

f. Verify that manual transfer warnings are attached and visible.

g. Verify tightness of all control connections.

h. Inspect bolted electrical connections for high resistance using one of the following methods, or both:

1) Use of low-resistance ohmmeter.
2) Verify tightness of accessible bolted electrical connections by calibrated torque-wrench method according to manufacturer's published data.

i. Perform manual transfer operation.

j. Verify positive mechanical interlocking between normal and alternate sources.

k. Perform visual and mechanical inspection of surge arresters.

l. Inspect control power transformers.

1) Inspect for physical damage, cracked insulation, broken leads, tightness of connections, defective wiring, and overall general condition.
2) Verify that primary and secondary fuse or circuit-breaker ratings match Drawings.
3) Verify correct functioning of drawout disconnecting contacts, grounding contacts, and interlocks.

2. Electrical Tests:

a. Perform insulation-resistance tests on all control wiring with respect to ground.
b. Perform a contact/pole-resistance test. Compare measured values with manufacturer's acceptable values.
c. Verify settings and operation of control devices.
d. Calibrate and set all relays and timers.

e. Verify phase rotation, phasing, and synchronized operation.
f. Perform automatic transfer tests.
g. Verify correct operation and timing of the following functions:

1) Normal source voltage-sensing and frequency-sensing relays.
2) Engine start sequence.
3) Time delay on transfer.
4) Alternative source voltage-sensing and frequency-sensing relays.
5) Automatic transfer operation.
6) Interlocks and limit switch function.
7) Time delay and retransfer on normal power restoration.
8) Engine cool-down and shutdown feature.

3. Measure insulation resistance phase-to-phase and phase-to-ground with insulation-resistance tester. Include external annunciation and control circuits. Use test voltages and procedure recommended by manufacturer. Comply with manufacturer's specified minimum resistance.

a. Check for electrical continuity of circuits and for short circuits.
b. Inspect for physical damage, proper installation and connection, and integrity of barriers, covers, and safety features.
c. Verify that manual transfer warnings are properly placed.
d. Perform manual transfer operation.

4. After energizing circuits, perform each electrical test for transfer switches stated in NETA ATS and demonstrate interlocking sequence and operational function for each switch at least three times.

a. Simulate power failures of normal source to automatic transfer switches and retransfer from emergency source with normal source available.
b. Simulate loss of phase-to-ground voltage for each phase of normal source.
c. Verify time-delay settings.
d. Verify pickup and dropout voltages by data readout or inspection of control settings.
e. Perform contact-resistance test across main contacts and correct values exceeding 500 microhms and values for one pole deviating by more than 50 percent from other poles.
f. Verify proper sequence and correct timing of automatic engine starting, transfer time delay, retransfer time delay on restoration of normal power, and engine cool-down and shutdown.

5. Ground-Fault Tests: Coordinate with testing of ground-fault protective devices for power delivery from both sources.

a. Verify grounding connections and locations and ratings of sensors.

B. Coordinate tests with tests of generator and run them concurrently.

C. Report results of tests and inspections in writing. Record adjustable relay settings and measured insulation and contact resistances and time delays. Attach a label or tag to each tested component indicating satisfactory completion of tests.

D. Transfer switches will be considered defective if they do not pass tests and inspections.

E. Remove and replace malfunctioning units and retest as specified above.

F. Prepare test and inspection reports.

G. Infrared Scanning: After Substantial Completion, but not more than 60 days after Final Acceptance, perform an infrared scan of each switch. Remove all access panels so joints and connections are accessible to portable scanner.

1. Instrument: Use an infrared scanning device designed to measure temperature or to detect significant deviations from normal values. Provide calibration record for device.
2. Record of Infrared Scanning: Prepare a certified report that identifies switches checked and that describes scanning results. Include notation of deficiencies detected, remedial action taken, and observations after remedial action.
3. Follow-up Infrared Scanning: Perform an additional follow-up infrared scan of each switch 11 months after date of Substantial Completion.

3600-3.4 DEMONSTRATION

A. Engage a factory-authorized service representative to train Owner's maintenance personnel to adjust, operate, and maintain transfer switches and related equipment.

B. Training shall include testing ground-fault protective devices and instructions to determine when the ground-fault system shall be retested. Include instructions on where ground-fault sensors are located and how to avoid negating the ground-fault protection scheme during testing and circuit modifications.

C. Coordinate this training with that for generator equipment.

End of Technical Provisions

noodoe EV

Noodoe EV AC19L

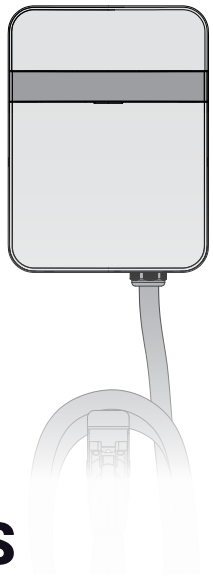
Smart EV Charging

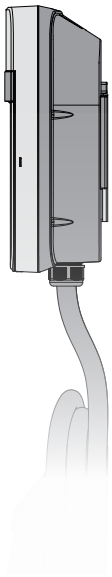
Version 2.06

Width
10.6 in / 270 mm

Depth
5.5 in / 140 mm

Height
14.1 in / 360 mm





SPECIFICATIONS

Cloud service	Noodoe EV OS
Maximum output power	19.2 kW
Output power	80 A @200~240 Vac, 1-phase
Vehicle connector	SAE J1772
Charging cable length	25 feet / 7.6 m
Input power	1-phase, 3-wire, 200~240 Vac, 80 A maximum
Grounding system	TN, TT
Efficiency	> 99%
Power factor	> 0.99
Display	LED indicator, OLED, 20 characters, 2 lines
Communication protocol	OCPP 1.6 JSON
Network connectivity	Ethernet, Wi-Fi
NEMA enclosures(NEMA)	NEMA 3R
Impact protection	IK10
Electrical protection	Over voltage protection, under voltage protection, surge protection, ground fault protection, residual current device, short circuit protection, over current protection, over temperature protection
Operating temperature	-31 °F to +131 °F / -35 °C to +55 °C
Dimensions	10.6 (W) x 14.1 (H) x 5.5 (D) in 270 (W) x 360 (H) x 140 (D) mm
Weight	27.4 lbs / 12.4 kg
Certifications	UL, FCC, Energy Star

Noodoe EV OS

Noodoe Inc.
9896 Bissonnet,
Suite 440
Houston, TX 7703,
United States
+1 281-888-3429
info@noodoe.com
noodoe.com

BID PROPOSAL (BP)

GARDENA CITY HALL ELECTRICAL SYSTEMS UPGRADE

PROJECT NO. JN 541

Contractor:	Mel Smith Electric, Inc.
Address:	10950 Dale Avenue Stanton CA 90680
Phone:	714.761.3205
Fax:	714.761.4710
License No.:	394741
D.I.R. No.	1000001784
Email:	estimating@melsmithelectric.com

To Be Submitted

WITH

Bid Package

BID PROPOSAL

PROJECT NO. JN 541

BID SCHEDULE

The undersigned, having examined the proposed Contract Documents titled:

GARDENA CITY HALL ELECTRICAL SYSTEMS UPGRADE

and having visited the site and examined the conditions affecting the work, hereby proposes and agrees to furnish all labor, materials, equipment, and appliances, and to perform operations necessary to complete the work as required by said proposed Contract Documents and itemized bid schedule below. All work shall be completed within **[75] working days (construction)** as defined in the latest Standard Specifications for Public Works ("Greenbook"). Does not include submittal, review, RFI, and order period. **Working Days** shall begin once Notice to Proceed is issued by the Engineer.

Item No.	Item Description	Unit	Approx. Quantity	Unit Price in Figures	Item Total
1	Construct per plans (7 pages) and specifications	LS	1	$ 677,866.80	$ 677,866.80
2	Community Development Department Permit Fee	LS	1	$ 1,133.20	$ 1,133.20
3	Mobilization (Maximum 2%)	LS	1	$12,000	$12,000
4	General Conditions (Maximum 2%)	LS	1	$12,000	$12,000
5	Construct per SCE plans (2 pages) and coordination with SCE	LS	1	$40,000	$40,000

TOTAL CONTRACT BID:

(Figures) $ 743,000.00

(Words) Seven hundred forty three thousand dollars

BID SCHEDULE (Continued)

*** In case of error in extension of price into the total price column, the unit price will govern.**

All work required and shown on the construction plans and this specification for which no price or item is listed on this proposal, it shall be understood that such work, equipment, labor, tools and materials shall be provided without extra charge, allowance or direct payment of any kind. Payment for performing such work or furnishing such equipment, labor, tools and materials shall be included in the above lump sum or unit bid prices and no additional compensation will paid therefor. The contractor is required to submit a detailed schedule of values within fourteen (14) calendar days after award of contract. City has the discretion to reject the schedule of values for revisions if deemed bid items are unbalanced.

If the City determines that any of the unit bid prices are significantly unbalanced to the potential detriment of the City, the bid will be replaced as non-responsive.

In case of any discrepancy between the words and the figures, the words shall prevail. If the unit price and the total amount for any item are not in agreement, the unit price alone shall be considered to represent the bidder's intention and all totals will be corrected to conform thereto.

Attached hereto is cash, a certified check, a cashier's check, or a bidder's bond in the amount of Seventy four thousand three hundred Dollar s, said amount being not less than 10 percent of the amount bid. Pursuant to Public Contract Code Sections 20172 and 20174, it is agreed a portion equal to the difference between the low bid and second low bid shall be retained as a bid bond forfeiture by the City if the undersigned fails or refuses to execute the Contract and furnish the required bonds and certificates of insurance within the time provided.

Mel Smith Electric, Inc.
Name of Bidder

Signature of Bidder

BID PROPSOAL

PROJECT NO. JN 541

ACKNOWLEDGEMENT OF ADDENDA RECEIVED

The Bidder shall acknowledge the receipt of addenda by number and date each addendum received.

Addendum No. 1 Date 9/23/2025 Addendum No. ____ Date _____

Addendum No. 2 Date 10/1/2025 Addendum No. ____ Date _____

Addendum No. ____ Date _____ Addendum No. ____ Date _____

Addenda will be issued only through the ARC Document Solutions and access under their "Planrooms"/"Order From Planwell" (https://www.e-arc.com/location/costa-mesa/). It is the Bidder's sole responsibility to visit the Planroom to obtain and administer any Addendum related to this bid. **An Addendum must be acknowledged above by a bidder in its submitted form of Proposal.**

If an addendum or addenda has been issued by the City and not noted above as being received by the Bidder, the Bid Proposal may be rejected.

_____ October 20, 2025

Bidder's Signature Date

BID PROPOSAL

PROJECT NO. JN 541

BIDDER'S DECLARATION

It is understood and agreed that:

1. The undersigned has carefully examined all documents which will form a part of the Contract; namely, the Notice Inviting Bids, the Instructions to Bidders, this Proposal, the Bid Bond, the Contract, the Faithful Performance Bond, the Payment Bond, the federal requirements, if any, the Plans and Specifications, the Special Provisions, and the Technical Provisions.

2. The undersigned has, by investigation at the site of the work and otherwise, satisfied himself as to the nature and location of the work and fully informed himself as to all conditions and matters, which can in any way affect the work or the cost thereof.

3. The undersigned fully understands the scope of work and has checked carefully all words and figures inserted in this Proposal and he further understands that the City will not be responsible for any errors or omissions in the preparation of the Proposal.

4. The undersigned agrees and acknowledges that he is aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and that the undersigned will comply with such provisions before commencing the performance of the Contract if it is awarded to the undersigned.

The undersigned will execute the Contract and furnish the required statutory bonds and certificates of insurance within the period of time specified in the Contract Documents.

The undersigned will begin work after award of Contract and a Notice to Proceed has been given as herein specified and will complete said work within the time specified in the Bidding Schedule.

5. The undersigned certifies that this Proposal is genuine and not sham or collusive, or made in the interest or on behalf of a person not herein named, and the undersigned has not directly or indirectly induced or solicited any other bidder to put in a sham bid nor induced any other person, firm, or corporation to refrain from bidding. The undersigned has not in any manner sought by collusion to secure for himself any advantage over any other bidder.

6. The undersigned will accept an award and enter into a Contract for all work scheduled herein on which he puts in a bid. The awards for such work are to be entirely at the discretion of the City after evaluation of the bids as submitted. The undersigned agrees that the City shall recover or retain as a bid bond forfeiture an amount equal to the difference between the low bid and amount of the bid of the bidder with whom the City enters into a Contract, and the surplus, if any, shall be returned to the lowest bidder in accordance with the provisions of the Public Contract Code Sections 20172 and 20174 in the event of his failure to execute a Contract and furnish required bonds and insurance therefor within the time provided.

BIDDER'S DECLARATION (Continued)

7. The undersigned bidder stated under penalty of perjury that the representations made in submitting this bid are, to the best of his/her knowledge, true, accurate, and complete.

Respectfully submitted,

Mel Smith Electric, Inc. Contractor's Business Name	Mel Smith, President Contractor (Print) Title
10950 Dale Avenue Business Address: Street	Signature Title
Stanton CA 90680 City State Zip	394741 A, B, C7, C10, C12, C21 Haz Contractor's License No. and Classification
714.761.3205 Business Phone Number	714.761.4710 Business Fax Number
October 20, 2025 Date	
Name Title	Residence: Street
City State Zip	Residence Phone Number

Note: If the bid is made by an individual, it must be signed with the full name of the bidder, whose address must be given: if it is made by a firm, it must be signed in the co-partnership's name by a general partner thereof, who shall also sign his or her own name, and the name and full address of each partner (general and/or limited) must be given; and if it is made by a corporation, it must be signed by a properly authorized officer, the corporate name shall be set forth, and the corporate seal shall be affixed.

BID PROPOSAL

PROJECT NO. JN 541

NON-COLLUSION AFFIDAVIT

(To be executed by Bidder and submitted with Bid)

State of California

County of Los Angeles

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

Mel Smith Electric, Inc.
NAME OF BIDDER

SIGNATURE OF BIDDER

10950 Dale Avenue
ADDRESS OF BIDDER

Stanton CA 90680
CITY STATE ZIP

ALL SIGNATURES MUST BE WITNESSED BY NOTARY
(attach appropriate jurats)

TO BE SUBMITTED WITH PROPOSAL

BID PROPOSAL

PROJECT NO. JN 541

DECLARATION OF ELIGIBILITY TO CONTRACT

[Labor Code Section 1777.1; Public Contract Code Section 6109]

The undersigned, a duly authorized representative of the contractor, certifies and declares that:

1. The undersigned contractor is aware of Sections 1777.1 and 1777.7 of the California Labor Code, which prohibit a contractor or subcontractor who has been found by the Labor Commissioner or the Director of Industrial Relations to be in violation of certain provisions of the Labor Code, from bidding on, being awarded, or performing work as a subcontractor on a public works project for specified periods of time.

2. The undersigned contractor is not ineligible to bid on, be awarded or perform work as a subcontractor on a public works project by virtue of Sections 1771.1 or 1777.7 of the California Labor Code or any other provision of law.

3. The undersigned contractor is aware of California Public Contract Code Section 6109, which states:

> "(a) A public entity, as defined in Section 1100 [of the Public Contract Code], may not permit a contractor or subcontractor who is ineligible to bid or work on, or be awarded, a public works project pursuant to Section 1777.1 or 1777.7 of the Labor Code to bid on, be awarded, or perform work as a subcontractor on, a public works project. Every public works project shall contain a provision prohibiting a contractor from performing work on a public works project with a subcontractor who is ineligible to perform work on the public works project pursuant to Section 1771.1 or 1777.7 of the Labor Code."
>
> "(b) Any contract on a public works project entered into between a contractor and a debarred subcontractor is void as a matter of law. A debarred subcontractor may not receive any public money for performing work as a subcontractor on a public works contract, and any public money that may have been paid to a debarred subcontractor by a contractor on the project shall be returned to the awarding body. The contractor shall be responsible for the payment of wages to workers of a debarred subcontractor who has been allowed to work on the project."

