GARDENA CITY COUNCIL

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

Tuesday, January 27, 2026
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

RETURN FROM CLOSED SESSION ROLL CALL

CITY ATTORNEY REPORT OUT OF CLOSED SESSION

4. PLEDGE OF ALLEGIANCE

Gardena Senior High School
Jairo Sanchez and Edwin Delgado

5. INVOCATION

6. PRESENTATIONS

6.A. Certificate of Recognition to Damilola Ogundimu for Her Service to the Community as a Member of the Youth Commission

6.B. Boards & Commissions Presentation - Gardena Economic Business Advisory Commission (GEBAC)

6.C. 53rd Annual Celebration of Dr. Martin Luther King, Jr. Video Presentation

6.D. Gardena Events Video Presentation

7. PROCLAMATIONS

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.

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 of Minutes - Regular Meeting of the City Council, January 13, 2026
CONTACT: CITY CLERK

10.C. Receive and File Minutes - Regular Meeting of the Planning and Environmental Quality Commission, December 2, 2025
CONTACT: COMMUNITY DEVELOPMENT

10.D. Approval of Warrants/Payroll Register, January 27, 2026
CONTACT: ADMINISTRATIVE SERVICES

10.E. Personnel Report P-2026-2 01-27-2026
CONTACT: ADMINISTRATIVE SERVICES

10.F. Acceptance and Notice of Completion for the Local Streets Improvement 2023/2024 and 2024/2025 Projects, for Various Locations, JN 525 and 544
CONTACT: PUBLIC WORKS

11. PLANNING & ENVIRONMENTAL QUALITY COMMISSION ACTION SHEET

11.A. ENVIRONMENTAL ASSESSMENT #19-24, SITE PLAN REVIEW #4-24, AND TENTATIVE PARCEL MAP #2-24;

The Planning and Environmental Quality Commission reviewed a request to approve Environmental Assessment (EA #19-24), Site Plan Review (SPR #4-24), and Tentative Parcel Map (TPM #2-24; Tentative Parcel Map No. 85142) to allow the construction of four (4) three-story condominium units in the Medium Density Multi-Family Residential (R-3) zone portion of a split zoned R-3 and Single-Family Residential (R-1) property to a date certain of March 3, 2026.

APPLICANT: Steve Stepakis
LOCATION: 1031 Magnolia Avenue, APN (6113-035-015).

Commission Action: The Planning and Environmental Quality Commission continued the public hearing for Environmental Assessment #19-24, Site Plan Review #4-24, and Tentative Parcel Map #2-24, to a date certain of March 3, 2026, by vote of 3-0, with two commissioners absent.

City Council Action: No City Council action required.

11.B. AMENDMENT TO MODIFY CONDITIONAL USE PERMIT #9-04 AND ENVIRONMENTAL ASSESSMENT #13-25

The Planning and Environmental Quality Commission reviewed a request to approve an amendment to modify Conditional Use Permit (CUP) #9-04 per Section 18.32.030.B of the Gardena Municipal Code, to allow the sales of beer, wine, and distilled spirits for off-site consumption and on-site instructional tastings located in an existing retail store in the General Commercial (C-3) zone.

Environmental Consideration: The project was considered for a categorical exemption from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15301 (Class 1 – Existing Facilities).

APPLICANT: Target Corporation, Representative Beth Aboulafia
LOCATION: 2169 West Redondo Beach Boulevard (APN: 4063-014-020)

Commission Action: The Planning and Environmental Quality Commission adopted Resolution No. PC 2-26, by vote of 3-0, with two commissioners absent, to approve Modification of Conditional Use Permit #9-04 and Environmental Assessment #13-25, subject to the conditions of approval, and directed staff to file a notice of exemption.

City Council Action: Receive and file OR Call for Review (By way of two votes from the City Council).

11.C. ZONE TEXT AMENDMENT #3-25

The Planning and Environmental Quality Commission reviewed a recommendation to amend Title 18 (Zoning) of the Gardena Municipal Code relating to the review process and development/design standards for mechanical/robotic parking structures, and on-site/off-street parking standards for commercial uses on Gardena Boulevard between Normandie Avenue and Vermont Avenue pertaining to the parking in-lieu fee.

Environmental Consideration: The Zone Text Amendment is statutorily exempt from CEQA under Section 15061(b)(3) of the CEQA Guidelines, which provides that CEQA only applies to projects that have the potential for causing a significant effect on the environment. The ordinance would not result in physical change in the environment and does not involve any construction or additions to any existing structures.

LOCATION: City Wide

Commission Action: The Planning and Environmental Quality Commission adopted Resolution No. PC 3-26, by vote of 3-0, with two commissioners absent, recommending that the City Council adopt an Ordinance for Zone Text Amendment #3-25.

City Council Action: No City Council action required. Zone Text Amendment #3-25 will be reviewed and considered by the City Council at a future City Council meeting.

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 to Kimley-Horn and Associates, Inc. for Professional Services to Prepare an Amendment to the City's General Plan Community Resources Element in the Amount of $137,430

Staff Recommendation: Review and Approve the Award of the Contract

14.B. INTRODUCE ORDINANCE NO. 1887 - An Ordinance of the City of Gardena, California, Amending Title 15 (Buildings and Construction) of the Municipal Code by Adding Chapter 15.36 (Electric Vehicle Charging Stations) Pursuant to State Law

Staff Recommendation: Introduce Ordinance No. 1887

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

15.A. Calling for the June 2, 2026, General Municipal Election, Requesting Consolidation with the Statewide Primary Election to be Conducted by the Los Angeles County Registrar of Voters and Providing Regulations for Candidates; Adoption of Resolution Nos. 6719, 6720 and 6721

Staff Recommendation: Adopt Resolutions 6719, 6720 and 6721

15.B. Tax Measure - Placement of Transactions and Use Tax (Local Sales Tax) Measure on the June 2, 2026 Ballot

RESOLUTION NO. 6718, Ordering that the City of Gardena Services Measure be Submitted to the Voters at the June 2, 2026, General Municipal Election; Requesting the Assistance of the County of Los Angeles in Connection with that Election and Requesting that the Election be Consolidated with the Statewide Primary Election Being Held on that Date

INTRODUCE ORDINANCE NO. 1886, An ordinance of the People and City Council of the City of Gardena Adding Chapter 3.46 to the Municipal Code to Impose a Transactions and Use Tax to be Administered by the California Department of Tax and Fee Administration

Staff Recommendation:

- Adopt Resolution No. 6718
- Introduce Ordinance No. 1886

16. DEPARTMENTAL ITEMS - POLICE

17. DEPARTMENTAL ITEMS - PUBLIC WORKS

17.A. Award Construction Contract for the Pedestrian Safety Improvement FY 2024-2025 (Phase 2), JN 545, to Miramar General Engineering in the amount of $213,260.80, Approve the Project Specifications, Construction Contingency of $43,000 (20%), and Declare California Environmental Quality Act (CEQA) Exemption.

Staff Recommendation:

-Approve Construction Contract
-Approve Project Specifications
-Approve Construction Contingency
-Declare CEQA Exemption Under Section 15301

18. DEPARTMENTAL ITEMS - RECREATION & HUMAN SERVICES

19. DEPARTMENTAL ITEMS - TRANSPORTATION

19.A. Approve Contract for Asset and Maintenance Management Software with MaintStar, Inc. for a Total of $156,500, Authorize Years 2-6 of Additional Maintenance and Support for $375,000 and Authorize a Project Total of $584,650

Staff Recommendation: Approve Contract

20. COUNCIL ITEMS

21. COUNCIL DIRECTIVES

22. CITY MANAGER REMARKS RE: DIRECTIVES / COUNCIL ITEMS

23. COUNCIL REMARKS

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

24. ANNOUNCEMENT(S)

25. REMEMBERANCES

Mrs. Dorothy Dawson; a longtime resident of Gardena and a member of the Homeowners Association.
Mr. James Hunter; 85 years of age, and the Father of LACCD Trustee Nichelle Henderson and Father-in-Law of Mayor Pro Tem Mark E Henderson.
Mrs. Nancy Langley; beloved wife of Planning & Environmental Quality Commissioner Stephen Langley, a longtime resident of Gardena and a member of the Gardena Valley Baptist Church.

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, February 10, 2026.
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: January 23, 2026

Certificate of Recognition

presented to

Damilola Ogundimu

In official acknowledgment and genuine appreciation of over 2 years of exemplary, dedicated community leadership and service as a

Youth Commissioner

We, the Mayor and Members of the City Council of the City of Gardena, California, do hereby deem it a distinct honor and pleasure to commend you for your efforts and to extend sincere best wishes for good health, happiness, and well-deserved success in all future endeavors.

Presented this 27th day of January, 2026

Mayor Tasha Cerda

Councilmember Mark E. Henderson

Councilmember Rodney G. Tanaka

Councilmember Paulette C. Francis

Councilmember Wanda Love

MINUTES
Regular Meeting Notice
Gardena City Council
Tuesday, January 13, 2026

The Regular Meeting Notice and Agenda of the Gardena City Council of the City of Gardena, California was called to order at 7:45p.m. on January 13, 2026, 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

3. CLOSED SESSION

There was no Closed Session.

RETURN FROM CLOSED SESSION ROLL CALL

CITY ATTORNEY REPORT OUT OF CLOSED SESSION

4. PLEDGE OF ALLEGIANCE

Andreana Palanca (Anya) of St. Anthony of Padua in Gardena led the Pledge of Allegiance. Anya is a Commissioner in Student Council, plays volleyball, is part of the choir, Media Lab, and theater. She also loves crafts, fine arts, and performing arts. She loves hanging out with friends, participating in community service, listening to different kinds of music, dancing K-pop, and watching anime. Anya was the 1st place winner in GDAAP's Red Ribbon Week Poster Contest for the middle school division.

5. INVOCATION

Pastor Daniel Matsuda, of the Gardena Valley Baptist Church, led the Invocation.

6. PRESENTATIONS

6.A. South Bay Cities Council of Government's Energy and Climate Recognition Program Award

Director of Public Works Allan Rigg, accepted the Award and appropriate photos were taken.

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

Mr. Alford was not present to accept his Certificate of Commendation. Transportation Director, Ernie Crespo, accepted the Certificate and spoke about Mr. Alford's achievements.

6.C. Certificate of Commendation in Special Recognition of Retirement and Long-Time Service to the City of Gardena for Rita Lopez- Permit/Licensing Technician II with the Community Development Department- 20 years of service

Ms. Lopez was not present to receive her Certificate of Commendation. Community Development Director, Greg Tsujiuchi, accepted her certificate and spoke regarding Ms. Lopez's achievements.

6.D. Certificate of Commendation in Special Recognition of Retirement and Long-Time Service to the City of Gardena for John Moore - General Building Inspector with the Community Development Department - 11 years of service

Mr. Moore was not present to receive his Certificate of Commendation. Community Development Director, Greg Tsujiuchi, accepted his certificate and spoke regarding Mr. Moore's achievements and his family's long standing history with the City.

6.E. Certificates of Commendation presented to Ashley Lotman, Kali Bragg, and Josiah Davis, for their Heroic Efforts

Mayor Cerda commended the three students from Peary Jr. High School, who saved the dog that was put in one of the City of Gardena's Bigbelly trash compactors. Ashley Lotman, Kali Bragg, and Josiah Davis were present to accept their Certificates of Commendation and appropriate photos were taken.

6.F. Presentation of the "Holiday Home Decoration Contest 2025" Winners

Council Member Francis presented a video of the first, second and third place winners of the contest. Council Member Francis, who is also the Chair of the Beautification Commission, spoke regarding the contest winners.

6.G. Gardena Events Video Presentation

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

7. PROCLAMATIONS

7.A. "Martin Luther King Jr. Celebration Week," January 12 through 19, 2026 (to be accepted by Councilmember Paulette C. Francis, Chair of the Dr. Martin Luther King Jr. Cultural Committee of Gardena)

Council Member Francis accepted the Proclamation on behalf of the Dr. Martin Luther King Jr. Cultural Committee of Gardena, and appropriate photos were taken.

8. APPOINTMENTS

There were no Appointments.

9. PUBLIC COMMENT ON CONSENT CALENDAR

There were no Public Comments.

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 of Minutes - Regular Meeting of the City Council, December 9, 2025
CONTACT: CITY CLERK

10.C. Approval of Warrants/Payroll Register, December 23, 2025
CONTACT: ADMINISTRATIVE SERVICES

10.D. Approval of Warrants/Payroll Register, January 13, 2026
CONTACT: ADMINISTRATIVE SERVICES

10.E. Monthly Investment Report, November 2025

CONTACT: ADMINISTRATIVE SERVICES

10.F. Personnel Report P-2026-1 01-13-26

CONTACT: ADMINISTRATIVE SERVICES

10.G. Acceptance and Notice of Completion for the Park Electronic Signage Project, Rowley Park, JN 529

CONTACT: PUBLIC WORKS

10.H. Acceptance and Notice of Completion for the Fire Station No. 159 Roof Replacement Project, JN 569

CONTACT: PUBLIC WORKS

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

11. PLANNING & ENVIRONMENTAL QUALITY COMMISSION ACTION SHEET

11.A. DECEMBER 16, 2025 MEETING - Cancelled

11.B. JANUARY 6, 2026 MEETING - Cancelled

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

12.A. PUBLIC COMMENT

1) Travis Hernandez, Community Library Manager of the Masao W. Satow Library, came to give updates on activities taking place at the Gardena Mayme Dear and Masao W. Satow Libraries.

2) Paul Randall, Director of the Mama Rosa's Food Pantry; came out to speak about the pantry.

Mayor Cerda asked City Clerk Semenza if any comments had been received from the public. City Clerk Semenza stated that we received a Public Comment which has been distributed and made part of the record.

13. DEPARTMENTAL ITEMS - ADMINISTRATIVE SERVICES

There were no Items.

14. DEPARTMENTAL ITEMS - COMMUNITY DEVELOPMENT

14.A. PUBLIC HEARING: Substantial Amendment to the Fiscal Year 2025-2026 Community Development Block Grant (CDBG) Annual Action Plan

City Manager Osorio presented the Staff Report.

Mayor Cerda opened the Public Hearing at 9:17p.m. She then asked if anyone from the public has asked to speak on this item, and if the Council had any questions or comments.

Questions and comments were made by Council Member Francis. City Manager Osorio, City Attorney Vasquez, and Community Development Director Tsujiuchi answered all questions.

Mayor Cerda then closed the Public Hearing at 9:21p.m.

A motion was made by Council Member Tanaka and was seconded by Mayor Pro Tem Henderson to Approve the proposed 2025-2026 Annual Action Substantial Amendment which includes reallocating $90,624 from the Fair Housing Services and Community Food Pantry Services Programs and $603,358 from the prior year rollover funds for a total of $693,982 to the Residential Rehabilitation Program; and Authorize the City Manager to execute and submit the plan, amendment and any other necessary and related documents to the U.S. Department of Housing and Urban Development (HUD). The motion passed by a vote of 4-1 (Yes: Tanaka, Henderson, Cerda and Love; Noes: Francis).

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

There were no Items.

16. DEPARTMENTAL ITEMS - POLICE

There were no Items.

17. DEPARTMENTAL ITEMS - PUBLIC WORKS

17.A. Consideration of a Request to Approve the Assignment of the Amended and Restated Agreement Between City of Gardena and Waste Resources of Gardena for Solid Waste Handling Services to USA Waste of California, Inc. and Approve Consent to Assignment and First Amendment to Agreement for Integrated Solid Waste Management Services

Mayor Cerda made a motion to take 17.A out of order; a voice motion was made by Mayor Cerda and was seconded by Council Member Francis to move Item 17.A out of order. The motion passed by a vote of 5-0 (Yes: Cerda, Francis, Henderson, Tanaka and Love). This Item was presented at the top of Departmental Items.

City Manager Osorio presented the Staff Report.

Director of Public Works, Allan Rigg, introduced the executive teams from Waste Resources of Gardena, Waste Management, and the HF&H Consultants who helped negotiate the agreement. He continued to say that one thing he wanted to point out was that the services and expectations will remain the same; residents will get the same level of services, the same drivers, the same rates, the only difference is that the stickers on the trash bins will change.

City Attorney Vasquez mentioned that the Assignment is contingent based on the finalization of the agreement between Waste Resources and Waste Management; the change does not go into effect, nor do we receive any of the money that it states, until they finalize their agreement.

Mayor Cerda asked if anyone from the public has asked to speak on this item, and if the Council had any questions or comments. There were no public comments.

A presentation was made by Laith Ezzet, Senior Vice President of HF&H Consultants.

Questions and comments were made by Council Members Francis and Love, Mayor Pro Tem Henderson, and Mayor Cerda. Tommy Gendal of Waste Resources, Public Works Director Rigg and Sandra Pursley of Waste Management, all spoke and answered questions from the Council.

A motion was made by Council Member Love and was seconded by Mayor Pro Tem Henderson to Approve the Assignment of the Amended and Restated Agreement between City of Gardena and Waste Resources of Gardena for Solid Waste Handling Services to USA Waste of California, Inc. and Approve Consent to Assignment with First Amendment to Agreement for Integrated Solid Waste Management Services, with an Amendment to strike out the changes to Section 5.33, Ongoing Education Requirements; this will ensure that your current number of workshops will be kept in the Agreement. The motion passed by a vote of 5-0 (Yes: Love, Henderson, Cerda, Tanaka and Francis).

18. DEPARTMENTAL ITEMS - RECREATION & HUMAN SERVICES

There were no Items.

19. DEPARTMENTAL ITEMS - TRANSPORTATION

There were no Items.

20. COUNCIL ITEMS

20.A. Discuss and Consider the City Council Policy Guidelines for Proclamations, Certificates, Commendations, and Congratulatory Letters

City Manager Osorio presented the Staff Report and invited Alejandra Orozco, Executive Assistant, who took the lead on this to come up and answer any questions from Council.

Mayor Cerda asked if anyone from the public has asked to speak on this item, and if the Council had any questions or comments. There were no public comments.

There was a discussion that included Council Member Love and Francis, Mayor Cerda and Mayor Pro Tem Henderson, and City Attorney Vasquez. Executive Assistant Orozco responded to all of Council's questions.

A motion was made by Council Member Francis and seconded by Council Member Love to send the policy back to take out Section 5.0 A through D, take out long-time, partnership, and change submission to 3 weeks time. The motion did not pass by a vote of 2-3 (Yes: Francis and Love; Noes: Cerda, Henderson and Tanaka).

A second motion was made by Mayor Pro Tem Henderson and seconded by Council Member Tanaka to leave the policy as is. The motion passed by a vote of 3-2 (Yes: Henderson, Tanaka and Cerda; Noes: Francis and Love).

21. COUNCIL DIRECTIVES

There were no Council Directives.

22. CITY MANAGER REMARKS RE: DIRECTIVES / COUNCIL ITEMS

There were none.

23. COUNCIL REMARKS

1) **COUNCIL MEMBER FRANCIS** – She congratulated John Moore and Rita Lopez on their retirement, and mentioned where every day is going to be Saturday. She also congratulated the winners of the holiday home of the month contest, and wanted our community to know that the Beautification Commission will start recognizing Home-of-the-Month submissions in February, and said if you'd like your home to be considered, please submit it to the Beautification Commission at City Hall. She mentioned on January 15th, the Dr. Martin King Jr. Coach Committee asks you to join us in celebrating the 43rd annual youth program; the Martin Luther King Jr. Annual Parade is on January 17, 2025, and asked everyone to please come out and support. Lastly, she mentioned that there's a lot of craziness going on in our world, and our children see it on television; please talk to them about it and help them understand, and to show kindness because you really don't know what another individual is going through.

2) **MAYOR PRO TEM HENDERSON** – He wished our community a Happy New Year. He mentioned he has been to all of the places and events, but he was able to get a little rest over the holidays; he mentioned he hopes that everybody was able to rest up and recharge as we move forward; he continued to say there's going to be some economic seasons coming up, and he wants to prepare our community and everyone to get engaged, be proactive, and ask them questions. He then stated, again, Happy 2026. Let's go get it.

3) **COUNCIL MEMBER TANAKA** – Since the last meeting, he attended almost every event before Christmas and New Year's. He wished our city a Happy New Year. He then thanked Allan Rigg and Hong Lee for their hard work in achieving the Energy and Climate Award. And lastly, he mentioned he attended the League of California Cities' LA division meeting in Torrance, where Senator Ben Allen and the Cal City's CEO/President came and did a small presentation.

4) **MAYOR CERDA** – Since the last Council meeting, she attended the Tri-City holiday party; the Los Angeles City selection meeting; all three of the Jingle Jam events; Stuff the Bus Toy drive with KGLH and Stevie Wonder’s radio station; the Moneta Lodge 121st Annual Installation of Officers; her monthly CCGA meeting; Winter Wonderland; and the LA County Sanitation monthly meeting. She mentioned she also attended the Peary Middle School Career Day; and her monthly Town Hall meeting, where they talked about consumer fraud. She mentioned she wants us to be careful when we buy gift cards because when you buy the gift card, thefts steal the account number and they're notified, as soon as you put money on it, and they're able to take the money off the gift card. She attended the Shop with a Cop at Target with our Police Department; a City of LA Christmas parade; the Beautification group as they went around and did the holiday Home of the Month; and visited Magnetika Inc.'s Christmas luncheon, and she got a tour of their facility; She also attended the Installation of the

2026 President for the South Bay Association of Realtors; and on a sad note, she attended a funeral service of one of our Gardena residents, Mr. James Ingram, who was a longtime resident of Gardena.

5) **COUNCIL MEMBER LOVE** – Since the last Council meeting, she attended a lot of the city events, such as the Jolly Trolley; Breakfast with Santa; and a few other events. She also attended the Chambers Breakfast with Santa; on December 23rd she and her sponsor went to Food for Less and ended at Ralph's, and they randomly paid for seniors' groceries. She attended the Chamber of Commerce's Meet and Greet, and New Year's Eve celebration; and the City of Refuge Community Christmas luncheon. She thanked Councilwoman Paulette Francis for all of the work that she does every year for putting together the MLK parade. Lastly, she mentioned she ended last week with a week in Oceanside to kind of regroup, and get her footing for the year 2026 and what's to come. She encouraged everyone to stay true and faithful and trust the process and trust that God is going to continue to see us through as he always has done.

24. ANNOUNCEMENT(S)

1) Dr. Martin Luther King Jr. Cultural Committe of Gardena's 43rd Annual Youth Program, Thursday, January 15, 2026 starting at 7:00 p.m. at the Nakaoka Community Center;

2) 43rd Annual Dr. Martin Luther King Jr. Commemorative Parade & Celebration, Saturday, January 17, 2026 from 10:00 a.m. to 3:00 p.m. parade begins at Serra High School & ends at Rowley Park;

3) Gardena Police Department's Blood Drive, Friday, January 16, 2026 from 10:00 a.m. to 4:00 p.m. at Rush Gymnasium;

4) Ministerial Association Luncheon, Thursday, January 22, 2026 from 11:00 a.m. to 1:00 p.m. at the Nakaoka Community Center;

5) Too Toxic to Trash, Saturday, February 7, 2026 from 9:00 a.m. to 3:00 p.m. at Arthur Johnson Park; and

6) New Aquatic Center Job Opportunities, for more information visit www.governmentjobs.com/careers/cityofgardena.

25. REMEMBERANCES

Mr. Jessie James Ingram, 81 years old, who was a longtime City of Gardena resident; Mr. Aaron James Martin, 70 years of age, a long-time City of Gardena resident.

26. ADJOURNMENT

At 10:39p.m., Mayor Cerda adjourned the Gardena City Council Meeting to the Closed Session portion of the City Council Meeting at 7:00p.m. and the Regular City Council Meeting at 7:30p.m. on Tuesday, January 27, 2026.

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

MINUTES

Regular PEQC Meeting of the

Planning and Environmental Quality Commission

Tuesday, December 2, 2025

The Regular PEQC Meeting Notice and Agenda of the Planning and Environmental Quality Commission of the City of Gardena, California, was called to order at December 2, 2025, 7:00 PM, in the Council Chambers at 1700 W. 162nd Street, Gardena, California.

1. CALL MEETING TO ORDER

The meeting was called to order at 7:01 PM.

2. PLEDGE OF ALLEGIANCE

Deryl Henderson led the Pledge of Allegiance.

3. ROLL CALL

Present: Chair Ronald Wright-Scherr; Vice-Chair Jules Kanhan; Commissioner Steve Sherman; and Commissioner Deryl Henderson. Employees present: Assistant Director of Community Development Jo-Anne Burns; Assistant City Attorney Tarquin Preziosi; and Planning Assistant Dayana Nava.

Commissioner Stephen P. Langley and Director of Community Development Greg Tsujiuchi were away on an excused absence.

4. APPROVAL OF MINUTES

4.A. Planning and Environmental Quality Commission Approval of Minutes for October 7, 2025

MOTION: A motion was made by Commissioner Henderson and seconded by Vice-Chair Kanhan to approve the minutes of the meeting held on October 7, 2025.
The motion passed by a vote of 4-0 (Yea: Wright-Scherr, Sherman, Kanhan and Henderson; Noes: None)

Absent: Langley

4.B. Planning and Environmental Quality Commission Approval of Minutes for October 21, 2025

MOTION: A motion was made by Vice-Chair Kanhan and seconded by Chair Wright-Scherr to approve the minutes of the meeting held on October 21, 2025.

The motion passed by a vote of 3-0 (Yea: Wright-Scherr, Kanhan and Sherman; Noes: None)

Absent: Langley

Abstain: Henderson

5. ORAL COMMUNICATIONS

Administrative Analyst I, Georgina Placido, asked if there were any comments from the public and noted for the record that no members of the public were present.

6. PUBLIC HEARING ITEMS

6.A. ENVIRONMENTAL ASSESSMENT #15-25 AND CONDITIONAL USE PERMIT #6-25 TO ALLOW THE OPERATATION OF A WAREHOUSE WITHIN AN EXISTING 10,388 SF INDUSTRIAL BUILDING LOCATED IN THE INDUSTRIAL (M-1) ZONE AT 1219 W. 135TH STREET

Assistant Director of Community Development, Jo-Anne Burns and Assistant City Attorney, Tarquin Preziosi were present and available to answer any questions.

Planning Assistant Dayana Nava presented the staff report informing the Commission that the project is categorically exempt from the provision of the California Environmental Quality Act (CEQA) pursuant to Guideline Sections 15301 (Class 1-Existing Facilities); and 15300.2 - Not subject to exceptions to the exemptions in CEQA.

Ms. Nava displayed the Vicinity Map of the project site location at 1219 W. 135th Street, and the Zoning Map, which indicates that the property is in an (M-1) zone and displayed pictures of the existing property.

Ms. Nava provided an overview of the Site Plan, which identified the existing industrial building that measures a 0.38 total acres lot size with 13 parking spaces.

Ms. Nava went over the parking requirements for the applicant, which state that a total of 13 parking spaces must be provided for the warehouse facility in accordance with the Gardena Municipal Code. This includes 7 spaces required for the warehouse (based on one space per 1,000 square feet) and 5 spaces needed for the office area (based on one space per 300 square feet). Additionally, one parking space is required for a company vehicle.

Ms. Nava provided an overview of the project Floor Plan, highlighting the location of the loading and unloading area with roll-up doors, the location of the warehouse and storage, the location of the prefabricated vault and pre-vault working area, and two office spaces.

Ms. Nava went over the analysis, noting that the facility will operate from 8:00 a.m. to 4:00 p.m. with 5 to 10 employees. The facility will be monitored by a state-licensed security service from

8:00 a.m. to 6:00 p.m. Additionally, the warehouse will house high-value assets and products, with client visits allowed by appointment only.

Ms. Nava informed everyone of the added Conditions of Approval which are:

- A CCTV surveillance system shall be installed and shall view and record all areas within the warehouse; and
- The business owner shall provide the Police Department with access to the CCTV system footage and information as deemed necessary for any investigation.

Ms. Nava noted that public hearing notices were duly advertised in the Gardena Valley News and mailed to owners and occupants within 300' of the project site on November 20, 2025, and to date no public comments regarding the project have been received.

STAFF RECOMMENDATION:

- Conduct the public hearing;
- Receive testimony from the public; and
- **Adopt Resolution No. PC 17-25** making the necessary finding and approving EA #15-25 and CUP #6-25, subject to the attached Conditions of Approval; and
- Direct staff to file a Notice of Exemption.

Ms. Nava informed the Commission that the applicant was present and making a presentation, and that both the staff and the applicant would be available to answer any questions after the presentation.

Elizabeth Optholt, the applicant's representative for Ferrari Express, introduced herself and presented a PowerPoint presentation, displaying images of the vicinity in the site. She provided background information on the business operations, noting that Ferrari Express was founded in 1959 in Italy and has since grown to have 75 warehouses in 64 countries. She reiterated that the facility would be used to store high-value assets and clarified that large trucks would not be used for transporting goods. Ms. Optholt expressed her gratitude to everyone, especially Ms. Nava, for their assistance.

Chair Wright-Scherr asked if any of the Commissioners had questions.

Commissioner Henderson inquired about the type of material handling equipment that would be used. Ms. Optholt provided an answer to this question.

Chair Wright-Scherr then asked if the items being stored, mainly watches and jewelry, would be for resale or display purposes. Ms. Optholt confirmed that the facility would primarily be used for storage. The Chair also asked if there would be personnel on the premises, to which Ms. Optholt confirmed that there would be.

Commissioner Henderson sought confirmation on whether the security personnel would be armed. Ms. Optholt replied that she did not have that information available at the moment.

Chair Wright-Scherr asked about the value range of the items being stored. Ms. Optholt responded that the high-value items varied significantly in monetary worth.

Commissioner Sherman inquired about the duties of the five employees. Ms. Optholt answered this question as well.

Chair Wright-Scherr announced that the Public Hearing was closed.

City staff confirmed that no public comments had been received.

There were no additional questions or comments made by any member of the Commission.

MOTION: A motion was made by Commissioner Henderson and seconded by Vice-Chair Kanhan to Adopt Resolution No. PC 17-25; Approving EA #15-25; Conditional Use Permit #6-25; Subject to the Conditions of Approval and Direct staff to file a Notice of Exemption: The motion passed by a vote of 4-0 (Yea: Wright-Scherr, Kanhan, Sherman and Henderson; Noes: None)

Absent: Langley

Assistant Director of Community Development, Jo-Anne Burns stated that the decision made during the public hearing will be final unless a written request for an appeal is filed, with the appropriate fee, to the City Clerk within ten calendar days from the date of adoption, or City Council calls this matter for review within the same ten-day period.

6.B. 6. B. CONDITIONAL USE PERMIT #5-25 TO LEGALIZE THE OPERATION OF A GROUP CARE FACILITY USE AT THE SITE OF THE FORMER GARDENA TERRACE INN MOTEL LOCATED IN THE GENERAL COMMERCIAL (C-3) ZONE AT 15902 S. WESTERN AVENUE

Chair Wright-Scherr informed everyone that item 6.B had been withdrawn by the Applicant. Therefore, this item will not be heard by the Planning and Environmental Quality Commission.

Assistant Director of Community Development, Jo-Anne Burns informed everyone that a public comment was received via e-mail and a copy of that public comment was provided and distributed to the Planning Commissioners and made available to the public.

PUBLIC COMMENT: 1) PC_ Item 6.B- Sandeep Kooner 12-02-2025 (email)

Assistant Director of Community Development, Jo-Anne Burns confirm that the project was withdrawn and there will be no hearing at this time.

7. OTHER ITEMS

No Items.

8. COMMUNITY DEVELOPMENT DIRECTOR'S REPORT

Assistant Director of Community Development, Jo-Anne Burns, announced upcoming city events.

1. Holiday Boutique, Saturday, December 6, 2025, from 1:00 p.m. - 6:00 p.m., at the Nakaoka Community Center. 5.
2. Winter Wonderland, Saturday, December 6, 2025, from 3:00 p.m. - 7:00 p.m., at the City Hall Complex.6.
3. Breakfast with Santa, Saturday, December 13, 2025, from 8:30 a.m. - 11:30 a.m., at the Nakaoka Community Center. 7.
4. Santa's Jingle Jam Holiday Tour 2025, from 6:00 p.m. - 8:00 p.m. Locations to be announced.
    - Thursday, December 11
    - Tuesday, December 16
    - Thursday, December 18
5. 43rd Annual Dr. Martin Luther King Jr. Commemorative Parade & Celebration, Saturday, January 17, 2026, from 10:00 a.m. - 3:00 p.m.

Assistant Director of Community Development, Jo-Anne Burns, informed the Commissioners that registration for the 2026 Planning Commissioners Academy is now open. The event will take place from March 11-13, 2026, at the Sheraton Park Hotel in Anaheim, CA. She requested that any Commissioner interested in attending let her know, and she will send a follow-up email.

9. PLANNING & ENVIRONMENTAL QUALITY COMMISSIONERS' REPORTS

1. VICE-CHAIR KANHAN - No items to report.
2. COMMISSIONER HENDERSON - He remarked that the marquee sign at Rowley Park looks very nice, and the sign on the building located at the corner of Crenshaw Blvd and El Segundo is both impressive and appealing. He inquired if there are any plans to add a sign along the Artesia corridor. Ms. Burns responded that she is not currently aware of any plans for that.
3. COMMISSIONER SHERMAN - No items to report.
4. CHAIR WRIGHT-SCHERR - He informed everyone that the plaques are still missing at Arthur Lee Johnson Memorial Park and asked for any updates on this issue.

10. ADJOURNMENT

Chair Wright-Scherr adjourned the meeting at 7:32 PM.

APPROVED:

RONALD WRIGHT-SCHERR, CHAIR
Planning and Environmental Quality Commission

Respectfully submitted,

By: _____

GREG TSUJIUCHI, SECRETARY
Planning and Environmental Quality Commission

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: City Treasurer's Office

DATE: January 22, 2026

SUBJECT: WARRANT REGISTER
PAYROLL REGISTER

January 27, 2026	TOTAL WARRANTS ISSUED:	$5,053,528.94

Wire Transfer: 13173-13179
Prepay: 183581
Check Numbers: 183582-183779
Checks Voided:

Total Pages of Register: 23

January 23, 2026	TOTAL PAYROLL ISSUED:	$2,537,170.49



for Guy Mato, City Treasurer

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
13173	1/6/2026	112441 ANTHEM BLUE CROSS LIFE &, HEALTH INSUF	365992325759		HEALTH INSURANCE CLAIMS	21,064.91
					Total :	**21,064.91**
13174	1/6/2026	112441 ANTHEM BLUE CROSS LIFE &, HEALTH INSUF	365996378418		HEALTH INSURANCE CLAIMS	11,682.26
					Total :	**11,682.26**
13175	1/7/2026	113299 MERRIMAC ENERGY GROUP	2242938	037-10463	87 OCTANE REGULAR UNLEADED FUE	31,029.88
					Total :	**31,029.88**
13176	1/8/2026	112326 LWP CLAIMS SOLUTIONS INC.	010526		WORKERS' COMP CLAIMS	5,690.19
					Total :	**5,690.19**
13177	1/8/2026	112401 PINNACLE CLAIMS MANAGEMENT INC	JANUARY 2026		HEALTH & LIFE INSURANCE, SERVICE	112,941.65
				023-01625		
					Total :	**112,941.65**
13178	1/8/2026	112441 ANTHEM BLUE CROSS LIFE &, HEALTH INSUF	365996970047		HEALTH INSURANCE CLAIMS	6,664.53
					Total :	**6,664.53**
13179	1/7/2026	113299 MERRIMAC ENERGY GROUP	2242995	037-10463	87 OCTANE REGULAR UNLEADED FUE	31,830.67
					Total :	**31,830.67**
183581	1/22/2026	113712 LAW OFFICES OF SAMER HABBAS &	24-04CDD		FINAL SETTLEMENT	15,000.00
					Total :	**15,000.00**
183582	1/27/2026	113670 1225 W 166TH LLC	RA-REDMAN 02/2026		RENTAL ASSISTANCE PROGRAM	1,247.50
					Total :	**1,247.50**
183583	1/27/2026	113691 14618 BUDLONG INVESTMENTS LLC	RA-BROWN 02/2026		RENTAL ASSISTANCE PROGRAM	762.50
					Total :	**762.50**
183584	1/27/2026	113688 146TH ST. INVESTMENTS, LLC - LBPM	RA-DAFFNEY 02/2026		RENTAL ASSISTANCE PROGRAM	1,023.50
					Total :	**1,023.50**
183585	1/27/2026	113097 148TH GARDENA LLC	RA-SPIVEY 02/2026		RENTAL ASSISTANCE PROGRAM	866.00
					Total :	**866.00**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
183586	1/27/2026	113619 1611 ROSE GARDEN LLC	RA-HESTER 02/2026		RENTAL ASSISTANCE PROGRAM	543.75
					Total :	**543.75**
183587	1/27/2026	104606 2 BROTHERS TIRES & WHEELS	32130		PD VEHICLE TIRE SERVICES	20.00
			32199		PD VEHICLE TIRE SERVICES	44.00
			32201		PD VEHICLE TIRE SERVICES	22.00
					Total :	**86.00**
183588	1/27/2026	106086 ABC COMPANIES	3942653		GTRANS AUTO PARTS	814.05
			3944639		GTRANS AUTO PARTS	3,539.86
					Total :	**4,353.91**
183589	1/27/2026	110028 ACCENTURE INFRASTRUCTURE, AND CAPITA	35762R	024-01108	ARTESIA BLVD. STREET IMPROVEMEN	70,353.99
			365604R	024-01108	ARTESIA BLVD. STREET IMPROVEMEN	63,042.50
			36951	024-01108	ARTESIA BLVD. STREET IMPROVEMEN	44,350.47
					Total :	**177,746.96**
183590	1/27/2026	110028 ACCENTURE INFRASTRUCTURE, AND CAPITA	36874	037-10228	PROJECT MGMT SUPPORT - ELECTRIF	8,475.00
			37128	037-10228	PROJECT MGMT SUPPORT - ELECTRIF	3,715.00
					Total :	**12,190.00**
183591	1/27/2026	113701 ADVANCED ENGINEERED SOLUTIONS, INC.	2025.106.1	024-01202	ENGINEERING CONSULTING - PW HVA	12,100.00
					Total :	**12,100.00**
183592	1/27/2026	101748 AFTERMARKET PARTS COMPANY LLC, THE	83814692		GTRANS AUTO PARTS	-67.48
			84063878	037-10469	GTRANS AUTO PARTS	68.52
			84076160	037-10469	GTRANS AUTO PARTS	287.90
			84091298	037-10469	GTRANS AUTO PARTS	663.56
			84091400	037-10469	GTRANS AUTO PARTS	401.67
			84093552	037-10469	GTRANS AUTO PARTS	401.67
			84094954	037-10469	GTRANS AUTO PARTS	30.02
					Total :	**1,785.86**
183593	1/27/2026	113561 AIELLO, ANGELA	RA-OCHOA 02/2026		RENTAL ASSISTANCE PROGRAM	500.00
					Total :	**500.00**
183594	1/27/2026	113561 AIELLO, ANGELA	RA-ENRIQUEZ 02/2026		RENTAL ASSISTANCE PROGRAM	462.50

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
183594	1/27/2026	113561 113561 AIELLO, ANGELA	(Continued)		**Total :**	**462.50**
183595	1/27/2026	112639 ALL GREEN ELECTRONICS, RECYCLING, LLC	4017522		DATA DESTRUCTION SERVICES	2,647.50
					Total :	**2,647.50**
183596	1/27/2026	100925 AMERICAN MOVING PARTS	01A177005		GTRANS AUTO PARTS	465.71
					Total :	**465.71**
183597	1/27/2026	112667 ANDERSON, JESSICA	10/06-10/08		SHAW HR ADA COMPLIANCE TRAININC	100.00
					Total :	**100.00**
183598	1/27/2026	112640 ARELLANO ASSOCIATES, LLC	23475	037-10284	MICROTRANSIT SERVICE COMMUNITY	4,315.38
					Total :	**4,315.38**
183599	1/27/2026	104687 AT&T	24597463		TELEPHONE	1,720.47
					Total :	**1,720.47**
183600	1/27/2026	111170 AT&T FIRSTNET	287290885074X011026	023-01618	CITYWIDE CELL PHONE ACCT #287290	1,605.88
			287290885074X121025	023-01618	CITYWIDE CELL PHONE ACCT #287290	2,177.85
			287293420631X011026	023-01618	CD CELL PHONE ACCT #287293420631	316.16
			287293420631X121025	023-01618	CD CELL PHONE ACCT #287293420631	311.53
			287295242065X011026	023-01618	PD CELL PHONE ACCT #287295242065	291.60
			287298156560X121025	023-01618	CITYWIDE CELL PHONE ACCT #287298	1,709.59
			287303490376X011026	023-01618	BUS CELL PHONE ACCT #28730349037	2,107.92
			287303490376X121025	023-01618	BUS CELL PHONE ACCT #28730349037	2,049.92
			287324972943X011026	023-01618	GTRANS CELL PHONE ACCT #2873249	321.71
			287324972943X121025	023-01618	GTRANS CELL PHONE ACCT #2873249	356.47
			287352273971X011026	023-01618	PW CELL PHONE ACCT #287352273971	277.66
					Total :	**11,526.29**
183601	1/27/2026	100474 AT&T LONG DISTANCE	011226		TELEPHONE	73.34
					Total :	**73.34**
183602	1/27/2026	100964 AT&T MOBILITY	828667974X01162026		CM CELL PHONE ACCT #828667974	87.46
					Total :	**87.46**
183603	1/27/2026	113689 AUBRY, BRUCE	RA-SPRATT 02/2026		RENTAL ASSISTANCE PROGRAM	1,100.00

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
183603	1/27/2026	113689 113689 AUBRY, BRUCE	(Continued)		**Total :**	**1,100.00**
183604	1/27/2026	100742 AVALOS, JOSE J.	10/27-10/30		TRAINING - POST MGMT COURSE MOI	150.00
			12/02-12/05		TRAINING - POST MGMT MODULE C	150.00
					Total :	**300.00**
183605	1/27/2026	113186 A-Z TRANSPORT TECH	1000200		REPAIR SERVICE PARTS	1,020.00
					Total :	**1,020.00**
183606	1/27/2026	110686 AZTECH ELEVATOR COMPANY	AZ20514	037-10452	ELEVATOR MAINTENANCE - GTRANS	285.00
			AZ20519	037-10452	ELEVATOR MAINTENANCE - GTRANS	83.33
					Total :	**368.33**
183607	1/27/2026	105853 BABCOCK ASSOCIATES, LTD	RA-SMITH 02/2026		RENTAL ASSISTANCE PROGRAM	276.75
					Total :	**276.75**
183608	1/27/2026	102035 BD WHITE TOP SOIL CO., INC.	93784		TREE MAINT SUPPLIES	61.33
					Total :	**61.33**
183609	1/27/2026	103641 BECNEL UNIFORMS	85921		BUS UNIFORM SUPPLIES	1,134.44
			87515		BUS UNIFORM SUPPLIES	1,086.15
			88062		BUS UNIFORM SUPPLIES	622.23
			88473		BUS UNIFORM SUPPLIES	60.91
					Total :	**2,903.73**
183610	1/27/2026	104302 BEE N' WASP NEST REMOVAL, SERVICE, LLC	969814		HONEY BEE NEST REMOVAL - 13413 1	124.00
					Total :	**124.00**
183611	1/27/2026	109037 BEEMAN, RAYMOND	10/06-10/08		SHAW HR ADA COMPLIANCE TRAININ	150.00
			11/18-11/20		CALPELRA 2025 ANNUAL TRAINING	111.32
					Total :	**261.32**
183612	1/27/2026	104669 BEERLING, NICK	07/30-08/01		TRAINING - SURVEILLANCE & COVERT	100.00
					Total :	**100.00**
183613	1/27/2026	102135 BEHRENDS, KENT	386	023-01636	IT NETWORK SUPPORT - DECEMBER 2	3,400.00
					Total :	**3,400.00**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
183614	1/27/2026	111709 BELTRAN, ARMANDO	GEPCO 2025		GEPCO LOAN	2,000.00
					Total :	**2,000.00**
183615	1/27/2026	113715 BERRO PROPERTY MANAGEMENT	RA-PATTERSON 02/2026		RENTAL ASSISTANCE PROGRAM	990.00
					Total :	**990.00**
183616	1/27/2026	102331 BLUE DIAMOND MATERIALS	4442058		STREET MAINT SUPPLIES	283.61
					Total :	**283.61**
183617	1/27/2026	112722 BP FORD OF LONG BEACH	FOCS738180		2022 FORD INTRCPTR #1630465 SERVI	350.00
					Total :	**350.00**
183618	1/27/2026	113380 BREEN DESIGN GROUP, INC	11951	024-01145	ROWLEY PARK GYM RENOVATION, JNS	800.00
			12057	024-01145	ROWLEY PARK GYM RENOVATION, JNS	700.00
					Total :	**1,500.00**
183619	1/27/2026	103383 CALPORTLAND	97027630		STREET MAINT SUPPLIES	735.57
			97034951		STREET MAINT SUPPLIES	643.69
					Total :	**1,379.26**
183620	1/27/2026	110313 CALTIP	94-2025-DECEMBER	037-10449	INSURANCE CLAIMS DEDUCTIBLE-DEC	14,556.81
					Total :	**14,556.81**
183621	1/27/2026	823003 CARL WARREN & COMPANY	DECEMBER 2025		CLAIMS MANAGEMENT	4,846.53
					Total :	**4,846.53**
183622	1/27/2026	803420 CARPENTER, ROTHANS & DUMONT, LAW OFF	51093		LEGAL SERVICES	1,093.18
			51094		LEGAL SERVICES	81.00
			51096		LEGAL SERVICES	202.50
			51098		LEGAL SERVICES	1,404.45
			51099		LEGAL SERVICES	157.50
			51100		LEGAL SERVICES	1,014.58
			51101		LEGAL SERVICES	851.00
			51161		LEGAL SERVICES	296.50
			51308		LEGAL SERVICES	5,819.00
					Total :	**10,919.71**
183623	1/27/2026	303331 CDTFA	2025		USE TAX RETURN	17,420.00

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
183623	1/27/2026	303331 303331 CDTFA	(Continued)		**Total :**	**17,420.00**
183624	1/27/2026	303331 CDTFA	OCT-DEC 2025		UNDERGROUND STORAGE TANK MAIN	484.00
					Total :	**484.00**
183625	1/27/2026	303331 CDTFA	DECEMBER 2025		DIESEL FUEL EXEMPT BUS	76.00
					Total :	**76.00**
183626	1/27/2026	111966 CELEDON'S EXERCISE EQUIPMENT, SERVICE	1348		GTRANS FITNESS EQUIPMENT MAINT	350.00
					Total :	**350.00**
183627	1/27/2026	110605 CHANDLER ASSET MANAGEMENT	2512GARDENA	023-01628	INVESTMENT MGMT SERVICES - DECE	2,763.36
					Total :	**2,763.36**
183628	1/27/2026	108378 CHARLES E. THOMAS COMPANY INC.	120936	037-10454	DESIGNATED OPERATOR SERVICE	225.00
					Total :	**225.00**
183629	1/27/2026	104126 CHARTER COMMUNICATIONS	187854501010726	023-01619	CABLE & BACKUP INTERNET SERVICE	5,206.42
					Total :	**5,206.42**
183630	1/27/2026	113697 CHEN, CHAO YUNG	RA-WILLIAMS 02/2026		RENTAL ASSISTANCE PROGRAM	1,750.00
					Total :	**1,750.00**
183631	1/27/2026	113697 CHEN, CHAO YUNG	RA-GONZALEZ 02/2026		RENTAL ASSISTANCE PROGRAM	1,337.50
					Total :	**1,337.50**
183632	1/27/2026	113641 CHEN, SHEN-JUE	RA-CRUZ 02/2026		RENTAL ASSISTANCE PROGRAM	570.00
					Total :	**570.00**
183633	1/27/2026	303113 CITY OF TORRANCE	2026-00151048	024-01207	TRAFFIC SIGNAL MAINTENANCE - WES	18,998.00
					Total :	**18,998.00**
183634	1/27/2026	110215 CLEVER DEVICES LTD	PI00036342	037-10494	GRID SYSTEM YEAR 2 MAINTENANCE	81,262.50
					Total :	**81,262.50**
183635	1/27/2026	102388 COPYLAND, INC.	92454	037-10457	GTRANS - 11"X26" COLOR BUS CARDS	145.44
					Total :	**145.44**
183636	1/27/2026	109913 COSTAR REALTY INFORMATION INC.	123340413	032-00228	COSTAR SUITE - JANUARY 2026	985.16

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
183636	1/27/2026	109913 109913 COSTAR REALTY INFORMATION	INC. (Continued)		**Total :**	**985.16**
183637	1/27/2026	103353 CRM COMPANY, LLC.	LA29159		SCRAP TIRE DISPOSAL FEE	69.50
					Total :	**69.50**
183638	1/27/2026	106193 CUMMINS SALES AND SERVICE	X4-251189251	037-10470	GTRANS AUTO PARTS	126.17
			X4-251189256	037-10470	GTRANS AUTO PARTS	77.38
					Total :	**203.55**
183639	1/27/2026	110319 CWE DIRECTOR	F25808	024-01137	MS4 & NPDES MONITORING & COMPLI	23,492.40
			F25809	024-01181	MS4 & NPDES MONITORING & COMPLI	660.50
					Total :	**24,152.90**
183640	1/27/2026	113099 DASH CONSTRUCTION COMPANY, INC	04	024-01149	ARTESIA BLVD STREET IMPROVEMEN	1,552,941.94
					Total :	**1,552,941.94**
183641	1/27/2026	104222 DELL MARKETING L.P.	10854887620	023-01653	ANNUAL MICROSOFT LICENSES - TRU	88,480.20
			10855600402	023-01654	ANNUAL MICROSOFT LICENSE RENEW	241,803.48
			10855952010	023-01654	ANNUAL MICROSOFT LICENSE RENEW	63,914.40
					Total :	**394,198.08**
183642	1/27/2026	113693 DICKENS, TANISHA K	RA-MCKINLEY 02/2026		RENTAL ASSISTANCE PROGRAM	1,500.00
					Total :	**1,500.00**
183643	1/27/2026	105861 DIVERSIFIED FALL PROTECTION	07-006534	037-10484	FALL PROTECTION INSPECTION & REF	1,380.00
					Total :	**1,380.00**
183644	1/27/2026	110849 DMS CONSULTANTS CIVIL, ENGINEERS, INC	GA-008-6	024-01056	LOCAL STREET IMPROVEMENTS, JN 5	3,045.00
					Total :	**3,045.00**
183645	1/27/2026	113586 DRASIN, CORINNE	RA-VILLEGAS 02/2026		RENTAL ASSISTANCE PROGRAM	347.50
					Total :	**347.50**
183646	1/27/2026	110534 EL DORADO NATIONAL	90894304		GTRANS BUS VEHICLE SUPPLIES	565.07
			90894434		GTRANS BUS VEHICLE SUPPLIES	372.31
					Total :	**937.38**
183647	1/27/2026	107353 EMERGENCY RESPONSE CRIME SCENE, CLE	T2025-318		PATROL VEHICLE CLEANING	375.00

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
183647	1/27/2026	107353 107353 EMERGENCY RESPONSE CRIME SCENE (Continued)			**Total :**	**375.00**
183648	1/27/2026	106459 ENTERPRISE FM TRUST	FBN5527897	023-01620	ENTERPRISE LEASE - JANUARY 2026 -	4,008.87
			FBN5534295	023-01620	ENTERPRISE LEASE - JANUARY 2026	9,437.77
				023-01572		
				023-01634		
				023-01638		
				037-10492		
					Total :	**13,446.64**
183649	1/27/2026	113709 EURO CAL CONSTRUCTION	PERMIT #50022-1548		PERMIT DEPOSIT REFUND - 17511 VAL	10,000.00
					Total :	**10,000.00**
183650	1/27/2026	106129 FEDEX	9-133-57524		SHIPPING SERVICES	44.80
					Total :	**44.80**
183651	1/27/2026	103083 FIRST ADVANTAGE LNS OCC HEALTH, SOLUT	2502882512		DRUG TEST/ADMIN FEE	1,072.06
					Total :	**1,072.06**
183652	1/27/2026	113698 FIRST LIGHT PROPERTY, MANAGEMENT	RA-MITCHELL 01/2026		RENTAL ASSISTANCE PROGRAM	1,197.50
					Total :	**1,197.50**
183653	1/27/2026	113698 FIRST LIGHT PROPERTY, MANAGEMENT	RA-MITCHELL 02/2026		RENTAL ASSISTANCE PROGRAM	1,197.50
					Total :	**1,197.50**
183654	1/27/2026	106545 FLEETPRIDE, INC	130876954		STREET SWEEPER SUPPLIES	92.77
			131212649		STREET SWEEPER SUPPLIES	157.21
					Total :	**249.98**
183655	1/27/2026	112329 FM THOMAS AIR CONDITIONING INC	48782	024-01208	HVAC PREVENTATIVE MAINT SERVICE	19,573.13
					Total :	**19,573.13**
183656	1/27/2026	106465 FOX FIRST AID & SAFETY INC	76776		PARK MAINT SUPPLIES	499.24
			76794		PARK MAINT SUPPLIES	295.04
			76833		PARK MAINT SUPPLIES	143.65
			76881		PARK MAINT SUPPLIES	30.94
					Total :	**968.87**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
183657	1/27/2026	112566 GALLS, LLC	033624208		PD UNIFORM SUPPLIES	359.46
			033642632		PD UNIFORM SUPPLIES	41.26
					Total :	**400.72**
183658	1/27/2026	112464 GARDENA HONDA	183681		GTRANS AUTO PARTS	98.25
					Total :	**98.25**
183659	1/27/2026	113640 GARDENA MHP LLC	RA-MCGHEE 02/2026		RENTAL ASSISTANCE PROGRAM	316.97
					Total :	**316.97**
183660	1/27/2026	107011 GARDENA VALLEY NEWS	00159190		NOTICE INVITING BIDS - JN 545	1,386.00
			00159699		NOTICE OF PUBLIC HEARING - CUP #9	168.00
			00159700		NOTICE OF PUBLIC HEARING - EA #19-	178.50
					Total :	**1,732.50**
183661	1/27/2026	619005 GAS COMPANY, THE	058-854-91703 010826		CNG FUEL	1,365.82
					Total :	**1,365.82**
183662	1/27/2026	107056 GENFARE	90214090		GTRANS AUTO PARTS	600.35
					Total :	**600.35**
183663	1/27/2026	106470 GILLIG LLC	41385269	037-10471	GTRANS AUTO PARTS	543.00
			41387891	037-10471	GTRANS AUTO PARTS	508.10
					Total :	**1,051.10**
183664	1/27/2026	102542 GOLD COAST K9	GARDENAPD-14	035-01429	POLICE K9 MAINTENANCE TRAINING	6,000.00
					Total :	**6,000.00**
183665	1/27/2026	619004 GOLDEN STATE WATER CO.	010926		WATER	14,570.08
					Total :	**14,570.08**
183666	1/27/2026	102480 GOVERNMENTJOBS.COM, INC.	INV-151194	023-01657	GOV JOBS EFORMS/PERFORM	7,423.02
					Total :	**7,423.02**
183667	1/27/2026	107513 GRAINGER	9738560359		SEWER PROGRAM SUPPLIES	2,747.83
					Total :	**2,747.83**
183668	1/27/2026	112374 GRIFFIN STRUCTURES, INC.	GSI-GCASC-36	024-00910	AQUATIC & SENIOR CENTER, JN978	27,358.04

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
183668	1/27/2026	112374 112374 GRIFFIN STRUCTURES, INC.	(Continued)		**Total :**	**27,358.04**
183669	1/27/2026	113710 GUZMAN, RICARDO	PERMIT #50024-0652		PERMIT DEPOSIT REFUND - 13412 S B	5,000.00
					Total :	**5,000.00**
183670	1/27/2026	113657 HALLDALE MHP, LLC	RA-SANCHEZ 02/2026		RENTAL ASSISTANCE PROGRAM	421.00
					Total :	**421.00**
183671	1/27/2026	106701 HARTZOG & CRABILL, INC.	26-0003(HCI#3848)	024-01183	CONSULTANT SERVICES - 163RD ST &	4,894.00
					Total :	**4,894.00**
183672	1/27/2026	113610 HAVIS, INC.	SRIN110044		GTRANS MAINT SUPPLIES	1,691.00
					Total :	**1,691.00**
183673	1/27/2026	108434 HOME DEPOT CREDIT SERVICES	0900854		BLDG MAINT SUPPLIES	446.36
			0903507		PD PROGRAM SUPPLIES	88.56
			1900574		PD PROGRAM SUPPLIES	207.43
			1902252		BLDG MAINT SUPPLIES	123.66
			2351284		BLDG MAINT SUPPLIES	789.87
			2389751		BLDG MAINT SUPPLIES	717.90
			2541198		PARK MAINT SUPPLIES	163.53
			2542236		SIGNS/SIGNALS SUPPLIES	64.61
			4513180		SIGNS/SIGNALS SUPPLIES	78.55
			4902136		BLDG MAINT SUPPLIES	217.95
			7215261		CUSTODIAL SUPPLIES	153.60
			7622842		CUSTODIAL SUPPLIES	82.71
			8901380		CUSTODIAL SUPPLIES	113.20
			9157375		BLDG MAINT SUPPLIES	39.76
			9903231		GTRANS FACILITIES SUPPLIES	500.00
					Total :	**3,787.69**
183674	1/27/2026	108430 HOME PIPE & SUPPLY	F50541		BLDG MAINT SUPPLIES	238.02
					Total :	**238.02**
183675	1/27/2026	113218 HORVITZ & LEVY LLP	104350		PROFESSIONAL SERVICES	36,956.95
			104688		PROFESSIONAL SERVICES	27,361.71
					Total :	**64,318.66**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
183676	1/27/2026	113587 HUANG, YAN MING	RA-LAINFIESTA02/2026		RENTAL ASSISTANCE PROGRAM	762.50
					Total :	**762.50**
183677	1/27/2026	111696 INDICATOR REEF, LLC	RA-WASHINGTON01/2026		RENTAL ASSISTANCE PROGRAM	1,347.50
					Total :	**1,347.50**
183678	1/27/2026	111696 INDICATOR REEF, LLC	RA-WASHINGTON02/2026		RENTAL ASSISTANCE PROGRAM	1,347.50
					Total :	**1,347.50**
183679	1/27/2026	111696 INDICATOR REEF, LLC	RA-BRYANT 02/2026		RENTAL ASSISTANCE PROGRAM	625.00
					Total :	**625.00**
183680	1/27/2026	100436 J.J. KELLER & ASSOCIATES, INC	9110816828	037-10460	FLEET MANAGEMENT AND COMPLIAN(	879.58
					Total :	**879.58**
183681	1/27/2026	113695 JENKINS PROPERTY MANAGEMENT	RA-YOUNG 02/2026		RENTAL ASSISTANCE PROGRAM	1,245.50
					Total :	**1,245.50**
183682	1/27/2026	110853 JONES MAYER	137606		ATTORNEY SERVICES	59.66
			137607		ATTORNEY SERVICES	808.84
			137608		ATTORNEY SERVICES	1,581.19
			137609		ATTORNEY SERVICES	298.34
			137610		ATTORNEY SERVICES	149.17
			137611		ATTORNEY SERVICES	238.66
			137612		ATTORNEY SERVICES	1,819.82
			137613		ATTORNEY SERVICES	417.67
			137614		ATTORNEY SERVICES	298.32
			137615		ATTORNEY SERVICES	746.15
			137616		ATTORNEY SERVICES	5,340.27
			137617		ATTORNEY SERVICES	426.67
			137618		ATTORNEY SERVICES	716.02
			137619		ATTORNEY SERVICES	2,148.04
			137620		ATTORNEY SERVICES	15,632.56
			137621		ATTORNEY SERVICES	865.17
			137622		ATTORNEY SERVICES	835.34
			137623		ATTORNEY SERVICES	188.54
			137624		ATTORNEY SERVICES	3,520.34