4. The undersigned contractor has investigated the eligibility of each and every subcontractor the undersigned contractor intends to use on this public works project, and has determined that none of them are ineligible to perform work as a subcontractor on a public works project by virtue of the foregoing provisions of the Public Contract Code, Sections 1771.1 or 1777.7 of the Labor Code, or any other provision of law.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct. Executed this 30 day of September, 2025, at 10950 Dale Avenue Stanton CA 90680 *(place of execution)*, California_____.

Signature: _____ Name: Mel Smith

Title: President Company: Mel Smith Electric, Inc.

BID PROPOSAL

PROJECT NO. JN 541

DESIGNATION OF SUBCONTRACTORS

In compliance with the "Subletting and Subcontracting Fair Practices Act" being Sections 4100-4113 of the Public Contract Code of the State of California, and any amendments thereto, each bidder shall set forth below the name and location of the place of business of each subcontractor who will perform work or labor or render service to the prime contractor in or about the construction of the work or improvement in an amount in excess of one-half (1/2) of one percent (1%) of the prime contractor's total bid, and shall further set forth the portion of the work which will be done by each subcontractor. Only one subcontractor for each such portion shall be listed.

If the contractor fails to specify a subcontractor for any portion of the work to be performed under the contract, he shall be deemed to have agreed to perform such portion himself, and he shall not be permitted to subcontract that portion of the work except under the conditions hereinafter set forth.

Subletting or subcontracting of any portion of the work to which subcontractor was designated in the original bid shall only be permitted in cases of public emergency or necessity, and then only after a finding reduced to writing as a public record of the legislative body of the City.

Portion of Work %	Subcontractor's Name & Address	Type of Work	State License Number	Class	D.I.R. Number
8	ABCON 17751 Carranza Lane HB 92647	Misc site work	766427	C8 & B	1000037308

Not more than 8 %.

TO BE SUBMITTED WITH PROPOSAL

BID PROPOSAL

PROJECT NO. JN 541

CONSTRUCTION PROJECT REFERENCE

In order to more fully evaluate your background and experience for the project herein proposed, please submit a list of Public Works and/or similar construction projects completed or in progress within the last three (3) years. Failure to provide this information may constitute grounds for rejection of your bid as non-responsive.

Number of years as a contractor in construction work of this type: 49

Three projects of this type recently completed:

1. Name (Firm/Agency): So. Orange County Community College District
   Address: 28000 Marguerita Pwy, Mission Viejo 92692
   Contact Person: Mary Opel, Director Fac. Telephone No.: 949.582.4850
   Title of Project: Saddleback CCD Generator
   Project Location: 28000 Marguerita Pwy, Mission Viejo 92692
   Date of Completion: 4/2025 Contract Amount: $ 618,000

2. Name (Firm/Agency): Chino Valley Unified School District / GC: Xebec Bldg Co.
   Address: 13461 Ramona Ave. Chino 91710 909-628-1201
   Contact Person: Monica Poma, PM Telephone No.: 562.795.0270
   Title of Project: District Office Project
   Project Location: 13461 Ramona Ave. Chino 91710
   Date of Completion: 4/2024 Contract Amount: $ 2,883,400

3. Name (Firm/Agency): OC Sheriff's Department Research & Development
   Address: 431 The City Drive South, Orange CA 92868
   Contact Person: Steve Hilleshiem OCSD Telephone No.: 714-935-6967
   Title of Project: Central Jails Complex - CCTV PH 2 P179
   Project Location: Santa Ana Central Jail
   Date of Completion: 4/2022 Contract Amount: $ 2,238,388.75

NOTE: If requested by the City, the bidder shall furnish a certified financial statement, references, and other information sufficiently comprehensive to permit an appraisal of his current financial condition.

Bidder's Signature _____

TO BE SUBMITTED WITH PROPOSAL

BID PROPOSAL

PROJECT NO. JN 541

CERTIFICATE OF NON-DISCRIMINATION BY CONTRACTORS

As suppliers of goods or services to the City, the firm listed below certifies that it does not discriminate in its employment with regard to race, color, religion, sex, or national origin; that it is in compliance with all applicable federal, state, and local directives, and executive orders regarding non-discrimination in employment; and that it agrees to pursue positively and aggressively the principle of equal opportunity in employment.

We agree specifically:

1. To establish or observe employment policies which affirmatively promote opportunities for minority persons at all job levels.

2. To communicate this policy to all persons concerned, including all company employees, outside recruiting services, especially those serving minority communities, and to the minority communities at large.

3. To take affirmative steps to hire minority employees within the company.

FIRM Mel Smith Electric, Inc.

TITLE OF PERSON SIGNING President

SIGNATURE

DATE October 20, 2025

Please include any additional information available regarding equal opportunity employment programs now in effect within your company:

_____

_____

_____

_____

_____

_____

TO BE SUBMITTED WITH PROPOSAL

BID PROPOSAL

PROJECT NO. JN 541

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION – PRIMARY COVERED TRANSACTIONS

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON NEXT PAGE)

The Contractor shall not perform Work with any Subcontractor that has been debarred or suspended pursuant to California Labor Code Section 1777.1 or any other federal or State law providing for the debarment of contractors from public works. The Contractor and Subcontractors shall not be debarred or suspended throughout the duration of the Contract pursuant to Labor Code Section 1777.1 or any other federal or State law providing for the debarment of contractors from public works. If the Contractor or any Subcontractor becomes debarred or suspended during the duration of the Project, the Contractor shall immediately notify the City.

1. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:

    a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

    b. Have not within a 5-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement, or receiving stolen property;

    c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph 1b of this certification; and

    d. Have not within a 5-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Signature: _____ Name: Mel Smith

Title: President Company: Mel Smith Electric, Inc.

TO BE SUBMITTED WITH PROPOSAL

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION – PRIMARY COVERED TRANSACTIONS (Continued)

INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.
4. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is submitted for assistance in obtaining a copy of those regulations (13 CFR Part 145).
6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transactions," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the ineligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

MINUTES OF THE SPECIAL MEETING OF BOARD OF DIRECTORS

OF

MEL SMITH ELECTRIC, INC.

The Special Meeting of the Board of Directors of Mel Smith Electric, Inc. took place on January 14, 2022 at 8:00am.

Present were Melvin W. Smith, Jr. and Marjorie Smith constituting all of the Directors of the Board of Directors of Mel Smith Electric, Inc.

Upon Motion duly made, seconded and unanimously approved the following Resolution was Ratified:

1. In regard to the President of the Corporation. He shall have the general powers and duties of management usually vested in the office of the President of a Corporation and shall have such powers and duties as may be prescribed by the Board of Directors of the Corporation including the power to bind the Corporation by himself to contracts executed by the President on behalf of the Corporation.

There being no further business to come before the Board at this time, the meeting was adjourned.

PRESIDENT:

Melvin W. Smith, Jr.

VICE PRESIDENT

Marjorie Smith

SECRETARY:

Marjorie Smith

CHIEF FINANCIAL OFFICER:

Melvin W. Smith, Jr.

Bond # 6138437
Premium: Nil

BID PROPOSAL

PROJECT NO. JN 541

BID BOND

KNOW ALL MEN BY THESE PRESENTS:

THAT Mel Smith Electric, Inc., as Principal,
and Great American Insurance Company, as Surety,
are held firmly bound unto the City of Gardena in the sum of $ ten percent (10%) of amount bid DOLLARS,
(not less than ten percent of total amount of bid)
for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, said Principal has submitted a bid to the City to perform all work required under the following:

PROJECT: **GARDENA CITY HALL ELECTRICAL SYSTEMS UPGRADE**
1700 W. 162nd Street
JN 541

NOW, THEREFORE, if said Principal is awarded a Contract by the City and, within the time and in the manner required in the Specifications for said project, enters into the written form of Contract bound with said Specifications and furnishes the required bonds, one to guarantee faithful performance and the other to guarantee payment for labor and materials, then this obligation shall be null and void, otherwise it shall remain in full force and effect. In the event suit is brought upon this bond by the City and judgment is recovered, said Surety shall pay all costs incurred by the City in such suit, including a reasonable attorneys' fee to be fixed by the court. Surety hereby waives the provisions of California Civil Code §2845.

SIGNED AND SEALED, this 15th day of September, 2025.

Mel Smith Electric, Inc. (SEAL)	Great American Insurance Company (SEAL)
Principal	Surety
BY: Signature	BY: Signature
	Spencer Flake / Attorney-in-Fact

Note: This bond must be dated, all signatures must be notarized, and evidence of the authority of any person signing as attorney–in-fact must be attached.

TO BE SUBMITTED WITH PROPOSAL

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT **CIVIL CODE § 1189**

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

State of California)
County of Orange)

On September 15, 2025 before me, Hannah Ogren, Notary Public,
Date *Here Insert Name and Title of the Officer*

personally appeared Spencer Flake
Name(s) of Signer(s)

_____,

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

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

WITNESS my hand and official seal.

HANNAH OGREN
Notary Public - California
Los Angeles County
Commission # 2408621
My Comm. Expires Jun 21, 2026

Signature _____
Signature of Notary Public

Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: _____ Document Date: _____
Number of Pages: _____ Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____
☐ Corporate Officer — Title(s): _____
☐ Partner — ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator
☐ Other: _____
Signer Is Representing: _____

Signer's Name: _____
☐ Corporate Officer — Title(s): _____
☐ Partner — ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator
☐ Other: _____
Signer Is Representing: _____

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GREAT AMERICAN INSURANCE COMPANY

Administrative Office: 301 E 4TH STREET • CINCINNATI, OHIO 45202 • 513-369-5000 • FAX 513-723-2740

The number of persons authorized by this power of attorney is not more than SIX

No. 0 20942

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That the GREAT AMERICAN INSURANCE COMPANY, a corporation organized and existing under and by virtue of the laws of the State of Ohio, does hereby nominate, constitute and appoint the person or persons named below, each individually if more than one is named, its true and lawful attorney-in-fact, for it and in its name, place and stead to execute on behalf of the said Company, as surety, any and all bonds, undertakings and contracts of suretyship, or other written obligations in the nature thereof; provided that the liability of the said Company on any such bond, undertaking or contract of suretyship executed under this authority shall not exceed the limit stated below.

Name		Address	Limit of Power
DAVID L. CULBERTSON	LEXIE SHERWOOD	ALL OF	ALL
CHARLES L. FLAKE	KAREN LETZ	ANAHEIM, CALIFORNIA	$100,000,000.00
SPENCER FLAKE			
HEATHER WILLIS			

It is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner - Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

This Power of Attorney revokes all previous powers issued on behalf of the attorney(s)-in-fact named above.

IN WITNESS WHEREOF the GREAT AMERICAN INSURANCE COMPANY has caused these presents to be signed and attested by its appropriate officers and its corporate seal hereunto affixed this 29TH day of APRIL, 2025.

Attest

GREAT AMERICAN INSURANCE COMPANY

Assistant Secretary

Divisional Senior Vice President

JOHN K. WEBSTER (877-377-2405)

STATE OF OHIO, COUNTY OF HAMILTON - ss:

On this 29TH day of APRIL, 2025, before me personally appeared JOHN K. WEBSTER, to me known, being duly sworn, deposes and says that he resides in Cincinnati, Ohio, that he is a Divisional Senior Vice President of the Bond Division of Great American Insurance Company, the Company described in and which executed the above instrument; that he knows the seal of the said Company; that the seal affixed to the said instrument is such corporate seal; that it was so affixed by authority of his office under the By-Laws of said Company, and that he signed his name thereto by like authority.

SUSAN A KOHORST
Notary Public
State of Ohio
My Comm. Expires
May 18, 2030

This Power of Attorney is granted by authority of the following resolutions adopted by the Board of Directors of Great American Insurance Company by unanimous written consent dated June 9, 2008.

RESOLVED: That the Divisional President, the several Divisional Senior Vice Presidents, Divisional Vice Presidents and Divisional Assistant Vice Presidents, or any one of them, be and hereby is authorized, from time to time, to appoint one or more Attorneys-in-Fact to execute on behalf of the Company, as surety, any and all bonds, undertakings and contracts of suretyship, or other written obligations in the nature thereof; to prescribe their respective duties and the respective limits of their authority; and to revoke any such appointment at any time.

RESOLVED FURTHER: That the Company seal and the signature of any of the aforesaid officers and any Secretary or Assistant Secretary of the Company may be affixed by facsimile to any power of attorney or certificate of either given for the execution of any bond, undertaking, contract of suretyship, or other written obligation in the nature thereof, such signature and seal when so used being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed.

CERTIFICATION

I, STEPHEN C. BERAHA, Assistant Secretary of Great American Insurance Company, do hereby certify that the foregoing Power of Attorney and the Resolutions of the Board of Directors of June 9, 2008 have not been revoked and are now in full force and effect.

Signed and sealed this 15th day of September 2025.

Assistant Secretary

CALIFORNIA JURAT **GOVERNMENT CODE § 8202**

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

State of California

County of Orange

Subscribed and sworn to (or affirmed) before me on

this 20 (*Date*) day of October (*Month*), 20 25 (*Year*), by

(1) Mel Smith

(and (2) _____),
Name(s) of Signer(s)

proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

LESA ROBERTS
Notary Public - California
Orange County
Commission # 2524832
My Comm. Expires Jul 22, 2029

Signature Lesa Roberts
Signature of Notary Public

Place Notary Seal and/or Stamp Above

OPTIONAL

Completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: Bid Documents

Document Date: _____ Number of Pages: _____

Signer(s) Other Than Named Above: ----

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CITY CLERK'S OFC

6

MEL SMITH ELECTRIC, INC.

10950 Dale Street
Stanton, California 90680-2732

TO: City of Gardena
c/o: City Clerk Hall
1700 W. 162nd street
Gardena, CA.

Bid Project
Electrical Sys. Upgrade JN 541

Bid Project: JN 541

ENGINEERING SERVICES PROPOSAL

Date:	November 5, 2025
MEP Project No.	25-087
Site:	City of Gardena City Hall building, located at 1700 W 162nd St, Gardena, CA 90247 and Police Department building, located at 1718 W 162nd St, Gardena, CA 90247.
Project:	Electrical engineering design "Construction Documents (CD) for Bid Set" to segregate electrical service for the City Hall from the PD building, including emergency power design and connections, and power integration for new EV (electric vehicle) charging station.
Proposed Scope Of Work:	Add construction assistance/construction support services during construction/ SCE coordination phase: Contractor RFI/RFC responses, shop drawing reviews, on-site construction progress inspections, SCE on site meetings, SCE review site plans, final project inspection with punch list, record plans.
Proposed Cost:	Construction assistance/construction support services 40-Hrs EE, PE x 235: $ 9,400
Design Team:	Project team will include Roy Lee, PE (Electrical Engineering) and Glenn R. Tanner, PE (Principal MEP Engineer).

Thank you again for contacting **MAXIMUM ENERGY PROFESSIONALS** and we look forward to working with you on this and other mechanical / HVAC – energy conservation – electrical – plumbing design projects. If you have any questions, please feel free to call me at any time.

Thank you !!!, Sincerely …

Glenn R. Tanner, PE (CA, UT, OK, AZ, NV, TX)
Principal Engineer
MAXIMUM ENERGY PROFESSIONALS
2377 Crenshaw Blvd. Suite 310, Torrance CA 90501
(310) 782-1410 Tel. (310) 782-0031 Fax
www.mep-llc.com
glenn@mep-llc.com

DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

NOTICE OF EXEMPTION

TO: ☐ Office of Planning & Research
1400 Tenth Street
Sacramento, CA 95814

☐ County Clerk / Registrar Recorder
ATTN: Environmental Filings Clerk
12400 East Imperial Highway, Room 1101
Norwalk, CA 90650

Project Title: Gardena City Hall Electrical Systems Upgrade - JN 541

Project Location (Specific): 1700 W. 162nd St.

Project Location (City): Gardena **Location (County):** Los Angeles County

Description of nature, purpose and beneficiaries of project: Electrical upgrades at City Hall in the City of Gardena.

Name of public agency approving project: City of Gardena

Name of person or agency carrying out project: City of Gardena

Exempt Status: (Check One)

☐ Ministerial: (P.R.C. Sec. 21080[b][1]; Guidelines Sec. 15268)
☐ Declared Emergency: (P.R.C. Sec. 21080[b][3]; Guidelines Sec. 15269[a])
☐ Emergency Project (P.R.C. Sec. 21080[b][4]; Guidelines Sec. 15269[b][c])
x Categorical Exemption: Section 15301 Class 1, Existing Facilities
☐Other: Guidelines Sec. 15061):

Reason why project is exempt: This project consists of minor alteration of existing public facilities and involves negligible or no expansion of use beyond that previously existing.

Contact person: Jun De Castro **Telephone:** 310-217-9642

If filed by applicant:
1. Attach certified document of exempting finding.
2. Has a notice of exemption been filed by the public agency approving the project? ☐ Yes ☐ No

Date received for filing:

12/11/25

CLINT OSORIO Date
Environmental Quality Officer

NOTE: Exempt from Dept. of Fish & Game Wildlife Fee in accordance with de minimis impact finding

TASHA CERDA, Mayor / MARK E. HENDERSON, Mayor Pro Tem
RODNEY G. TANAKA, Councilmember / PAULETTE C. FRANCIS, Councilmember / WANDA LOVE, Councilmember
MINA SEMENZA, City Clerk / GUY MATO, City Treasurer / CLINT OSORIO, City Manager / CARMEN VASQUEZ, City Attorney

City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 17B.
Section: DEPARTMENTAL ITEMS - PUBLIC WORKS
Meeting Date: November 18, 2025

TO: THE HONORABLE MAYOR AND MEMBERS OF THE GARDENA CITY COUNCIL

AGENDA TITLE: Award the Gardena Community Aquatic and Senior Center Pool Maintenance Services Contract to Sea Clear Pools Inc., in the amount of $339,960, Approve 10% Contingency and Declare California Environmental Quality Act (CEQA) Exemption

COUNCIL ACTION REQUIRED:

Staff Recommendation:

- **Award Aquatic Pool Maintenance Service Contract**
- **Approve 10% Contingency**
- **Declare CEQA Exemption**

RECOMMENDATION AND STAFF SUMMARY:

In preparation for the opening of the Gardena Community Aquatic and Senior Center, a Request for Proposals (RFP) was solicited in October 2025 for the Swimming Pool Maintenance Services. The pool will be open year-round. Therefore, the pool maintenance will occur three (3) times per week from June to August and two (2) times per week from September to May. Additionally, during the first 90 days after opening, the pool will be vacuumed daily to remove construction residues, maintain proper water balance and protect the new equipment.

The RFP was advertised on CR Planwell and the City website. Four (4) companies attended the mandatory Pre-Submittal meeting. Attendance was required in order to submit a proposal. On November 6, 2025, two (2) proposals were received. Of the two (2) proposals received, one (1) proposal from Paradise Pools and Spa was deemed non-responsive for missing documentation. Therefore, there was only one (1) viable proposal from Sea Clear Pools, Inc.

Organization	Year-1	Year-2 (Optional)	Year-3 (Optional)	Total
Sea Clear Pools, Inc.	$121,000	$105,820	$113,140	$339,960
Paradise Pools & Spa, Inc.	$126,150	$108,720	$117,200	$352,070 Non-responsive
Waterline Technologies, Inc.				Non-responsive
Hasa, Inc.				DQ - Withdrew

Sea Clear Pools, based in Torrance, has met all the requirements with verified references, and competitive bid prices. They are licensed by the Los Angeles County Department of Environmental Health and have over 36 years of experience and provides service to other local municipalities.

Staff respectfully recommends that the City Council award the Gardena Community Aquatic and Senior Center Pool Maintenance Services Contract to Sea Clear Pools, Inc., in the amount of $121,000, for a duration of one year, with an option for staff to extend the contract for up to two years in the amount of $218,960 if the contractor's performance is satisfactory for a grand total of $339,960. Additionally, staff recommends to:

A. Approve an annual 10% contingency for unforeseen conditions.
B. Declare this contract to be categorically exempt under CEQA, Article 19, Section 15301, Class I, as a maintenance services.

FISCAL IMPACT/COST:

Contract Term:

	Annual Cost	10% Contingency	Total
Year-1	$121,000	$12,100	$133,100
Year-2 Optional	$105,820	$10,582	$116,402
Year-3 Optional	$113,140	$11,314	$124,454
3-Year Total	**$339,960**	**$33,996**	**$373,956**

Funding Source: General Fund

APPROVED:

_____

Clint Osorio, City Manager

Attachments

Request for Proposal_Pool Maintenance Services

Sea Clea Pools Proposal.pdf

CITY OF GARDENA
REQUEST FOR PROPOSALS

FOR

GARDENA COMMUNITY AQUATIC & SENIOR CENTER SWIMMING POOL MAINTENANCE SERVICES

OCTOBER 2025

NOTICE INVITING PROPOSALS

City of Gardena, California

Notice is hereby given that the City of Gardena is soliciting proposals/bids (Deliver, Mail, or Email) at the office of the Public Works Department – 1717 W. 162nd Street, Gardena, California, 90247 or hlee@cityofgardena.org (Attn: Hong Lee), until **2 PM on Thursday, November 6, 2025**, for:

CONTRACT: **GARDENA COMMUNITY AQUATIC AND SENIOR CENTER SWIMMING POOL MAINTENANCE SERVICES**

You may access the specifications and invitation through the following platforms:

https://cityofgardena.org/rfps/ or https://www.e-arc.com/location/costa-mesa/

PRE-SUBMITTAL MEETING AND SITE VISIT:

The City intends to hold a **MANDATORY** pre-submittal meeting and site visit to provide an opportunity for Contractors to ask questions and see the equipment and systems under consideration of the Request for Proposals. If you attended the previous pre-submittal meeting from the July or September 2025 Notice of Inviting Proposal, you are **NOT** required to attend the additional mandatory job walk.

Due to the active construction, proper PPE is required including hard hat, safety vest and work boot.

Date: **Monday, October 27, 2025**

Time: **12 PM**

Location: **Gardena Aquatic and Senior Center, 1654 W 160th Street, Gardena, CA 90247**

All questions shall be submitted via email to Hong Lee, Contract Administrator, at hlee@cityofgardena.org, no later than **Thursday, October 30, 2025.**

Any bid received after the hour stated above for any reason whatsoever, will be considered non-responsive and disqualified. The City reserves the right to withdraw or cancel this Notice Inviting Proposal/Bids at any time without prior notification, and the City makes no representations that any contract will be awarded to any Contractor responding to the notice.

The City reserves the right to reject any or all bids and to waive any information or irregularity in any bid received and to be the sole judge of the merits of the respective bids received. The award, if made, will be made based on the Best Value (taking into consideration qualifications, experience, and costs).

ABSTRACT

The City of Gardena is in the South Bay Area of Los Angeles County. It is a modestly sized

City with an area of 6.2 square miles and a population of 60,000 residents. The Public Works Department has a need to service and maintain the newly constructed swimming pool for the Aquatic and Senior Center that is scheduled to open at the end of 2025 to early 2026. **The City of Gardena is seeking assistance by augmenting its current work force with a one (1) year maintenance for the Gardena Community Aquatic and Senior Center's Swimming Pool and may be extended up to two (2) additional years for good performance.**

SCOPE OF WORK

The City of Gardena is seeking proposals/bids from qualified Los Angeles County Department of Environmental Health (LACDEH) licensed pool maintenance Contractors to provide routine maintenance for the new commercial swimming pool. The pool facility is tentatively scheduled to be open from 8 AM to 8 PM year-round.

The contractor shall furnish all materials, labor, and equipment required for full-Service Pool Maintenance. Contractor shall provide comprehensive pool program and experience with pool maintenance programs related. Include the range of tasks and services provided by your company. Refer to scoring criteria.

The brand-new constructed swimming pool is approximately 7,020 square feet, 264,000 gallons and includes a 25-yard, up to 10 feet deep, 8-lane lap section, a 3/4-meter diving stand, anchor and board and connected learner/fitness pool with ADA ramp. The swimming pool maintenance will occur multiple times per week. Services will include preventive maintenance and equipment maintenance. On-call responses are required on an as needed basis.

The GREENBOOK 2021 General Provisions shall be implemented in case of any conflict, and this RFP shall take precedence over.

Contractors are required to follow all the California Code of Regulations related to this contract including but not limited to Cal. Code Regs. Title 2265535- Public Pool Site Maintenance.

Gardena Community Aquatic and Senior Center – 1654 W 160th Street, Gardena, CA 90247

CONTRACTOR'S RESPONSIBILITY

- Physical On-Site Visit
    - Contractor shall provide and schedule licensed LACDEH swimming pool technicians for physical routine site visits.
- Pool Technicians
    - Contractor will have at least three (3) Pool Technicians that have their LACDEH swimming pool technician license with a minimum of three (3) year experience servicing pools of the same size. Copy of the license will be provided to the City with the Request for Proposals/Bids and during duration of the contract upon expiration.

    - In addition to submitting the name, biography and LACDEH license for all technicians with the proposal, if there are any updates to Pool Technicians, submit the updated name, biography, experience and LACDEH license to the City for review before technician begins servicing the pool.
    - Employee will be dressed professionally with company marked uniforms.
- Hours of Service
    - Service will be performed three (3) times per week from June to August and two (2) times per week from September to May. Service per week is subject to change depending on demand and use of the pool.
    - Service visits will be from 6 AM to 8 AM before the pool opens for the public, Monday through Friday.
    - During the first 90 days after the newly constructed Gardena Community Aquatic and Senior Center is accepted by the City, the Contractor will provide daily maintenance on the entire pool mechanical system and vacuum the pool. After operating the pool, if it is determined daily vacuuming is no longer necessary, the frequency will be reduced.
    - The Ultramax robotic vacuum that is manufactured by Aquabot is intended to be dropped in the pool and removed when completed in approximately one (1) to three (3) hours.
- Scheduled Pool Maintenance Visit
    - Start up and calibrate pool controller.
    - Achieve water balance (alkalinity/calcium hardness/pH).
    - Achieve water clarity (metal out/water clarifier).
    - Brush pool surfaces.
    - Ensure pool reached chlorine and pH balances for opening inspection.
    - Fill pools to appropriate levels.
    - Vacuum pool to desired cleanliness.
    - Wash, clean, apply protectant to exterior of slides' plastic/fiberglass fixtures.
    - Adjust variable drive pumps needed.
- Water Management
    - Maintain proper water chemistry:
        - Test pH, Chlorine, Calcium, Alkalinity and Stabilizer levels.
        - Load chemical feeders and add calcium, bi-carb and other chemicals to pool as needed.
        - Program, calibrate and clean chemical automation systems as needed.
    - Clean pump strainer baskets each trip or as needed.
    - Backwash filter systems as needed.
    - Clean pool skimmer baskets each trip or as needed.
- Chemical Requirements
    - Contractor will provide all chemicals. Awarded Contractor must supply all chemicals to maintain a proper pool water balance. Adequate supplies must be on hand, so chemical requirements are always able to be fulfilled.
    - Contractor must maintain more than one chemical supplier to ensure the contractor has adequate stock or access to always required chemical supplies.
    - Maintain sufficient inventory of pool chemicals.

    - Contractor will have limited space in the Equipment Room to store supplies.
    - Chemicals will need to be filled with a hose from the street on La Salle Avenue. Chlorine must be pre-diluted off site. Diluting on site is prohibited
    - The time frame to deliver pool supplies will be between 7:30 AM to 5 PM. The entrance is on La Salle Avenue.
    - Each pool facility must have a secondary chlorine container on site to treat the pool in case of a fecal accident.
    - Provide complete domestic water analysis to determine quantities and types of chemicals necessary to maintain pool water within the following levels:
        - pH: 7.2 to 7.6
        - Alkalinity: 80 to 100 ppm
        - Calcium hardness: 200 to 400 ppm
        - Chlorine: 1.5 to 2.0 ppm
        - Total dissolved solids: 300 to 1,000 ppm
    - **Contractor shall submit receipts with the monthly invoice for reimbursable chemical expenses with a 15% markup for all administrative fees. Refer to bid schedule for established allowance amount. Any additional overage or expenses will need a change order and require City's pre-approval.**
- Logbook
    - Two (2) logbooks are required to be maintained by the Contractor. The template for both logbooks must be pre-approved by the City. LACDEH must be able to access these logbooks at any time, any day of the week.
        - Logbook #1 - The physical book must include pool water test readings, cleaning of pump baskets, backwash of filters and chemical use, recommended repairs, as well as any other pertinent information. This will include the LACDEH form. This logbook must always remain at the pool location and stored in the Equipment Room.
        - Logbook #2 – This logbook will be electronic and shall be supplied by the Contractor. This logbook must be available to the City to view any time.
- Reports
    - Maintain and submit reports to the County of Los Angeles and any other agency as required.
- Eyewash Stations
    - There are two (2) eyewash stations in the chemical rooms.
- Automatic System
    - Contractor is required to have an automatic system that continuously monitors the pool and sends alerts on the status of all systems. Contractor will keep electronic logs and notify the City's Park Maintenance Lead immediately of any issues. Issues will be addressed within 90-minutes.
- Emergency Services
    - Contractor is required to provide troubleshooting and the expertise to fix existing equipment if the need arises. Provide a phone number that will be responded to at all hours, at any time of day and any day of the week. The call back should be less than 20 minutes. A 90-minute in-person response time is required under emergency circumstances.