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
183682	1/27/2026	110853 JONES MAYER	(Continued)			
			137625	020-00064	ATTORNEY SERVICES	11,695.19
			138319		ATTORNEY SERVICES	385.00
			138320		ATTORNEY SERVICES	920.99
			138321		ATTORNEY SERVICES	146.79
			138322		ATTORNEY SERVICES	3,551.47
			138323		ATTORNEY SERVICES	29.83
			138324		ATTORNEY SERVICES	537.01
			138325		ATTORNEY SERVICES	3,498.45
			138326		ATTORNEY SERVICES	1,655.69
			138327		ATTORNEY SERVICES	48.93
			138328		ATTORNEY SERVICES	440.32
			138329		ATTORNEY SERVICES	13,513.14
			138330		ATTORNEY SERVICES	29.83
			138331		ATTORNEY SERVICES	2,088.36
			138332		ATTORNEY SERVICES	1,103.84
			138333	020-00064	ATTORNEY SERVICES	12,115.19
					Total :	**87,850.80**
183683	1/27/2026	113694 JOURNIGAN, NEDRA	RA-FLETCHER 02/2026		RENTAL ASSISTANCE PROGRAM	425.00
					Total :	**425.00**
183684	1/27/2026	113696 KALMAN, ALAN	RA-EGUILUZ 02/2026		RENTAL ASSISTANCE PROGRAM	490.00
					Total :	**490.00**
183685	1/27/2026	113617 KIM, CHUN HUEY	RA-ZARAGOZA 02/2026		RENTAL ASSISTANCE PROGRAM	375.00
					Total :	**375.00**
183686	1/27/2026	101542 KIWANIS CLUB OF GARDENA	CERDA 25/26		COMMUNITY PROMOTION	800.00
					Total :	**800.00**
183687	1/27/2026	113116 KOBASHIGAWA, ANDREW	RA-TAPIA 02/2026		RENTAL ASSISTANCE PROGRAM	425.00
					Total :	**425.00**
183688	1/27/2026	312240 L.A. COUNTY DEPARTMENT OF, PUBLIC WOR	25120803161	024-01160	INDUSTRIAL WASTE SERVICES	15,310.13
			25120803456	024-01161	TRAFFIC SIGNAL MAINT - NOVEMBER :	1,720.55
					Total :	**17,030.68**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
183689	1/27/2026	102082 L.A. COUNTY POLICE CHIEF'S, ASSOCIATION	FOX 04/14-04/17		2026 TRI-COUNTY SPRING CONFEREN	300.00
					Total :	**300.00**
183690	1/27/2026	109939 LA UNIFORMS & TAILORING	30308		PD UNIFORM SUPPLIES	505.15
			30309		PD UNIFORM SUPPLIES	451.64
			30433		PD UNIFORM SUPPLIES	358.26
			30474		PD UNIFORM SUPPLIES	126.73
			30475		PD UNIFORM SUPPLIES	126.73
			30497		PD UNIFORM SUPPLIES	72.77
			30528		PD UNIFORM SUPPLIES	1,017.77
			30612		PD UNIFORM SUPPLIES	229.26
			30613		PD UNIFORM SUPPLIES	229.26
					Total :	**3,117.57**
183691	1/27/2026	112614 LAX AUTO REPAIR	20894		2025 FORD EXPLR #11064 OIL & FILTEF	70.00
			20899		2022 FORD INTRCPTR #1630468 OIL &	70.00
					Total :	**140.00**
183692	1/27/2026	113584 LBPM - RAYMOND J VALLENS TRUST	RA-GUERRERO 02/2026		RENTAL ASSISTANCE PROGRAM	382.50
					Total :	**382.50**
183693	1/27/2026	113091 LBPM/150TH APARTMENT (DMM1210)	RA-GORDON 02/2026		RENTAL ASSISTANCE PROGRAM	605.25
					Total :	**605.25**
183694	1/27/2026	113687 LIN, JENHUI	RA-SCOTT 02/2026		RENTAL ASSISTANCE PROGRAM	940.00
					Total :	**940.00**
183695	1/27/2026	109517 LOAD N' GO BUILDING MATERIALS	34717		STREET MAINT SUPPLIES	388.10
					Total :	**388.10**
183696	1/27/2026	113711 LOPEZ, JESSY	PERMIT #50024-0742		PERMIT DEPOSIT REFUND - 2701 MAR	7,500.00
					Total :	**7,500.00**
183697	1/27/2026	112407 LOPEZ, LUIS	11/19-12/17		TRAINING - OCTA CERTIFIED MAINT	313.60
					Total :	**313.60**
183698	1/27/2026	312665 LOS ANGELES SUPERIOR COURT	OCT-DEC 2025	035-01398	PARKING CITATION SURCHARGE	88,668.00

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
183698	1/27/2026	312665 312665 LOS ANGELES SUPERIOR COURT	(Continued)		**Total :**	**88,668.00**
183699	1/27/2026	109563 LUCKY LADY CASINO	0850000292		ECONOMIC ASSISTANCE - DECEMBER	29,871.12
					Total :	**29,871.12**
183700	1/27/2026	112326 LWP CLAIMS SOLUTIONS INC.	26189	023-01623	WORKERS' COMP CLAIMS ADMINISTR/	22,583.00
					Total :	**22,583.00**
183701	1/27/2026	113639 MABRY MANAGEMENT	RA-GARCIA 02/2026		RENTAL ASSISTANCE PROGRAM	414.75
					Total :	**414.75**
183702	1/27/2026	105082 MAJESTIC LIGHTING, INC.	ML91816		SIGNS/SIGNALS SUPPLIES	144.57
			ML91817		SIGNS/SIGNALS SUPPLIES	124.90
			ML91821		SIGNS/SIGNALS SUPPLIES	170.87
			ML91835		SIGNS/SIGNALS SUPPLIES	182.63
			ML91889		BLDG MAINT SUPPLIES	243.10
					Total :	**866.07**
183703	1/27/2026	112695 MANN, SCOTT A.	25-012	023-01641	RISK MGMT CONSULTING SERVICES	7,490.00
					Total :	**7,490.00**
183704	1/27/2026	813030 MANNING & KASS	840175		LEGAL SERVICES	1,080.00
			842134		LEGAL SERVICES	1,350.00
			844439		LEGAL SERVICES	1,376.00
			844440		LEGAL SERVICES	47.65
			844442		LEGAL SERVICES	1,350.00
			846971		LEGAL SERVICES	1,396.10
			846972		LEGAL SERVICES	300.00
			846973		LEGAL SERVICES	1,540.00
			849352		LEGAL SERVICES	6,242.50
			849353		LEGAL SERVICES	27.50
			849354		LEGAL SERVICES	110.00
					Total :	**14,819.75**
183705	1/27/2026	109834 MARCELLUS, ALIX	GEPCO 2025		GEPCO LOAN	2,000.00
					Total :	**2,000.00**
183706	1/27/2026	104841 MAR-CO EQUIPMENT COMPANY	213039		SEWER PROGRAM SUPPLIES	487.27

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
183706	1/27/2026	104841 MAR-CO EQUIPMENT COMPANY	(Continued)			
			213041		SEWER PROGRAM SUPPLIES	1,250.22
			213119		STREET SWEEPER REPAIRS	1,023.88
					Total :	**2,761.37**
183707	1/27/2026	110306 MARIPOSA LANDSCAPES, INC	4183	024-01162	TREE TRIMMING MAINTENANCE SERV	3,586.00
			4239	024-01162	TREE TRIMMING MAINTENANCE SERV	800.00
					Total :	**4,386.00**
183708	1/27/2026	113046 MARX BROS. FIRE EXTINGUISHER, CO., INC.	S13166		FIRE EXTINGUISHER SERVICE - PW	120.00
					Total :	**120.00**
183709	1/27/2026	113703 MCCARROLL, LILLIAN	RA-PLESE 02/2026		RENTAL ASSISTANCE PROGRAM	945.00
					Total :	**945.00**
183710	1/27/2026	113064 MCMASTER-CARR SUPPLY COMPANY	56116980		GTRANS SHOP SUPPLIES	78.85
			56159091		STREET SWEEPER SUPPLIES	175.14
					Total :	**253.99**
183711	1/27/2026	111604 MICRO ELECTRONICS, INC	14107033		IT TRAINING ROOM REPAIRS	204.72
			14107207	023-01632	COMPUTER REPLACEMENT/ IT SUPPL	1,322.42
			14141450	023-01632	COMPUTER REPLACEMENT/ GTRANS	3,903.48
					Total :	**5,430.62**
183712	1/27/2026	113355 MR. HOSE INC.	268154		PW AUTO PARTS	346.86
			268289		STREET SWEEPER SUPPLIES	122.32
					Total :	**469.18**
183713	1/27/2026	110573 MURILLO, ERNESTO	GEPCO 2025		GEPCO LOAN	2,000.00
					Total :	**2,000.00**
183714	1/27/2026	113605 MUTUAL LIQUID GAS & EQUIPMENT, CO., INC	845124		PROPANE GAS	349.66
					Total :	**349.66**
183715	1/27/2026	113585 NAKAOKA REAL ESTATE	RA-JOHNSON 02/2026		RENTAL ASSISTANCE PROGRAM	462.50
					Total :	**462.50**
183716	1/27/2026	112748 NEW DYNASTY CONSTRUCTION CO.	19	024-01027	AQUATIC & SENIOR CENTER PROJECT	1,187,747.68

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
183716	1/27/2026	112748 112748 NEW DYNASTY CONSTRUCTION CO. (Continued)			**Total :**	**1,187,747.68**
183717	1/27/2026	104184 NORMAN A. TRAUB & ASSOCIATES	25021	023-01658	INVESTIGATION SERVICES	29,915.83
					Total :	**29,915.83**
183718	1/27/2026	110575 OCCUPATIONAL HEALTH CENTERS, OF CALIF	89151679	023-01626	RANDOM TESTS	489.00
			89236122	023-01626	RANDOM TESTS	390.00
			89315753	023-01626	RANDOM TESTS	331.00
			89373102	023-01626	RANDOM TESTS	521.00
			89373688	023-01626	RANDOM TESTS	1,234.00
			89374456	023-01626	RANDOM TESTS	173.00
					Total :	**3,138.00**
183719	1/27/2026	115168 OFFICE DEPOT	448825004		PD OFFICE SUPPLIES	381.77
			451088598		PD OFFICE SUPPLIES	133.94
			451263656		REC OFFICE SUPPLIES	182.37
			451436932		BUS OFFICE SUPPLIES	222.11
			451439220		BUS OFFICE SUPPLIES	508.57
			451439223		BUS OFFICE SUPPLIES	42.42
			452587099		HR OFFICE SUPPLIES	45.51
			453495678		HR OFFICE SUPPLIES	188.02
			453515031		HR OFFICE SUPPLIES	15.42
			453555583		PD OFFICE SUPPLIES	193.01
			453563335		PD OFFICE SUPPLIES	7.88
			453866678		PD OFFICE SUPPLIES	72.43
			454944370		BUS OFFICE SUPPLIES	17.96
			454945034		BUS OFFICE SUPPLIES	19.22
			454945042		BUS OFFICE SUPPLIES	25.07
			456097181		CD OFFICE SUPPLIES	111.77
					Total :	**2,167.47**
183720	1/27/2026	113598 OLDHAM ARCHITECTS INC	25049-02	024-01182	PD GJJIP OFFICE REMODEL JN566	23,650.00
					Total :	**23,650.00**
183721	1/27/2026	108921 OMEGA POLYGRAPH	02151		PRE-EMPLOYMENT POLYGRAPH EXAM	1,125.00
					Total :	**1,125.00**
183722	1/27/2026	103673 PACIFIC PRODUCTS & SERVICE, LLC	37311		SIGNS/SIGNALS SUPPLIES	2,229.89

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
183722	1/27/2026	103673 103673 PACIFIC PRODUCTS & SERVICE, LLC (Continued)			**Total :**	**2,229.89**
183723	1/27/2026	109660 PAIK, ANDREW	10/19-10/24		TRAINING - BREACHER CERTIFICATIOI	250.00
					Total :	**250.00**
183724	1/27/2026	112845 PALICON GROUP	2585	035-01397	BACKGROUND INVESTIGATION SERVI(	1,500.00
			2590	035-01397	BACKGROUND INVESTIGATION SERVI(	1,500.00
					Total :	**3,000.00**
183725	1/27/2026	113714 PARAMOUNT TECHNOLOGIES, INC.	SI-017799	035-01428	SOFTWARE LICENSE SUBSCRIPTION F	5,899.00
					Total :	**5,899.00**
183726	1/27/2026	113049 PARK PLAZA PROPERTIES, LLC	RA-FINNEY 02/2026		RENTAL ASSISTANCE PROGRAM	401.75
					Total :	**401.75**
183727	1/27/2026	113621 PATRONAS, CHRIS E.	RA-MITCHELL 02/2026		RENTAL ASSISTANCE PROGRAM	400.00
					Total :	**400.00**
183728	1/27/2026	113716 PENINSULA VIEW PROPERTY, MANAGEMENT	RA-WEEKS 01/2026		RENTAL ASSISTANCE PROGRAM	897.50
					Total :	**897.50**
183729	1/27/2026	113716 PENINSULA VIEW PROPERTY, MANAGEMENT	RA-WEEKS 02/2026		RENTAL ASSISTANCE PROGRAM	897.50
					Total :	**897.50**
183730	1/27/2026	109297 PEREZ, JUAN	10/19-10/24		TRAINING - BREACHER CERTIFICATIOI	2,371.80
					Total :	**2,371.80**
183731	1/27/2026	112189 PERFECT SCORE ATHLETIC, TRAINING CENT	12/03-12/17/25		GYMNASTICS INSTRUCTOR SERVICES	1,216.00
					Total :	**1,216.00**
183732	1/27/2026	307101 PETTY CASH FUND	11/03-12/29/25		REPLENISH PETTY CASH	499.76
					Total :	**499.76**
183733	1/27/2026	113672 POSITIVE INVESTMENTS INC.	RA-HASWELL 02/2026		RENTAL ASSISTANCE PROGRAM	842.00
					Total :	**842.00**
183734	1/27/2026	113683 PREMIER PROPERTIES	RA-FUDGE 02/2026		RENTAL ASSISTANCE PROGRAM	732.50
					Total :	**732.50**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
183735	1/27/2026	113656 PROPERTY MANAGEMENT ASSOCIATES	RA-BROWN 02/2026		RENTAL ASSISTANCE PROGRAM	1,207.52
					Total :	**1,207.52**
183736	1/27/2026	102677 PROVIDENCE HEALTH & SERVICES	1010125 10/05/25		SART EXAMS	3,200.00
			1010125 11/05/25		SART EXAMS	1,600.00
					Total :	**4,800.00**
183737	1/27/2026	106092 PRUDENTIAL OVERALL SUPPLY	41042552	037-10473	UNIFORM & SUPPLY RENTAL	314.41
			43040767	037-10473	UNIFORM & SUPPLY RENTAL	321.51
			43042687	037-10473	UNIFORM & SUPPLY RENTAL	321.51
			43044378	037-10473	UNIFORM & SUPPLY RENTAL	321.51
			43046113	037-10473	UNIFORM & SUPPLY RENTAL	321.51
			43047942	037-10473	UNIFORM & SUPPLY RENTAL	543.29
			43049615	037-10473	UNIFORM & SUPPLY RENTAL	321.51
			43059966	037-10473	UNIFORM & SUPPLY RENTAL	321.51
			43065191	037-10473	UNIFORM & SUPPLY RENTAL	329.39
			43066791	037-10473	UNIFORM & SUPPLY RENTAL	322.43
			43070110	037-10473	UNIFORM & SUPPLY RENTAL	1,331.93
			43075240	037-10473	UNIFORM & SUPPLY RENTAL	330.21
			43076903	037-10473	UNIFORM & SUPPLY RENTAL	330.21
			43085499	037-10473	UNIFORM & SUPPLY RENTAL	330.21
			43085870	034-00712	CUSTODIAL SUPPLIES	43.70
			43085871	024-01168	UNIFORM & SUPPLY RENTAL	177.68
				034-00712		
			43085872	034-00712	UNIFORM & SUPPLY RENTAL	32.37
			43085873	034-00712	SUPPLY RENTAL - MATS - GTRANS	51.20
			43085874	034-00712	SUPPLY RENTAL - MATS - NCC	13.83
			43085875	034-00712	SUPPLY RENTAL - MATS - CH	19.42
			43085876	034-00712	SUPPLY RENTAL - MATS - PD	29.70
			43085877	034-00712	SUPPLY RENTAL - MATS - HS	11.88
			43087252	037-10473	UNIFORM & SUPPLY RENTAL	330.21
			43087612	034-00712	CUSTODIAL SUPPLIES	337.74
			43087613	024-01168	UNIFORM & SUPPLY RENTAL	177.68
				034-00712		
			43087614	034-00712	UNIFORM & SUPPLY RENTAL	32.37
			43087615	034-00712	SUPPLY RENTAL - MATS - GTRANS	51.20
			43088945	037-10473	UNIFORM & SUPPLY RENTAL	330.21

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
183737	1/27/2026	106092 106092 PRUDENTIAL OVERALL SUPPLY	(Continued)		**Total :**	**7,400.33**
183738	1/27/2026	109466 PYNN, DANA	09/14-09/17		APTA 2025 TRANSFORM CONFERENCE	1,878.30
					Total :	**1,878.30**
183739	1/27/2026	102283 QUICK COLOR PRINTING	16727		GARDENA BEAUTIFICATION SUPPLIES	66.30
					Total :	**66.30**
183740	1/27/2026	113423 RAMIREZ, GICELLE	011226		PATROL CHRISTMAS DINNER SUPPLIE	277.90
					Total :	**277.90**
183741	1/27/2026	103072 REACH	012657		EAP SERVICES/REACHLINE NEWSLET	902.00
					Total :	**902.00**
183742	1/27/2026	100515 REGISTRAR-RECORDER/COUNTY, CLERK	JN569		NOTICE OF COMPLETION FILING FEE	75.00
					Total :	**75.00**
183743	1/27/2026	100836 RESOURCE BUILDING MATERIALS	4131026		PARK MAINT SUPPLIES	277.80
			4131744		STREET MAINT SUPPLIES	135.25
					Total :	**413.05**
183744	1/27/2026	112578 RIDECO US INC	2025-775US	037-10254	MICROTRANSIT SOFTWARE	987.34
					Total :	**987.34**
183745	1/27/2026	112433 RIGHTWAY HEALTHCARE, INC	INV11128784	023-01624	CARE NAVIGATION COORDINATORS	1,959.75
			INV11129411	023-01624	CARE NAVIGATION COORDINATORS	1,959.75
					Total :	**3,919.50**
183746	1/27/2026	111867 RJM DESIGN GROUP	37530	024-00795	DESIGN & ENGINEERING - AQUATIC &	12,574.72
			37531	024-00795	DESIGN & ENGINEERING - AQUATIC &	1,256.25
					Total :	**13,830.97**
183747	1/27/2026	113616 RODRIGUEZ, GLORIA	RA-GARCIA 02/2026		RENTAL ASSISTANCE PROGRAM	275.00
					Total :	**275.00**
183748	1/27/2026	110333 S.C. SIGNS & SUPPLIES LLC	265469		SIGNS/SIGNALS SUPPLIES	828.75
			265623		SIGNS/SIGNALS SUPPLIES	635.73

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
183748	1/27/2026	110333 110333 S.C. SIGNS & SUPPLIES LLC	(Continued)		**Total :**	**1,464.48**
183749	1/27/2026	119015 SAFETY-KLEEN CORPORATION	98719267		SERVICE AQUEOUS PARTS WASHER	538.93
					Total :	**538.93**
183750	1/27/2026	108654 SECTRAN SECURITY INC.	25122501		ARMORED TRANSPORTATION SERVICI	1,643.93
			26010910		ARMORED TRANSPORTATION SERVICI	729.90
			26010911		ARMORED TRANSPORTATION SERVICI	321.54
					Total :	**2,695.37**
183751	1/27/2026	107006 SHAMROCK COMPANIES	2809676		STREET SWEEPER SUPPLIES	142.42
					Total :	**142.42**
183752	1/27/2026	119233 SHERWIN-WILLIAMS CO.	49108139640126		STREET MAINT SUPPLIES	351.85
					Total :	**351.85**
183753	1/27/2026	109918 SHIGE'S FOREIGN CAR SERVICE, INC.	8103764	035-01400	2023 FORD INTRCPTR #1661716 SERVI	206.79
			8103808	035-01400	2020 FORD INTRCPTR #1591903 SERVI	82.48
					Total :	**289.27**
183754	1/27/2026	113156 SILYAN, MICHEL	B/L #19089		B/L PENALTY PAYMENT REFUND	32.50
					Total :	**32.50**
183755	1/27/2026	113084 SL PROPERTY MANAGEMENT INC	RA-HOPE 02/2026		RENTAL ASSISTANCE PROGRAM	593.75
					Total :	**593.75**
183756	1/27/2026	619003 SOUTHERN CALIFORNIA EDISON	011626		LIGHT & POWER	22,424.41
					Total :	**22,424.41**
183757	1/27/2026	104106 SWARCO MCCAIN, INC.	INV0291160	024-01176	SIGNS/SIGNALS SUPPLIES	4,340.44
					Total :	**4,340.44**
183758	1/27/2026	100609 TANK SPECIALISTS OF CALIFORNIA	35696		CERTIFIED DESIGNATED OPERATOR S	198.00
					Total :	**198.00**
183759	1/27/2026	113357 TEAM CIVX	4246	023-01593	COMMUNICATION & PROJECT MGMT S	7,800.00
					Total :	**7,800.00**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
183760	1/27/2026	112703 TEAM PORTER INC.	RA-MITCHEL 02/2026		RENTAL ASSISTANCE PROGRAM	1,137.50
					Total :	**1,137.50**
183761	1/27/2026	112703 TEAM PORTER INC.	RA-GOMEZ 02/2026		RENTAL ASSISTANCE PROGRAM	523.75
					Total :	**523.75**
183762	1/27/2026	113297 TECHNICAL MASTERY SOCCER	DECEMBER 2025		SOCCER INSTRUCTOR	935.00
					Total :	**935.00**
183763	1/27/2026	110238 TIREHUB, LLC	55837283		TIRES - GY WRL WORKHORSE HT OWl	583.62
					Total :	**583.62**
183764	1/27/2026	113717 TOP TEAM REALTY, INC	RA-WEBB 02/2026		RENTAL ASSISTANCE PROGRAM	1,277.50
					Total :	**1,277.50**
183765	1/27/2026	113646 TOTAL CORPORATE SOLUTIONS INC.	9730	023-01649	IT OFFICE REMODEL	10,219.00
					Total :	**10,219.00**
183766	1/27/2026	111481 TRIO COMMUNITY MEALS, LLC	INV2230074859	034-00705	SENIOR FEEDING PROGRAM	9,649.50
			INV2230075058	034-00705	SENIOR FEEDING PROGRAM	7,812.35
			INV2230075388	034-00705	SENIOR FEEDING PROGRAM	4,357.50
			INV2230075389	034-00705	SENIOR FEEDING PROGRAM	2,194.50
			INV2230075804	034-00705	SENIOR FEEDING PROGRAM	9,807.00
					Total :	**33,820.85**
183767	1/27/2026	112445 TSUJIUCHI, GREG	122925		MGMT ANNUAL HEALTH BENEFIT	492.87
					Total :	**492.87**
183768	1/27/2026	109900 U.S. BANK CORPORATE PAYMENT, SYSTEMS	HR 12/22/25	023-01656	CAL CARD STATEMENT 11/25-12/22/25	11,604.17
			RECREATION 11/24/25		CAL CARD STATEMENT 10/23-11/24/25	22,617.64
					Total :	**34,221.81**
183769	1/27/2026	109900 U.S. BANK CORPORATE PAYMENT, SYSTEMS	KWAK 12/22/25		CAL CARD STATEMENT 11/25-12/22/25	348.86
			OROZCO 12/22/25		CAL CARD STATEMENT 11/25-12/22/25	1,857.07
			PYNN 12/22/25		CAL CARD STATEMENT 11/25-12/22/25	19,424.07
			SWEENEY 12/22/25		CAL CARD STATEMENT 11/25-12/22/25	7,966.71
					Total :	**29,596.71**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
183770	1/27/2026	109900 U.S. BANK CORPORATE PAYMENT, SYSTEMS	BEEMAN 12/22/25		CAL CARD STATEMENT 11/25-12/22/25	3,402.12
			CUFF 12/22/25		CAL CARD STATEMENT 11/24-12/22/25	39.31
			FINANCE 12/22/25		CAL CARD STATEMENT 11/25-12/22/25	18,793.30
			FOX 12/22/25		CAL CARD STATEMENT 11/25-12/22/25	199.15
			HR 11/24/25		CAL CARD STATEMENT 10/23-11/24/25	4,269.56
			NOLAN 11/24/25		CAL CARD STATEMENT 10/23-11/24/25	5,249.03
			OROZCO 102225		CAL CARD STATEMENT 09/23-10/22/25	42.98
			OROZCO 11/24/25		CAL CARD STATEMENT 10/23-11/24/25	1,124.74
			ROMERO 12/22/25		CAL CARD STATEMENT 11/25-12/22/25	1,043.84
					Total :	**34,164.03**
183771	1/27/2026	104692 ULINE	202401995		PD PROGRAM SUPPLIES	90.27
			202447809		PD PROGRAM SUPPLIES	-90.27
			202644817		PD PROGRAM SUPPLIES	370.89
					Total :	**370.89**
183772	1/27/2026	105254 VISION TIRE	44176		PW VEHICLE TIRE SERVICES	25.00
					Total :	**25.00**
183773	1/27/2026	122435 VISTA PAINT CORPORATION	2025-212339-00		STREET MAINT SUPPLIES	593.32
			2026-229847-00		STREET MAINT SUPPLIES	390.07
					Total :	**983.39**
183774	1/27/2026	113626 WAISMAN CONTRUCTION INC	01	024-01187	CIVIC CENTER LIGHTING IMPROVEME	416,124.05
					Total :	**416,124.05**
183775	1/27/2026	108353 WALTERS WHOLESALE ELECTRIC CO	S128359896.004		BLDG MAINT SUPPLIES	127.36
					Total :	**127.36**
183776	1/27/2026	101903 WATER TECHNIQUES	19686		DRINKING WATER SYSTEM RENTAL	45.00
					Total :	**45.00**
183777	1/27/2026	123350 WEST COAST SAND & GRAVEL, INC.	916417		STREET MAINT SUPPLIES	982.17
					Total :	**982.17**
183778	1/27/2026	110370 WESTERN COLLISION CENTER, INC	1165	035-01401	2020 FORD INTRCPTR #1591741 BODY	8,259.96
			1166	035-01401	2023 FORD INTRCPTR #1661718 BODY	4,038.83

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
183778	1/27/2026	110370 110370 WESTERN COLLISION CENTER, INC	(Continued)		**Total :**	**12,298.79**
183779	1/27/2026	125001 YAMADA COMPANY, INC.	85326		PARK MAINT SUPPLIES	73.93
			85327		PARK MAINT SUPPLIES	153.43
			85328		PARK MAINT SUPPLIES	164.03
					Total :	**391.39**
206	**Vouchers for bank code :**	usb			**Bank total :**	**5,053,528.94**
206	**Vouchers in this report**				**Total vouchers :**	**5,053,528.94**

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 23 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 23 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:

_____

_____ 01/27/2026
Mayor Date

_____ _____
Councilmember Date

_____ _____
Councilmember Date

Acknowledged:

_____ _____
Councilmember Date

_____ _____
Councilmember Date

CITY of GARDENA

Report No. P-2026-2

TO: THE HONORABLE MAYOR AND CITY COUNCIL

SUBJECT: PERSONNEL REPORT

1. Report the appointment of the following individuals:
    a. ***ALEX YBARRA III*** to the position of Custodian II Schedule 34 ($4,023 – $5,135/month), with the Recreation and Human Services Department, effective January 4, 2026.
    b. ***KAYLA BIBB*** to the position of Police Trainee Schedule 200 ($6,927/month), with the Police Department, effective January 7, 2026.
    c. ***TIMOTHY JONES*** to the position of Bus Operator Schedule 90 ($4,952 – $6,321/month), with the Transportation Department, effective January 12, 2026.
    d. ***ROBERT LEAYCRAFT*** to the position of Bus Operator Schedule 90 ($4,952 – $6,321/month), with the Transportation Department, effective January 12, 2026.
    e. ***JORI ROLLINS*** to the position of Bus Operator Schedule 90 ($4,952 – $6,321/month), with the Transportation Department, effective January 12, 2026.
    f. ***PATRICK BATES*** to the position of Bus Operator Schedule 90 ($4,952 – $6,321/month), with the Transportation Department, effective January 12, 2026.
    g. ***DANIELA LETONA*** to the position of Payroll/Personnel Technician Schedule 43 ($5,024 – $6,412/month), with the Transportation Department, effective January 12, 2026.

2. Report the Separation of the following employees:
    a. ***GRAHAM AMSTOCK,*** Police Officer with the Police Department, effective January 10, 2026. Mr. Amstock provided 4.5 years of service to the City.

3. Report the Recruitment for the Open/Competitive position of Customer Service Clerk I (Recreation and Human Services Department). This is a continuous recruitment.

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

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

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

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

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

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

10. Report the Recruitment for the Open/Competitive position of General Building Inspector (Community Development Department). This recruitment is scheduled to close January 27, 2026.

City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 10F.
Section: CONSENT CALENDAR
Meeting Date: January 27, 2026

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

AGENDA TITLE: Acceptance and Notice of Completion for the Local Streets Improvement 2023/2024 and 2024/2025 Projects, for Various Locations, JN 525 and 544

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 Acceptance and Notice of Completion for the Local Streets Improvement 2023/2024 and 2024/2025 Projects, for Various Locations, JN 525 and 544.

This project improved 14.74 miles of various street segments within Maintenance Zones 3 and 4. The work included overlaying approximately 625,000 square feet of asphalt pavement and applying slurry seal to approximately 1,850,000 square feet of asphalt pavement. In addition, the project constructed 22 curb ramps, 6,300 linear feet of curb and gutter, 5,600 square feet of sidewalk, 2,400 square feet of driveways, and 4,200 square feet of cross gutters. Five trees were removed and replanted as part of the project.

Sufficient funds were appropriated to complete the project using SB-1 funds. Upon completion, none of the approved contingency funds were expended, and the savings will be returned to the original funding sources.

FISCAL IMPACT/COST:

Amount of Expense: $3,318,081.31 Construction

Source of Funds: SB-1 funds

APPROVED:



_____

Clint Osorio, City Manager

Attachments

NOC-JN 525 & 544.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 13th day of May 2025, the City Council of said City entered into contract with LCR Earthwork & Engineering, Corp. whose address is 4791 Mt. Rainier St. Jurupa Valley, CA 92509 for the improvement titled Local Streets Improvement 2023-2025 Project, JN 525,544 in accordance with City of Gardena Plans and Specifications.
3. That all of the work and improvement was located at Various Locations – Zone 3 and Zone 4 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 November 21st, 2025.
5. That the City Council formally accepted this work and improvement on January 27, 2026.

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 Local Streets Improvement 2023-2025 Project, JN 525, 544 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 _____ 2026.

City of Gardena

Jose Espinoza

City of Gardena

Gardena Planning and Environmental Quality Commission Meeting AGENDA REPORT SUMMARY

Agenda Item No. 11A.
Section: PLANNING & ENVIRONMENTAL QUALITY COMMISSION ACTION SHEET
Meeting Date: January 27, 2026

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

AGENDA TITLE: ENVIRONMENTAL ASSESSMENT #19-24, SITE PLAN REVIEW #4-24, AND TENTATIVE PARCEL MAP #2-24;

PROJECT DESCRIPTION:

The Planning and Environmental Quality Commission reviewed a request to approve Environmental Assessment (EA #19-24), Site Plan Review (SPR #4-24), and Tentative Parcel Map (TPM #2-24; Tentative Parcel Map No. 85142) to allow the construction of four (4) three-story condominium units in the Medium Density Multi-Family Residential (R-3) zone portion of a split zoned R-3 and Single-Family Residential (R-1) property to a date certain of March 3, 2026.

APPLICANT: Steve Stepakis

LOCATION: 1031 Magnolia Avenue, APN (6113-035-015).

Commission Action: The Planning and Environmental Quality Commission continued the public hearing for Environmental Assessment #19-24, Site Plan Review #4-24, and Tentative Parcel Map #2-24, to a date certain of March 3, 2026, by vote of 3-0, with two commissioners absent.

STAFF RECOMMENDATION:

City Council Action: No City Council action required.