    - Emergency services will be an additional expense outside of the contract. Contractor shall provide Fee Schedule for non-exclusive emergency/call out services.
    - Provide telephone consultation, as needed, for any water clarity, water chemistry and/or mechanical issues that may arise.
- Subcontractor
    - Contractor shall NOT sub-contract any of the basic maintenance functions.
    - Should any service require a repair or replacement outside of the scope of the standard services required in this Request for Proposals/Bids, only then will subcontracting or third-party services be acceptable. This must be pre-approved by the City.
    - The Contractor shall identify the fixed markup percent, if any, in response to this Request for Proposals/Bids and will be required to submit the subcontractor's invoices when non-standard services are provided to the City.
- Training
    - Contractor's LACDEH Swimming Pool Technicians are required to attend an operational training by the General Contractor once the Gardena Community Aquatic and Senior Center pool is completed and accepted by the City. This training will take place after the Contractor is awarded.
    - Provide annual operations training to City Staff as directed.
- Pool Controller
    - There will be no offsite access to the pool controller. The contractor will not be able to install their own monitoring system that works outside of the City's internet connection/firewall.
- Equipment List
    - The Contractor and its employees must have programming knowledge of the same systems in use at the City's swimming pools. Below is the list of equipment.
        - Circulation Pump-20 HP, 480V, 3ϕ, 1,760 RPM W/850 GPM, 65', 5"x4", Paco #40957
        - Filter System- 700 SF, Perlite Media, Fiberglass Tank, 120V Controller
        - Heater-1,500,000 BTU W/120V,1ϕ Pumps,360 GPM, Raypak Xtherm Indirect #1505a (TYP 2)
        - Chemical Controller and Sensor Cell – 120V, 1ϕ, Chemtrol #PC3000
        - Chlorine Pump – 120 GPD, 120V, 1ϕ, Stenner #170dm4
        - Chlorine Storage Tank – 500-gallon double wall W/16" non-vented manway, chem-tainer
        - Acid Pump – 85GPD, 120V, 1ϕ, Stenner #85M5
        - Acid Storage Tank – 350-gallon double wall w/16" non-vented manway, chem-tainer
        - Variable Frequency Drive-480V, 20 HP w/fused disconnected, Pentair ACU drive XS
        - UV System-566 GPM capacity, 1.28 KW,240V, 1ϕ, Pentair 3 CLP64A8-XN
        - Strainer-10"X10" Fiberglass w/SST Basket, Aquify # STR-1010-FRP

- Precoat Tee-10”X5’X4’ eccentric fiberglass tee w/10” check valve, Aquify #Tee-1005
- Concentric Reducer 8”x4” fiberglass, Aquify # RDC-0804-FRP
- Heater Flow Meter – 6” Digital Pipe Mont Meter & Sensor for 360 GPM, Signet #8150
- Chemical Bypass Flow Meter – 3” Digital Wall Mont Meter & Sensor for 100 GPM
- UV Flow Meter – 6” Digital pipe mont meter & sensor for 550 GPM, signet 38150& 515
- Air Compressor – HP, 120V,1ϕ,20-gal tank, Ingersoll Rand #P1.51U-A9

PREVENTATIVE MAINTENANCE

- Bi-Annual Scope of Work
  - Inspect and if needed, rebuild all the chemical injection pumps or replace them if needed.
  - Inspect and if needed, replace all chemical injection tubing with proper high pressure Polyethylene tubing using proper non-corrosive high-pressure fittings.
  - Inspect surge pit including water level controls and tightening modulating float systems as needed.
  - Maintenance on automated chemical control systems, the chlorine and acid systems, the pool water autofill systems and other ancillary systems; and Maintenance of pool heaters.
- Annual Scope of Work
  - Open and inspect filter media.
  - Replace all tubing not listed in the bi-annual checks on all chemical, sample stream and filter systems.
  - Replace the pool water level controls if needed.
  - Rebuild the pool water diaphragm fill valve; and
  - Rebuild any filter tank backwash valves as needed.
- Heater Maintenance Service
  - The heater maintenance work includes, but is not limited to all ongoing services, parts, materials and sales tax needed to maintain all pool heater. Heater must always be kept in good working order. Pool technicians must have sufficient training to maintain the Heater-1,500,000 BTU W/120V,1ϕ PUMPS,360 GPM, RAYPAK XTHERM INDIRECT #1505a (TYP 2). Heater maintenance service will include but not limited to the flowing:
  - Complete cleaning and service every six (6) months (as listed in the O&M manual for complete heater service). Includes all the parts needed such as ignitors, gaskets, sensors
  - Check and replenish the condensate neutralizer every six (6) months.
  - Work directly with City for warrantee items or extended warranty items.
  - Check rooftop exhaust venting annually and secure as needed.

REQUIRED ATTACHMENT

Summarize on a separate sheet the specific tasks to be performed by the technician each week per the provisions of routine maintenance, noting other maintenance performed at other intervals (i.e., six months). This will be used as an exhibit in the contract.

TERMINATION OF SERVICES

The City reserves the right to cancel the Agreement at any time due to nonperformance.

SELECTION OF CONTRACTOR

In selecting the Best Value bidder, consideration will be given to the general competency of the bidder for the performance of the work covered by the bid proposal. To receive favorable consideration, a bidder may be required to present evidence that he has successfully performed similar work of comparable magnitude or submit other satisfactory evidence to the Agency that he or his associates are competent to manage the proposed undertaking and to carry it forward to a successful conclusion. Professional integrity and honesty of purpose shall be essential requirements. A showing of adequate financial resources may be required, but will not alone determine whether a bidder is competent to undertake the proposed work.

Only manufacturers or contractors of established reputation, or their duly authorized dealers or agency, having proper facilities for the manufacture of the materials or equipment and for servicing same, or for proper execution of the work called for in the contract, will be considered in making the award.

Evaluation Criteria

Award will be based upon a review and evaluation by a committee designated by the Public Works. Each proposal will be evaluated based on the following criteria but not limited to.

- General Approach to meet the requirements of the specified City objectives described in the Request for Proposals/Bids.
- Qualifications and Experience of the LACEDH Pool Technicians and other key individuals.
- Contractor's Past Performance on projects of similar size and scope.
- Work Plan. Depth of proposer's understanding of City's requirements and overall quality of work plan and clarity. Understanding of complying with all County health regulations.
- Cost & Price. Reasonableness of rates; competitiveness with other offers received; adequacy of data in support of figures quoted.

Criteria	**Maximum Score**
General Approach	5
Qualifications and Experience	20
Contractor's Past Performance	20
Work Plan	5
Cost & Price	50
TOTAL SCORE	**100**

Interviews
If interviews are needed, a few days' notice will be sent via email to the proposer. An interview may not be required or needed to award a contract.

Tentative Schedule

Date	Event
November 18, 2025	City Council Award Contract to Best Value Bidder
November 19, 2025	Bid Acceptance Letter and Contract Document Sent to Contractor
November 29, 2025	Contractor to Execute and Return Contract Documents including Certificate of Insurance to the City within 10 calendar days
To be determined by the City	Notice to Proceed/Start Pool Maintenance Services

Evaluation Procedure
An evaluation committee will be appointed to review all proposals received for this Request for Proposals/Bids. The committee is comprised of City staff and may include outside personnel. Committee members will evaluate the written proposals using evaluation criteria identified.

A list of top-ranked proposals, firms within a competitive range, will be developed based upon the totals of each committee members' score for each proposal.

During the evaluation period, the City may interview some or all of the proposing firms if deemed necessary.

No other interview dates will be provided, therefore, if a Proposer is unable to attend the interview on selected date(s), its proposal may be eliminated from further discussion.

The interview may consist of a short presentation by the Proposer after which the evaluation committee will ask questions related to the firm's proposal and qualifications.

At the conclusion of this interview process, the evaluation committee will provide a recommendation for award. The proposer being recommended will receive a notice of intent to award, pending successful negotiations and contract preparation.

Upon successful completion of this process, a recommendation will be made to the City Council, based on the contract, for their review and consent. All unsuccessful firms will be notified at that time.

Notification of Awards
The successful proposer will be required to execute a Contract agreement, with the City, which is subject to formal approval by the Gardena City Council. The proposer will also be required to purchase a City Business License annually during the duration of the contract.

TERM OF AGREEMENT

The term of this Agreement shall be one (1) year commencing on the date a Notice to proceed is issued by the City's representative and may be extended up to two (2) additional years for good performance.

PAYMENT

The contract shall begin per the City's written notification. The Contract is for a period of one (1) year of routine maintenance services with the option for contract extension of up to two (2) years as approved by the Director or Public Works.

Invoices shall be submitted on a monthly basis by the 15th of the following month along with a copy of the log report and receipt for chemical materials purchased and utilized, to document the services completed. Once the City confirm the work is verified and completed, the invoice shall be processed at the following Council Meeting. The City Council meets twice a month on the second and fourth Tuesday.

Work must be completed within the working days specified in the schedule provided for the various maintenance activities, and the Contractor shall notify the City 24 hours in advance of the actual commencement of work.

No work shall be undertaken during the City's holiday closures. It is the Contractor's responsibility to determine the City's closure dates.

Bidders are advised that this Project is a public work for purposes of the California Labor Code, which requires payment of prevailing wages. Accordingly, the bidder awarded the Contract shall be required to pay not less than the prevailing rate of per diem wages, as determined by the Director of the California Department of Industrial Relations, and otherwise comply with the provisions of Section 1770 et seq. of the California Labor Code, California Code of Regulations, Title 8, Section 16000 et seq., and any other applicable laws, rules and regulations adopted with respect thereto ("California Prevailing Wage Laws"). Copies of such prevailing rates of per diem wages are on file at the Gardena City Clerk's office and the office of the City Engineer, and copies shall be made available to any interested party on request. The prevailing rates of per diem wages referred to herein are hereby made a part of this Notice by reference.

Attention is directed to the provisions of Sections 1777.5 and 1777.6 of the Labor Code concerning the employment of apprentices by Contractor. Contractor shall comply with the requirements of said sections in the employment of apprentices.

These requirements will apply to all public works projects that are subject to the prevailing wage requirements of the Labor Code without regard to funding source.

The State General Prevailing Wage Determination is established by the California Department of Industrial Relations (available at http://www.dir.ca.gov/DLSR/PWD/index.htm).Skilled and Trained Workforce: This project is subject to Skilled and Trained Workforce Requirements per Sections 2600 through 2603 of the Public Contract Code.

ITEMS TO BE SUBMITTED (BID PROPOSAL):

Bidder MUST complete and return the forms below in its entirety for consideration of their proposal. Incomplete proposals will not be accepted.

A. Bid Schedule including pricing for up to two (2) optional years of maintenance service.

B. Acknowledgement of Addenda Received

C. Bidders Declaration

D. Non-Collusion Affidavit

E. Declaration of Eligibility to Contract

ADDITIONAL ITEMS TO BE SUBMITTED:

Bidder must also submit the following items in its entirety for consideration of their proposal. Incomplete items below will negatively impact the rating score.

A. Construction Project References

B. Certificate of Non-Discrimination by Contractors

C. Certification Regarding Debarment, suspension, Inability and Voluntary Exclusion Primary Covered Transactions

D. Name, biography, experience and LACDEH license of all staff.

E. Summarize on a separate sheet the specific tasks to be performed by the technician each week per the provisions of routine maintenance, noting other maintenance performed at other intervals (i.e., six months).

F. Provide Fee Schedule for non-exclusive emergency/call out services.

CONTRACT DOCUMENT (CD): (to be submitted AFTER award of contract)

A. Agreement

B. Worker's Compensation Insurance Certificate

C. Indemnification and Hold Harmless Agreement and Waiver of Subrogation and Contribution

D. Insurance

T A B L E O F C O N T E N T S

GARDENA COMMUNITY AQUATIC AND SENIOR CENTER SWIMMING POOL MAINTENANCE SERVICES

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Bid Schedule	BP-2
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Declaration of Eligibility to Contract	BP-9
Construction Project Reference	BP-10
Certificate of Non-Discrimination by Contractors	BP-11
Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Primary Covered Transition	BP-12
CONTRACT DOCUMENTS (To Be Submitted after Award)	
Agreement	CD-2
Workers' Compensation Insurance Certificate	CD-4
Indemnification and Hold Harmless Agreement Of Subrogation and Contribution	CD-5
Insurance	CD-6

INSTRUCTIONS TO BIDDERS

FORM OF PROPOSAL

The Proposal shall be fully executed and submitted on the forms in the project specifications and shall be enclosed in a sealed envelope marked and addressed or emailed as directed in the Notice Inviting Bids.

PROPOSAL / BID DOCUMENTS

All Proposals shall include the following executed documents to be submitted with each bid:

Bidding Schedule

Acknowledgement of Addenda Received

Bidder's Declaration

Non-Collusion Affidavit

Declaration of Eligibility of Contract

Construction Project Reference

Certificate of Non-Discrimination by Contractors

Certification of Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Primary Covered Transitions

DELIVERY OF PROPOSAL

The Proposal shall be delivered by the time stipulated in the Notice Inviting Bids. It is the bidder's sole responsibility to see that its Proposal is received as stipulated. Any Proposal received after the scheduled closing time for receipt of proposals will be returned to the bidder.

WITHDRAWAL OF PROPOSAL

The Proposal may be withdrawn by the bidder by means of a written request, signed by the bidder or its properly authorized representative. Such written request must be notified via email or delivered to the place stipulated in the Notice Inviting Bids for receipt of proposals prior to the scheduled closing time for receipt of proposals. No Proposal may be withdrawn after the hour fixed for opening bids.

MODIFICATIONS AND ALTERNATIVE PROPOSALS

Unauthorized conditions, limitations, or provisions attached to the Proposal will render it informal and may be grounds for its rejection as non-responsive. The completed Proposal forms shall be without interlineations, alterations, or erasures. Alternative proposals will not be considered

unless specifically requested. Oral, telegraphic, or telephonic proposals or modifications will not be considered.

DISCREPANCIES IN PROPOSALS

In the event there is more than one bid item in a Bidding Schedule, the bidder shall furnish a price for all bid items in the Schedule, and failure to do so will render the Proposal informal and may be grounds for its rejection as non-responsive. The bidder shall state in words and figures the unit prices or the specific sums as the case may be, for which it proposes to supply the labor, materials, supplies, or machinery, and completely perform the Contract. The total amount of each item bid and the total amount of the bid shall be stated in words and figures.

In case of any discrepancy between the words and the figures, the words shall prevail. If the unit price and the total amount named by a bidder for any items are not in agreement, the unit price alone will be considered as representing the bidder's intention and the total will be corrected to conform thereto.

DISQUALIFICATION OF BIDDERS

A person, firm, or corporation shall NOT be allowed to make or file, or be interested in more than one bid, except an alternative bid when specifically requested; provided, however, a person, firm, or corporation who has submitted a sub-proposal to a bidder submitting a Proposal, or who has quoted prices on materials to such bidders, is not thereby disqualified from submitting a sub-proposal or from quoting prices to other bidders submitting proposals, or from submitting a Proposal as a prime contractor. Similarly, failure to comply with the registration requirements of Labor Code Section 1725.5, as further described in the Notice Inviting Bids, will disqualify a bidder.

CONTRACT DOCUMENTS

Contract Documents are to be submitted within ten (10) calendar days AFTER award of the contract. Unless extended by agreement of the City, failure to timely submit executed Contract Documents may be grounds for rejecting the bid award and forfeiture of the bid security. See enclosed documents commencing on page CD-1.

BID PROPOSAL (BP)

GARDENA COMMUNITY AQUATIC AND SENIOR CENTER
SWIMMING POOL MAINTENANCE SERVICES

Contractor: _____

Address: _____

Phone: _____

Fax: _____

License No.: _____

Email: _____

To Be Submitted

WITH

Bid Package

TO BE SUBMITTED WITH PROPOSAL

BID PROPOSAL

BID SCHEDULE

The undersigned, having examined the proposed Contract Documents titled:

GARDENA COMMUNITY AQUATIC AND SENIOR CENTER
SWIMMING POOL MAINTENANCE SERVICES

and having visited the site and examined the conditions affecting the work, hereby proposes and agrees to furnish all labor, materials, equipment, and appliances, and to perform operations necessary to complete the work as required by said proposed Contract Documents and itemized bid schedule below. **All routine work shall be performed two (2) times per week from June to August and three (3) times per week from September to May.** City's fiscal year begins on July 1st and ends on June 30th.

Year One

Item 1	Item Description	Number of Pool Service Visit	Unit Price (Price Per Service Visit)	Total Price
1	Pool Maintenance Service from June to August	36	$	$
2	Pool Maintenance service from September to May	80	$	$
3	Daily cleaning of pool for first 90 days as needed	90	$	$
4	Chemical Allowance	1	LS	$55,000
			Year One (1) Grand Total	$

TO BE SUBMITTED WITH PROPOSAL

Year Two (Optional)

Item 1	Item Description	Number of Pool Service Visit	Unit Price (Price Per Service Visit)	Total Price
1	Pool Maintenance service from June to August	36	$	$
2	Pool Maintenance service from September to May	80	$	$
3	Chemical Allowance	1	LS	$60,000
			Year Two (2) Grand Total	$

Year Three (Optional)

Item 1	Item Description	Number of Pool Service Visit	Unit Price (Price Per Service Visit)	Total Price
1	Pool Maintenance Service from June to August	36	$	$
2	Pool Maintenance Service from September to May	80	$	$
3	Chemical Allowance	1	LS	$65,000
			Year Three (3) Grand Total	$

TO BE SUBMITTED WITH PROPOSAL

1-Year Grand Total

Year 1	
ONE (1) YEAR GRAND TOTAL	

2-Year Optional Grand Total

Year 2	
Year 3	
TWO (2) YEAR OPTIONAL GRAND TOTAL	

***In the event there is an error in the Bid Schedule with extending a price into the total price column, the unit price will govern.*

The Contract term is for a period of one (1) year, 12 months with up to two (2) years, 24 months optional extension.

The Proposer shall provide Fee Schedule for non-exclusive emergency/call out services.

All work required and shown on the construction plans and this specification, for which no price or item is listed on this proposal, it shall be understood that such work, equipment, labor, tools and materials shall be provided without extra charge, allowance or direct payment of any kind. Payment for performing such work or furnishing such equipment, labor, tools and materials shall be included in the above lump sum or unit bid prices and no additional compensation will be paid therefor.

The City will award the contract based on the Best Value (taking into consideration qualifications, experience, and costs).

Name of Bidder

Signature of Bidder Date

BID PROPOSAL

ACKNOWLEDGEMENT OF ADDENDA RECEIVED

The Bidder shall acknowledge the receipt of addenda by number and date each addendum received.

Addendum No. ____ Date _____ Addendum No. ____ Date _____

Addendum No. ____ Date _____ Addendum No. ____ Date _____

Addendum No. ____ Date _____ Addendum No. ____ Date _____

Addenda will be issued through the Arc Solution California (https://www.e-arc.com/location/costa-mesa/) and City Website (https://cityofgardena.org/rfps/). It is the Bidder's sole responsibility to visit these platforms to obtain and administer any Addendum related to this bid. **An Addendum must be acknowledged above by a bidder in its submitted form of Proposal.**

If an addendum or addenda have been issued by the City and not noted above as being received by the Bidder, the Bid Proposal may be rejected.

_____ _____

Bidder's Signature Date

BIDDER'S DECLARATION

It is understood and agreed that:

1. The undersigned has carefully examined all documents which will form a part of the Contract; namely, the Notice Inviting Bids, the Instructions to Bidders, this Proposal, the federal requirements, if any, the Plans and Specifications, the Special Provisions, and the Technical Provisions.

2. The undersigned has, by investigation at the site of the work and otherwise, satisfied himself as to the nature and location of the work and fully informed himself as to all conditions and matters, which can in any way affect the work or the cost thereof.

3. The undersigned fully understands the scope of work and has carefully checked all words and figures inserted in this Proposal and further understands that the City will not be responsible for any errors or omissions in the preparation of the Proposal.

4. The undersigned agrees and acknowledges that he is aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and that the undersigned will comply with such provisions before commencing the performance of the Contract if it is awarded to the undersigned.

The undersigned will execute the Contract and certificates of insurance within the period of time specified in the Contract Documents.

The undersigned will begin work after award of Contract and a Notice to Proceed has been given as herein specified and will complete said work within the time specified in the Bidding Schedule.

5. The undersigned certifies that this Proposal is genuine and not sham or collusive, or made in the interest or on behalf of a person not herein named, and the undersigned has not directly or indirectly induced or solicited any other bidder to put in a sham bid nor induced any other person, firm, or corporation to refrain from bidding. The undersigned has not in any manner sought by collusion to secure for himself any advantage over any other bidder.

6. The undersigned will accept an award and enter into a Contract for all work scheduled herein on which he puts in a bid. The awards for such work are to be entirely at the discretion of the City after evaluation of the bids are submitted.

BIDDER'S DECLARATION (Continued)

7. The undersigned bidder stated under penalty of perjury that the representations made in submitting this bid are, to the best of his/her knowledge, true, accurate, and complete.

Respectfully submitted,

Contractor's Business Name	Contractor (Print) Title
Business Address: Street	Signature Title
City State Zip	Contractor's License No. and Classification
Business Phone Number	Business Fax Number
Date	
Name Title	Residence: Street
City State Zip	Residence Phone Number

Note: If the bid is made by an individual, it must be signed with the full name of the bidder, whose address must be given: if it is made by a firm, it must be signed in the co- partnership's name by a general partner thereof, who shall also sign his or her own name, and the name and full address of each partner (general and/or limited) must be given; and if it is made by a corporation, it must be signed by a properly authorized officer, the corporate name shall be set forth, and the corporate seal shall be affixed.

BID PROPOSAL

NON-COLLUSION AFFIDAVIT

(To be executed by Bidder and submitted with Bid)

State of California

County of Los Angeles

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

_____
NAME OF BIDDER

_____
SIGNATURE OF BIDDER

_____
ADDRESS OF BIDDER

_____
CITY STATE ZIP

ALL SIGNATURES MUST BE WITNESSED BY NOTARY
(attach appropriate jurats)

BID PROPOSAL

DECLARATION OF ELIGIBILITY TO CONTRACT

[Labor Code Section 1777.1; Public Contract Code Section 6109]

The undersigned, a duly authorized representative of the contractor, certifies and declares that:

1. The undersigned contractor is aware of Sections 1777.1 and 1777.7 of the California Labor Code, which prohibit a contractor or subcontractor who has been found by the Labor Commissioner or the Director of Industrial Relations to be in violation of certain provisions of the Labor Code, from bidding on, being awarded, or performing work as a subcontractor on a public works project for specified periods of time.

2. The undersigned contractor is not ineligible to bid on, be awarded or perform work as a subcontractor on a public works project by virtue of Sections 1771.1 or 1777.7 of the California Labor Code or any other provision of law.

3. The undersigned contractor is aware of California Public Contract Code Section 6109, which states:

> "(a) A public entity, as defined in Section 1100 [of the Public Contract Code], may not permit a contractor or subcontractor who is ineligible to bid or work on, or be awarded, a public works project pursuant to Section 1777.1 or 1777.7 of the Labor Code to bid on, be awarded, or perform work as a subcontractor on, a public works project. Every public works project shall contain a provision prohibiting a contractor from performing work on a public works project with a subcontractor who is ineligible to perform work on the public works project pursuant to Section 1771.1 or 1777.7 of the Labor Code."
>
> "(b) Any contract on a public works project entered into between a contractor and a debarred subcontractor is void as a matter of law. A debarred subcontractor may not receive any public money for performing work as a subcontractor on a public works contract, and any public money that may have been paid to a debarred subcontractor by a contractor on the project shall be returned to the awarding body. The contractor shall be responsible for the payment of wages to workers of a debarred subcontractor who has been allowed to work on the project."

4. The undersigned contractor has investigated the eligibility of each and every subcontractor the undersigned contractor intends to use on this public works project and has determined that none of them is ineligible to perform work as a subcontractor on a public works project by virtue of the foregoing provisions of the Public Contract Code, Sections 1771.1 or 1777.7 of the Labor Code, or any other provision of law.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct. Executed this _____ day of _____, 20___, at _____
_____ *(place of execution)*, California_____.

Signature: _____ Name: _____

Title: _____ Company: _____

BID PROPOSAL

PROJECT REFERENCE

In order to fully evaluate your background and experience for the project herein proposed, please submit a list of Public Works and/or similar construction projects completed or in progress within the last three (3) years. Failure to provide this information may constitute grounds for rejection of your bid as non-responsive.

Number of years as a contractor in construction work of this type: _____

Three projects of this type recently completed:

1. Name (Firm/Agency): _____
   Address: _____
   Contact Person: _____ Telephone No.: ___
   Title of Project: _____
   Project Location: _____
   Date of Completion: _____ Contract Amount: $

2. Name (Firm/Agency): _____
   Address: _____
   Contact Person: _____ Telephone No.: ___
   Title of Project: _____
   Project Location: _____
   Date of Completion: _____ Contract Amount: $

3. Name (Firm/Agency): _____
   Address: _____
   Contact Person: _____ Telephone No.: ___
   Title of Project: _____
   Project Location: _____
   Date of Completion: _____ Contract Amount: $

NOTE: If requested by the City, the bidder shall furnish a certified financial statement, references, and other information sufficiently comprehensive to permit an appraisal of his current financial condition.

Bidder's Signature _____

TO BE SUBMITTED WITH PROPOSAL

BID PROPOSAL

CERTIFICATE OF NON-DISCRIMINATION BY CONTRACTORS

As suppliers of goods or services to the City, the firm listed below certifies that it does not discriminate in its employment with regard to race, color, religion, sex, or national origin; that it is in compliance with all applicable federal, state, and local directives, and executive orders regarding non-discrimination in employment; and that it agrees to pursue positively and aggressively the principle of equal opportunity in employment.

We agree specifically:

1. To establish or observe employment policies which affirmatively promote opportunities for minority persons at all job levels.

2. To communicate this policy to all persons concerned, including all company employees, outside recruiting services, especially those serving minority communities, and to the minority communities at large.

3. To take affirmative steps to hire minority employees within the company.

FIRM_____

TITLE OF PERSON SIGNING_____

SIGNATURE_____

DATE_____

Please include any additional information available regarding equal opportunity employment programs now in effect within your company:

_____

_____

_____

_____

_____

_____

TO BE SUBMITTED WITH PROPOSAL

BID PROPOSAL

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION – PRIMARY COVERED TRANSACTIONS

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON NEXT PAGE)

The Contractor shall not perform Work with any Subcontractor that has been debarred or suspended pursuant to California Labor Code Section 1777.1 or any other federal or State law providing for the debarment of contractors from public works. The Contractor and Subcontractors shall not be debarred or suspended throughout the duration of the Contract pursuant to Labor Code Section 1777.1 or any other federal or State law providing for the debarment of contractors from public works. If the Contractor or any Subcontractor becomes debarred or suspended during the duration of the Project, the Contractor shall immediately notify the City.

1. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:

    a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

    b. Have not within a 5-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement, or receiving stolen property;

    c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph 1b of this certification; and

    d. Have not within a 5-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Signature: _____ Name: _____

Title: _____ Company: _____

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION – PRIMARY COVERED TRANSACTIONS

(Continued)

INSTRUCTIONS FOR CERTIFICATION

By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.

1. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.

2. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

3. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is submitted for assistance in obtaining a copy of those regulations (13 CFR Part 145).

5. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.

6. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transactions," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the ineligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default

CONTRACT DOCUMENTS (CD)

GARDENA COMMUNITY AQUATIC AND SENIOR CENTER SWIMMING POOL MAINTENANCE SERVICES

To be Submitted
within ten (10) calendar days

AFTER
Award of Contract

CONTRACT DOCUMENT

AGREEMENT

THIS AGREEMENT, made and entered into this _____ day of _____, 20___, by and between CITY OF GARDENA in the State of California, hereinafter referred to as "CITY" and _____, hereinafter referred to as "CONTRACTOR."

The City and the Contractor mutually agree as follows:

ARTICLE I.

THE PROJECT

For and in consideration of the mutual promises set forth herein, Contractor agrees to perform and complete in a good and workmanlike manner all work required by the Contract Documents, which is described as follows:

PROJECT: **GARDENA COMMUNITY AQUATIC AND SENIOR CENTER SWIMMING POOL MAINTENANCE SERVICES**

Said work shall be performed in accordance with the Plans, Specifications and other Contract Documents, all of which are referenced in Article III hereof and incorporated herein as though fully set forth. Contractor shall furnish at its own expense all labor, materials, equipment and services necessary therefor, except such labor, materials, equipment and services as are provided in the Contract Documents to be furnished by City.

This project is subject to Skilled and Trained Workforce Requirements per Sections 2600 through 2603 of the Public Contract Code.

ARTICLE II.

CONTRACT SUM AND PAYMENT

For performing and completing the work in accordance with the Contract Documents, City shall pay Contractor, in full compensation therefor, the contract sum set forth in the Bidding Schedule. Said sum shall constitute payment in full for all work performed hereunder, including, without limitation, all labor, materials, equipment, tools and services used or incorporated in the work, supervision, administration, overhead, expenses and any and all other things required, furnished or incurred for completion of the work as specified in the Contract Documents. City shall make payments to Contractor on account of the contract sum at the time, in the manner, and upon the conditions specified in the Contract Documents.

ARTICLE III.

CONTRACT DOCUMENTS

The Contract Documents, which constitute the entire agreement between the City and the Contractor, are enumerated as follows: Proposal Documents, including the Notice Inviting Bids, Instructions to Bidders, Bidding Schedule, Bidder's Declaration, Designation of Subcontractors, Bidder's Assurance, and Fair Employment Practices documents; this Agreement; Standard Specifications; Special Provisions; Technical Provisions; Drawings; Plans; and all addenda issued prior to and all modifications issued after the execution of this Agreement. These form the Contract, and all are as fully a part of the Contract as if attached to this Agreement or repeated herein.

ARTICLE IV.

EFFECTIVE DATE
This Agreement shall become effective and commence as of the date set forth below on which the last of the parties, whether City or Contractor, executes said Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed and attested by their proper officers thereunto duly authorized.

CITY

By:_____
MAYOR (Sign)

Date: _____

SEAL

Attest:
By: _____
CITY CLERK (Sign)

Date:_____

CONTRACTOR

By:_____
Sign / Title

Date: _____

Attest: (Contractor)

By:_____
Sign / Title

Date: _____

APPROVED AS TO FORM:

By:_____
CITY ATTORNEY (Sign)

Date:_____

CONTRACT DOCUMENT

WORKER'S COMPENSATION INSURANCE CERTIFICATE

GARDENA COMMUNITY AQUATIC AND SENIOR CENTER
SWIMMING POOL MAINTENANCE SERVICES

The Contractor shall execute the following form as required by the California Labor Code, Sections 1860 and 1861:

> I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work of the Contract.

DATED:_____

_____
CONTRACTOR

By_____
Signature

_____
Title

ATTEST:

By_____
Signature

_____
Title

CONTRACT DOCUMENT

INDEMNIFICATION AND HOLD HARMLESS AGREEMENT AND WAIVER OF SUBROGATION AND CONTRIBUTION

GARDENA COMMUNITY AQUATIC AND SENIOR CENTER
SWIMMING POOL MAINTENANCE SERVICES

To the fullest extent permitted by law, Indemnitor hereby agrees, at its sole cost and expense, to defend, protect, indemnify, and hold harmless the City of Gardena and its respective elected officials, officers, attorneys, agents, employees, volunteers, successors, and assigns (collectively "Indemnitees") from and against any and all damages, costs, expenses, liabilities, claims, demands, causes of action, proceedings, expenses, judgments, penalties, liens, and losses of any nature whatsoever, including fees of accountants, attorneys, or other professionals and all costs associated therewith (collectively "Liabilities"), arising or claimed to arise, directly or indirectly, out of, in connection with, resulting from, or related to any act, failure to act, error, or omission of Indemnitor or any of its officers, agents, servants, employees, subcontractors, materialmen, suppliers or their officers, agents, servants or employees, arising or claimed to arise, directly or indirectly, out of, in connection with, resulting from, or related to the above-referenced contract, agreement, license, or permit (the "Agreement") or the performance or failure to perform any term, provision, covenant, or condition of the Agreement, including this indemnity provision. This indemnity provision is effective regardless of any prior, concurrent, or subsequent active or passive negligence by Indemnitees and shall operate to fully indemnify Indemnitees against any such negligence. This indemnity provision shall survive the termination of the Agreement and is in addition to any other rights or remedies which Indemnitees may have under the law. Payment is not required as a condition precedent to an Indemnitee's right to recover under this indemnity provision, and an entry of judgment against an Indemnitee shall be conclusive in favor of the Indemnitee's right to recover under this indemnity provision. Indemnitor shall pay Indemnitees for any attorney fees and costs incurred in enforcing this indemnification provision. Notwithstanding the foregoing, nothing in this instrument shall be construed to encompass (a) Indemnitees' sole negligence or willful misconduct to the limited extent that the underlying Agreement is subject to Civil Code 2782(a), or (b) the contracting public agency's active negligence to the limited extent that the underlying Agreement is subject to Civil Code 2782(b). This indemnity is effective without reference to the existence or applicability of any insurance coverages which may have been required under the Agreement or any additional insured endorsements which may extend to Indemnitees.