APPROVED:

Greg Tsujiuchi, Community Development Director

Attachments

2026_01_20_PCAX.pdf

PLANNING AND ENVIRONMENTAL QUALITY COMMISSION

Regular PEQC Meeting Notice and Agenda
Website: www.cityofgardena.org
Tuesday, January 20, 2026, 7:00 PM
Council Chamber at City Hall
1700 W. 162nd Street, Gardena, California

To view the complete Planning and Environmental Quality Commission agenda packet, Click Here

6. PUBLIC HEARING ITEMS

6.A. ENVIRONMENTAL ASSESMENT #19-24, SITE PLAN REVIEW #4-24, AND TENTATIVE PARCEL MAP #2-24;

The Planning and Environmental Quality Commission reviewed a request to approve Environmental Assessment (EA #19-24), Site Plan Review (SPR #4-24), and Tentative Parcel Map (TPM #2-24; Tentative Parcel Map No. 85142) to allow the construction of four (4) three-story condominium units in the Medium Density Multi-Family Residential (R-3) zone portion of a split zoned R-3 and Single-Family Residential (R-1) property to a date certain of March 3, 2026.

APPLICANT: Steve Stepakis
LOCATION: 1031 Magnolia Avenue, APN (6113-035-015).

Commission Action: The Planning and Environmental Quality Commission continued the public hearing for Environmental Assessment #19-24, Site Plan Review #4-24, and Tentative Parcel Map #2-24, to a date certain of March 3, 2026, by vote of 3-0, with two commissioners absent.

City Council Action: No City Council action required.

6.B. AMENDMENT TO MODIFY CONDITIONAL USE PERMIT #9-04 AND ENVIRONMENTAL ASSESSMENT #13-25;

The Planning and Environmental Quality Commission reviewed a request to approve an amendment to modify Conditional Use Permit (CUP) #9-04 per Section 18.32.030.B of the Gardena Municipal Code, to allow the sales of beer, wine, and distilled spirits for off-site consumption and on-site instructional tastings located in an existing retail store in the General Commercial (C-3) zone.

Environmental Consideration: The project was considered for a categorical exemption from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15301 (Class 1 – Existing Facilities).

APPLICANT: Target Corporation, Representative Beth Aboulafia
LOCATION: 2169 West Redondo Beach Boulevard (APN: 4063-014-020)

Commission Action: The Planning and Environmental Quality Commission adopted Resolution No. PC 2-26, by vote of 3-0, with two commissioners absent, to approve Modification of Conditional Use Permit #9-04 and Environmental Assessment #13-25, subject to the conditions of approval, and directed staff to file a notice of exemption.

City Council Action: Receive and file **OR** Call for Review (By way of two votes from the City Council).

6.C. ZONE TEXT AMENDMENT #3-25

The Planning and Environmental Quality Commission reviewed a recommendation to amend Title 18 (Zoning) of the Gardena Municipal Code relating to the review process and development/design standards for mechanical/robotic parking structures, and on-site/off-street parking standards for commercial uses on Gardena Boulevard between Normandie Avenue and Vermont Avenue pertaining to the parking in-lieu fee.

Environmental Consideration: The Zone Text Amendment is statutorily exempt from CEQA under Section 15061(b)(3) of the CEQA Guidelines, which provides that CEQA only applies to projects that have the potential for causing a significant effect on the environment. The ordinance would not result in physical change in the environment and does not involve any construction or additions to any existing structures.

LOCATION: City Wide

Commission Action: The Planning and Environmental Quality Commission adopted Resolution No. PC 3-26, by vote of 3-0, with two commissioners absent, recommending that the City Council adopt an Ordinance for Zone Text Amendment #3-25.

City Council Action: No City Council action required. Zone Text Amendment #3-25 will be reviewed and considered by the City Council at a future City Council meeting.

City of Gardena

Gardena Planning and Environmental Quality Commission Meeting AGENDA REPORT SUMMARY

Agenda Item No. 11B.
Section: PLANNING & ENVIRONMENTAL QUALITY COMMISSION ACTION SHEET
Meeting Date: January 27, 2026

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

AGENDA TITLE: AMENDMENT TO MODIFY CONDITIONAL USE PERMIT #9-04 AND ENVIRONMENTAL ASSESSMENT #13-25

PROJECT DESCRIPTION:

The Planning and Environmental Quality Commission reviewed a request to approve an amendment to modify Conditional Use Permit (CUP) #9-04 per Section 18.32.030.B of the Gardena Municipal Code, to allow the sales of beer, wine, and distilled spirits for off-site consumption and on-site instructional tastings located in an existing retail store in the General Commercial (C-3) zone.

Environmental Consideration: The project was considered for a categorical exemption from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15301 (Class 1 – Existing Facilities).

APPLICANT: Target Corporation, Representative Beth Aboulafia

LOCATION: 2169 West Redondo Beach Boulevard (APN: 4063-014-020)

Commission Action: The Planning and Environmental Quality Commission adopted Resolution No. PC 2-26, by vote of 3-0, with two commissioners absent, to approve Modification of Conditional Use Permit #9-04 and Environmental Assessment #13-25, subject to the conditions of approval, and directed staff to file a notice of exemption.

STAFF RECOMMENDATION:

City Council Action: Receive and file **OR** Call for Review (By way of two votes from the City Council).

APPROVED:



Greg Tsujiuchi, Community Development Director

Attachments

2026_01_20_PCAX.pdf

PLANNING AND ENVIRONMENTAL QUALITY COMMISSION

Regular PEQC Meeting Notice and Agenda
Website: www.cityofgardena.org
Tuesday, January 20, 2026, 7:00 PM
Council Chamber at City Hall
1700 W. 162nd Street, Gardena, California

To view the complete Planning and Environmental Quality Commission agenda packet, Click Here

6. PUBLIC HEARING ITEMS

6.A. ENVIRONMENTAL ASSESMENT #19-24, SITE PLAN REVIEW #4-24, AND TENTATIVE PARCEL MAP #2-24;

The Planning and Environmental Quality Commission reviewed a request to approve Environmental Assessment (EA #19-24), Site Plan Review (SPR #4-24), and Tentative Parcel Map (TPM #2-24; Tentative Parcel Map No. 85142) to allow the construction of four (4) three-story condominium units in the Medium Density Multi-Family Residential (R-3) zone portion of a split zoned R-3 and Single-Family Residential (R-1) property to a date certain of March 3, 2026.

APPLICANT: Steve Stepakis
LOCATION: 1031 Magnolia Avenue, APN (6113-035-015).

Commission Action: The Planning and Environmental Quality Commission continued the public hearing for Environmental Assessment #19-24, Site Plan Review #4-24, and Tentative Parcel Map #2-24, to a date certain of March 3, 2026, by vote of 3-0, with two commissioners absent.

City Council Action: No City Council action required.

6.B. AMENDMENT TO MODIFY CONDITIONAL USE PERMIT #9-04 AND ENVIRONMENTAL ASSESSMENT #13-25;

The Planning and Environmental Quality Commission reviewed a request to approve an amendment to modify Conditional Use Permit (CUP) #9-04 per Section 18.32.030.B of the Gardena Municipal Code, to allow the sales of beer, wine, and distilled spirits for off-site consumption and on-site instructional tastings located in an existing retail store in the General Commercial (C-3) zone.

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APPLICANT: Target Corporation, Representative Beth Aboulafia
LOCATION: 2169 West Redondo Beach Boulevard (APN: 4063-014-020)

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City Council Action: Receive and file **OR** Call for Review (By way of two votes from the City Council).

6.C. ZONE TEXT AMENDMENT #3-25

The Planning and Environmental Quality Commission reviewed a recommendation to amend Title 18 (Zoning) of the Gardena Municipal Code relating to the review process and development/design standards for mechanical/robotic parking structures, and on-site/off-street parking standards for commercial uses on Gardena Boulevard between Normandie Avenue and Vermont Avenue pertaining to the parking in-lieu fee.

Environmental Consideration: The Zone Text Amendment is statutorily exempt from CEQA under Section 15061(b)(3) of the CEQA Guidelines, which provides that CEQA only applies to projects that have the potential for causing a significant effect on the environment. The ordinance would not result in physical change in the environment and does not involve any construction or additions to any existing structures.

LOCATION: City Wide

Commission Action: The Planning and Environmental Quality Commission adopted Resolution No. PC 3-26, by vote of 3-0, with two commissioners absent, recommending that the City Council adopt an Ordinance for Zone Text Amendment #3-25.

City Council Action: No City Council action required. Zone Text Amendment #3-25 will be reviewed and considered by the City Council at a future City Council meeting.

City of Gardena

Gardena Planning and Environmental Quality Commission Meeting AGENDA REPORT SUMMARY

Agenda Item No. 11C.
Section: PLANNING & ENVIRONMENTAL QUALITY COMMISSION ACTION SHEET
Meeting Date: January 27, 2026

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

AGENDA TITLE: ZONE TEXT AMENDMENT #3-25

PROJECT DESCRIPTION:

The Planning and Environmental Quality Commission reviewed a recommendation to amend Title 18 (Zoning) of the Gardena Municipal Code relating to the review process and development/design standards for mechanical/robotic parking structures, and on-site/off-street parking standards for commercial uses on Gardena Boulevard between Normandie Avenue and Vermont Avenue pertaining to the parking in-lieu fee.

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LOCATION: City Wide

Commission Action: The Planning and Environmental Quality Commission adopted Resolution No. PC 3-26, by vote of 3-0, with two commissioners absent, recommending that the City Council adopt an Ordinance for Zone Text Amendment #3-25.

STAFF RECOMMENDATION:

City Council Action: No City Council action required. Zone Text Amendment #3-25 will be reviewed and considered by the City Council at a future City Council meeting.

APPROVED:

Greg Tsujiuchi, Community Development Director

Attachments

2026_01_20_PCAX.pdf

PLANNING AND ENVIRONMENTAL QUALITY COMMISSION

Regular PEQC Meeting Notice and Agenda
Website: www.cityofgardena.org
Tuesday, January 20, 2026, 7:00 PM
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APPLICANT: Steve Stepakis
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6.B. AMENDMENT TO MODIFY CONDITIONAL USE PERMIT #9-04 AND ENVIRONMENTAL ASSESSMENT #13-25;

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APPLICANT: Target Corporation, Representative Beth Aboulafia
LOCATION: 2169 West Redondo Beach Boulevard (APN: 4063-014-020)

Commission Action: The Planning and Environmental Quality Commission adopted Resolution No. PC 2-26, by vote of 3-0, with two commissioners absent, to approve Modification of Conditional Use Permit #9-04 and Environmental Assessment #13-25, subject to the conditions of approval, and directed staff to file a notice of exemption.

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LOCATION: City Wide

Commission Action: The Planning and Environmental Quality Commission adopted Resolution No. PC 3-26, by vote of 3-0, with two commissioners absent, recommending that the City Council adopt an Ordinance for Zone Text Amendment #3-25.

City Council Action: No City Council action required. Zone Text Amendment #3-25 will be reviewed and considered by the City Council at a future City Council meeting.

PUBLIC COMMENT #1
ORAL COMMUNICATION

'26 JAN23AM 9:29
CITY CLERK'S OFC

Katherine Rhee

From: Martha Torres <mtorres@fhfca.org>
Sent: Friday, January 23, 2026 9:00 AM
To: Public Comment
Subject: Public Comment-Non Agenda Item for City Council Meeting on 1/27/26
Attachments: 1.28 GA flyer.pdf

Caution! This message was sent from outside your organization.

Dear Gardena City Council,

I'm writing to inform you about the vital services that Fair Housing Foundation (FHF) provides to the residents of Gardena-free of cost. As a nonprofit organization dedicated to promoting fair housing, we offer:

- **One-on-one confidential counseling** on landlord-tenant issues, including rent increases, repairs, and evictions.
- **Investigation of housing discrimination complaints** to ensure all residents have equal access to housing.
- **Free educational workshops** covering tenants' and landlords' rights and responsibilities. These workshops are held weekly and are available in multiple languages.

Additionally, we would like to invite you and the community to our upcoming **Fair Housing Workshop** at the **Nakaoka Community Center** on **January 28th from 2:00 PM to 4:00 PM.** This event will provide valuable information on fair housing laws and rights.

For more information or to register for the workshop, please visit our website at www.fhca.org or contact us at 800-446-3247.

We appreciate your time and support in ensuring that Gardena residents have access to fair housing resources. Please feel free to reach out with any questions.

Best regards,

Martha Torres
Community Engagement Liaison
HUD Certified Housing Counselor
Fair Housing Foundation
1855 W. Katella Ave. #355
Orange, CA 92867
Office (800) 446-3247 ext. 1103
Fax (562) 989-1836
www.fhfca.org

Follow us on:



MISSION: The Fair Housing Foundation is a non-profit organization dedicated to eliminating discrimination in housing and promoting equal access to housing choices for everyone.

CONFIDENTIALITY NOTICE: This e-mail and any attachments may contain non-public, confidential or legally privileged information. If you are not the intended recipient, you are notified that any unlawful interception, disclosure, printing, copying, distribution or use of the contents is prohibited under the Electronic Communication Privacy Act, 18 USCA 2510, 18 USCA 2511 and any applicable laws. If you received this in error, please notify the sender by reply e-mail and delete this message.

FAIR HOUSING FOUNDATION

Fair Housing Foundation is dedicated to eliminating discrimination in housing and promoting equal access to housing choices for everyone.

Fair Housing Foundation

GARDENA FAIR HOUSING WORKSHOP

Wednesday, January 28 @ 2:00-4:00 pm

Nakaoka Community Center-
1670 W. 162nd St. Gardena, CA 90247

Cost: FREE

Easy way to learn about your rights and responsibilities!

Material disponsible en español a peticíon.

RSVP Today!
https://bit.ly/4al4PyD
or call 1(800) 446-3247
TTY (800) 855-7100

For registration assistance, email cprado@fhfca.org or call 800-446-3247 X1104.

Follow us on social media and be updated on upcoming workshops:

This workshop is for Tenants, Landlords, Managers, Property Owners, Attorneys, Realtors, and Management Companies.

This workshop covers:

- New Statewide Laws
- Federal and State Fair Housing Laws
- Housing Discrimination
- Modifications and Accommodation
- Families with Children
- Notices
- Evictions Process
- Security Deposits
- Habitability & Repairs
- Rent Increases
- And Lots More

FAIR HOUSING FOUNDATION

Fair Housing Foundation se dedica a eliminar la discriminación en la vivienda y promover la igualdad de acceso a opciones de vivienda para todos.

Fair Housing Foundation

TALLER DE VIVIENDA JUSTA DE GARDENA

Miércoles, Enero 28 @ 2:00-4:00 pm

Nakaoka Community Center-
1670 W. 162nd St. Gardena, CA 90247

Costo: GRATIS

¡Una manera fácil de aprender sobre sus derechos y responsabilidades!

Asistencia disponible en más de 200 idiomas.

¡Inscribirse Hoy!
https://bit.ly/4al4PyD
o llame 1(800) 446-3247
TTY (800) 855-7100

Para asistencia con el registro, comuníquese con cprado@fhfca.org o llame al 800-446-3247 X1104.

Síguenos en las redes sociales y actualíceste sobre los próximos talleres:

Este taller es para inquilinos, propietarios, gerentes, abogados, agentes de bienes raíces y compañías de administradoras.
La información abarca:

- Nuevas Leyes Estatales
- Leyes Federales y Estatales de Vivienda Justa
- Discriminación en la vivienda
- Modificaciones y Alojamientos
- Familias con Niños
- Avisos
- Proceso de Desalojos
- Los Depósitos
- Habitabilidad y Reparaciones
- Aumentos de Alquiler
- Y Mucho Más

City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 14A.
Section: DEPARTMENTAL ITEMS - COMMUNITY DEVELOPMENT
Meeting Date: January 27, 2026

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

AGENDA TITLE: Award Contract to Kimley-Horn and Associates, Inc. for Professional Services to Prepare an Amendment to the City's General Plan Community Resources Element in the Amount of $137,430

COUNCIL ACTION REQUIRED:

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

RECOMMENDATION AND STAFF SUMMARY:

Amending the Community Resources Element is a requirement imposed by Senate Bill 1425 (SB 1425) which requires all California municipalities to update their General Plan Open Space Element.

On September 18, 2025, a Request for Proposal (RFP) was issued and released on PlanetBids to solicit qualified consultants to prepare an amendment to the City's General Plan Community Resources Element which consists of the Open Space and Conservation Plans.

On October 30, 2025, proposals were received from the following six firms (listed in alphabetical order):

- Dudek
- Interwest
- Kimley-Horn and Associates
- Michael Baker International
- MIG
- Placeworks

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 two staff members of the Community Development Department and one staff member from the Recreation and Human Services Department. Following the evaluation process, Kimley-Horn and Associates, Inc. achieved the highest overall ranking among the proposers.

Staff respectfully recommend that the City Council review and approve the award of a two (2) year contract toAward Contract to Kimley-Horn and Associates, Inc. for Professional Services to Prepare an Amendment to the City's General Plan Community Resources Element in the Amount of $137,430

FISCAL IMPACT/COST:

$137,430 from the General Fund as part of the adopted Fiscal Year 2025-2026 budget.

APPROVED:



_____

Clint Osorio, City Manager

Attachments

14A. Staff Report

Attachment No. 1 - Professional Services Agreement with Kimley-Horn and Associates

City of Gardena
City Council Meeting

Agenda Item No.: 14A
Department: Community Development
Meeting Date: January 27, 2026

AGENDA STAFF REPORT

AGENDA TITLE: AWARD CONTRACT TO KIMLEY-HORN AND ASSOCIATES, INC. FOR PROFESSIONAL SERVICES TO PREPARE AN AMENDMENT TO THE CITY'S GENERAL PLAN COMMUNITY RESOURCES ELEMENT IN THE AMOUNT OF $137,430

RECOMMENDATION:

It is recommended that the City Council award Request for Proposal (RFP) No. 2025-02PL to Kimley-Horn and Associates for Professional Services to Prepare an Amendment to the City's General Plan Community Resources Element.

BACKGROUND:

In 2022, Senate Bill 1425 imposed a requirement on all municipalities throughout California to review and update its local open-space plan (i.e., Overview of Open Space). The required open space plan update entails the adoption of an action program that addresses specific issues, including climate resilience and other co-benefits of open space, correlated with the General Plan Safety Element. As required by State law, the City's Open Space Element will include updated inventory and mapping, and will address equitable access to open space and opportunities to preserve, enhance, and expand an integrated network of open space to benefit habitat, recreation, natural resources, historic and tribal resources, water management, and aesthetics (Gov. Code § 65565.5(a) and (b)).

Since Open Space is organized within the Community Resources Element along with the Conservation Plan in the City's General Plan, the required scope of work is to update the Community Resources Element to comply with SB 1425. In addition, information provided within the City's Park Masterplan (adopted by the City Council May 2024) will be incorporated within the Community Resources Element update.

DISCUSSION:

On September 18, 2025, a Request for Proposal (RFP) was issued and released on PlanetBids to solicit qualified consultants to prepare an amendment to the City's General Plan Community Resources Element which consists of the Open Space and Conservation Plans.

On October 30, 2025, proposals were received from the following six firms (listed in alphabetical order):

- Dudek
- Interwest
- Kimley-Horn and Associates
- Michael Baker International
- MIG
- Placeworks

The proposals were evaluated based on the criteria and scoring outlined in the following table:

Criteria	Maximum Points
Firm's Qualifications	35
Project Management & QA/QC Approach	30
Fee/Cost	20
References	15
Total Score	***100***

The proposals were reviewed by an evaluation panel consisting of two staff members of the Community Development Department and one staff member from the Recreation and Human Services Department. The following table indicates the scores received by each firm:

Proposers	Score
Dudek	88
Interwest	81
Kimley-Horn and Associates	94
Michael Baker International	89
MIG	93
Placeworks	89

Based upon the evaluation, it was determined that Kimley-Horn and Associates achieved the highest overall ranking among the proposers. Kimley-Horn and Associates is currently working with the cities of Moreno Valley (since July 2024) and Hawthorne (Since July 2025) with their General Plan updates and is working with the City of La Canada-Flintridge (since August 2025) with their Open Space Element update. In addition, they have completed the General Plan updates for the cities of Rolling Hills Estates and Scotts Valley, and the County of Monterey. Kimley-Horn also has completed projects for the City, and has knowledge of the City processes and requirements.

CONCLUSION:

Staff respectfully recommend that the City Council review and approve the award of a two (2) year contract to Kimley-Horn and Associates, Inc. for Professional Services to Prepare an Amendment to the City's General Plan Community Resources Element in the Amount of $137,430

FISCAL IMPACT:

This item was not specifically included in the 2025-2026 Fiscal Year Budget. However, the 2025-2026 Fiscal Year Budget included $250,000 for Planning Consulting services from the City's General Fund.

ATTACHMENT:

1. Professional Services Agreement with Kimley-Horn and Associates
    - Exhibit A - RFP 2026-02PL
    - Exhibit B - Kimley-Horn and Associates Proposal

Submitted by: **Greg S. Tsujiuchi** _____ **Date:** **01/27/2026**

Docusign Envelope ID: 01938CA6-8D62-4C52-8129-09E264A8B637

AGREEMENT BETWEEN
THE CITY OF GARDENA
AND
KIMLEY-HORN AND ASSOCIATES, INC.

This contract, hereinafter referred to as Agreement is entered into this ___ day of January, 2026, by and between THE CITY OF GARDENA ("City") and Kimley-Horn and Associates, Inc., a North Carolina Corporation ("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 to prepare an amendment to the City's Community Resources Element which consists of the Open Space and Conservation Plans; 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

Docusign Envelope ID: 01938CA6-8D62-4C52-8129-09E264A8B637

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.** Notwithstanding any other provisions of this Agreement, the Consultant shall not have liability for or be deemed in in breach because of delays caused by any factor outside of its reasonable control, including but not limited to natural disasters, adverse weather, pandemics, or acts of or failure to act by the Client, third parties, or governmental agencies. 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 $137,430 and 00/00 (one hundred thirty-seven thousand, four hundred thirty dollars) 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 _____, 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

Docusign Envelope ID: 01938CA6-8D62-4C52-8129-09E264A8B637

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 Assistant Director of Community Development 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.

Docusign Envelope ID: 01938CA6-8D62-4C52-8129-09E264A8B637

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

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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.

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

Docusign Envelope ID: 01938CA6-8D62-4C52-8129-09E264A8B637

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

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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.

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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 or licensed 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.

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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 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

Docusign Envelope ID: 01938CA6-8D62-4C52-8129-09E264A8B637

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. 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
Title: Assistant Director of Community Development
Email: jburns@cityofgardena.org
Telephone: (310) 217-6110

Docusign Envelope ID: 01938CA6-8D62-4C52-8129-09E264A8B637

To Consultant:
Kimley-Horn and Associates, Inc,
1100 W Town & Country Road, Suite 700
Orange, CA 92868
Attn: Surabhi Barbhaya
Telephone: (714) 462-2770
E-mail: surabhi.barbhaya @kimley-horn.com

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

Docusign Envelope ID: 01938CA6-8D62-4C52-8129-09E264A8B637

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.

Docusign Envelope ID: 01938CA6-8D62-4C52-8129-09E264A8B637

"City"
City of Gardena

By: _____
Tasha Cerda, Mayor

Date: _____

"Consultant"
KIMLEY-HORN and ASSOCIATES, INC.

By: _____
Jason Marechal, Vice President (P.E., CA 63164)

Date: 1/7/2026

By: _____
Jacob Glaze, Vice President PE, 87934

Date: 1/7/2026

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

Docusign Envelope ID: 01938CA6-8D62-4C52-8129-09E264A8B637

CITY OF GARDENA
REQUEST FOR PROPOSALS (RFP)
NO. 2026-02PL

PLANNING CONSULTING SERVICES
TO AMEND THE CITY OF GARDENA'S GENERAL PLAN
COMMUNITY RESOURCES ELEMENT
(OPEN SPACE PLAN AND CONSERVATION PLAN)

September 18, 2025

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

Deadline: October 23, 2025, 4 PM

Exhibit A

Docusign Envelope ID: 01938CA6-8D62-4C52-8129-09E264A8B637

Request for Proposals (RFP) for Planning Consulting Services RFP No. 2026-02PL

I. INTRODUCTION

The City of Gardena ("City") is requesting proposals from qualified consultants to prepare an amendment to the City's Community Resources Element which consists of the Open Space and Conservation Plans.

In 2022, Senate Bill 1425 imposed a requirement on the City to review and update its local open-space plan (i.e., Overview of Open Space) by January 1, 2026. The Open Space Element update requires plans and an action program that address specific issues, including climate resilience and other co-benefits of open space, correlated with the Safety Element. The City's Open Space Element will include an updated inventory and mapping and will address equitable access to open space and opportunities to preserve, enhance, and expand an integrated network of open space to benefit habitat, recreation, natural resources, historic and tribal resources, water management, and aesthetics. (Gov. Code § 65565.5(a) and (b)).

II. RFP SUBMISSION SCHEDULE

RFP release: September 18, 2025
Questions due: October 2, 2025
Responses to questions due: October 7, 2025. (Responses will be posted on PlanetBids)
RFP due: October 23, 2025, at 4:00 PM
Tentative Interview Date (If needed): week of November 3, 2025

III. SUBMITTAL INSTRUCTIONS

A. For questions regarding this RFP, submit all inquiries via email to jburns@cityofgardena.org or post directly on PlanetBids by the questions submission due date listed above. When submitting questions via email title the subject header as "RFP NO. 2026-02PL Planning 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 and memorialized in the 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 into PlanetBids. The City will only receive and accept submittals transmitted

Docusign Envelope ID: 01938CA6-8D62-4C52-8129-09E264A8B637

successfully. The submittal cover page shall be signed in wet 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 noncompliance to deadlines and/or errors included 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 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 submittals.

Proposals must be received by **4:00 PM (PT) on Thursday, October 23, 2025**. Proposals not actually 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

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. Proposals shall include all 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 this RFP in whole or in part.

Section 1 – Cover Letter

Provide a cover letter and introduction, including the name and address of the organization or individual submitting the proposal, 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 RFP. 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

Docusign Envelope ID: 01938CA6-8D62-4C52-8129-09E264A8B637

contribute. Provide examples of your team's approach to the services requested.

Section 4 - Related Experience and References

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 project manager. The proposal shall include three (3) professional references from recent clients (within the past five years).

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 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 consulting services, summarize their role in completing the project, and summarize their relevant qualifications/experience.

Section 7 – Schedule of Services

Provide a project completion schedule with project milestones. The project schedule should include the amount of time required for each task, including adequate time for Staff review of all work products. Time estimates should be expressed in number of days/weeks without reference to a specific starting date. The timeline should identify when draft and final work products will be submitted to City Staff.

Section 8 – Fees/Cost

The Consultant's cost proposal shall contain the following:

a. Firm's rate schedule for the duration of the contract.
b. Firm's total cost to perform the work in its entirety, including a breakdown of the costs for each individual work task.
c. Listing of any other costs charged by firm in providing Community Resource Element consultant services.

Docusign Envelope ID: 01938CA6-8D62-4C52-8129-09E264A8B637

Section 9 – 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 project. 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.

Section 10 – 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 requests proposals from qualified consultants to provide technical professional services for policy development and master planning related to open space. These services will be integrated into an amendment to the City's General Plan Elements, which will guide both near-term and long-term planning efforts. The project work plan will encompass research, data gathering and analysis, community engagement, needs assessment, development of metrics, goals, recommendations, action plans, and the completion of the required environmental review.

Proposers should demonstrate significant experience in open space planning, including acquisition, improvements, usage, maintenance, operation, and financing. Experience in preparing general plan amendments for Open Space (Community Resources) Elements and a strong background in developing inclusive practices and policies, addressing open space issues, and managing projects efficiently is essential.

The primary goal of the project is to provide the City with a comprehensive roadmap to expand access to open spaces, identify climate resilience and other co-benefits of open space, explore "rewilding" opportunities, and establish an integrated network of open spaces that support beneficial uses. Additionally, the project aims to develop a natural communities open space plan to facilitate coordinated mitigation of the impacts of new development.

Proposals should reflect the following project goals in compliance with SB 1425:

1. **Engage and Empower the Community:** Conduct inclusive and transparent outreach that actively engages, educates, and empowers stakeholders and community members to provide meaningful input. This will ensure that the findings

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and recommendations for the General Plan Amendments accurately reflect the community's diverse needs.

2. **Develop an Inclusive Open Space Standard:** Create an open space standard that prioritizes accessibility for all residents.

3. **Create a Sustainable and Resilient Open Space Network:** Establish an open space network that is environmentally sustainable, accessible, attractive, and resilient. This network should promote health equity, protect natural resources, increase native habitat and biodiversity, improve air quality and stormwater management, and mitigate the urban heat island effect. Additionally, it should incorporate holistic mitigation programs that offer environmental and social co-benefits and support climate change adaptation.

4. **Align Open Space with Broader City Goals:** Develop strategic and consistent policies for open space maintenance, programming, and natural resource stewardship that align with other General Plan and Housing Element, the City's Community Safety and Environmental Justice Elements.

5. **Balance New and Existing Open Space Needs:** Recognize and address the need for open spaces while also considering resource limitations related to acquisition, development, maintenance, ongoing operations, and programming. Additionally, prioritize resource needs for upgrades to existing open spaces.

6. **Promote Community Engagement and Safety:** Encourage public use of the City's open spaces by promoting creative, cultural, civic, and educational activities. Ensure that all residents and community members feel safe and welcome, fostering connections within the community.

7. **Leverage Technology and Financial Innovation:** Identify and utilize technology and innovative financial strategies to support open space services, infrastructure, and facilities.

8. **Establish Effective Governance and Implementation:** Provide clear guidance on governance and implementation structures to ensure that key departments (Community Development, Recreation & Human Services, Public Works, and Police) can collaborate effectively and efficiently to deliver services and maintain safety in open spaces.

The City’s objective in this consultant selection process is to obtain an effective, efficient, and creative approach to providing the deliverables that meet the City’s goals and timeline for this Project. The anticipated Scope of Services required to complete the Amendment will require, but is not limited to, the following tasks and deliverables:

Task 1: Project Initiation and Project Management

- Kick-off meeting

Docusign Envelope ID: 01938CA6-8D62-4C52-8129-09E264A8B637

- Project timeline and goal and content framing regarding the requirements of SB 1425

Task 2: Community Outreach and Engagement

- Development of a community outreach plan to gain input from residents, community stakeholders, and the general Gardena Community
- Conduct a community assessment to understand the Community's interests, needs, and concerns
- Public Information strategies that align with the City's existing communication efforts
- Identify and maintain a list of potential community, local, and regional partners interested in helping bring the goals of the Community Resources Element (open space and conservation) to fruition

Task 3: Existing Conditions Analysis

- Thorough review and analysis of existing documents and regulations
- Develop a Community Profile to provide context for the General Plan Amendment
- Understanding of the City's existing urban tree inventory
- Open Space Assessment—inventory and analyze the City's open space system, including natural resources, outdoor recreation, and public health and safety

Task 4: Research and Analysis

- Make policy recommendations in line with the requirements of SB 1425
- Develop Open Space goals, policy, and priority recommendations
- Create financial cost estimates, alternative funding strategies,
- Develop a Project Implementation Plan
- Develop Open Space Element maps
- Prepare a habitat conservation plan for the City's open spaces

Task 5: Preparation and Adoption of Amendments to the Open Space Element

- Develop all documents related to the General Plan Amendments
- Provide a policy-tracking matrix
- Assist City Staff with preparing staff reports (Planning Commission and City Council meetings)

Task 6: Environmental Review Preparation

- Complete CEQA documentation for General Plan Amendment

Task 7: Required Meeting Attendance

- Attend 2 Public Workshops
- Attend 2 Planning Commission public hearings
- Attend 2 City Council public hearings
- Meetings with Staff – minimum of 8

Docusign Envelope ID: 01938CA6-8D62-4C52-8129-09E264A8B637

VI. EVALUATION CRITERIA

An Evaluation Committee comprised of City staff will perform an initial screening evaluation to identify and eliminate any proposals 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 open space element consulting services performed for similar 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

B. Project Management & QA/QC Approach - 30 points
   1. Consultant's understanding of the Scope of Work
   2. Ability to provide services
   3. Proposal format, structure, and completeness
   4. Timeline/Schedule

C. Fee Proposal - 20 points

D. References – 15 points
   1. Consultant's experience working with Local government agencies
   2. Client feedback on rate and quality of service
   3. Reputation of company with responsiveness to customers and comprehensiveness of report

TOTAL maximum: 100 points

VII. BUSINESS LICENSE REQUIREMENT

After City Council approval, consultant selected shall obtain a business license from the City. It is unlawful for any person to furnish supplies or services or transact any kind of business in the City without possessing 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.

Docusign Envelope ID: 01938CA6-8D62-4C52-8129-09E264A8B637

VIII. 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.

IX. PUBLIC RECORDS

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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.

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envelopes or files and prominently marked

X. 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.

Attachment on Drive:

- Attachment A - Draft Consultant Agreement
- Senate Bill No. 1425 – Open-Space Elements
    - https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202120220SB1425
- City's 2006 General Plan
    - https://cityofgardena.org/general-plan/

Docusign Envelope ID: 01938CA6-8D62-4C52-8129-09E264A8B637

CITY OF GARDENA
REQUEST FOR PROPOSALS
(RFP) NO. 2026-02PL - ADDENDUM

PLANNING CONSULTING SERVICES
TO AMEND THE CITY OF GARDENA'S GENERAL PLAN
COMMUNITY RESOURCES ELEMENT
(OPEN SPACE PLAN AND CONSERVATION PLAN)

September 18, 2025

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

Deadline: October 23, 2025, 4 PM

Docusign Envelope ID: 01938CA6-8D62-4C52-8129-09E264A8B637

Request for Proposals (RFP) for Planning Consulting Services RFP No. 2026-02PL

I. INTRODUCTION

The City of Gardena ("City") is requesting proposals from qualified consultants to prepare an amendment to the City's Community Resources Element which consists of the Open Space and Conservation Plans.

In 2022, Senate Bill 1425 imposed a requirement on the City to review and update its local open-space plan (i.e., Overview of Open Space) by January 1, 2026. The Open Space Element update requires plans and an action program that address specific issues, including climate resilience and other co-benefits of open space, correlated with the Safety Element. The City's Open Space Element will include an updated inventory and mapping and will address equitable access to open space and opportunities to preserve, enhance, and expand an integrated network of open space to benefit habitat, recreation, natural resources, historic and tribal resources, water management, and aesthetics. (Gov. Code § 65565.5(a) and (b)).

II. RFP SUBMISSION SCHEDULE

RFP release: September 18, 2025
Questions due: October 2, 2025
Responses to questions due: October 7, 2025. (Responses will be posted on PlanetBids)
RFP due: October 23, 2025, at 4:00 PM
Tentative Interview Date (If needed): week of November 3, 2025

III. SUBMITTAL INSTRUCTIONS

A. For questions regarding this RFP, submit all inquiries via email to jburns@cityofgardena.org or post directly on PlanetBids by the questions submission due date listed above. When submitting questions via email title the subject header as "RFP NO. 2026-02PL Planning 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 and memorialized in the 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 into PlanetBids. The City will only receive and accept submittals transmitted

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successfully. The submittal cover page shall be signed in wet 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 noncompliance to deadlines and/or errors included 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 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 submittals.

Proposals must be received by **4:00 PM (PT) on Thursday, October 23, 2025**. Proposals not actually 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

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. Proposals shall include all 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 this RFP in whole or in part.

Section 1 – Cover Letter

Provide a cover letter and introduction, including the name and address of the organization or individual submitting the proposal, 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 RFP. 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

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contribute. Provide examples of your team's approach to the services requested.

Section 4 - Related Experience and References

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 project manager. The proposal shall include three (3) professional references from recent clients (within the past five years).

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 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 consulting services, summarize their role in completing the project, and summarize their relevant qualifications/experience.

Section 7 – Schedule of Services

Provide a project completion schedule with project milestones. The project schedule should include the amount of time required for each task, including adequate time for Staff review of all work products. Time estimates should be expressed in number of days/weeks without reference to a specific starting date. The timeline should identify when draft and final work products will be submitted to City Staff.

Section 8 – Fees/Cost

The Consultant's cost proposal shall contain the following:

a. Firm's rate schedule for the duration of the contract.
b. Firm's total cost to perform the work in its entirety, including a breakdown of the costs for each individual work task.
c. Listing of any other costs charged by firm in providing Community Resource Element consultant services.

Docusign Envelope ID: 01938CA6-8D62-4C52-8129-09E264A8B637

Section 9 – 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 project. 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.

Section 10 – 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 requests proposals from qualified consultants to provide technical professional services for policy development and master planning related to open space. These services will be integrated into an amendment to the City's General Plan Elements, which will guide both near-term and long-term planning efforts. The project work plan will encompass research, data gathering and analysis, community engagement, needs assessment, development of metrics, goals, recommendations, action plans, and the completion of the required environmental review.

Proposers should demonstrate significant experience in open space planning, including acquisition, improvements, usage, maintenance, operation, and financing. Experience in preparing general plan amendments for Open Space (Community Resources) Elements and a strong background in developing inclusive practices and policies, addressing open space issues, and managing projects efficiently is essential.

The primary goal of the project is to provide the City with a comprehensive roadmap to expand access to open spaces, identify climate resilience and other co-benefits of open space, explore "rewilding" opportunities, and establish an integrated network of open spaces that support beneficial uses. Additionally, the project aims to develop a natural communities open space plan to facilitate coordinated mitigation of the impacts of new development.

Proposals should reflect the following project goals in compliance with SB 1425:

1. **Engage and Empower the Community:** Conduct inclusive and transparent outreach that actively engages, educates, and empowers stakeholders and community members to provide meaningful input. This will ensure that the findings

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and recommendations for the General Plan Amendments accurately reflect the community's diverse needs.

2. **Develop an Inclusive Open Space Standard:** Create an open space standard that prioritizes accessibility for all residents.

3. **Create a Sustainable and Resilient Open Space Network:** Establish an open space network that is environmentally sustainable, accessible, attractive, and resilient. This network should promote health equity, protect natural resources, increase native habitat and biodiversity, improve air quality and stormwater management, and mitigate the urban heat island effect. Additionally, it should incorporate holistic mitigation programs that offer environmental and social co-benefits and support climate change adaptation.

4. **Align Open Space with Broader City Goals:** Develop strategic and consistent policies for open space maintenance, programming, and natural resource stewardship that align with other General Plan and Housing Element, the City's Community Safety and Environmental Justice Elements.

5. **Balance New and Existing Open Space Needs:** Recognize and address the need for open spaces while also considering resource limitations related to acquisition, development, maintenance, ongoing operations, and programming. Additionally, prioritize resource needs for upgrades to existing open spaces.

6. **Promote Community Engagement and Safety:** Encourage public use of the City's open spaces by promoting creative, cultural, civic, and educational activities. Ensure that all residents and community members feel safe and welcome, fostering connections within the community.

7. **Leverage Technology and Financial Innovation:** Identify and utilize technology and innovative financial strategies to support open space services, infrastructure, and facilities.

8. **Establish Effective Governance and Implementation:** Provide clear guidance on governance and implementation structures to ensure that key departments (Community Development, Recreation & Human Services, Public Works, and Police) can collaborate effectively and efficiently to deliver services and maintain safety in open spaces.

The City’s objective in this consultant selection process is to obtain an effective, efficient, and creative approach to providing the deliverables that meet the City’s goals and timeline for this Project. The anticipated Scope of Services required to complete the Amendment will require, but is not limited to, the following tasks and deliverables:

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- Kick-off meeting

Docusign Envelope ID: 01938CA6-8D62-4C52-8129-09E264A8B637

- Project timeline and goal and content framing regarding the requirements of SB 1425

Task 2: Community Outreach and Engagement

- Development of a community outreach plan to gain input from residents, community stakeholders, and the general Gardena Community
- Conduct a community assessment to understand the Community's interests, needs, and concerns
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- Thorough review and analysis of existing documents and regulations
- Develop a Community Profile to provide context for the General Plan Amendment
- Understanding of the City's existing urban tree inventory
- Open Space Assessment—inventory and analyze the City's open space system, including natural resources, outdoor recreation, and public health and safety

Task 4: Research and Analysis

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- Develop Open Space goals, policy, and priority recommendations
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- Develop Open Space Element maps
- Prepare a habitat conservation plan for the City's open spaces

Task 5: Preparation and Adoption of Amendments to the Open Space Element

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   4. Familiarity with policies, standards, and procedures related to the work
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B. Project Management & QA/QC Approach - 30 points
   1. Consultant's understanding of the Scope of Work
   2. Ability to provide services
   3. Proposal format, structure, and completeness
   4. Timeline/Schedule

C. Fee Proposal - 20 points

D. References – 15 points
   1. Consultant's experience working with Local government agencies
   2. Client feedback on rate and quality of service
   3. Reputation of company with responsiveness to customers and comprehensiveness of report

TOTAL maximum: 100 points

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Attachment on Drive:

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- City's 2006 General Plan
    - https://cityofgardena.org/general-plan/

Docusign Envelope ID: 01938CA6-8D62-4C52-8129-09E264A8B637



Exhibit B



PROPOSAL TO

Amend the City of Gardena's

General Plan Community Resource Element

(Open Space Plan and Conservation Plan)

(RFP NO. 2026-02PL)

PREPARED FOR:

CITY OF **GARDENA**

Kimley»Horn

Expect More. Experience Better.

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Kimley»Horn

Section 1. Cover Letter

October 23, 2025

Jo-Anne Burns, Assistant Director of Community Development
City of Gardena
1122 Acacia Parkway
Gardena, CA 92840

RE: Proposal to Provide Planning Consultant Services to Amend the City of Gardena's General Plan Community Resources Element (Open Space Plan and Conservation Plan) (RFP No. 2026-02PL)

Dear Ms. Burns and Members of the Selection Committee:

The **City of Gardena (City)** is seeking a trusted and knowledgeable consultant to amend the City's General Plan Community Resources Element (Open Space Plan and Conservation Plan). To successfully deliver this project, the City needs a reliable consultant with relevant experience, a cohesive team, and a proven project management approach to complete the remaining necessary tasks to implement the City's General Plan.

Kimley-Horn is that consultant. With extensive experience in preparing and updating General Plans, our team brings deep expertise in integrating evolving State legislation into actionable, defensible policy documents. Recent legislative changes, including Senate Bill (SB) 1425, Assembly Bill (AB) 1889, AB 98, AB 932, AB 747, and AB 2684, have introduced new requirements for General Plans related to climate resilience, equity, wildlife connectivity, open space access, safety, and transportation. Kimley-Horn is actively helping communities incorporate these mandates into their plans. Our recent and ongoing projects for the cities of Moreno Valley, Scotts Valley, Hawthorne, La Cañada Flintridge, and Sierra Madre include comprehensive updates to the Open Space and Conservation Elements, each designed to achieve full compliance with AB 1889 and SB 1425 while advancing local sustainability and resilience goals. Our experience and familiarity with these new laws will provide invaluable insight to the City for these updates.

While reviewing our proposal, please consider the following Kimley-Horn attributes:

Established, Successful Relationship with the City. Since 2018, our team of planners has successfully delivered 15 projects to the City. Because of this, the City will benefit from our team's familiarity with the City's regulatory framework and local/regional knowledge. We have successfully collaborated with the City, project applicants, and stakeholders and built a solid working relationship with City staff. There will be no learning curve for our team, and we will hit the ground running on this project. Kimley-Horn has witnessed firsthand the City's growth, development, and its flourishing in recent years and looks forward to the opportunity to continue providing support to the City as this growth continues.

Docusign Envelope ID: 01938CA6-8D62-4C52-8129-09E264A8B637

Kimley»Horn

Comprehensive, Experienced Team. The Kimley-Horn team brings proven experience in community design and land use policy, offering creative, practical solutions. Our well-rounded approach balances design, environmental, social, and fiscal considerations to support long-term implementation. Project manager **Surabhi Barbhaya, AICP, LEED AP**, principal-in-charge **Rita Garcia**, and quality control/quality assurance (QC/QA) manager **James Thomas, CEP-IT** bring decades of combined experience in planning, environmental review, and public engagement. Our key staff will be supported by a core team of planners with direct experience in Conservation Element, and Open Space and Recreation Element updates.

Specialists in Community Design, Policy, and Implementation. The Kimley-Horn team has demonstrated expertise in community design and local government land use policy and implementation. Our collective team will enable the City to take advantage of our ability to find creative solutions that can be effectively implemented and managed over time. We incorporate a "360-degree" perspective, seeking to find balance among the community's design, environmental, social, and fiscal needs. We deliver actionable, user-friendly policy documents rooted in community vision and designed for implementation. Our work results in plans that are embraced by the public, approved by decision-makers, and positioned for real-world impact.

We look forward to the opportunity to discuss how our team's background and expertise align with your needs. ***Our team can meet all requirements outlined in this RFP and we welcome the opportunity to help the City achieve its goals and proceed with this Community Resources Element update.***

For any questions, please contact **Surabhi Barbhaya, AICP, LEED AP** at **949.426.8886**, at **Surabhi.Barbhaya@kimley-horn.com**, or at the mailing address listed below. Thank you for considering Kimley-Horn. We look forward to partnering with the City.

Sincerely,
KIMLEY-HORN AND ASSOCIATES, INC.

Surabhi Barbhaya, AICP, LEED AP
Project Manager

TEL: 949.426.8886 | **FAX:** N/A
Email: Surabhi.Barbhaya@kimley-horn.com
1100 W Town & Country Road, Suite 700
Orange, CA 92868

Jason Marechal, PE*
Vice President

TEL: 714.705.1305 | **FAX:** N/A
Email: Jason.Marechal@kimley-horn.com
1100 W Town & Country Road, Suite 700
Orange, CA 92868

**Jason Marechal, PE is authorized to bind Kimley-Horn and execute agreements on behalf of the firm.*

The signatures above are original signatures from Surabhi Barbhaya and Jason Marechal. This page was printed, signed by Surabhi and Jason, and scanned for inclusion in this proposal.

Docusign Envelope ID: 01938CA6-8D62-4C52-8129-09E264A8B637

Section 2. Table of Contents

Section 1. Cover Letter 1
Section 2. Table of Contents 3
Section 3. Scope of Services 4
Section 4. Related Experience and References 16
Section 5. Sub-Consultants 25
Section 6. Qualifications and Capabilities 26
Section 7. Schedule of Services 38
Section 8. Fees/Cost 39
Section 9. Conflict of Interest 40
Section 10. Additional Information 41

Docusign Envelope ID: 01938CA6-8D62-4C52-8129-09E264A8B637

Section 3. Scope of Services

Understanding and Approach

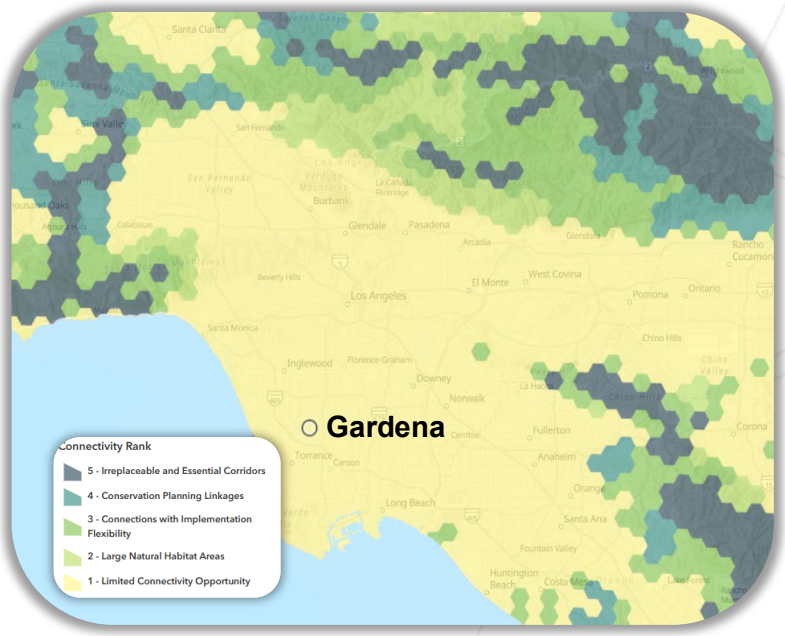
Community Resources Element Update

The Community Resources Element, comprising the Open Space Plan and Conservation Plan, is the foundation for how the City protects and enhances its natural, recreational, and cultural resources. This Element expresses the City's long-term vision for preserving open spaces, protecting natural systems, managing resources sustainably, and providing equitable access to parks and green spaces. Under California Government Code Sections 65302(e) and 65302(d), these elements must identify open space lands for recreation, natural resources, public health, and habitat; and define conservation strategies for energy, water, air, soils, wildlife, and cultural resources. Together, they advance the City's goals for livability, sustainability, and climate resilience. The Community Resources Element should also address resource efficiency and climate resilience, consistent with state mandates such as AB 1889 (wildlife connectivity) and AB 1425 (open space updates).

The City of Gardena is a built-out, urbanized community, surrounded by regional open spaces like Alondra Park and the Dominguez Channel. The City's challenge lies in enhancing and reclaiming urban open spaces through pocket parks, greening corridors, utility easements, and joint-use school sites. The Willows Wetland Preserve offers a unique opportunity to integrate urban nature, biodiversity, and environmental education into the community fabric. Strengthening habitat connections along the Dominguez Channel and increasing tree canopy will also be central to addressing urban heat, stormwater management, and air quality.

In compliance with AB 1889, which calls for the integration of wildlife connectivity and habitat conservation into local planning, the City has an opportunity to identify and strengthen ecological linkages within its developed landscape. Although the City lacks large natural open spaces, mapped corridors, or linkages and is not juxtaposed by large, contiguous, natural areas as shown in the map to the right, its network of flood control channels, parks, landscaped corridors, and utility easements provides a

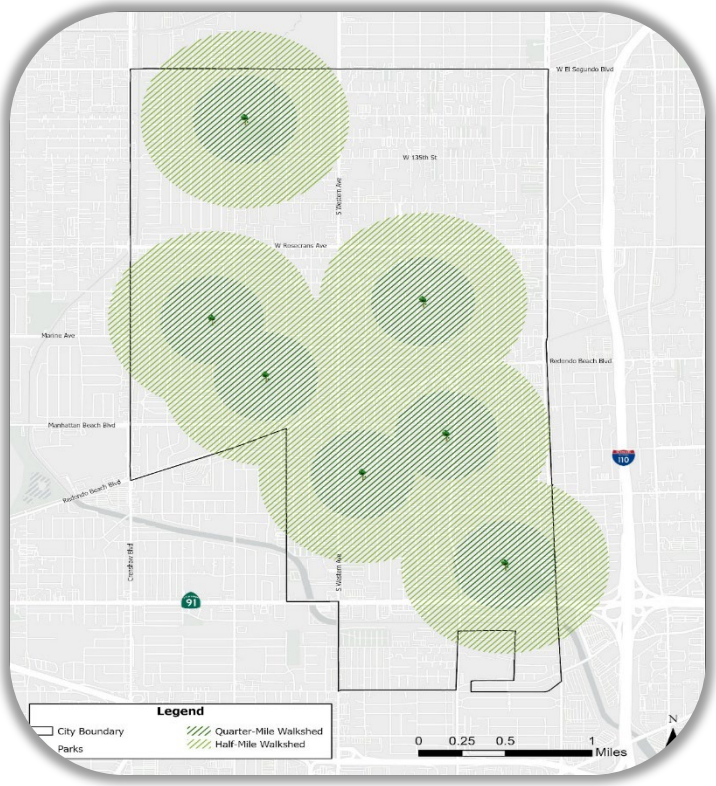
Terrestrial Connectivity:
Areas of Conservation Emphasis



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foundation for localized wildlife movement and pollinator pathways. The Element will integrate wildlife and habitat connectivity by enhancing the ecological value of the Dominguez Channel and the Willows Wetland Preserve, using green infrastructure to link natural and urban systems. The Community Resources Element can incorporate policies that encourage the use of native and pollinator-friendly plants, minimize barriers to wildlife movement (such as impermeable fencing), and create continuous green infrastructure corridors that connect open spaces within the City and to adjacent jurisdictions. These strategies not only support biodiversity but also yield co-benefits for climate resilience, stormwater management, and community aesthetics, which will help the City demonstrate leadership in sustainable urban ecology within a fully built-out Southern California context.

Park Access in 5- and 10-minute Walkshed



Urban Tree Canopy Percentage (2018)



SB 1425 aims to address climate resilience, equitable access to parks, tree canopy, habitat connectivity, and multi-benefit green infrastructure. For Gardena, this means evolving the City's Open Space Plan into a modern, data-driven framework that recognizes parks as critical infrastructure for environmental health, social equity, and climate adaptation. The City's recently adopted 2024 Parks and Recreation Master Plan provides the analytical foundation for this effort, documenting that the City currently has 49.4 acres of parkland—equating to 0.8 acres per 1,000 residents, far below the City's goal of 3 acres per 1,000—and identifying clear service gaps in park access. Integrating this analysis into the General Plan update will fulfill SB 1425's requirement for evaluating the adequacy, accessibility, and distribution of open space resources.

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The updated element will also respond to SB 1425's focus on climate resilience by advancing policies that expand tree canopy (where the City's Tree Equity Score is 55), promote urban greening, and transform underutilized spaces such as utility corridors and parking lots into cooling and stormwater-absorbing landscapes. The shade provided by tree canopies, street design, and maintenance quality greatly influences pedestrian connectivity. The City's urban tree canopy currently covers less than 14 percent of the city. Even a 5 to 10 percent increase in canopy coverage can greatly enhance pedestrian comfort and reduce urban heat. Equitable access will be addressed through GIS-based mapping of disadvantaged and park-poor areas—particularly north of Rosecrans Avenue and the southeast neighborhoods—to guide investments in pocket parks, joint-use school sites, and safe walking and biking routes to recreation facilities.

Timeline, Statutory Deadline, and Adoption

The statutory deadline to comply with SB 1425 is January 1, 2026; however, even with an anticipated project kick-off in November 2025, meeting this timeline will be challenging. Compliance with AB 1889 is required by 2028. While the team may strive to complete the existing conditions analysis and even policy framework by the end of the year, the mandated 90-day tribal consultation under SB 18, 30-day public review period, and limited City Council meeting availability during the holiday season may extend final adoption into early 2026. The proposed eight-month schedule is designed for efficiency and demonstrates the City's good faith effort to achieve substantial compliance with SB 1425 requirements. A detailed schedule outlining key milestones and timeframes is provided following the proposed Scope of Work on page 38.

Approach to Community Engagement

Community engagement will serve as a cornerstone of the Community Resources Element update. Understanding that City residents deeply value safety, parks, and overall quality of life, the outreach strategy will prioritize accessibility, inclusivity, and meaningful participation. Kimley-Horn will design interactive workshops—both in-person and virtual—that allow residents to share their experiences and perspectives—whether related to park access, environmental quality, or ideas for urban greening. A communitywide survey will be used to efficiently gather broad input and identify key priorities. In addition, targeted meetings will be held with City departments, partner agencies, and other interested stakeholders to confirm coordination across initiatives and consistency with related City plans. Together, these engagement efforts will inform the development of guiding principles and policies that reflect the City's shared vision for a safe, sustainable, and connected community.

Approach to the California Environmental Quality Act (CEQA)

Kimley-Horn's approach to CEQA compliance for this project will begin with pursuing a Common Sense Exemption under Section 15061(b)(3) of the CEQA Guidelines, as the proposed updates to the Open Space and Conservation Element are policy-based and not anticipated to result in any physical environmental impacts. Based on our experience with similar General Plan Element updates across California, most jurisdictions have successfully used this exemption for comparable efforts. However, if during project review it is determined that the updates could result in physical changes to land use or if the City or legal counsel deems that an Initial Study/Negative Declaration (IS/ND) would be more appropriate, Kimley-Horn has the in-house capacity to prepare the necessary documentation efficiently. While we do not anticipate the need for an IS/Mitigated Negative Declaration (MND) or a full

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Environmental Impact Report (EIR), our team of environmental planners and technical specialists is fully equipped to manage any level of CEQA documentation required. Kimley-Horn regularly prepares CEQA documents—including exemptions, IS/NDs, and EIRs—for cities across Southern California and has an established working relationship with the City through recent environmental review projects, ensuring consistency, accuracy, and a defensible CEQA process.

Scope Of Work

Task 1: Project Initiation and Project Management

Task 1.1: Kick-Off Meeting

The Kimley-Horn team will hold an in-person kick-off meeting with the City project team. We will review and refine the scope of work, project schedule, communications protocol, and deliverables. The team will also discuss staff expectations, data needs, and the community outreach approach.

Deliverables

- Kick-off meeting agenda and summary
- Data Needs Memorandum

Task 1.2: Regular Meetings

The Kimley-Horn team will hold monthly virtual coordination meetings with City staff to discuss ongoing project status and gather feedback on any potential issues and draft documents. We will prepare agendas, summaries, and action items for each meeting to align with the project schedule. Ongoing communication will be maintained via email and phone calls. The Kimley-Horn team will also be available via email to address any inquiries or issues that may arise during the project. ***Note our discussion on Timeline, Statutory Deadline, and Adoption in the understanding and approach section above.***

Deliverables

- Monthly virtual coordination meetings (up to eight [8])
- Meeting agendas and summaries
- Link to SharePoint site via Teams

Task 1.3: Project Administration

As project manager, **Surabhi Barbhaya, AICP, LEED AP**, will manage the project's daily operations, including coordination with subconsultants and task leaders. Her coordination and management responsibilities will include tracking progress, managing invoices and reports, maintaining project files, managing the scope, schedule, and budget. A dedicated SharePoint site on Microsoft Teams will be set up for document sharing and review. Additional information regarding Kimley-Horn's approach to QC/QA, and cost and schedule control can be found on pages 16 and 17 of this proposal.

Deliverables

- Monthly invoices; progress reports
- Internal coordination
- Updated schedules and budgets (as needed)
- Link to SharePoint site via Microsoft Teams

Task 2: Community Outreach and Engagement

Task 2.1 Community Engagement Plan

Kimley-Horn will prepare a Community Engagement Strategy to guide outreach for the Community Resources Element. The strategy will outline methods, timing, and tools for engaging residents, stakeholders, and City commissions at key project milestones. Engagement will focus on listening to community perspectives, understanding local experiences with safety, parks, and environmental issues, and gathering input on values and priorities that should shape policy direction. With the City's help, we will also identify and maintain a list of potential community, local, and regional partners interested in helping bring the goals of the Community Resources Element (open space and conservation) to fruition. The engagement strategy will be designed for efficiency by combining outreach for both elements, ensuring consistent messaging and minimizing community fatigue, while promoting inclusive participation and actionable feedback. A detailed schedule, which includes the anticipated timing of various community engagement efforts, is provided following our proposed Scope of Work on page 38.

Deliverables

- Community Engagement Strategy (digital copy)

Task 2.2: Online Community Survey

Kimley-Horn will develop one (1) online survey using either Cvent or the Survey Monkey platform. We will provide the City with a flyer, social media post QR code, and a survey link for distribution. The survey and flyer will be provided in English. Translation services in other languages can be provided with change in scope and fee. The City will be responsible for the distribution of the survey through various avenues. After the survey has been completed, we will analyze the responses and deliver a summary of the feedback collected. The survey will include multiple-choice questions, ranking/rating scales, and open-ended questions, all specifically designed to inform the Community Resources Element planning process.

Deliverables

- Flyer and social media post in English (digital copy)
- Community survey link and QR code
- Community survey summary (digital copy)

Task 2.3: Public Workshop (In-Person)

Kimley-Horn will facilitate one (1) in-person workshop (typically two [2] hours long) to solicit input and educate the public about the updates to the elements. We will have a presentation and activity stations such as dot and Post-It exercises along with roll out maps for participants to mark up and comment

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cards to gather input. The format of the event, venue, and exercises that will be most effective will be discussed in greater detail during the coordination meetings. We will provide the City with a summary of the workshop, and the results will be used for the formulation of the policies.

Kimley-Horn will design one (1) promotional piece to publicize the opportunity to participate. The promotional piece will be provided to the City for review, and one round of revisions is assumed. The promotional piece and collateral materials will be provided in English. Translation and interpretation services in other languages can be provided with change in scope and fee. The City will be responsible for securing the venue and dissemination of the promotional piece through the City website, social media platforms, newsletters, printed mailings, or other methods as determined suitable to obtain the greatest participation from the community.

Deliverables

- Conduct one (1) in-person workshop
- Meeting collateral, flyer and presentation in English (digital copies)
- Up to six (6) informational and activity boards (size 22 x 36 inches)
- Workshop summary

Task 2.4: Public Workshop (Virtual)

Kimley-Horn will facilitate one (1) virtual workshop (typically one [1] hour long) to solicit input and educate the public about the updates to the elements. This will be similar to the in-person workshop. We will have a presentation and online polling and other engaging questions to replicate in-person workshop to the extent feasible. The format of the event will be discussed in greater detail during the coordination meetings. We will provide the City with a summary of the workshop, and the results will be used for the formulation of the policies.

Kimley-Horn will design one (1) promotional piece to publicize the opportunity to participate. The promotional piece will be provided to the City for review, and one round of revisions is assumed. The promotional piece and presentation will be provided in English. Translation and interpretation services in other languages can be provided with change in scope and fee.

Deliverables

- Conduct one (1) virtual workshop
- Meeting flyer and presentation in English (digital copies)
- Workshop summary

Task 2.5: Departments and Interested Party Meetings

Kimley-Horn will facilitate up to three (3) coordination meetings with key City Departments such as Community Development, Recreation and Human Services, Public Works, and other identified interested parties, as directed by City staff. These meetings may be held individually or jointly. Most discussions will occur during or following policy development to gather focused feedback and confirm alignment with departmental priorities. All meetings will be conducted virtually and scheduled by the City to accommodate staff availability.

Deliverables

- Up to three (3) virtual meetings
- Meeting materials
- Meeting summary

Task 3: Existing Conditions Analysis

Task 3.1: Existing Conditions Analysis

Kimley-Horn will review relevant City and regional plans, studies, General Plan, Parks and Recreation Master Plan, regional conservation and habitat studies, other planning documents and data to inform updates to the Community Resources Element. The goal is to identify policy gaps, outdated information, and opportunities for alignment with state mandates and regional effort. This analysis will evaluate park distribution, access equity, tree canopy, and conservation practices to strengthen biodiversity, habitat connectivity, and climate resilience.