Indemnitor, on behalf of itself and all parties claiming under or through it, hereby waives all rights of subrogation and contribution against the Indemnitees, while acting within the scope of their duties, from all claims, losses and liabilities arising out of or incident to activities or operations performed by or on behalf of the Indemnitor regardless of any prior, concurrent, or subsequent active or passive negligence by the Indemnitees. Accountants, attorneys, or other professionals employed by Indemnitor to defend Indemnitees shall be selected by Indemnitees.

In the event there is more than one person or entity named in the Agreement as an Indemnitor, then all obligations, liabilities, covenants and conditions under this instrument shall be joint and several.

"Indemnitor"

Company/Contractor _____

Name & Title _____

Signature & Date _____

CONTRACT DOCUMENT

GARDENA COMMUNITY AQUATIC AND SENIOR CENTER
SWIMMING POOL MAINTENANCE

INSURANCE

CERTIFICATION OF INSURANCE (COI) SHALL BE SUBMITTED BY THE CONTRACTOR

1. **COMMENCEMENT OF WORK**. Contractor shall not be authorized to commence Work under this Contract until it has obtained approved insurance. Before beginning Work hereunder, during the entire period of this Contract, for any extensions hereto, and for periods after the end of this Contract as may be indicated below, Contractor must have and maintain in place not less than the insurance coverages required in this Section at his sole cost and expense. Contractor's insurance shall comply with all items specified by this Contract. Any subcontractors shall be subject to all of the requirements of this Section and Contractor shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Contractor's insurance may cover all subcontractors. The insurance requirements are not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by Contractor under this Contract.

2. **INSURANCE COMPANY REQUIREMENTS.** All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted doing business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

3. **COVERAGES, LIMITS AND POLICY REQUIREMENTS**. Contractor shall maintain the types of coverages indicated below:

4. **COMPREHENSIVE GENERAL LIABILITY INSURANCE.** A policy of comprehensive general liability insurance written on a per occurrence basis in an amount not less than either one million dollars ($1,000,000) per occurrence or two million dollars ($2,000,000) aggregate.

5. **COMMERCIAL AUTO LIABILITY INSURANCE**. A policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, ed. 12/93, including Symbol 1 (any auto) with no special limitations affecting City. The minimum auto insurance coverage shall be one million dollars ($1,000,000) combined single limit per accident.

6. **WORKER'S COMPENSATION AND EMPLOYER'S LIABILITY INSURANCE**. A policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars ($1,000,000) per claim. The policy shall be issued by an insurance company which is admitted doing business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

   In accordance with the provisions of section 1860 of the California Labor Code, Contractor's attention is directed to the requirement that in accordance with the provisions of section 3700 of the California Labor Code, Contractor and every subcontractor will be required to secure the payment of compensation of his or her employees, or obtain a certificate of consent to self-insurance by the Director of Industrial Relations in accordance with the requirements of Section 3700 of the California Labor Code.

In accordance with the provisions of section 1861 of the California Labor Code, Contractor shall sign and file with the awarding body the following certification prior to performing any work on the Project:

> "I am aware of the provisions of section 3700 of the 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 I will comply with such provisions before commencing the performance of the work of this contract."

7. **POLICY REQUIREMENTS.** The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   (i) City and its appointed and elected officers, employees, agents and volunteers shall be added as additional insured to the policy as respects liabilities arising out of the performance of any work done under the Contract.

   (ii) The insurer shall agree to provide City with thirty (30) days prior written notice, return receipt requested, of any cancellation, non-renewal or material change in coverage.

   (iii) For any claims with respect to the Project covered by this Contract, Contractor's insurance coverage shall be primary insurance as respects City and its elected and appointed officers, employees, agents and volunteers. Any insurance or self-insurance maintained by City and its elected and appointed officers, employees, agents and volunteers shall be excess of Contractor's insurance and shall not contribute with it.

   (iv) The policy shall apply separately to each insured against whom claim is made or suit is brought except with respect to the limits of the company's liability.

8. **COURSE OF CONSTRUCTION INSURANCE.** Contractor shall provide course of construction insurance covering for "all risks" of loss in the amount of the completed value of the Work. The City shall be named as a loss payee and the insurer shall waive all rights of subrogation against the City. This policy shall be issued by an insurance company which is admitted doing business in the State of California and shall contain a clause that the policy may not be canceled until thirty (30) days written notice, return receipt requested, is mailed to the City. Course of Construction Insurance may be provided for each separate Phase.

9. **ADDITIONAL REQUIREMENTS.** The procuring of required insurance shall not be construed to limit Contractor's liability hereunder nor to fulfill the indemnification provisions and requirements of this Contract. City shall notify Contractor in writing of changes in the insurance requirements. If Contractor does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Contractor shall be deemed in default hereunder.

10. **DEDUCTIBLES.** Any deductible or self-insured retentions must be declared to and approved by City. Contractor shall guarantee that, at the option of the City, either: the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Contractor); or Contractor shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses in the amount of any deductibles or self-insured retentions.

11. **VERIFICATION OF COMPLIANCE.** Contractor shall furnish City with the required endorsements attached hereto. All documents are to be received and approved by City before Work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Contract, Contractor shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefore, or accompanied by other proof of payment satisfactory to City. Contractor shall provide full copies of any requested policies to City within three (3) days of any such request by City.

12. **TERMINATION FOR LACK OF REQUIRED COVERAGE.** If Contractor, for any reason, fails to have in place, at all times during the term of this Contract, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Contractor's expense and/or terminate this Contract. Contractor shall indemnify, defend and hold harmless City and its elected and appointed officers, employees, agents and volunteers from any claim resulting from failure of either Contractor or any subcontractor to take out or maintain any insurance required by this Contract.

13. **EQUIPMENT COVERAGE**. Any policy or policies of insurance Contractor or his subcontractors elect to carry as insurance against loss or damage to construction equipment and tools or other personal property shall include a provision waiving the insurer's right of subrogation against City.

BID PROPOSAL (BP)

GARDENA COMMUNITY AQUATIC AND SENIOR CENTER
SWIMMING POOL MAINTENANCE SERVICES

Contractor: Sea Clear Pools, Inc.

Address: 23316 S. Normandie Ave Ste. B Torrance, CA 90502

Phone: 310·891·3073

Fax: 310·891·3079

License No.: 637724

Email: Bszieff@Seaclearpools.com

To Be Submitted

WITH

Bid Package

TO BE SUBMITTED WITH PROPOSAL

BID PROPOSAL

BID SCHEDULE

The undersigned, having examined the proposed Contract Documents titled:

GARDENA COMMUNITY AQUATIC AND SENIOR CENTER
SWIMMING POOL MAINTENANCE SERVICES

and having visited the site and examined the conditions affecting the work, hereby proposes and agrees to furnish all labor, materials, equipment, and appliances, and to perform operations necessary to complete the work as required by said proposed Contract Documents and itemized bid schedule below. **All routine work shall be performed two (2) times per week from June to August and three (3) times per week from September to May.** City's fiscal year begins on July 1st and ends on June 30th.

Year One

Item 1	Item Description	Number of Pool Service Visit	Unit Price (Price Per Service Visit)	Total Price
1	Pool Maintenance Service from June to August	36	$ 375 -	$ 13,500-
2	Pool Maintenance service from September to May	80	$ 375 -	$ 30,000
3	Daily cleaning of pool for first 90 days as needed	90	$ 250 -	$ 22,500
4	Chemical Allowance	1	LS	$55,000
			Year One (1) Grand Total	$ 121,000

TO BE SUBMITTED WITH PROPOSAL

Year Two (Optional)

Item 1	Item Description	Number of Pool Service Visit	Unit Price (Price Per Service Visit)	Total Price
1	Pool Maintenance service from June to August	36	$395 —	$14,220
2	Pool Maintenance service from September to May	80	$395 —	$31,600
3	Chemical Allowance	1	LS	$60,000
			Year Two (2) Grand Total	$105,820

Year Three (Optional)

Item 1	Item Description	Number of Pool Service Visit	Unit Price (Price Per Service Visit)	Total Price
1	Pool Maintenance Service from June to August	36	$415 —	$14,940
2	Pool Maintenance Service from September to May	80	$415 —	$33,200
3	Chemical Allowance	1	LS	$65,000
			Year Three (3) Grand Total	$113,140

TO BE SUBMITTED WITH PROPOSAL

1-Year Grand Total

Year 1	121,000
ONE (1) YEAR GRAND TOTAL	121,000

2-Year Optional Grand Total

Year 2	105,820
Year 3	113,140
TWO (2) YEAR OPTIONAL GRAND TOTAL	218,960

***In the event there is an error in the Bid Schedule with extending a price into the total price column, the unit price will govern.*

The Contract term is for a period of one (1) year, 12 months with up to two (2) years, 24 months optional extension.

The Proposer shall provide Fee Schedule for non-exclusive emergency/call out services.

All work required and shown on the construction plans and this specification, for which no price or item is listed on this proposal, it shall be understood that such work, equipment, labor, tools and materials shall be provided without extra charge, allowance or direct payment of any kind. Payment for performing such work or furnishing such equipment, labor, tools and materials shall be included in the above lump sum or unit bid prices and no additional compensation will be paid therefor.

The City will award the contract based on the Best Value (taking into consideration qualifications, experience, and costs).

Bill Szieff — 10/28/2025

Name of Bidder — Signature of Bidder — Date

ACKNOWLEDGEMENT OF ADDENDA RECEIVED

The Bidder shall acknowledge the receipt of addenda by number and date each addendum received.

Addendum No. ____ Date _____ Addendum No. ____ Date _____

Addendum No. ____ Date _____ Addendum No. ____ Date _____

Addendum No. ____ Date _____ Addendum No. ____ Date _____

Addenda will be issued through the Arc Solution California (https://www.e-arc.com/location/costa-mesa/) and City Website (https://cityofgardena.org/rfps/). It is the Bidder's sole responsibility to visit these platforms to obtain and administer any Addendum related to this bid. **An Addendum must be acknowledged above by a bidder in its submitted form of Proposal.**

If an addendum or addenda have been issued by the City and not noted above as being received by the Bidder, the Bid Proposal may be rejected.

Bidder's Signature

October 28, 2025
Date

BIDDER'S DECLARATION

It is understood and agreed that:

1. The undersigned has carefully examined all documents which will form a part of the Contract; namely, the Notice Inviting Bids, the Instructions to Bidders, this Proposal, the federal requirements, if any, the Plans and Specifications, the Special Provisions, and the Technical Provisions.

2. The undersigned has, by investigation at the site of the work and otherwise, satisfied himself as to the nature and location of the work and fully informed himself as to all conditions and matters, which can in any way affect the work or the cost thereof.

3. The undersigned fully understands the scope of work and has carefully checked all words and figures inserted in this Proposal and further understands that the City will not be responsible for any errors or omissions in the preparation of the Proposal.

4. The undersigned agrees and acknowledges that he is aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and that the undersigned will comply with such provisions before commencing the performance of the Contract if it is awarded to the undersigned.

The undersigned will execute the Contract and certificates of insurance within the period of time specified in the Contract Documents.

The undersigned will begin work after award of Contract and a Notice to Proceed has been given as herein specified and will complete said work within the time specified in the Bidding Schedule.

5. The undersigned certifies that this Proposal is genuine and not sham or collusive, or made in the interest or on behalf of a person not herein named, and the undersigned has not directly or indirectly induced or solicited any other bidder to put in a sham bid nor induced any other person, firm, or corporation to refrain from bidding. The undersigned has not in any manner sought by collusion to secure for himself any advantage over any other bidder.

6. The undersigned will accept an award and enter into a Contract for all work scheduled herein on which he puts in a bid. The awards for such work are to be entirely at the discretion of the City after evaluation of the bids are submitted.

BIDDER'S DECLARATION (Continued)

7. The undersigned bidder stated under penalty of perjury that the representations made in submitting this bid are, to the best of his/her knowledge, true, accurate, and complete.

Respectfully submitted,

Sea Clear Pools, Inc
Contractor's Business Name

Bill Szieff/ Vice President
Contractor (Print) Title

23116 S. Normandie Ave Ste B.
Business Address: Street

Signature Vice President
Signature Title

Torrance, CA 90502
City State Zip

637724 C-53; C-61; D-35
Contractor's License No. and Classification

310·891·3073
Business Phone Number

310·891·3079
Business Fax Number

October 28, 2025
Date

Bill Szieff - Vice President
Name Title

6509 Nancy Road
Residence: Street

Rancho Palos Verde, CA 90275
City State Zip

310·505·4343
Residence Phone Number

Note: If the bid is made by an individual, it must be signed with the full name of the bidder, whose address must be given: if it is made by a firm, it must be signed in the co- partnership's name by a general partner thereof, who shall also sign his or her own name, and the name and full address of each partner (general and/or limited) must be given; and if it is made by a corporation, it must be signed by a properly authorized officer, the corporate name shall be set forth, and the corporate seal shall be affixed.

BID PROPOSAL

NON-COLLUSION AFFIDAVIT

(To be executed by Bidder and submitted with Bid)

State of California

County of Los Angeles

Bill Szieff being first duly sworn, deposes and says that he or she is Vice President of Sea Clear Pools, Inc. the party making the foregoing bid, that the bid is not made in the interest of, or on the behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay fee to any corporation, or agent thereof to effectuate a collusive or sham bid.

Bill Szieff
NAME OF BIDDER

SIGNATURE OF BIDDER

23316 S. Normandie Ave Ste B
ADDRESS OF BIDDER

Torrance, CA 90502
CITY STATE ZIP

ALL SIGNATURES MUST BE WITNESSED BY NOTARY
(attach appropriate jurats)

CALIFORNIA JURAT
CERTIFICATE

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

State of California }

County of Los Angeles }

Subscribed and sworn to (or affirmed) before me on this 29 day of October 20 25,

by William Szieff (Sea-Clear Pools), proved to me on the basis of

satisfactory evidence to be the person(s) who appeared before me.

Notary Public Signature

ROSIO GONZALEZ
COMM. # 2459688
NOTARY PUBLIC • CALIFORNIA
LOS ANGELES COUNTY
My Comm. Expires August 18, 2027

(Seal)

OPTIONAL INFORMATION

DOCUMENT

Non-Collusion Affidavit
(name or type of document)

1
(number of pages)

10/29/25
(document date)

SIGNER CAPACITY

(capacity claimed by the signer)

NOTICE

THE NOTARY PUBLIC DOES NOT CERTIFY THE AUTHORIZED CAPACITY OF THE SIGNER

DECLARATION OF ELIGIBILITY TO CONTRACT

[Labor Code Section 1777.1; Public Contract Code Section 6109]

The undersigned, a duly authorized representative of the contractor, certifies and declares that:

1. The undersigned contractor is aware of Sections 1777.1 and 1777.7 of the California Labor Code, which prohibit a contractor or subcontractor who has been found by the Labor Commissioner or the Director of Industrial Relations to be in violation of certain provisions of the Labor Code, from bidding on, being awarded, or performing work as a subcontractor on a public works project for specified periods of time.