The team will begin by conducting an inventory and assessment of the City's existing parks, recreation facilities, open spaces, and natural resources. Using City-provided GIS data, site inventories, and regional datasets, Kimley-Horn will document park acreage, amenities, conditions, and classifications; analyze service areas and access within 5- and 10-minute walks; and identify gaps in access or underserved neighborhoods. This will include integration of data from the Trust for Public Land's ParkServe, Orange County Parks Needs Assessments, and demographic data from CalEnviroScreen 4.0 to evaluate equitable park distribution. We will review the citywide tree inventory conducted by the City and include it in our analysis. Additional tree inventory can be done at added scope and fee.

For the conservation component, the analysis will evaluate the current condition of wildlife habitats, vegetation communities, soils, and environmentally sensitive areas. It will document existing programs related to water conservation, energy efficiency, waste reduction, and tree canopy management, and identify opportunities to expand sustainable practices. The review will also assess the role of open spaces and green infrastructure in supporting climate adaptation, including mitigation of heat islands, improved stormwater infiltration, and urban cooling.

We will also compile and map an inventory of known historic and archaeological resources within the City through review of City records, state and national registers, and a South Central Coastal Information Center (SCCIC) records search. A brief summary of the City's ethnographic history, archaeological sensitivity, and historic context will accompany the inventory and map.

Deliverables

- Existing Conditions Analysis Report (digital copy)

Task 4: Research and Analysis

Task 4.1: Administrative and Public Review Draft

Building on the findings of the existing conditions and connectivity analyses, Kimley-Horn will develop updated goals, policies, and implementation actions, including compliance with SB 1425 and AB 1889

that reflect the City's commitment to sustainability, recreation equity, and climate resilience. Policy areas may include:

- Expanding equitable access to parks, recreation, and open space
- Protecting and enhancing biodiversity, wildlife corridors, and habitat connectivity
- Promoting water- and energy-efficient resource management
- Supporting nature-based solutions that improve air quality, urban cooling, and stormwater management
- Protecting cultural and historic resources
- Encouraging collaboration with regional agencies, schools, and utilities to leverage shared-use and ecological restoration opportunities
- Integrating urban forestry and canopy expansion goals, emphasizing drought-tolerant, climate-adapted species and efficient irrigation to balance shade creation with water conservation

Kimley-Horn will prepare an Administrative Draft Community Resources Element. The draft will include updated baseline data, maps, and GIS layers illustrating park service areas, sensitive resources, and wildlife connectivity corridors. The document will feature clear, actionable goals and implementation measures that incorporate new requirements (as necessary), integrate community input, and align with the City's General Plan framework and regional sustainability strategies. Following internal staff review and relevant changes, this draft will serve as a Public Review Draft.

Deliverables

- Administrative Draft (digital copy)
- Public Review Draft (digital copy)

Task 5: Preparation and Adoption of Amendments to the Community Resources Element

Task 5.1: Adoption Hearings

Kimley-Horn will prepare all materials necessary to support the amendment and adoption of the updated Community Resources Element of the General Plan. This includes developing all documents related to the General Plan amendment, including draft and final policy language, figures, and implementation programs in a format consistent with the City's adopted General Plan. The team will create a policy-tracking matrix.

As part of this task, the Kimley-Horn team will attend four (4) in-person public hearings—two (2) before the Planning Commission and two before the City Council—to present the updated Community Resources Element. The team will prepare all necessary informational presentations, graphics, and exhibits to support the hearings. Kimley Horn will also prepare staff reports and resolutions. Following adoption, Kimley-Horn will provide the final digital version of the Community Resources Element reflecting any minor edits or clarifications requested by the City Council or Planning Commission. Any substantive or time-intensive revisions directed at the time of adoption will be addressed through an additional scope and fee.

Deliverables:

- Attendance at four (4) in-person public meetings/hearings (Planning Commission and City Council)
- Informational presentation materials, staff reports, and resolution (digital copy)
- Final digital copy of the Community Resources Element (digital copy)

Task 6: Environmental Review Preparation

Task 6.1: CEQA Exemption

Based on Kimley-Horn's professional judgment and experience, the proposed updates to the Community Resources Element may qualify for a Common Sense Exemption pursuant to CEQA Guidelines Section 15061(b)(3). This Exemption is appropriate when it can be seen with certainty that the activity will not have a significant effect on the environment. Because the Element updates are policy-based and are not anticipated to include implementation actions or site-specific changes that would result in physical environmental effects, the exemption may be applicable.

Kimley-Horn will prepare a draft Notice of Exemption (NOE) that includes a project description and justification for the applicability of Section 15061(b)(3). The draft NOE will be submitted to the City in digital format for review and comment. One consolidated set of comments is anticipated. Kimley-Horn will revise the document in response to the City's comments and prepare a final NOE for filing. Upon adoption of the General Plan Elements, and at the City's direction, Kimley-Horn will file the final NOE with the County Clerk and the State Clearinghouse (SCH).

If, during preparation or City review, it is determined that the Element updates may result in reasonably foreseeable environmental impacts, Kimley-Horn will assist the City in determining the appropriate CEQA clearance (such as an Addendum to the General Plan EIR), ND, or other appropriate document) and will provide an updated scope and fee for those services. Optional Task 2 below outlines Kimley-Horn's scope for IS/ND. Based on our research and experience with these elements, we don't anticipate an IS/MND but can provide a scope and fee if needed.

Please note that if an IS/ND or IS/MND are determined as appropriate documents then compliance with AB 52 will be needed in addition to SB 18 for tribal consultation (See Optional Tasks 1 and 2).

Deliverables

- Draft and final Notice of Exemption (digital copy)
- Filing with County Clerk and SCH

Task 7: Required Meeting Attendance

The required meetings task has been covered under various tasks of the scope as follows:

- Attend two (2) Public Workshops – Covered under *Task 2.3: Public Workshop (in-person)* and *Task 2.4: Public Workshop (Virtual)*
- Attend two (2) Planning Commission public hearings – Covered under *Task 5.1: Adoption Hearings*
- Attend two (2) City Council public hearings – Covered under *Task 5.1: Adoption Hearings*
- Minimum of eight (8) meetings with City staff – Covered under *Task 1.2: Regular Meetings*

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Optional Task 1: SB 18 Tribal Consultation

SB 18 tribal consultation, enacted in 2004 and codified in California Government Code Section 65352.3, requires early consultation with California Native American tribes when amending General Plan elements that could impact sacred sites or tribal lands. Kimley-Horn will provide SB 18 Native American communications assistance, as directed by the City. Kimley-Horn will contact the Native American Heritage Commission (NAHC) to request a Sacred Lands File (SLF) Search and an SB 18 list of Native American tribes and individuals to contact. Using the NAHC SB 18 list, Kimley-Horn will draft SB 18 letters for City distribution. The letters' objective will be to contact the identified entities to discern whether a tribe or individual has knowledge of cultural resources within the Project boundaries. A request for consultation would require the City to enter a consultation process.

Since a CEQA exemption is currently anticipated for these updates, SB 18 tribal consultation is not required at this time. However, if a more detailed CEQA review (IS/ND or IS/MND) becomes necessary as the project progresses, Kimley-Horn can support the City in conducting SB 18 consultation in compliance with all applicable requirements.

Deliverables

- Identifying tribes and contact
- Drafting and mailing letters to tribes
- Consultation as required

Optional Task 2: SB 18 and AB 52: Tribal Consultation

Since a CEQA exemption is currently anticipated for these updates, AB 52 tribal consultation is not required at this time. However, if a more detailed CEQA review (IS/ND or IS/MND) becomes necessary as the project progresses, Kimley-Horn can support the City in conducting AB 52 consultation in compliance with all applicable requirements.

AB 52 tribal consultation will be an additional 4 hours in labor in addition to SB 18 task outlined in Optional Task 1 and additional fee for certified mail.

Deliverables

- Identifying tribes and contact
- Drafting and mailing letters
- Consultation as required

Optional Task 3: CEQA Initial Study/Negative Declaration (IS/ND)

Project Kick-Off and Regular Meetings

Kimley-Horn will conduct a virtual kick-off meeting with City staff. The assigned Kimley-Horn environmental project manager will attend virtual meetings and represent the project team, as required. This task assumes up to 10 hours.

Docusign Envelope ID: 01938CA6-8D62-4C52-8129-09E264A8B637

Project Description

Following the kick-off meeting, Kimley-Horn will prepare a Draft Project Description that describes the purpose, objectives, and scope of the Community Resources Element. This scope assumes that the Update is policy-level in nature, does not authorize or propose site-specific physical development, and primarily refines existing policies and programs related to open space, resource management, and conservation.

Administrative Draft IS/ND

Kimley-Horn will prepare an Administrative Draft IS/ND in accordance with CEQA Guidelines Sections 15063 through 15070 and Public Resources Code Section 21080(c). The IS/ND will describe the project, environmental setting, and baseline conditions, and will evaluate potential environmental impacts using the CEQA Environmental Checklist.

The analysis will be programmatic and policy-level, tiering from the City's certified General Plan EIR where applicable. Each environmental topic will provide concise reasoning supported by references and will include clear justification for "No Impact" or "Less Than Significant Impact" conclusions. Kimley-Horn will respond to one reconciled set of City comments on the Administrative Draft IS/ND. The Initial Study will include up to five (5) exhibits.

Screencheck and Public Draft IS/ND

Following receipt of one reconciled set of City comments on the Administrative Draft, Kimley-Horn will prepare a Screencheck Draft IS/ND for confirmation prior to public release. Kimley-Horn will provide the City with a redline copy that reflects the proposed edits and responds to comments, as a check copy for approval prior to finalizing. Upon City approval, Kimley-Horn will prepare the Public Draft IS/ND for distribution and posting.

Response to Comments Memorandum

Kimley-Horn will review and prepare written responses to comments received during the 30-day public review period for the Draft IS/ND. Because the Update is policy-level and not a site-specific development project, the number of substantive CEQA comments is expected to be limited. Responses will focus on clarifying analysis and addressing environmental issues raised in written correspondence. Kimley-Horn has budgeted conservatively, assuming a maximum of 20 hours for completion of this task. Should substantive comments be received that require new technical analysis, Kimley-Horn will notify the City and provide a scope amendment for additional services. Kimley-Horn will respond to one reconciled set of City comments on the Responses to Comments Memorandum. Kimley-Horn will provide the City with a redline copy that reflects the proposed edits and responds to comments, as a check copy for approval prior to finalizing.

CEQA Notices and SCH

Pursuant to AB 819 (effective January 1, 2022), public agencies must submit all CEQA environmental documents to the SCH for publication on CEQAnet. Kimley-Horn will assist the City in obtaining Submitter access to the CEQA Submit online platform and will prepare the following CEQA notices and forms for filing with CEQAnet and the County Clerk: Notice of Intent (NOI), SCH Notice of Completion (NOC) and Environmental Document Transmittal, OPR Summary Form, and Notice of Determination (NOD). This Scope assumes the City will distribute the NOI to responsible, trustee, and interested

agencies, community groups, and individuals based on a City-provided distribution list. This scope excludes payment of California Department of Fish and Wildlife (CDFW) fees, if required.

This Scope assumes a three-month schedule for completion of the IS/ND process.

Deliverables

- Agenda and notes for kick-off meetings and regular meetings
- Project Description
- Administrative Draft and Public Review Draft IS/ND (digital copy)
- Final IS/ND (digital copy)
- Response to comments
- Filing with County Clerk and SCH



The Kimley-Horn Difference. With the Kimley-Horn team, your best interest will always be the focus of our efforts. The Kimley-Horn team brings proven experience in community design and land use policy, offering creative, practical solutions.

Our well-rounded approach balances design, environmental, social, and fiscal considerations to support long-term implementation and develop user-friendly documents. On all our projects, we work extensively with our internal partners, agency staff, and clients to create the appropriate technical approach and scope.

Kimley-Horn's specialized services and approach to providing planning services for this project are discussed in greater detail in the following sections of this proposal.

Docusign Envelope ID: 01938CA6-8D62-4C52-8129-09E264A8B637

Section 4. Related Experience and References

Approach to Planning Services

The Kimley-Horn team will work closely with City staff to provide the services needed to effectively analyze and support policies and programs that are aligned with your community's vision. We will commit the resources of our qualified and experienced team to help the City establish, implement, and manage its vision over time. We create strong interpersonal relationships within communities and with stakeholders, resulting in a mutually enjoyable and rewarding work effort. Kimley-Horn will provide local coordination from our Los Angeles and Orange offices, where our planning staff is supported by extensive in-house technical resources that are available to provide additional support if needed.

A detailed discussion of Kimley-Horn's approach to updating the Community Resources Element is provided in **Section 3. Scope of Services.** The following pages outline our qualifications and experience providing similar services to jurisdictions throughout California.

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 quali fied staff member of the processes, procedures, documentation, supervision, technical direction, and staffing associated with the project development.

Docusign Envelope ID: 01938CA6-8D62-4C52-8129-09E264A8B637

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:

1. 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.
2. 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.

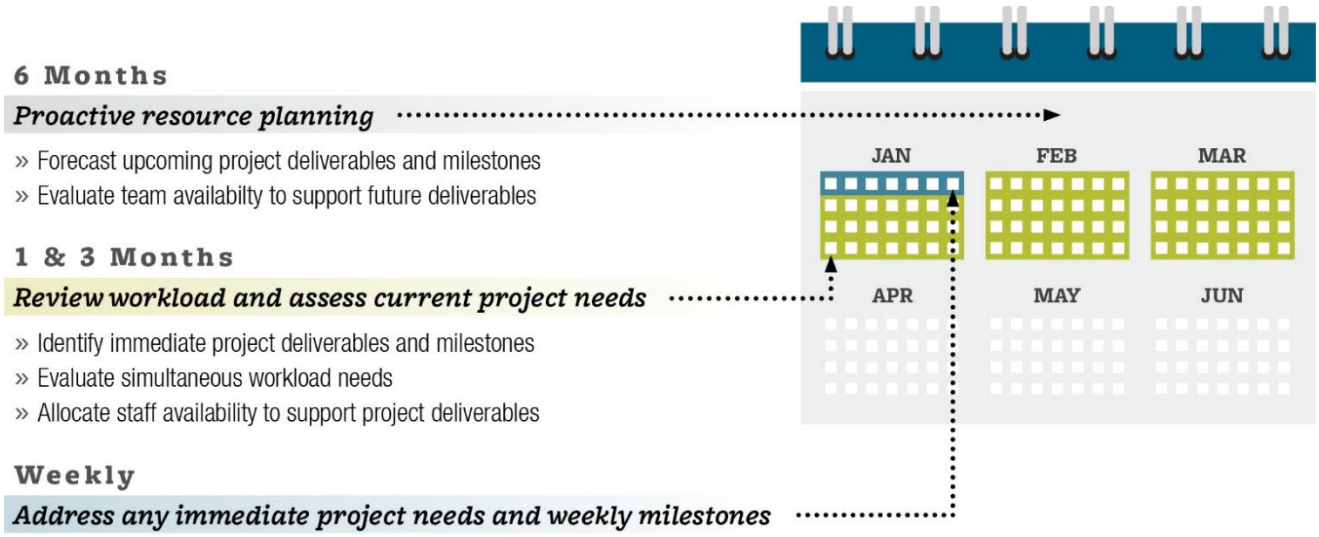
Schedule Control

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.

Frequent communication and clear definition of the responsibilities of team members are critical elements in maintaining schedules. With that in mind, our project-specific work plan identifies critical project milestones and deliverable dates. We will then actively manage our team resources to meet the agreed-upon schedules and keep your project on track.

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.

Docusign Envelope ID: 01938CA6-8D62-4C52-8129-09E264A8B637



Subconsultant Management

From the beginning of our first teaming discussions, Kimley-Horn strives to ensure consistent, timely delivery of services and submittals from all subconsultants 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 subconsultant to share our firm's commitment to quality and timeliness. Through our consistent communication and follow-up, we stay on top of our subconsultants' work, so the City does not have to.

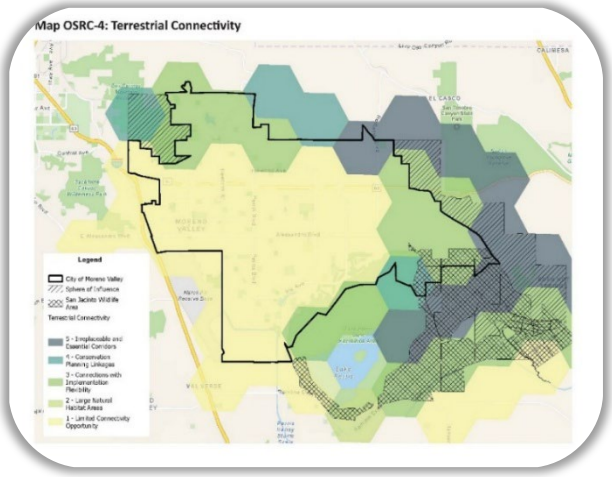
While we are not proposing to contract with subconsultants for this project, if any subconsultants are added to the project team with City approval, Kimley-Horn's project manager Surabhi Barbhaya, AICP, LEED AP would be the primary point of contact and would provide regular oversight of activities undertaken by our subconsultants. Surabhi would ensure each team member makes active and productive strides towards project success—delivering a timely and cost-efficient project.

Relevant Project Experience and References

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 within the last five years. We invite you to contact our clients directly for comment on the quality of Kimley-Horn's services.

City of Moreno Valley, General Plan Update, Moreno Valley, CA

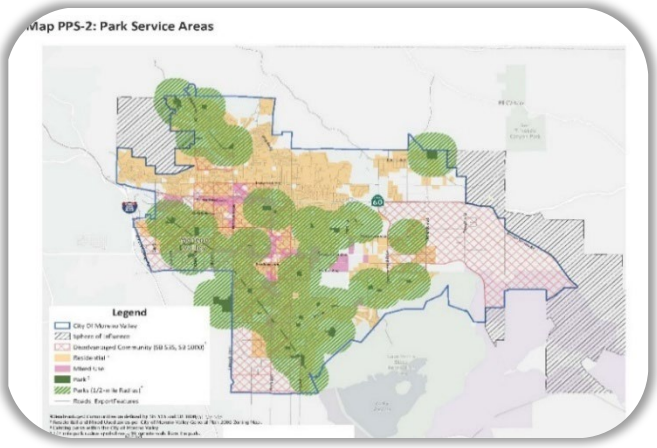
(July 2024 to Present)

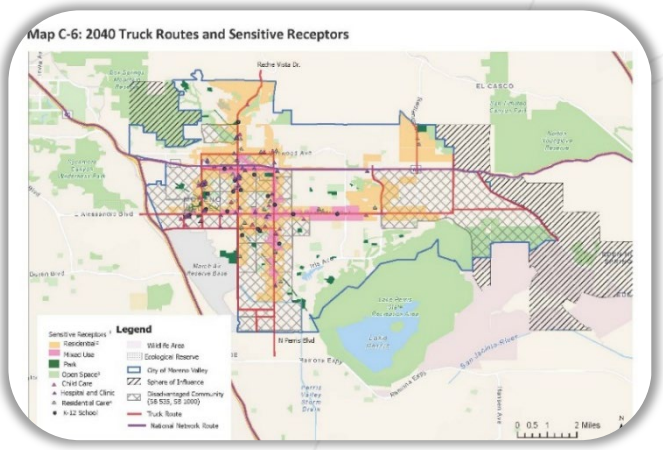


Client Contact: Angelica Frausto Lupo, Community Development Director
Address: 14177 Frederick Street, Moreno Valley, CA 92553
Phone: 951.413.3215

The City of Moreno Valley's General Plan, originally adopted in 2021, established a forward-looking vision centered on growth, sustainability, and equity through 2040. However, with the adoption of several new state laws (e.g., AB 98, AB 932, SB 1425, AB 1889, and AB 2684) some with compliance deadlines as early as January 2026, the General Plan now requires targeted updates to maintain consistency with state mandates. The City has also annexed areas within its Sphere of Influence, which must be incorporated into updated land use policies and maps.

Kimley-Horn is supporting the City in updating the General Plan to integrate new statutory requirements while reflecting development progress and policy implementation that occurred between 2021 and 2025. Kimly-Horn is also making sure that consistency is maintained throughout various elements of the General Plan and with the EIR. We also made changes to existing conditions to reflect the most recent data such as fire maps, demographics, parks and rec facilities as well as policy changes per present day needs and conditions. The General Plan Update proposed new mixed use and overlay zones as well as changes to the Airport Overlay Zone. Kimley-Horn is helping the City's Zoning Code and Zoning Map update to align with the changes in the General Plan.





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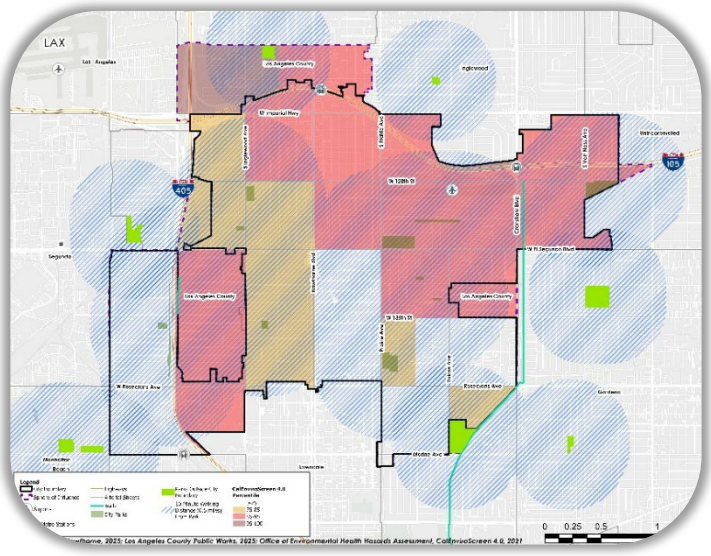
City of Hawthorne, General Plan Update, Hawthorne, CA (July 2025 to Present)

Client Contact: Gregg McClain, Planning Director
Address: 4455 W 126th Street, Hawthorne, CA
Phone: 310.349.2970

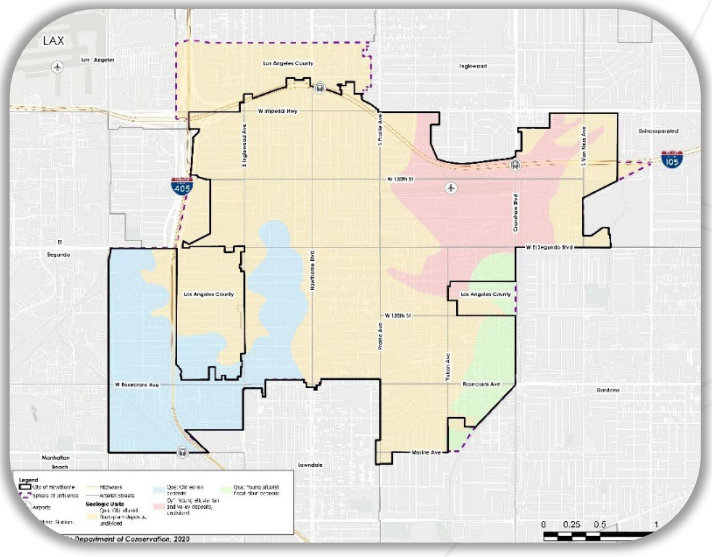
The City of Hawthorne is undertaking a comprehensive update to its General Plan to create a cohesive, forward-looking vision that guides growth, investment, and quality of life over the next 20 years. The updated General Plan will address all required elements—including Land Use, Circulation, Open Space, Conservation, Safety, Noise, and Environmental Justice—ensuring alignment with current State laws and community priorities. The process will reimagine how Hawthorne evolves as a connected, resilient, and equitable city—one that celebrates its aerospace legacy while embracing opportunities for housing, economic diversification, sustainability, and mobility.

With respect to open space and conservation, the update will guide the long-term stewardship of Hawthorne's limited open spaces and natural resources, focusing on expanding park access, enhancing tree canopy, improving air and water quality, and advancing urban greening for climate resilience. Kimley-Horn's team will assess park and recreation needs, identify access gaps, and explore opportunities for new green corridors, pocket parks, and stormwater projects. The effort emphasizes equitable park distribution, reduced heat islands, and better connections between schools, neighborhoods, and major corridors. Grounded in data and community input, the updated elements will promote sustainability, livability, and a healthier environment for current and future generations.

Disadvantaged communities overlaid with a 10-minute walkshed



Geologic Units



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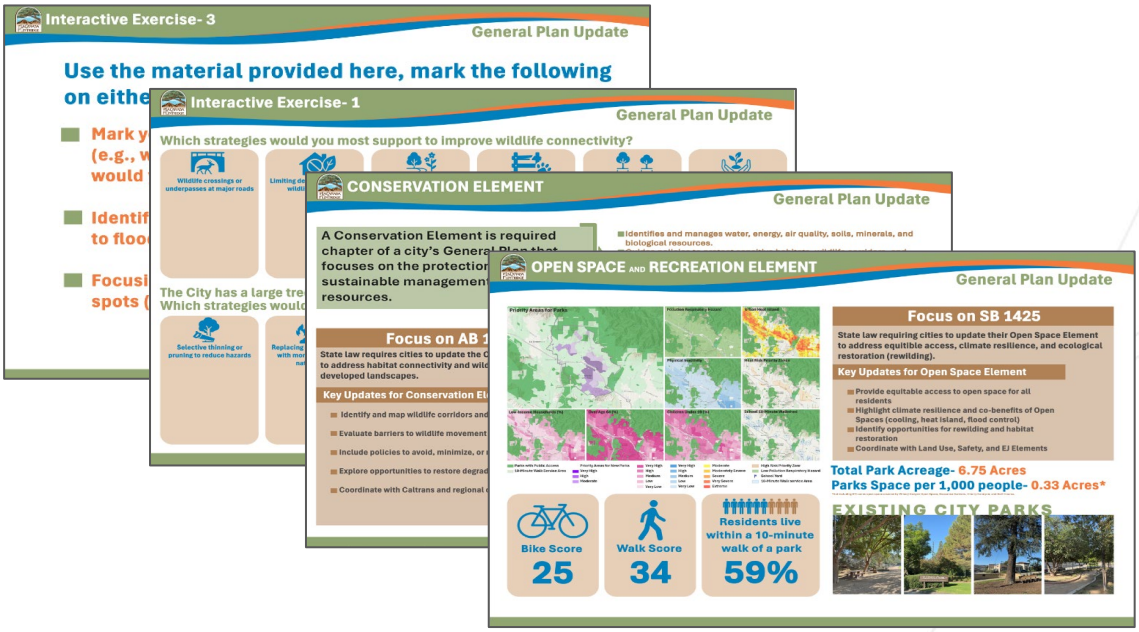
City of La Cañada Flintridge Open Space, Conservation and Circulation Element Update, La Cañada Flintridge, CA (August 2025 to Present)

Client Contact: Antonio Gardea, AICP, Deputy Director of the Community Development Department
Address: One Civic Center Drive, La Cañada Flintridge, CA 91011
Phone: 818.790.8881 Extension 309

Kimley-Horn is leading the update of La Cañada Flintridge's Circulation, Conservation, and Open Space and Recreation Elements to bring them into compliance with new state mandates (AB 98, AB 932, SB 1425, and AB 1889) while addressing the City's environmental and community priorities. The project will align these elements with the City's recently adopted Safety, Land Use, and Housing Elements and its ongoing zoning code overhaul to create a consistent, implementable General Plan framework.

For the Circulation Element, the team will identify appropriate truck routes in compliance with AB 98, reduce impacts on residential neighborhoods and schools, and integrate multimodal goals in accordance with SB 932. The Conservation Element with be a comprehensive update and will also incorporate AB 1889 requirements by identifying opportunities for habitat connectivity and regional ecological linkages, supported by mapping. The Open Space and Recreation Element will also be a comprehensive update including compliance with advance SB 1425 goals for climate resilience, equitable park access, and rewilding opportunities—focusing on strategic management of the City's extensive tree canopy and fire-prone open spaces. The project includes a survey, community workshop and commission workshops, a CEQA exemption, and adoption hearings in 2025–2026, positioning La Cañada Flintridge as a proactive, sustainability-driven community prepared for future environmental and mobility challenges

Public Workshop Materials



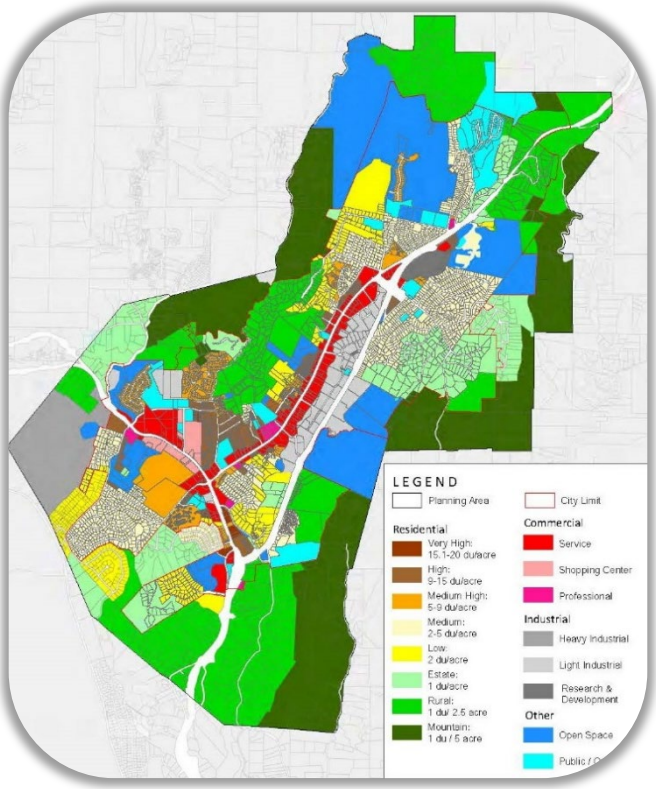
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City of Scotts Valley, General Plan Update and EIR, Scotts Valley, CA
(February 2014 to February 2024)

Client Contact: Taylor Bateman, Acting Community Development Director
Address: One Civic Center Drive, Scotts Valley, CA 95066
Phone: 831.440.5631

Kimley-Horn collaborated with the City of Scotts Valley to update its General Plan, the first revision since 1994, adopted in November 2023. It outlines the City's long-term vision for land use, housing, transportation, and public services. The General Plan aims to enhance community livability, economic vitality, and environmental sustainability. Key objectives include promoting sustainable development, improving infrastructure, and preserving open spaces while accommodating growth. The plan emphasizes community engagement and aims to foster a vibrant, inclusive atmosphere.

To facilitate community engagement, Kimley-Horn created eye-catching branding and logo, and four magazine-style fact sheets that provided context and solicited public feedback on potential issues. Additionally, a web-based survey garnered responses from over 800 residents, resulting in approximately 175 pages of written comments. The project included a strategic assessment of land uses to identify optimal uses for vacant and underdeveloped parcels, focusing on increased densities near the proposed Town Center and along transit corridors. Furthermore, Kimley-Horn developed a citywide traffic model, a climate action plan, and a programmatic EIR as part of the planning process, providing a comprehensive approach to the City's growth and sustainability. The Climate Action Plan specifically outlines strategies for reducing greenhouse gas (GHG) emissions and fostering collaboration with local stakeholders.





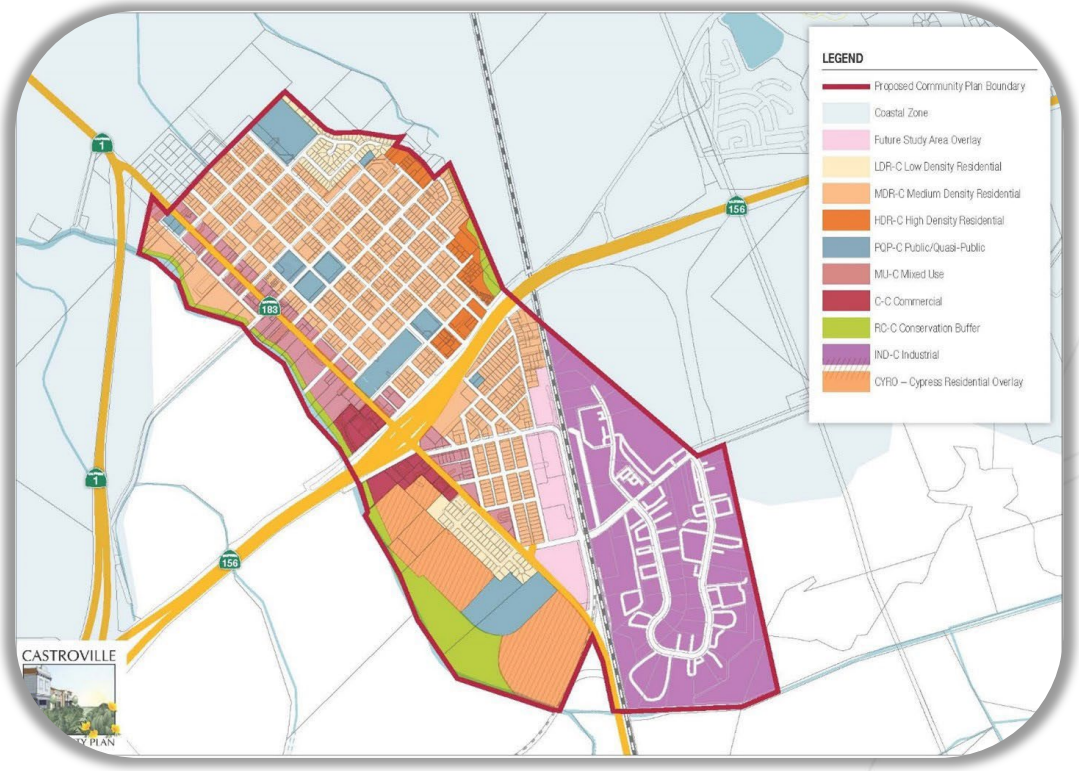
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County of Monterey, Community Plan Update and EIR, Castroville, CA
(December 2022 to Present)

Client Contact: Jaime Scott Gutherie, AICP, Senior Planner (Advanced Planning)
Address: 1441 Schilling Place, South 2nd Floor, Salinas, CA 93901
Phone: 831.796.6414

Kimley-Horn was competitively selected to assist the County of Monterey Housing and Community Development Department (HCD) with updating the Castroville Community Plan and related documents. The Castroville Community Plan, last updated and adopted in 2007, is part of the Monterey County General Plan and pre-dates the County's 2010 General Plan Update. The adopted Castroville Community Plan, which was also prepared with assistance from Kimley-Horn's project manager, provided a comprehensive framework for Castroville's land uses, growth opportunities, infrastructure, public facilities, and economic development.

The 2007 Castroville Community Plan was ambitious, involving large areas within the coastal zone, significant industrial growth, and several large-scale capital improvement projects. Given the planning challenges associated with coastal resources, coupled with changes in County priorities toward affordable housing, the update to the Castroville Community Plan will reflect a more modest and achievable effort. The Castroville Community Plan will benefit from a fresh look at land use patterns, land use designations, affordable housing opportunities, and the practical application of "mixed-use" development. Transportation and infrastructure updates, both planned and previously implemented, will also be included as well as an update to local development impact fees to reflect the updated plan and current capital costs.



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City of Rolling Hills Estates, Rolling Hills Estates General Plan Update and EIR, Rolling Hills Estates, CA

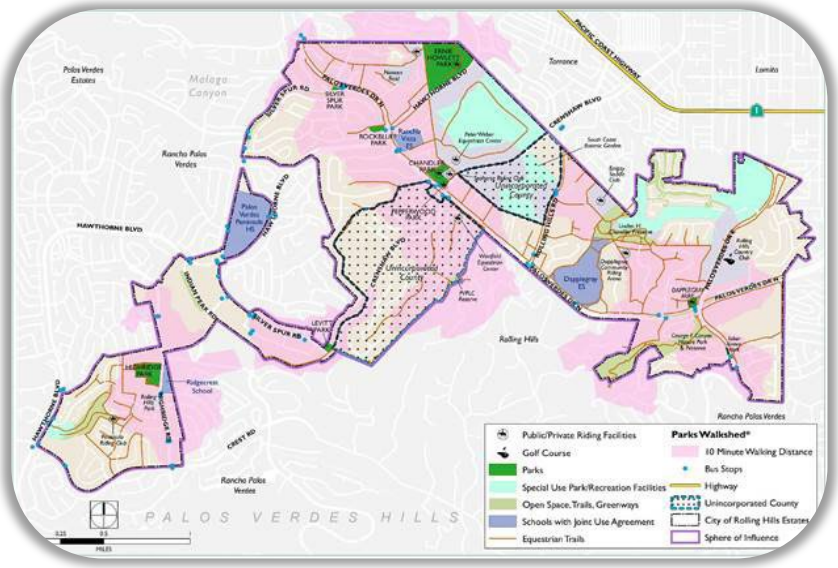
(April 2020 to June 2022)



Client Contact: Jeannie Naughton, Community Development Director
Address: 4045 Palos Verdes Drive North, Rolling Hills Estates, CA 90274
Phone: 310.377.1577

While with her previous firm, **Surabhi Barbhaya, AICP, LEED AP** worked on the General Plan Update for the City of Rolling Hills Estates. The update reflects the City's vision and includes a strong focus on enhancing sustainability, complying with changes in state law, and improving the Plan's usefulness. The City's Open Space and Recreation Element, as part of its General Plan Update, emphasizes the preservation and enhancement of the City's parks, trails, and open spaces to maintain its semi-rural character and promote community well-being. The Open Space and Recreation Element outlines plans for three new mini-parks to increase the percentage of residences within a 10-minute walk to a park. As a part of the General Plan Update, the Circulation and Conservation Elements were also updated to emphasize multimodal connectivity and cutting-edge policies related to conservation respectively.

Park Pedestrian Access Gap Map



Additionally, the Commercial District Vision Plan, which Surabhi also led, includes proposals for new plazas and green spaces in areas like the Promenade Mall and Peninsula Center, aiming to create vibrant, accessible public spaces. The City also maintains 25 miles of equestrian trails and 10 miles of bicycle paths, reflecting its commitment to diverse recreational opportunities. Overall, the Conservation Element seeks to balance development with the conservation of natural resources, making sure that open spaces continue to serve ecological functions while providing recreational benefits to residents.

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Section 5. Sub-Consultants

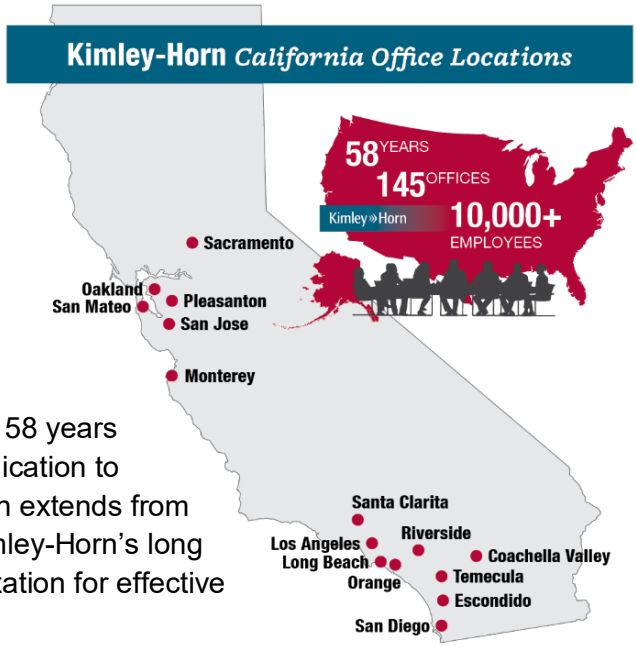
Kimley-Horn is not proposing to use subconsultants for this project. All services for the Community Resources Element will be provided in-house by Kimley-Horn staff.

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Section 6. Qualifications and Capabilities

Firm Profile

Kimley-Horn offers a multidisciplinary team of planners, urban designers, landscape architects, CEQA specialists, engineers, and public outreach professionals who collaborate seamlessly across disciplines and geographies. Kimley-Horn's single-profit center structure allows us to quickly mobilize technical experts from across the firm to meet client needs without internal barriers. We provide our clients with the local knowledge and responsiveness of a small firm, backed by the depth of resources only a national firm can offer.



Kimley-Horn's continued growth and stability over the past 58 years are the direct result of our commitment to integrity and dedication to providing quality services to our clients. Much of our growth extends from the confidence and trust that clients have placed in us. Kimley-Horn's long record of technical achievements is enhanced by our reputation for effective management and personal service.

We are partners to many municipalities and agencies in Southern California. Locally, our public agency partners include but are not limited to the cities of Santa Ana, Irvine, Anaheim, Newport Beach, Orange, Dana Point, Long Beach, Lomita, Signal Hill, Artesia, Carson, Agoura Hills, Gardena, Los Angeles, Orange County Public Works, Orange County Transportation Authority (OCTA), Los Angeles County Metropolitan Transportation Authority (Metro), California Department of Transportation (Caltrans) District 12, and many other cities and local agencies to successfully deliver a wide range of similar planning and environmental projects. Over the past decade, we have demonstrated our corporate commitment to our clients on a variety of similar contracts and projects (highlighted in the following pages). Because of this versatile work experience, our technical qualifications and strengths cover a wide variety of project types and requirements. Some of our planning practice areas are presented on the following page.

Docusign Envelope ID: 01938CA6-8D62-4C52-8129-09E264A8B637

Kimley-Horn Planning Services

Policy Planning

- General Plans Update, including Housing, Safety, and Environmental Justice Elements
- Specific Plans
- Downtown, Vision, and Master Plans
- Area Plans
- Transit Oriented Communities Planning
- Inclusionary Housing Policies/Ordinances
- Zoning Codes and Development Standards
- Objective Design Standards and Design Guidelines
- Consolidated Plans and Analysis of Impediments
- Park System Master Plans
- Complete Streets and Mobility Planning
- Aviation Planning
- Active Transportation and Transit Planning
- Geographic Information Systems (GIS) and Mapping Services
- Climate Vulnerability Assessments
- Climate Action and Adaptation Plans

Environmenal Planning and Technical Studies

- Initial Studies (IS)
- Negative Declarations and Mitigated Negative Declarations (MND)
- Addendums
- Categorical Exemptions and CEQA Section 15183 and 15183.3 Exemptions
- Substantial Conformity, Consistency, and Compliance Assessments
- Sustainable Communities Environmental Assessments (SCEA)
- Sustainable Communities Project Exemptions (SCPE)
- Environmental Impact Reports (EIRs)
- Mitigation Monitoring and Reporting Program Preparation and Compliance/Implementation (MMRP)
- Preliminary Environmental Assessment Report (PEAR)
- Preliminary Environmental Study (PES) NEPA Documentation
- Categorical Exclusions
- Environmental Assessments (EA)
- Environmental Impact Statements (EIS)
- Technical Studies
- Air Quality Studies
- Health Risk Assessments
- Greenhouse Gas (GHG) Emissions Assessments
- Community Impact Assessments
- Aesthetics/Visual Impact Analyses
- Land Evaluation and Site Assessments (LESA)
- Emergency Plans
- Energy Evaluations
- Historic Resources Evaluations
- Cultural Resources and Tribal Cultural Resources Assessments
- Noise and Vibration Studies
- Parking and Parking Management Studies
- Paleontological Resources Assessments
- Transportation Studies: Vehicle Miles Traveled (VMT) and Level of Service (LOS)
- Phase I and II Environmental Site Assessments
- Environmental Justice Outreach (EJ)
- Hydrology and Drainage Studies
- Water Quality Management Plans (WQMP)
- Water Supply Assessments
- Utility/Sewer Infrastructure Studies
- Recreational Facility Assessments and Federal Highway Administration (FHWA) Section 4(f) Evaluations
- Wildland Fire Hazards/Fire Protection Studies

Staff Services and Outreach

- Community Engagement (In-person and Virtual)
- Project Management
- Team/Agency Coordination
- Public Hearing Notices
- Scoping Meetings and Outreach
- Public Hearing Presentations
- Tribal Cultural Consultation Support
- Agency Permit Processing
- Regulatory Permit Processing
- Staff Training

Additional In-House Resources and Services

- Archaeological Monitoring
- Landscape Architecture
- Energy Services: Solar, Hydrogen
- Graphics/Media Services
- Roads and Bridges
- Site Civil Engineering
- Structural Engineering
- Mechanical, Electrical, and Plumbing Engineering Services (MEP)
- Safe/Smart/Complete Streets

City of Gardena Experience

Kimley-Horn has been successfully partnering with the City for many years and is currently the go-to planning and environmental consultant to the City Planning Department to prepare and 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).

Docusign Envelope ID: 01938CA6-8D62-4C52-8129-09E264A8B637

Gardena Transit Oriented Development (TOD) Specific Plan and EIR

The Kimley-Horn team prepared an IS and EIR and peer reviewed applicant-provided technical studies, provided in-house preparation of energy impacts analysis, notices, and participated in public hearings. This project included a high-density residential development within the 1.33-acre Gardena TOD Specific Plan area. The project would replace the existing auto parts warehouse with an eight-story residential building with up to 265 dwelling units (du) at a density of 200 du/acre. The proposed building would have a maximum height of 90 feet, including 5.5 levels of residential development over 2.5 levels of parking. The final EIR has been certified and the project approved in May 2021.

Normandie Crossing Specific Plan and EIR

This project proposes a Specific Plan for a multi-family residential development on a 5.3-acre property occupied by approximately 115,424 square feet (SF) 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 proposes 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. The project is expected to go to hearings in 2024.

1450 Artesia Boulevard Specific Plan

The project proposes to redevelop an existing blighted site with a mixed-use development with a total building area of 268,000 SF and an approximate height of 75 feet, including a self-storage use (three levels totaling 186,000 gross SF with 1,480 storage units), an industrial warehouse use (one level totaling 72,000 gross SF with ten loading docks), and an office/retail use (a mezzanine totaling 10,000 gross SF). The project's proposed 72,000 gross SF of warehouse use includes 10,000 gross SF 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. Additionally, proposed associated facilities and improvements include perimeter fencing, onsite and perimeter landscaping, lighting, exterior sidewalks, and pavement for on-site parking spaces. 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.

Other City of Gardena Projects

In addition to the above representative projects, Kimley-Horn has prepared CEQA analyses and technical studies for 11 other projects in the City:

1. 14600 Western Avenue SCEA
2. 13126 Western Avenue SCPE
3. 2545 Marine Avenue CE
4. Western SRO Apartments, CE
5. Normandie Place CE
6. Rosecrans Place IS/MND
7. Rosecrans Place Phase II CE
8. Gardner Marine Avenue Project CE
9. Melia Avenue/178th Street Townhome Project IS/MND
10. Normandie Courtyards Project CE
11. KB Home Stonefield Project IS/MND

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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 **Surabhi Barbhaya, AICP, LEED AP**, a successful Kimley-Horn project manager with 20 years of experience in urban planning and design. Surabhi has led a multitude of projects, including General Plan Updates, specific plans, zoning codes, objective design standards, complete streets, and active transportation. Her urban planning background helps her take a holistic approach to projects by integrating land use, transportation, and sustainable development to respond to demographic, market, economic, physical, and organizational forces. Project manager Surabhi Barbhaya, AICP, LEED AP will remain the City's main point of contact for the duration of this project. She can be reached at **949.426.8886** or at **Surabhi.Barbhaya@kimley-horn.com**.

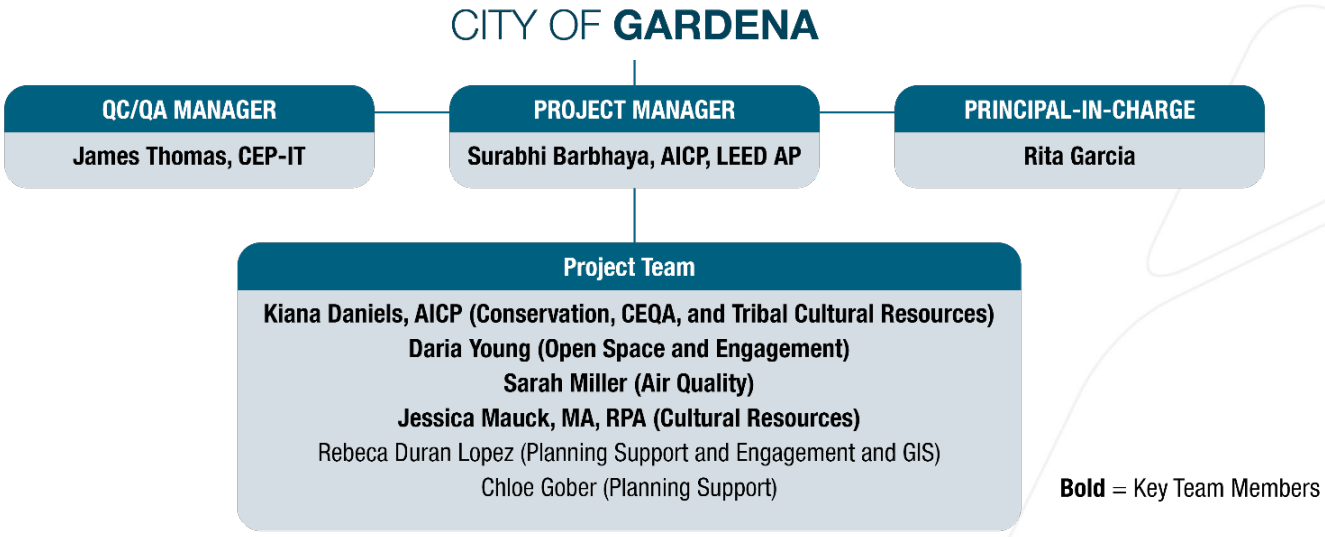
Surabhi will be supported by a deep bench of planning professionals well-versed in long range planning projects. Like Surabhi, our proposed team brings extensive experience successfully managing complex projects across various sectors. Our team is committed to providing continuous support to the project manager throughout the project's duration, allowing for timely execution, effective problem solving, and seamless project management. The role and responsibilities of each team member for this project are presented in the table below.

Key Personnel and Role	Project Responsibilities
Surabhi Barbhaya, AICP, LEED AP *Project Manager*	As project manager, Surabhi will manage the project's daily operations, including coordination with task leaders. Her coordination and management responsibilities will include tracking progress, managing invoicing and reports, maintaining project files, managing the scope, schedule, and budget. Surabhi will also lead the public engagement.
Rita Garcia *Principal-in-Charge*	Rita will serve as principal-in-charge, providing senior-level oversight and strategic guidance on planning direction and approach. She will act as the primary point of contact for the City at the executive level, offering leadership throughout the project. Rita will review key milestones and major deliverables, contributing strategic input and final approvals. She will support the team in navigating challenges and facilitating conflict resolution as needed. Additionally, she will lead high-level messaging efforts and foster trust with the public and partner agencies.
James Thomas, CEP-IT *QC/QA Manager*	James will lead Kimley-Horn's internal quality assurance/quality control review process for all Community Resources Element deliverables. He will review work products for clarity and technical soundness. He will confirm accuracy and alignment of planning documents with current legislation and best practices.
Kiana Daniels, AICP *Conservation, CEQA, and Tribal Cultural Resources*	Kiana will oversee the preparation of existing conditions report for conservation sections of the community resource element. She will also work with Surabhi in developing goals and polices related to conservation.

	Kiana will also lead preparation of the CEQA document whether its CEQA exemption or IS/MD. She will also lead the tribal consultation effort. She will participate in community workshops and will attend adoption hearings
Daria Young *Open Space and Engagement*	Daria will oversee the preparation of existing conditions report for open space sections of the community resource element. She will also work with Surabhi in developing goals and polices related to conservation. Daria will help develop engagement tools and materials, will help with virtual and in-person meetings.
Sarah Miller *Air Quality*	Sarah will oversee the preparation of existing conditions report for air quality sections of the community resource element. She will also help in developing goals and polices related to air quality improvement.
Jessica Mauck, MA, RPA *Cultural Resources*	Jessica will prepare a cultural and historic resources report and will assist with the development of goals and polices related to preservation and protection of these resources.
Rebeca Duran Lopez *Planning Support, Engagement, and GIS*	Rebeca will assist with planning tasks including analysis of data and preparation of documents. She will also collect mapping data and prepare necessary maps for various sections of the report. She will also provide translation services in Spanish if needed and help with engagement activities.
Chloe Gober *Planning Support*	Chloe will assist with planning tasks including analysis of data and preparation of documents.

Organizational Chart

The organization chart below delineates the specific responsibilities of Kimley-Horn's key personnel and support staff. Resumes of our proposed key team members are included on the pages following the organizational chart.



Docusign Envelope ID: 01938CA6-8D62-4C52-8129-09E264A8B637

Key Personnel Resumes



Surabhi Barbhaya, AICP, LEED AP

Project Manager

EDUCATION

- Master of City Planning, Land Use Planning, University of Cincinnati
- Bachelor of Architecture, Architecture, Maharaja Sayajirao University of Baroda, India

CREDENTIALS

- American Institute of Certified Planners #022061
- LEED Accredited Professional

Surabhi has 20 years of experience in urban planning, urban design, and active transportation. She has worked on a spectrum of projects, including General Plan Updates, specific plans, design guidelines, objective design standards, complete streets, bike master plans, trail and greenway planning, and pedestrian studies. Her urban planning background helps her take a holistic approach towards projects by integrating land use, transportation, and sustainable development to respond to demographic, market, economic, physical, and organizational forces. Her architecture and urban design background further add to this holistic approach by focusing on the project's aesthetic aspects via design guidelines. She firmly believes that meaningful public engagement leads to ownership of the project by the community and uses her graphic skills to communicate ideas to the audience during the project's consensus-building phase. Many of her projects have won local and state American Planning Association (APA) and American Society of Landscape Architects (ASLA) awards. Surabhi is also an active member of the planning community and is serving as board member for APA Orange Section.

RELEVANT EXPERIENCE

- City of Hawthorne, General Plan Update, Hawthorne, CA – Project Manager
- City of La Cañada Flintridge, Open Space, Conservation, and Circulation Element Updates, La Cañada Flintridge, CA – Project Manager
- City of Sierra Madre, Open Space and Conservation Element, Sierra Madre, CA – Project Manager
- City of Moreno Valley, General Plan Update, EIR, and Zoning Code Update, Moreno Valley, CA – Task Manager
- County of Monterey, Castroville Community Plan Update, Castroville, CA – Project Manager
- City of Rolling Hills Estates, General Plan Update, Rolling Hills Estates, CA – Project Manager*
- County of San Diego, Rio Prado and Bonsall Parks, San Diego County, CA – Public Engagement Lead*
- City of San Leandro, Creek Trail Master Plan, San Leandro, CA – Deputy Project Manager*
- City of Pinole, Housing Element Update, Safety Element Update, EJ Element Update, Pinole, CA – Project Manager*
- City of San Juan Capistrano, Housing Element Update, Safety Element Update, and EJ Element Update, San Juan Capistrano, CA – Task Manager*
- Town of Los Altos Hills, Housing and Safety Elements Update, Los Altos Hills, CA – Project Manager*

**Prior to joining Kimley-Horn*



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 and regulatory permitting, 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
  - 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 Specific Plan and Technical Studies – Project Manager
  - 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 Hawthorne, General Plan Update, Hawthorne, CA – CEQA Lead
- City of Upland, General Plan Update, Zoning Code Update, CAP, and Cable Airport Land Use Compatibility Plan Program EIR, Upland, CA – Project Manager*
- City of Murrieta, General Plan 2035 Program EIR, Murrieta, CA – Senior Analyst*
- City of Artesia, General Plan 2030 Program EIR, Artesia, CA – Project Manager*

- 6th Cycle Housing Element Update Notices of Exemptions (NOEs)/IS/MNDs/EIRs, CA – Project Manager
  - City of Costa Mesa
  - City of Calimesa
  - City of Chino
  - City of Del Mar
  - City of Encinitas
  - City of Huntington Beach
  - City of Newport Beach
  - City of Orange
  - City of Pico Rivera
  - City of Villa Park
  - City of Watsonville

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James Thomas, CEP-IT

QC/QA Manager

EDUCATION

- Bachelors, Environmental Studies, California State University, San Marcos

CREDENTIALS

- Certified Environmental Professional in Training (CEP-IT) #47132219

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.

RELEVANT EXPERIENCE

- City of Gardena, TOD Specific Plan EIR, Gardena, CA – Task Manager
- City of Gardena, 1450 Artesia Boulevard Specific Plan Project, Gardena, CA – Project Manager
- City of Gardena, Normandie Crossing Specific Plan Project, Gardena, CA – Task Manager
- City of Gardena, Rosecrans Place IS/MND, Gardena, CA – Analyst
- City of Gardena, Melia Avenue/178th Street Townhome Project, Gardena, CA – Analyst
- City of Orange, 6th Cycle Housing Element Update, Orange, CA – Project Manager
- City of Pico Rivera, 6th Cycle Housing Element Update, Del Mar, CA – Analyst
- City of Del Mar, 6th Cycle Housing Element Update, Del Mar, CA – Analyst
- City of El Segundo, Project Ollie Data Center, El Segundo, CA – Task Manager
- Burlington Northern Santa Fe Railway (BNSF), Baby Barstow IMF Expansion, Barstow, CA – Task Manager
- BNSF, Barstow International Gateway Project, Barstow, CA – Task Manager
- BNSF, Ono Lead Track Extension Project, San Bernardino, CA – Analyst
- City of San Bernardino, 1300 Highland Avenue Self-Storage Project, San Bernadino, CA – Analyst
- City of Palm Springs, 410 West Rafael Drive Self-Storage Project, Palm Springs, CA – Analyst
- Confidential Client, Airport Expansion Project – Task Manager
- Trojan Storage, Calabasas Self-Storage IS/MND, unincorporated Los Angeles County, CA – Task Manager

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Kiana Daniels, AICP

Conservation; CEQA; and Tribal Cultural Resources

Kiana is an environmental planner with strong experience in open space, conservation, and long-range planning throughout California. She has helped cities and counties update General Plan and Community Resources Elements, focusing on policies that support climate resilience, habitat protection, water resource management, and equitable access to parks and recreation.

Her work includes preparing EIRs, MNDs, and SCEAs for both development and policy projects. Kiana understands the requirements of SB 1425 and Government Code Section 65565.5 and brings experience linking environmental analysis with policy implementation. She is valued for her collaborative approach, clear communication, and attention to detail, helping agencies strengthen their open space and conservation strategies while advancing sustainability and community well-being.

EDUCATION

- Master of Urban and Regional Planning, University of California, Irvine
- Bachelor of Arts, International Business, University of California, San Diego

AFFILIATIONS

- American Institute of Certified Planners (AICP)
- American Planning Association (APA), Member

RELEVANT EXPERIENCE

- City of Gardena, 1610 West Artesia Boulevard Project SCEA, Gardena, CA – Deputy Project Manager
- City of Gardena, 1450 West Artesia Specific Plan EIR, Gardena, CA – Analyst
- City of Gardena, Normandie Crossing Specific Plan Project, Gardena, CA – Analyst
- City of Hawthorne, General Plan Update, Hawthorne, CA – Planner
- City of La Cañada Flintridge, Open Space, Conservation, and Circulation Element Updates, La Cañada Flintridge, CA – Planner
- City of Sierra Madre, Open Space and Conservation Element, Sierra Madre, CA – Planner
- City of Calimesa, Rezones and Code Amendments: Housing Element Implementation Program, Calimesa, CA – Environmental Planner
- County of San Benito, Rezones and Code Amendments: Housing Element Implementation Program, San Benito County, CA – Environmental Planner
- City of Calimesa, 6th Cycle Housing Element Update, Calimesa, CA – Environmental Planner
- City of Agoura Hills, Agoura Village Specific Plan Update IS/MND, Agoura Hills, CA – Deputy Project Manager
- Shea Properties, Anaheim Festival Specific Plan EIR, Anaheim, CA – Environmental Project Manager
- Perkins+Will, Good Samaritan Hospital Project EIR, San Jose, CA – Environmental Project Manager

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Daria Young

Open Space

EDUCATION

- Master, Urban and Regional Planning, University California Los Angeles
- Bachelor of Arts, Urban Studies & Sociology, Loyola Marymount University

AFFILIATIONS

- American Planning Association Member

Daria is a planning analyst with hands-on experience in long-range planning and land use policy, including work on General Plan and Housing Element updates, rezoning efforts, Specific Plans, and entitlement processing. She has supported a range of planning projects from early due diligence through environmental review and permitting. Daria is skilled in preparing environmental compliance documents, conducting site-specific analyses, and identifying environmental constraints to inform sound planning decisions. She holds a degree in Urban Planning from the University of California, Los Angeles (UCLA), where she developed a strong foundation in sustainable development, community planning, and urban policy. Her expertise includes municipal code analysis, data-driven policy research, and collaboration with agency staff, and community stakeholders.