2. The undersigned contractor is not ineligible to bid on, be awarded or perform work as a subcontractor on a public works project by virtue of Sections 1771.1 or 1777.7 of the California Labor Code or any other provision of law.

3. The undersigned contractor is aware of California Public Contract Code Section 6109, which states:

> "(a) A public entity, as defined in Section 1100 [of the Public Contract Code], may not permit a contractor or subcontractor who is ineligible to bid or work on, or be awarded, a public works project pursuant to Section 1777.1 or 1777.7 of the Labor Code to bid on, be awarded, or perform work as a subcontractor on, a public works project. Every public works project shall contain a provision prohibiting a contractor from performing work on a public works project with a subcontractor who is ineligible to perform work on the public works project pursuant to Section 1771.1 or 1777.7 of the Labor Code."
>
> "(b) Any contract on a public works project entered into between a contractor and a debarred subcontractor is void as a matter of law. A debarred subcontractor may not receive any public money for performing work as a subcontractor on a public works contract, and any public money that may have been paid to a debarred subcontractor by a contractor on the project shall be returned to the awarding body. The contractor shall be responsible for the payment of wages to workers of a debarred subcontractor who has been allowed to work on the project."

4. The undersigned contractor has investigated the eligibility of each and every subcontractor the undersigned contractor intends to use on this public works project and has determined that none of them is ineligible to perform work as a subcontractor on a public works project by virtue of the foregoing provisions of the Public Contract Code, Sections 1771.1 or 1777.7 of the Labor Code, or any other provision of law.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct. Executed this 28th day of October, 2025, at Torrance *(place of execution)*, California 90502.

Signature: _____ Name: Bill Szieff

Title: Vice President Company: Sea Clear Pools

BID PROPOSAL

PROJECT REFERENCE

In order to fully evaluate your background and experience for the project herein proposed, please submit a list of Public Works and/or similar construction projects completed or in progress within the last three (3) years. Failure to provide this information may constitute grounds for rejection of your bid as non-responsive.

Number of years as a contractor in construction work of this type: 33 years

Three projects of this type recently completed: Please See Next page for Additional Ref.

1. Name (Firm/Agency): Placentia Yorba Linda USD.
   Address: 1301 E. Orangethrope Ave. Placentia, CA 92870
   Contact Person: Travis Burns Telephone No.: 714·240·2767
   Title of Project: Pool Cleaning + Maintenance
   Project Location: 1301 E. Orangethrope Ave. Placentia, CA 92870
   Date of Completion: 2010-Current Contract Amount: $ 153,000

2. Name (Firm/Agency): Golden West College
   Address: 1370 Adams Ave. Costa Mesa, CA 926260
   Contact Person: Danny Johnson Telephone No.: 714·425·9919
   Title of Project: Pool Cleaning + Maintenance
   Project Location: 15744 Golden West Street, Huntington Beach, CA 92647
   Date of Completion: 2010-Current Contract Amount: $ 81,000

3. Name (Firm/Agency): City of Torrance
   Address: 3031 Torrance Blvd. Torrance, CA 90503
   Contact Person: Allison Saufua Telephone No.: 310·618·2983
   Title of Project: Pool Cleaning + Maintenance
   Project Location: 3331 Torrance. Blvd. Torrance, CA 90503
   Date of Completion: 2005-Current Contract Amount: $ 23,880 ⁰⁰

NOTE: If requested by the City, the bidder shall furnish a certified financial statement, references, and other information sufficiently comprehensive to permit an appraisal of his current financial condition.

Bidder's Signature _____

TO BE SUBMITTED WITH PROPOSAL

Edgewood HS:

- (1) 50-meter main pool.
- Serviced since opening in 2021:
- Contact: Jeff Peiten 951-453-3581 jpeiten@wcusd.org

Covina Valley USD:

- 50-meter pool.
- Serviced for 3 years.
- Contact: Brian Johnson 626-363-3875 bjohnson@c-vusd.org

Placentia Yoruba Linda USD:

- (3) 25-meter by 25-yard pools and (1) 50-meter pool
- Serviced for over 15 years
- Contact: Travis Burns 714-240-2726 tburns@pylusd.org

Golden West College:

- (1) 50-meter main pool. (1) 25-yard warm up pool
- Serviced for over 15 years:
- Contact: Danny Johnson 714- 425-9919 djohnson@gwc.cccd.edu

City of Torrance:

- 50-meter pool.
- Serviced for over 20 years.
- Contact: Allison Saufua 310-618-2983 ASaufua@TorranceCA.Gov

Oxnard UHSD:

- (3) 35-meter by 25-yard pools and (1) 50-meter pool
- Serviced for over 12 years
- Contact: Josh Brown 805-385-2518 jpugh@pylusd.org

Las Virgenes USD:

- (2) 25-yard by 15-yard pools and (2) 15-yard by 10-yard warm up pools
- Serviced for 2 years. Helped them out like you as they needed service right away and we did full service then trained their employees and graduated down our service over 6 months
- Contact: Julie Pescetto 818-857-9735 jpescetto@lvusd.org

Pasadena City College:

- (1) 50-meter pool
- Serviced for 2 years. Helped them out when an employee left suddenly and they needed service promptly and we stepped in and continue to help them.
- Contact Richard Laret: 626-585-7023 rlaret@pasadena.edu

Additional references are available on request.

CERTIFICATE OF NON-DISCRIMINATION BY CONTRACTORS

As suppliers of goods or services to the City, the firm listed below certifies that it does not discriminate in its employment with regard to race, color, religion, sex, or national origin; that it is in compliance with all applicable federal, state, and local directives, and executive orders regarding non-discrimination in employment; and that it agrees to pursue positively and aggressively the principle of equal opportunity in employment.

We agree specifically:

1. To establish or observe employment policies which affirmatively promote opportunities for minority persons at all job levels.

2. To communicate this policy to all persons concerned, including all company employees, outside recruiting services, especially those serving minority communities, and to the minority communities at large.

3. To take affirmative steps to hire minority employees within the company.

FIRM Sea Clear Pools, Inc.

TITLE OF PERSON SIGNING Vice President

SIGNATURE

DATE October 28, 2025

Please include any additional information available regarding equal opportunity employment programs now in effect within your company:

_____

_____

_____

_____

_____

_____

TO BE SUBMITTED WITH PROPOSAL

BID PROPOSAL

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION – PRIMARY COVERED TRANSACTIONS

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON NEXT PAGE)

The Contractor shall not perform Work with any Subcontractor that has been debarred or suspended pursuant to California Labor Code Section 1777.1 or any other federal or State law providing for the debarment of contractors from public works. The Contractor and Subcontractors shall not be debarred or suspended throughout the duration of the Contract pursuant to Labor Code Section 1777.1 or any other federal or State law providing for the debarment of contractors from public works. If the Contractor or any Subcontractor becomes debarred or suspended during the duration of the Project, the Contractor shall immediately notify the City.

1. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:

    a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

    b. Have not within a 5-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement, or receiving stolen property;

    c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph 1b of this certification; and

    d. Have not within a 5-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Signature: _____ Name: Bill Szieff

Title: Vice President Company: Sea Clear Pools, Inc.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION – PRIMARY COVERED TRANSACTIONS

(Continued)

INSTRUCTIONS FOR CERTIFICATION

By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.

1. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.

2. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

3. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is submitted for assistance in obtaining a copy of those regulations (13 CFR Part 145).

5. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.

6. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transactions," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the ineligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default

Sea-Clear Pools

County of Los Angeles Department of Health Swimming Pool Service Technicians:

Mario Espinosa	PR0158471- 20 Years Experience
Rafael Ramirez Jr.	PR0160294 – 21 Years Experience
Richard Hamilton	PR0245282 – 6 Years Experience
William Kent Szieff	PR0158458 – 33 Years Experience
Juan Lopez	PR0176768 – 12 Years Experience
Suti Sutitanom	PR0245283 – 4 Years Experience
David Gonzalez	PR0271475 – 3 Years Experience
Jacob Robles	PR0315393 – 2 Years Experience

23316 S. Normandie Avenue Unit B Torrance CA 90502 (310) 891-3073 Phone (310) 891-3079 Fax

EMERGENCY AFTER HOURS: (800) 945-6862

County of Los Angeles Department of Public Health Swimming Pool Service Technician 2025

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
SWIMMING POOL SERVICE
TECHNICIAN

No. PR0158458 Expires: 6/30/2026

WILLIAM KENT SZIEFF
23316 NORMANDIE AVE STE B
TORRANCE, CA 90502

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
SWIMMING POOL SERVICE
TECHNICIAN

No. PR0271475 Expires: 6/30/2026

DAVID GONZALEZ
23316 S NORMANDIE AVE STE B
TORRANCE, CA 90502

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
SWIMMING POOL SERVICE
TECHNICIAN

No. PR0315393 Expires: 6/30/2026

JACOB ROBLES
23316 NORMANDIE AVE # B
TORRANCE, CA 90502

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
SWIMMING POOL SERVICE
TECHNICIAN

No. PR0176768 Expires: 6/30/2026

JUAN LOPEZ
23316 S NORMANDIE AVE STE B
TORRANCE, CA 90502

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
SWIMMING POOL SERVICE
APPRENTICE TECHNICIAN
EMPLOYED BY: PR0158458

No. PR0158471 Expires: 6/30/2026

MARIO ESPINOSA
23316 S NORMANDIE AVE STE B
TORRANCE, CA 90502

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
SWIMMING POOL SERVICE
TECHNICIAN

No. PR0160294 Expires: 6/30/2026

RAFAEL RAMIREZ
23316 S NORMANDIE AVE STE B
TORRANCE, CA 90502

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
SWIMMING POOL SERVICE
TECHNICIAN

No. PR0245282 Expires: 6/30/2026

RICHARD HAMILTON
23316 S NORMANDIE AVE STE B
TORRANCE, CA 90502

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
SWIMMING POOL SERVICE
TECHNICIAN

No. PR0245283 Expires: 6/30/2026

SUTIRAT SUTITANOM
23316 S NORMANDIE AVE STE B
TORRANCE, CA 90502

County of Los Angeles Department of Public Health Swimming Pool Service Technician 2024

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
SWIMMING POOL SERVICE
TECHNICIAN
No. PR0315393 Expires: 6/30/2025
JACOB ROBLES
1517 W SAN BERNARDINO RD #M
WEST COVINA, CA 91790

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
SWIMMING POOL SERVICE
TECHNICIAN
No. PR0158458 Expires: 6/30/2025
WILLIAM KENT SZIEFF
23316 NORMANDIE AVE STE B
TORRANCE, CA 90502

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
SWIMMING POOL SERVICE
TECHNICIAN
No. PR0271475 Expires: 6/30/2025
DAVID GONZALEZ
23316 S NORMANDIE AVE STE B
TORRANCE, CA 90502

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
SWIMMING POOL SERVICE
TECHNICIAN
No. PR0176768 Expires: 6/30/2025
JUAN LOPEZ
23316 S NORMANDIE AVE STE B
TORRANCE, CA 90502

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
SWIMMING POOL SERVICE
APPRENTICE TECHNICIAN
EMPLOYED BY PR0158456
No. PR0158471 Expires: 6/30/2025
MARIO ESPINOSA
23316 S NORMANDIE AVE STE B
TORRANCE, CA 90502

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
SWIMMING POOL SERVICE
TECHNICIAN
No. PR0160294 Expires: 6/30/2025
RAFAEL RAMIREZ
23316 S NORMANDIE AVE STE B
TORRANCE, CA 90502

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
SWIMMING POOL SERVICE
TECHNICIAN
No. PR0245282 Expires: 6/30/2025
RICHARD HAMILTON
23316 S NORMANDIE AVE STE B
TORRANCE, CA 90502

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
SWIMMING POOL SERVICE
TECHNICIAN
No. PR0245283 Expires: 6/30/2025
SUTIRAT SUTITANOM
23316 S NORMANDIE AVE STE B
TORRANCE, CA 90502

County of Los Angeles Department of Public Health Swimming Pool Service Technician 2023

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
SWIMMING POOL SERVICE
TECHNICIAN

No. PR0245283 Expires: 6/30/2024

SUTIRAT SUTITANOM
23316 S NORMANDIE AVE STE B
TORRANCE, CA 90502

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
SWIMMING POOL SERVICE
TECHNICIAN

No. PR0158458 Expires: 6/30/2024

WILLIAM KENT SZIEFF
23316 NORMANDIE AVE. STE. B
TORRANCE, CA 90502

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
SWIMMING POOL SERVICE
TECHNICIAN

No. PR0271475 Expires: 6/30/2024

DAVID GONZALEZ
23316 S NORMANDIE AVE STE B
TORRANCE, CA 90502

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
SWIMMING POOL SERVICE
TECHNICIAN

No. PR0160294 Expires: 6/30/2024

RAFAEL RAMIREZ
11374 ACALA AVE.
SAN FERNANDO, CA 91340

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
SWIMMING POOL SERVICE
TECHNICIAN

No. PR0176768 Expires: 6/30/2024

JUAN LOPEZ
23316 S NORMANDIE AVE STE B
TORRANCE, CA 90502

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
SWIMMING POOL SERVICE
APPRENTICE TECHNICIAN
EMPLOYED BY: PR0158458

No. PR0158471 Expires: 6/30/2024

MARIO ESPINOSA
23316 S NORMANDIE AVE STE B
TORRANCE, CA 90502

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
SWIMMING POOL SERVICE
TECHNICIAN

No. PR0245282 Expires: 6/30/2024

RICHARD HAMILTON
23316 S NORMANDIE AVE STE B
TORRANCE, CA 90502

County of Los Angeles Department of Public Health Swimming Pool Service Technician 2022

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
SWIMMING POOL SERVICE
TECHNICIAN

No. PR0245282 Expires: 6/30/2023

RICHARD HAMILTON
4900 OVERLAND AVE # 183
CULVER CITY, CA 90230

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
SWIMMING POOL SERVICE
APPRENTICE TECHNICIAN
EMPLOYED BY: PR0158458

No. PR0158471 Expires: 6/30/2023

MARIO ESPINOSA
15121 CHESHIRE STREET
LA MIRADA, CA 90638

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
SWIMMING POOL SERVICE
TECHNICIAN

No. PR0176768 Expires: 6/30/2023

JUAN LOPEZ
353 E 230TH ST
CARSON, CA 90745

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
SWIMMING POOL SERVICE
TECHNICIAN

No. PR0160294 Expires: 6/30/2023

RAFAEL RAMIREZ
11374 ACALA AVE.
SAN FERNANDO, CA 91340

County of Los Angeles Department of Public Health Swimming Pool Service Technician 2021

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
SWIMMING POOL SERVICE
TECHNICIAN

No. PR0245282 Expires: 6/30/2022

RICHARD HAMILTON
4900 OVERLAND AVE # 183
CULVER CITY, CA 90230

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
SWIMMING POOL SERVICE
APPRENTICE TECHNICIAN
EMPLOYED BY PR0158458

No. PR0158471 Expires 6/30/2022

MARIO ESPINOSA
15121 CHESHIRE STREET
LA MIRADA, CA 90638

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
SWIMMING POOL SERVICE
TECHNICIAN

No. PR0158458 Expires 6/30/2022

WILLIAM KENT SZIEFF
23316 NORMANDIE AVE. STE. B
TORRANCE, CA 90502

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
SWIMMING POOL SERVICE
TECHNICIAN

No. PR0160294 Expires 6/30/2022

RAFAEL RAMIREZ
11374 ACALA AVE
SAN FERNANDO, CA 91340

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC HEALTH
SWIMMING POOL SERVICE
TECHNICIAN

No. PR0245283 Expires: 6/30/2022

SUTIRAT SUTITANOM
19702 NORMANDALE AVE
CERRITOS, CA 90703

Specific task to be performed by technician each week; maintenance performed at other intervals :

Per service visit:

Check in with the pool operator and plant manager (or whomever else you request) at each facility to make sure communication of issues and concerns is addressed promptly and communicated effectively.

Provide and maintain accurate on-sight hard copy log book and an electronic version (that we will store and maintain for you). Hard copies to be stored on site of all readings and adjustments made as well as any repairs or equipment maintenance performed.

- Take manual pool water chemical readings with an approved test kit and record results in both manual log book and electronically in our database system.
    - Manual and chemical controller reading of: Free, combined, and total chlorine readings, pH readings. Manual reading only for Total Alkalinity.
    - Overall circulation system flow rate before and after filter backwashing.
    - Filter inlet and outlet pressures before and after filter backwashing
    - Pool water temperature
    - Autofill operation
    - Pump strainer cleaning
    - Chemical system controller review
    - Test chemical system rotary safety flow switch
    - Chemical injection system review for leaks and potential problems
    - Logging all information
    - Filter backwashing as pressures and flow dictates.

- Check chemical vat levels;
    - We will review and make recommendations to the types and concentrations of pool chemicals that your pools are using to help maintain the needed water balance. If you choose, we can liaison with your supplier and help with the ordering of the pool chemicals, chlorine and acid as needed (the chemicals themselves are not included in this price as you purchase them directly).

- Check chemical pumps.
    - Verify settings
    - Inspect the pumps and their operation.
    - Adjust as needed to maintain pool water balance and clarity.

- Check chemical injection lines for leaks.
    - Inspect the tubing and its operation.

- Check surge pit water level and clean out debris.
  - Check the operation of the float controls, lubricating them monthly or more as needed
  - Visually inspecting the main drain modulating valves located in each surge pit.

- Check automatic make up water valve for proper operation.
  - Inspect.

- Clean the hair and lint strainers.
  - Clean out debris.

- Check filter(s) pressure readings.
  - Backwash as pressures and flow requires to maintain water clarity.
  - Check automation and record readings.

- Check and record flow readings.

- Check recirculation piping and valves for leaks.

- Check heater inlet and outlet temperatures.

- Maintain the cleanliness of the pool equipment room – see monthly section below

- Check in with staff at each visit. Provide a required pool log sheet as required by State code. We will instruct any district personnel when assigned on how to fill this short form out as you progress in assigning or on-boarding any personnel to work at the pool.

<u>Monthly / Quarterly:</u>

- Clean automatic controller sensing probes (as needed).
  - Scrub with a mild detergent, rinse with water, shake down like a thermometer, re-install.
  - Wait until sensors have stabilized and standardize controller.

- Clean chlorine injector.
  - Remove injector fitting from pipe and remove scale.
  - Reapply Teflon tape to fitting and reinstall in pipe.

- Take Total Alkalinity, Calcium Hardness, and TDS reading.
  - Record in both logs.

- Clean the equipment area including wiping down the pool filters, chlorine and acid tanks, sweeping the pump pit and the pool equipment area as needed.

Bid Alternative

Fee Schedule for non – exclusive emergency/ calls

Hourly Rate

Technician Regular Time $ 250 –

Technician Overtime $ 375 –

Technician After Hours $ 375 –

Technician After Hours Overtime $ 375 –

CONTRACT DOCUMENTS (CD)

GARDENA COMMUNITY AQUATIC AND SENIOR CENTER SWIMMING POOL MAINTENANCE SERVICES

To be Submitted
within ten (10) calendar days

AFTER
Award of Contract

CONTRACT DOCUMENT

AGREEMENT

THIS AGREEMENT, made and entered into this 28th day of October, 2025 by and between CITY OF GARDENA in the State of California, hereinafter referred to as "CITY" and Sea Clear Pools, Inc., hereinafter referred to as "CONTRACTOR."

The City and the Contractor mutually agree as follows:

ARTICLE I.

THE PROJECT

For and in consideration of the mutual promises set forth herein, Contractor agrees to perform and complete in a good and workmanlike manner all work required by the Contract Documents, which is described as follows:

PROJECT: **GARDENA COMMUNITY AQUATIC AND SENIOR CENTER SWIMMING POOL MAINTENANCE SERVICES**

Said work shall be performed in accordance with the Plans, Specifications and other Contract Documents, all of which are referenced in Article III hereof and incorporated herein as though fully set forth. Contractor shall furnish at its own expense all labor, materials, equipment and services necessary therefor, except such labor, materials, equipment and services as are provided in the Contract Documents to be furnished by City.

This project is subject to Skilled and Trained Workforce Requirements per Sections 2600 through 2603 of the Public Contract Code.

ARTICLE II.

CONTRACT SUM AND PAYMENT

For performing and completing the work in accordance with the Contract Documents, City shall pay Contractor, in full compensation therefor, the contract sum set forth in the Bidding Schedule. Said sum shall constitute payment in full for all work performed hereunder, including, without limitation, all labor, materials, equipment, tools and services used or incorporated in the work, supervision, administration, overhead, expenses and any and all other things required, furnished or incurred for completion of the work as specified in the Contract Documents. City shall make payments to Contractor on account of the contract sum at the time, in the manner, and upon the conditions specified in the Contract Documents.

ARTICLE III.

CONTRACT DOCUMENTS

The Contract Documents, which constitute the entire agreement between the City and the Contractor, are enumerated as follows: Proposal Documents, including the Notice Inviting Bids, Instructions to Bidders, Bidding Schedule, Bidder's Declaration, Designation of Subcontractors, Bidder's Assurance, and Fair Employment Practices documents; this Agreement; Standard Specifications; Special Provisions; Technical Provisions; Drawings; Plans; and all addenda issued prior to and all modifications issued after the execution of this Agreement. These form the Contract, and all are as fully a part of the Contract as if attached to this Agreement or repeated herein.

ARTICLE IV.

EFFECTIVE DATE
This Agreement shall become effective and commence as of the date set forth below on which the last of the parties, whether City or Contractor, executes said Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed and attested by their proper officers thereunto duly authorized.

CITY

By:_____
MAYOR (Sign)

Date: _____

SEAL

Attest:
By: _____
CITY CLERK (Sign)

Date:_____

CONTRACTOR

By: Vice President
Sign / Title

Date: October 28, 2025

Attest: (Contractor)

By:_____
Sign / Title

Date: _____

APPROVED AS TO FORM:

By:_____
CITY ATTORNEY (Sign)

Date:_____

CONTRACT DOCUMENT

WORKER'S COMPENSATION INSURANCE CERTIFICATE

GARDENA COMMUNITY AQUATIC AND SENIOR CENTER
SWIMMING POOL MAINTENANCE SERVICES

The Contractor shall execute the following form as required by the California Labor Code, Sections 1860 and 1861:

> I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work of the Contract.

DATED: October 28, 2025

Sea Clear Pools, Inc.
CONTRACTOR

By _____
Signature

Vice President
Title

ATTEST:

By _____
Signature

_____
Title

CONTRACT DOCUMENT

INDEMNIFICATION AND HOLD HARMLESS AGREEMENT AND WAIVER OF SUBROGATION AND CONTRIBUTION

GARDENA COMMUNITY AQUATIC AND SENIOR CENTER
SWIMMING POOL MAINTENANCE SERVICES

To the fullest extent permitted by law, Indemnitor hereby agrees, at its sole cost and expense, to defend, protect, indemnify, and hold harmless the City of Gardena and its respective elected officials, officers, attorneys, agents, employees, volunteers, successors, and assigns (collectively "Indemnitees") from and against any and all damages, costs, expenses, liabilities, claims, demands, causes of action, proceedings, expenses, judgments, penalties, liens, and losses of any nature whatsoever, including fees of accountants, attorneys, or other professionals and all costs associated therewith (collectively "Liabilities"), arising or claimed to arise, directly or indirectly, out of, in connection with, resulting from, or related to any act, failure to act, error, or omission of Indemnitor or any of its officers, agents, servants, employees, subcontractors, materialmen, suppliers or their officers, agents, servants or employees, arising or claimed to arise, directly or indirectly, out of, in connection with, resulting from, or related to the above-referenced contract, agreement, license, or permit (the "Agreement") or the performance or failure to perform any term, provision, covenant, or condition of the Agreement, including this indemnity provision. This indemnity provision is effective regardless of any prior, concurrent, or subsequent active or passive negligence by Indemnitees and shall operate to fully indemnify Indemnitees against any such negligence. This indemnity provision shall survive the termination of the Agreement and is in addition to any other rights or remedies which Indemnitees may have under the law. Payment is not required as a condition precedent to an Indemnitee's right to recover under this indemnity provision, and an entry of judgment against an Indemnitee shall be conclusive in favor of the Indemnitee's right to recover under this indemnity provision. Indemnitor shall pay Indemnitees for any attorney fees and costs incurred in enforcing this indemnification provision. Notwithstanding the foregoing, nothing in this instrument shall be construed to encompass (a) Indemnitees' sole negligence or willful misconduct to the limited extent that the underlying Agreement is subject to Civil Code 2782(a), or (b) the contracting public agency's active negligence to the limited extent that the underlying Agreement is subject to Civil Code 2782(b). This indemnity is effective without reference to the existence or applicability of any insurance coverages which may have been required under the Agreement or any additional insured endorsements which may extend to Indemnitees.

Indemnitor, on behalf of itself and all parties claiming under or through it, hereby waives all rights of subrogation and contribution against the Indemnitees, while acting within the scope of their duties, from all claims, losses and liabilities arising out of or incident to activities or operations performed by or on behalf of the Indemnitor regardless of any prior, concurrent, or subsequent active or passive negligence by the Indemnitees. Accountants, attorneys, or other professionals employed by Indemnitor to defend Indemnitees shall be selected by Indemnitees.

In the event there is more than one person or entity named in the Agreement as an Indemnitor, then all obligations, liabilities, covenants and conditions under this instrument shall be joint and several.

"Indemnitor"

Company/Contractor Sea Clear Pools, Inc.

Name & Title Bill Szieff - Vice Presidents

Signature & Date October 28, 2025

INSURANCE

CERTIFICATION OF INSURANCE (COI) SHALL BE SUBMITTED BY THE CONTRACTOR

1. **COMMENCEMENT OF WORK**. Contractor shall not be authorized to commence Work under this Contract until it has obtained approved insurance. Before beginning Work hereunder, during the entire period of this Contract, for any extensions hereto, and for periods after the end of this Contract as may be indicated below, Contractor must have and maintain in place not less than the insurance coverages required in this Section at his sole cost and expense. Contractor's insurance shall comply with all items specified by this Contract. Any subcontractors shall be subject to all of the requirements of this Section and Contractor shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Contractor's insurance may cover all subcontractors. The insurance requirements are not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by Contractor under this Contract.

2. **INSURANCE COMPANY REQUIREMENTS.** All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted doing business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

3. **COVERAGES, LIMITS AND POLICY REQUIREMENTS**. Contractor shall maintain the types of coverages indicated below:

4. **COMPREHENSIVE GENERAL LIABILITY INSURANCE.** A policy of comprehensive general liability insurance written on a per occurrence basis in an amount not less than either one million dollars ($1,000,000) per occurrence or two million dollars ($2,000,000) aggregate.

5. **COMMERCIAL AUTO LIABILITY INSURANCE**. A policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, ed. 12/93, including Symbol 1 (any auto) with no special limitations affecting City. The minimum auto insurance coverage shall be one million dollars ($1,000,000) combined single limit per accident.

6. **WORKER'S COMPENSATION AND EMPLOYER'S LIABILITY INSURANCE**. A policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars ($1,000,000) per claim. The policy shall be issued by an insurance company which is admitted doing business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

   In accordance with the provisions of section 1860 of the California Labor Code, Contractor's attention is directed to the requirement that in accordance with the provisions of section 3700 of the California Labor Code, Contractor and every subcontractor will be required to secure the payment of compensation of his or her employees, or obtain a certificate of consent to self-insurance by the Director of Industrial Relations in accordance with the requirements of Section 3700 of the California Labor Code.

In accordance with the provisions of section 1861 of the California Labor Code, Contractor shall sign and file with the awarding body the following certification prior to performing any work on the Project:

> "I am aware of the provisions of section 3700 of the 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 I will comply with such provisions before commencing the performance of the work of this contract."

7. **POLICY REQUIREMENTS.** The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   (i) City and its appointed and elected officers, employees, agents and volunteers shall be added as additional insured to the policy as respects liabilities arising out of the performance of any work done under the Contract.

   (ii) The insurer shall agree to provide City with thirty (30) days prior written notice, return receipt requested, of any cancellation, non-renewal or material change in coverage.

   (iii) For any claims with respect to the Project covered by this Contract, Contractor's insurance coverage shall be primary insurance as respects City and its elected and appointed officers, employees, agents and volunteers. Any insurance or self-insurance maintained by City and its elected and appointed officers, employees, agents and volunteers shall be excess of Contractor's insurance and shall not contribute with it.

   (iv) The policy shall apply separately to each insured against whom claim is made or suit is brought except with respect to the limits of the company's liability.

8. **COURSE OF CONSTRUCTION INSURANCE.** Contractor shall provide course of construction insurance covering for "all risks" of loss in the amount of the completed value of the Work. The City shall be named as a loss payee and the insurer shall waive all rights of subrogation against the City. This policy shall be issued by an insurance company which is admitted doing business in the State of California and shall contain a clause that the policy may not be canceled until thirty (30) days written notice, return receipt requested, is mailed to the City. Course of Construction Insurance may be provided for each separate Phase.

9. **ADDITIONAL REQUIREMENTS.** The procuring of required insurance shall not be construed to limit Contractor's liability hereunder nor to fulfill the indemnification provisions and requirements of this Contract. City shall notify Contractor in writing of changes in the insurance requirements. If Contractor does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Contractor shall be deemed in default hereunder.

10. **DEDUCTIBLES.** Any deductible or self-insured retentions must be declared to and approved by City. Contractor shall guarantee that, at the option of the City, either: the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Contractor); or Contractor shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses in the amount of any deductibles or self-insured retentions.

11. **VERIFICATION OF COMPLIANCE.** Contractor shall furnish City with the required endorsements attached hereto. All documents are to be received and approved by City before Work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Contract, Contractor shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefore, or accompanied by other proof of payment satisfactory to City. Contractor shall provide full copies of any requested policies to City within three (3) days of any such request by City.

12. **TERMINATION FOR LACK OF REQUIRED COVERAGE.** If Contractor, for any reason, fails to have in place, at all times during the term of this Contract, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Contractor's expense and/or terminate this Contract. Contractor shall indemnify, defend and hold harmless City and its elected and appointed officers, employees, agents and volunteers from any claim resulting from failure of either Contractor or any subcontractor to take out or maintain any insurance required by this Contract.

13. **EQUIPMENT COVERAGE.** Any policy or policies of insurance Contractor or his subcontractors elect to carry as insurance against loss or damage to construction equipment and tools or other personal property shall include a provision waiving the insurer's right of subrogation against City.