RELEVANT EXPERIENCE

- City of Hawthorne, General Plan Update, City of Hawthorne, CA – Planning Analyst
- City of La Cañada Flintridge, Open Space, Conservation, and Circulation Element Updates, La Cañada Flintridge, CA – Planning Analyst
- City of Sierra Madre, Open Space and Conservation, Sierra Madre, CA – Planning Analyst
- City of Calimesa, Rezones and Code Amendments: Housing Element Implementation Program, City of Calimesa, CA – Planning Analyst
- City of Calimesa, 6th Cycle Housing Element Update, Calimesa, CA – Planning Analyst
- County of San Benito, Rezones and Code Amendments: Housing Element Implementation Program San Benito County, CA – Planning Analyst
- County of San Benito, 6th Cycle Housing Element Update, San Benito County, CA – Planning Analyst
- City of Anaheim, 6th Cycle Housing Element Update, Anaheim, CA – Planning Analyst
- City of Hollister, 6th Cycle Housing Element Update, Hollister, CA – Planning Analyst
- City of Santa Cruz, 6th Cycle Housing Element Update, Santa Cruz, CA – Planning Analyst
- City of Fillmore, 6th Cycle Housing Element Update, Fillmore, CA – Planning Analyst
- City of Brentwood, 6th Cycle Housing Element Update, Brentwood, CA – Planning Analyst
- Pala Band of Mission Indians, Comprehensive Plan, Pala, CA – Planning Analyst
- City of Fairfield, On-Call Staff Augmentation, Villages at Fairfield Master Plan, Fairfield, CA – Planner
- Bedford Specific Plan, Specific Plan, Corona, CA – Planning Analyst

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Sarah Miller

Air Quality

Sarah is an environmental planning analyst and has assisted in the preparation of CEs, IS/MNDs, and EIRs for private and public sector clients under CEQA. In addition to her work as an environmental planning analyst, Sarah also has experience preparing technical studies including Air Quality Assessments, Energy Assessments, GHG Emissions Assessments, Acoustical Assessments, and Phase I ESAs. Sarah has technical modeling experience with state and federally approved models, including the California Emissions Estimator Model (CalEEMod), the FHWA Traffic Noise Model (TNM), Roadway Construction Noise Model (RCNM), and sophisticated noise modeling software such as FHWA-RD-77-108 and SoundPLAN Essential and SoundPLAN Noise.

EDUCATION

- Master of Science, Environmental Science and Management, California Polytechnic State University, San Luis Obispo
- Bachelor of Science, Environmental Management and Protection, California Polytechnic State University, San Luis Obispo

AFFILIATIONS

- California Association of Environmental Professionals, Member

RELEVANT EXPERIENCE

- City of Gardena, Normandie Crossing Specific Plan Project EIR, Gardena, CA – Environmental Planning Analyst
- City of Gardena, 1450 West Artesia Specific Plan EIR, Gardena, CA – Task Manger
- City of Hawthorne, General Plan Update, City of Hawthorne, CA – Planning Analyst
- BNSF Railway, City of Barstow General Plan Update and Barstow International Gateway (BIG) Specific Plan, Barstow, CA – Environmental Planning Analyst
- CanDo LLC, The Greens Indio IS/MND, Indio, CA – Environmental Planning Analyst
- City of El Monte, Flame Broiler Drive-Thru Restaurant CE, El Monte, CA – Air Quality and Noise Analyst
- City of Hawthorne, 5151 West El Segundo Boulevard Hotel Project CatEx, Hawthorne, CA – Environmental Planning Analyst and Air Quality, GHG, Energy, and Noise Analyst
- City of Newport Beach, General Plan Housing Implementation Project Program EIR, Newport Beach, CA – Environmental Planning Analyst
- City of Pomona, Walnut Avenue Warehouse Project Technical Studies, Pomona, CA – Air Quality, GHG, Energy, and Noise Analyst
- County of Riverside, Lansing Nuevo South Project Technical Studies, Riverside County, CA – Air Quality, GHG, and Noise Analyst
- Trojan Storage, 7528 North Bellaire Avenue Project IS/MND, North Hollywood, CA – Task Manager and Air Quality, GHG, Energy, and Noise Analyst
- Victorville AutoZone, Project Technical Studies, Victorville, CA – Task Manager Air Quality, GHG, Energy and Noise Analyst

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Jessica Mauck, MA, RPA

Cultural Resources and Tribal Cultural Resources

EDUCATION

- Master of Arts, Urban Conservation, Universi of Leicester, England, UK (expected 2026)
- Master of Arts, Historical Archaeology, Univer of Leicester, England, UK
- Bachelor of Arts, Anthropology, University of California, Los Angeles

Jessica has over 15 years of experience in cultural resources management and historic preservation. She is listed in the Register of Professional Archaeologists (RPA) and meets Secretary of Interior (SOI) Professional Qualifications for Archaeology, History, and Architectural History. Her background includes long-term contracting for federal land management agencies (US Forest Service [USFS], National Park Service [NPS], Department of Defense [DoD], Bureau of Land Management [BLM], etc.), overseeing Cultural Resources Management programming within Tribal government, and serving on several cultural advisory groups for local, state, and federal agencies. She has extensive experience conducting all phases of archaeological and historic architectural fieldwork and reporting under applicable state and federal law, such as the National Historic Preservation Act (NPHA), NEPA, and CEQA. She also has many years of experience managing the 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

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Section 7. Schedule of Services

		Duration	Month 1				Month 2				Month 3				Month 4				Month 5				Month 6				Month 7				Month 8			
			W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4	W1	W2	W3	W4
Task 1	**Project Initiation and Project Management**																																	
1.1	Kick-Off Meeting	1 day																																
1.2	Regular Meetings	8 days (8 meetings)																																
1.3	Project Administration	Ongoing																																
Task 2	**Community Outreach and Engagement**																																	
2.1	Community Engagement Plan	3 weeks				*																												
2.2	Online Community Survey	8 weeks (4 week survey period)						*		*					*	*																		
2.3	Public Workshop (In-Person)	4 weeks (prep) 1 day (public workshop)								Prep																								
2.4	Public Workshop (Virtual)	4 weeks (prep) 1 day (public workshop)								Prep																								
2.5	Departments and Interested Party Meetings	3 days (coordination time 4 weeks)																																
Task 3	**Existing Conditions Analysis**																																	
3.1	Existing Conditions Analysis	15 weeks			*										*			*																
Task 4	**Research and Analysis**																																	
4.1	Administrative and Public Review Draft	15 weeks																					*			*	Public Review							
Task 5	**Preparation and Adoption of Amendments**																																	
5.1	Adoption Hearings (4)	Depends on PC and CC calender (4 days for 4 meetings)																																
Task 6	**Environmental Review Preparation**																																	
6.1	CEQA Exemption	2 weeks																																

* Tribal consulation letters sent (Tribal consulation is an optional task in the scope)

* Draft Deliverable

* Final Delieverable

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Section 8. Fees/Cost

Kimley-Horn has provided our cost proposal in a separate document.

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Section 9. Conflict of Interest

Neither Kimley-Horn nor any of its employees have any known potential conflicts of interest due to other clients, contracts, or property interests arising from this contract. To the best of Kimley-Horn's knowledge, there are no circumstances that would cause a conflict of interest in performing our services for the City of Gardena.

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Section 10. Additional Information

Kimley-Horn's certificate of insurance has been provided on the following page.

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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
INSURED KIMLASS Kimley-Horn and Associates, Inc. 421 Fayetteville Street, Suite 600 Raleigh, NC 27601	**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 :**

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** [ ] CLAIMS-MADE [X] OCCUR X Contractual Liab GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [X] PRO-JECT [X] LOC [ ] OTHER:			GL5268169	4/1/2025	4/1/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG [ ]	$ 2,000,000 $ 1,000,000 $ 25,000 $ 2,000,000 $ 4,000,000 $ 4,000,000 $
A A	**AUTOMOBILE LIABILITY** X ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS X HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY			CA4489663 CA2970071	4/1/2025 4/1/2025	4/1/2026 4/1/2026	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) [ ]	$ 2,000,000 $ $ $ $
B	X **UMBRELLA LIAB** [X] OCCUR X **EXCESS LIAB** [ ] CLAIMS-MADE [ ] DED [X] RETENTION $ 10,000			03127930	4/1/2025	4/1/2026	EACH OCCURRENCE AGGREGATE [ ]	$ 5,000,000 $ 5,000,000 $
C C	**WORKERS COMPENSATION AND EMPLOYERS' LIABILITY** Y / N ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [N] **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		WC067961230 WC013711885	4/1/2025 4/1/2025	4/1/2026 4/1/2026	X PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 2,000,000 $ 2,000,000 $ 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 Bachelor

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Kimley»Horn

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City of Gardena

Amend City of Gardena's General Plan Community Resources Element (Open Space Plan and Conversation Plan)

Cost Proposal

Kimley-Horn and Associates, Inc.		
TASKS		**TOTAL COST**
Task 1	**Project Initiation and Project Management**	**$ 16,845.00**
1.1	Kick-Off Meeting	$ 2,535.00
1.2	Regular Meetings	$ 5,770.00
1.3	Project Administration	$ 8,540.00
Task 2	**Community Outreach and Engagement**	**$ 34,175.00**
2.1	Community Engagement Plan	$ 2,100.00
2.2	Online Community Survey (1)	$ 5,000.00
2.3	Public Workshop (In-Person) (1)	$ 12,465.00
2.4	Public Workshop (Virtual) (1)	$ 7,680.00
2.5	Departments and Interested Party Meetings (3)	$ 6,930.00
Task 3	**Existing Conditions Analysis**	**$ 42,390.00**
3.1	Existing Conditions Analysis	$ 42,390.00
Task 4	**Research and Analysis**	**$ 21,490.00**
4.1	Administrative and Public Review Draft	$ 21,490.00
Task 5	**Preparation and Adoption of Amendments to the Open Space Element**	**$ 16,540.00**
5.1	Adoption Hearings (4)	$ 16,540.00
Task 6	**Environmental Review Preparation**	**$ 3,590.00**
6.1	CEQA Exemption	$ 3,590.00
Task 7	***Required Meeting Attendance (Covered in other Tasks)***	
	Subtotal Labor:	**$ 135,030.00**
	Other Direct Costs	**$ 2,400.00**
	Cultural record search	$ 600.00
	Mileage	$ 1,000.00
	Printing boards and other workshop materials	$ 800.00
	TOTAL COST:	**$ 137,430.00**

Optional Tasks		
O.1	SB 18: Tribal Consultation	$ 2,990.00
O.2	SB18 and AB 52: Tribal Consultation	$ 3,860.00
O.3	CEQA IS/ND	$ 34,970.00
	Optional Tasks Subtotal Labor:	**$ 41,820.00**
TOTAL COST with Optional Tasks included:		$ 179,250.00

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Kimley»Horn

Hourly Labor Rate Schedule

Classification	Rate
Analyst I	$170
Analyst II	$180
Analyst III	$190
Professional I	$230
Professional II	$255
Professional III	$265
Senior Professional I	$335
Senior Professional II	$370
Senior Professional III	$425
Senior Technical Support	$210
Technical Support	$140
Support Staff	$155

Effective through June 30, 2027. Subject to annual adjustment thereafter.

Internal Reimbursable Expenses will be charged at 5% of Labor Billings.

External Reimbursable Expenses will be charged at 10% mark-up, or per the Contract.

Sub-Consultants will be billed per the Contract.

City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 14B.
Section: DEPARTMENTAL ITEMS - COMMUNITY DEVELOPMENT
Meeting Date: January 27, 2026

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

AGENDA TITLE: INTRODUCE ORDINANCE NO. 1887 - An Ordinance of the City of Gardena, California, Amending Title 15 (Buildings and Construction) of the Municipal Code by Adding Chapter 15.36 (Electric Vehicle Charging Stations) Pursuant to State Law

COUNCIL ACTION REQUIRED:

- Introduce Ordinance No. 1887 - An Ordinance of the City of Gardena, California, Amending Title 15 (Buildings and Construction) of the Municipal Code by adding Chapter 15.36 (Electric Vehicle Charging Stations) Pursuant to State Law.

RECOMMENDATION AND STAFF SUMMARY:

Assembly Bill 1236 amended Government Code Section 65850.7 to require cities and counties to establish an expedited, streamlined permitting process for electric vehicle charging stations and to adopt an implementing ordinance. Ordinance No. 1887 has been prepared to comply with all applicable requirements of Government Code Section 65850.7.

Ordinance No. 1887 establishes an expedited, streamlined administrative permitting process and implements a checklist of objective requirements that permit applications must meet to qualify for expedited review. The checklist addresses electrical service capacity, voltage, load calculations, equipment ratings, circuit information, equipment location, ventilation requirements, and required clearances to ensure compliance with applicable building, electrical, fire, and zoning standards. The checklist may be based on the “Plug-In Electric Vehicle Infrastructure Permitting Checklist” contained in the Governor’s Office of Planning and Research’s *Zero-Emission Vehicles in California: Community Readiness Guidebook*, as authorized by state law.

Staff recommends that the City Council introduce the draft ordinance for first reading, as it fully satisfies the requirements of Government Code Section 65850.7. Many of the required procedures, including electronic plan submittal, are already in place, and adoption of the ordinance will ensure the City’s permitting process remains in full compliance with state law.

FISCAL IMPACT/COST:

This is strictly an administrative item, therefore there is no fiscal impact associated with this action.

APPROVED:



_____

Clint Osorio, City Manager

Attachments

Attachment No. - Ordinance No. 1887

ORDINANCE NO. 1887

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, ADDING A NEW CHAPTER 15.36 (ELECTRIC VEHICLE CHARGING STATIONS) TO THE CITY OF GARDENA MUNICIPAL CODE PURSUANT TO STATE LAW

WHEREAS, the State of California and the City of Gardena have consistently promoted and encouraged the use of fuel-efficient electric vehicles; and

WHEREAS, the State of California adopted Assembly Bill 1236, which requires local agencies to adopt an ordinance that creates an expedited and streamlined permitting process for electric vehicle charging systems; and

WHEREAS, an increase in local use of electric vehicle charging stations is expected to occur as the number of electric vehicles increases, which is consistent with the City's Climate Action Plan goals to expand alternative fuel infrastructure and increase the percentage of vehicle miles traveled by electric and alternative fuel vehicles; and

WHEREAS, Chapter 15.36 maintains the Building Official's authority to protect the public health and safety; and

WHEREAS, creation of an expedited, streamlined permitting process for electric vehicle charging stations would facilitate convenient charging of electric vehicles and help reduce the City of Gardena's reliance on environmentally damaging fossil fuels.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA DOES ORDAIN AS FOLLOWS:

SECTION 1. **Amendment to Title 15 (Building and Construction).** The Gardena Municipal Code is hereby amended to add Chapter 15.36 (Electric Vehicle Charging Stations) to read as follows:

CHAPTER 15.36 ELECTRIC VEHICLE CHARGING STATIONS

15.36.010 Purpose

The purpose of this chapter is to promote and encourage the use of electric vehicles by creating an expedited, streamlined permitting process for electric vehicle charging

stations while promoting public health and safety and preventing specific adverse impacts in the installation and use of such charging stations. This chapter serves to comply with California Government Code Section 65850.7.

15.36.020 Definitions

The following definitions shall apply to this chapter:

A. "Association" means a nonprofit corporation or unincorporated association created for the purpose of managing a common interest development, as defined in California Civil Code Section 4080.

B. "Checklist" means the city's adopted electric vehicle charging station permit submittal checklist that identifies the objective requirements an application must satisfy to qualify for expedited review.

C. "Electric vehicle charging station" or "charging station" means any level of electric vehicle supply equipment station that is designed and built in compliance with Article 625 of the California Electrical Code, as it reads on the effective date of this chapter, and delivers electricity from a source outside an electric vehicle into a plug-in electric vehicle.

D. "Electronic submittal" means the utilization of electronic mail (email); the Internet; facsimile (fax).

E. "Specific, adverse impact" means a significant, quantifiable, direct, and unavoidable impact, based on objective, identified, and written public health or safety standards, policies, or conditions as they existed on the date the application was deemed complete.

15.36.030 Expedited Permitting Process

Consistent with Government Code Section 65850.7, the Building Official shall implement an expedited, streamlined permitting process for electric vehicle charging stations, and shall establish and maintain a checklist of all requirements with which electric vehicle charging stations shall comply with in order to be eligible for expedited review. The expedited, streamlined permitting process and checklist may refer to the recommendations contained in the most current version of the "Plug-In Electric Vehicle Infrastructure Permitting Checklist" of the "Zero-Emission Vehicles in California: Community Readiness Guidebook" as published by the Governor's Office of Planning and

Research. The city's checklist shall be published on the city's website.

15.36.40 Permit Application and Submittal Requirements

A. Prior to submitting an application for processing, the applicant shall verify that the installation of an electric vehicle charging station will not have specific, adverse impact to public health and safety and building occupants. Verification by the applicant includes, but is not limited to: electrical system capacity and loads; electrical system wiring, bonding and overcurrent protection; building infrastructure affected by charging station equipment and associated conduits; areas of charging station equipment and vehicle parking.

B. A permit application that satisfies the information requirements in the city's checklist shall be deemed complete and be promptly processed. Upon confirmation by the Building Official that the permit application and supporting documents meet the requirements of the city's checklist and is consistent with all applicable laws and health and safety standards, the Building Official shall, consistent with Government Code Section 65850.7, approve the application and issue all necessary permits. Such approval does not authorize an applicant to energize or utilize the electric vehicle charging station until approval is granted by the city. If the Building Official determines that the permit application is incomplete, the Building Official shall issue a written correction notice to the applicant detailing all deficiencies in the application and any additional information required to be eligible for expedited permit issuance.

C. Consistent with Government Code Section 65850.7, the Building Official shall allow for electronic submittal of permit applications and associated supporting documentation. In accepting such permit applications, the Building Official shall also accept electronic signatures on all forms, applications, and other documentation in lieu of a wet signature by any applicant.

D. Should this chapter conflict with any permit processing requirements specified in any other chapter of the Gardena Municipal Code, this chapter shall take precedence.

15.36.050 Permit Review and Issuance

A. The Community Development Department shall implement an administrative, nondiscretionary review process to expedite approval of electric vehicle charging stations as set forth in Section 15.36.40.

B. The Building Official may require an applicant to apply for a site plan review and/or conditional use permit pursuant to Title 18 (Zoning) of the Gardena Municipal Code, if the Building Official makes a finding based on substantial evidence that the electric vehicle charging station could have a specific adverse impact upon the public health and safety, as defined in this chapter.

1. Such decisions may be appealed to the Planning and Environmental Quality Commission as set forth in Chapter 18.72 (Appeals).

2. If a site plan review and/or conditional use permit is required, the city may deny such application if it makes written findings based upon substantive evidence in the record that:

   a. The proposed installation would have a specific, adverse impact upon public health or safety; and
   b. There is no feasible method to satisfactorily mitigate or avoid the adverse impact.

3. Such findings shall include the basis for the rejection of the potential feasible alternative for preventing the adverse impact.

4. A feasible method to satisfactorily mitigate or avoid the specific, adverse impact may include, but is not limited to, any cost-effective method, condition, or mitigation imposed by the city on a prior successful application for an electric vehicle charging station site plan review and/or conditional use permit approval, where the proposed charging station is similarly situated to the charging station in that prior successful application.

5. No condition shall be imposed on the site plan review and/or conditional use permit that would require prior approval by an Association.

15.36.060 Electric Vehicle Charging Station Installation Requirements

A. Electric vehicle charging station equipment shall meet the requirements of the California Electrical Code, the Society of Automotive Engineers, the National Electrical Manufacturers Association, and accredited testing laboratories such as Underwriters Laboratories, and rules of the Public Utilities Commission or a Municipal Electric Utility Company regarding safety and reliability.

B. Installation of electric vehicle charging stations and associated wiring, bonding, disconnecting means and overcurrent protective devices shall meet the requirements of Article 625 and all applicable provisions of the California Electrical Code.

C. Installation of electric vehicle charging stations shall be incorporated into the load calculations of all new or existing electrical services and shall meet the requirements of the California Electrical Code. Electric vehicle charging equipment shall be considered a continuous load.

D. Anchorage of either floor-mounted or wall-mounted electric vehicle charging stations shall meet the requirements of the California Building or Residential Code as applicable per occupancy, and the provisions of the manufacturer's installation instructions. Mounting of charging stations shall not adversely affect building elements.

E. Electric vehicle charging stations may only provide the minimum required signage for compliance with accessibility requirements, U.S Department of Transportation Federal Highway Administration's Manual on Uniform Traffic Controls, and/or any State required signage pertaining to Electric Vehicle Charging Stations.

15.36.070 Severability

If any provision of this chapter or the application thereof to any person or circumstances is held invalid, the remainder of the chapter and the application of the provision to other persons not similarly situated or to other circumstances shall not be affected thereby.

SECTION 2. Effective Date. This Ordinance shall take effect and be in force thirty (30) days from and after the date of its passage.

SECTION 3. Certification. The Mayor shall sign and the City Clerk shall certify to the passage and adoption of this Ordinance and shall cause the same to be published or posted in the manner required by law.

PASSED, APPROVED AND ADOPTED on the _____ day of _____, 2026.

_____
TASHA CERDA, Mayor
ATTEST:

_____
MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

_____
CARMEN VASQUEZ, City Attorney

City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 15A.
Section: DEPARTMENTAL ITEMS - ELECTED & CITY MANAGER'S OFFICES
Meeting Date: January 27, 2026

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

AGENDA TITLE: Calling for the June 2, 2026, General Municipal Election, Requesting Consolidation with the Statewide Primary Election to be Conducted by the Los Angeles County Registrar of Voters and Providing Regulations for Candidates; Adoption of Resolution Nos. 6719, 6720 and 6721

COUNCIL ACTION REQUIRED:

Staff Recommendation: Adopt Resolution Nos. 6719, 6720 and 6721

RECOMMENDATION AND STAFF SUMMARY:

The next general municipal election for the City of Gardena will be held on June 2, 2026, for the purpose of electing a Mayor, two members of the City Council, a City Clerk, and a City Treasurer for a full term of four years each. Those seats that are up for election are held by Mayor Tasha Cerda, Council Member Rodney G. Tanaka, Council Member Wanda Love, City Clerk Mina Semenza, and City Treasurer Guy Mato. Before holding an election, the City Council must adopt three resolutions:

1. RESOLUTION NO. 6719, Calling for the holding of a General Municipal Election to be held on Tuesday, June 2, 2026, for the Election of Certain Officers as required by the provisions of the laws of the State of California relating to General Law Cities;

2. RESOLUTION NO. 6720, Adopting Regulations for Candidates for Elective Office pertaining to Candidates' Statements submitted to the Voters at an Election to be held on Tuesday, June 2, 2026; and

3. RESOLUTION NO. 6721, Requesting the Board of Supervisors of the County of Los Angeles to Order the Consolidation of a General Municipal Election to be held on June 2, 2026 with the Statewide Direct Primary Election to be held in the County of Los Angeles the same day; to Authorize the Board of Supervisors of the County of Los Angeles to canvass the returns of said general Municipal Election; and to request that the Registrar-Recorder/County Clerk of said County be permitted to render full services to the City of Gardena relating to the conduct of said General Municipal Election pursuant to California Elections Code Section 10403.

The nomination filing period is from Monday, February 9, 2026, and concluding on Friday, March 6, 2026 at 5:00 p.m. If an eligible incumbent does not file, a five-day extension will permit filing until Wednesday, March 11, 2026 at 5:00 p.m., for that seat only. Candidates will be required to pay a local Candidate Filing Processing Fee, in addition to a deposit for costs associated with printing a candidate statement (200 words or less) in the sample ballot, should they choose to provide one.

As for the election, the Registrar will administer, manage, and oversee the operational portion of the City's election, including voting processes, ballot counting and canvass of the votes, which will take place at the Registrar's office. The City Clerk will continue to serve as the Elections Official, manage the candidates, nomination filing process, Fair Political Practices Commission (FPPC) filings, creating/publishing official election notices relating to calling an election and nominations, and serve as the liaison between the City and Registrar.

FISCAL IMPACT/COST:

Election Cost Estimate: $240,004.07; Final costs to be determined

Funding Source: General Fund; City of Gardena's proportionate share

APPROVED:



_____
Clint Osorio, City Manager

Attachments

RESOLUTION 6719 - Calling for the Election
RESOLUTION 6720 - Candidate Statements
RESOLUTION 6721 - Catch-All RESO
Election Estimate 1-22-2026.pdf

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RESOLUTION NO. 6719

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, CALLING FOR THE HOLDING OF A GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, JUNE 2, 2026, FOR THE ELECTION OF CERTAIN OFFICERS AS REQUIRED BY THE PROVISIONS OF THE LAWS OF THE STATE OF CALIFORNIA RELATING TO GENERAL LAW CITIES

RECITALS

WHEREAS, under the provisions of the laws relating to general law cities in the State of California, a General Municipal Election shall be held on June 2, 2026, for the election of Municipal Officers; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GARDENA,CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. That pursuant to the requirements of the laws of the State of California relating to General Law Cities, there is called and ordered to be held in the City of Gardena, California, on Tuesday, June 2, 2026, a General Municipal Election for the purpose of electing a Mayor, two Members of the City Council, a City Clerk and a City Treasurer for the full term of four years.

SECTION 2. That the ballots to be used at the election shall be in form and content as required by law.

SECTION 3. That the City Clerk is authorized, instructed, and directed to coordinate with the County of Los Angeles Registrar-Recorder/County Clerk to procure and furnish any and all official ballots, notices, printed matter and all supplies, equipment and paraphernalia that may be necessary in order to properly and lawfully conduct the election.

SECTION 4. That in all particulars not recited in this resolution, the election shall be held and conducted as provided by law for holding municipal elections.

SECTION 5. That notice of the time and place of holding the election is given and the City Clerk is authorized, instructed, and directed to give further or additional notice ofthe election, in time, form and manner as required by law.

SECTION 6. That the City Clerk shall certify the passage and adoption of this Resolution and enter it into the book of original Resolutions.

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SECTION 7. That in the event of a tie vote (if any two or more persons receive an equal and the highest number of votes for an office) as certified by the Los Angeles County Registrar-Recorder/County Clerk, the City Council, in accordance with Election Code § 15651(a), shall set a date and time and place and summon the candidates who have received the tie votes to appear and will determine the tie by lot.

SECTION 8**.** The City Council authorizes the City Clerk to administer said election and all reasonable and actual election expenses shall be paid by the City upon presentation of a properly submitted bill.

BE IT FURTHER RESOLVED that the City Clerk shall certify to the passage and adoption of this Resolution; shall cause the same to be entered among the original Resolutions of said City; and shall make a minute of the passage and adoption thereof in the records of the proceedings of the City Council of said City in the minutes of the meeting at which the same is passed and adopted.

Passed, approved, and adopted this 27th day of January, 2026.

TASHA CERDA, Mayor

ATTEST:

MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

CARMEN VASQUEZ, City Attorney

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RESOLUTION NO. 6720

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, ADOPTING REGULATIONS FOR CANDIDATES FOR ELECTIVE OFFICE PERTAINING TO CANDIDATES' STATEMENTS SUBMITTED TO THE VOTERS AT AN ELECTION TO BE HELD ON TUESDAY, JUNE 2, 2026

WHEREAS, §13307 of the Elections Code of the State of California provides that the governing body of any local agency adopt regulations pertaining to materials prepared by any candidate for a municipal election, including costs of the candidate's statement.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, DOES HEREBY RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. GENERAL PROVISIONS.

A. That pursuant to §13307 of the Elections Code of the State of California, each candidate for elective office to be voted for at an Election to be held in the City of Gardena on June 2, 2026, may prepare a candidate's statement on an appropriate form provided by the City Clerk.

B. The statement may include the name, age, and occupation of the candidate and a brief description of no more than 200 words of the candidate's education and qualifications expressed by the candidate himself or herself. The statement shall not include party affiliation of the candidate, nor membership or activity in partisan political organizations.

C. The statement of no more than 200 words must conform to the word count standards established by Section 9 of the Elections Code of the State of California.

D. The statement shall be filed in typewritten form in the Office of the Gardena City Clerk/Elections Official at the same time the candidate's nomination papers are filed. Statements submitted in handwritten or via electronic media will not be accepted for filing.

E. The statement may be withdrawn, but not changed, during the period for filing nomination papers, and until 5:00 p.m. of the next working day after the close of the nomination period.

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SECTION 2. FOREIGN LANGUAGE POLICY.

A. Pursuant to the Federal Voting Rights Act, candidate statements will be translated into all languages required by the County of Los Angeles. The County is required to translate candidate's statements into the following languages: Spanish, Japanese, Korean and Vietnamese or other currently required languages as of the date of this resolution. (County only translating Spanish)

B. Los Angeles County will print and mail separate voter information booklets and candidate statements in the languages listed in Section 2, Subsection A to only those voters who are on the County voter files as having requested a voter information booklet in a particular language. The County will make voter information booklets and candidate statements in the required languages available at all voting locations, on the County's website and in the City Clerk/Elections Officials office.

SECTION 3. PAYMENT.

A. The City Clerk shall work with the County Registrar to estimate the total cost of printing, handling, translating, and mailing the Candidate Statements filed, including the costs incurred as a result of complying with Voting Rights Act of 1965, as amended, and require each candidate filing a statement to pay in advance to the City of Gardena his or her estimated pro rata share as a condition of having his or her statement included in the Official Sample Ballot Booklet/Voter Information Guide. The estimate is just an approximation of the actual cost that varies from one election to another election and may be significantly more or less than the estimate, depending on the actual number of candidates filing statements. Accordingly, the City Clerk is not bound by the estimate and may, on a pro rata basis, bill the candidate for additional actual expense or refund any excess paid depending on the final actual cost. In the event of underpayment, the City Clerk may require the candidate to pay the balance of the cost incurred. In the event of overpayment, the City Clerk shall prorate the excess amount among the candidates and refund the excess amount paid within 30 days of the election.

SECTION 4. MISCELLANEOUS.

A. The City Clerk shall comply with all recommendations and standards set forth by the California Secretary of State regarding occupational designations and other matters relating to elections.

SECTION 5. ADDITIONAL MATERIALS. No candidate will be permitted to include additional materials in the sample ballot package.

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SECTION 6. The City Clerk shall provide each candidate or the candidate's representative a copy of this Resolution at the time nominating petitions are issued.

SECTION 7. All previous resolutions establishing council policy on payment for candidates' statements are repealed.

SECTION 8. This resolution shall apply only to the election to be held on June 2, 2026 and shall then be repealed.

SECTION 9. The City Clerk shall certify the passage and adoption of this Resolution and enter it into the book of original resolutions.

BE IT FURTHER RESOLVED that the City Clerk shall certify to the passage and adoption of this Resolution; shall cause the same to be entered among the original Resolutions of said City; and shall make a minute of the passage and adoption thereof in the records of the proceedings of the City Council of said City in the minutes of the meeting at which the same is passed and adopted.

Passed, approved, and adopted this 27th day of January, 2026.

TASHA CERDA, Mayor

ATTEST:

MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

CARMEN VASQUEZ, City Attorney

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RESOLUTION NO. 6721

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES TO ORDER THE CONSOLIDATION OF A GENERAL MUNCIPAL ELECTION TO BE HELD ON JUNE 2, 2026 WITH THE STATEWIDE DIRECT PRIMARY ELECTION TO BE HELD IN THE COUNTY OF LOS ANGELES THE SAME DAY; TO AUTHORIZE THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES TO CANVASS THE RETURNS OF SAID GENERAL MUNICIPAL ELECTION; AND TO REQUEST THAT THE REGISTRAR-RECORDER/COUNTY CLERK OF SAID COUNTY BE PERMITTED TO RENDER FULL SERVICES TO THE CITY OF GARDENA RELATING TO THE CONDUCT OF SAID GENERAL MUNICIPAL ELECTION PURSUANT TO CALIFORNIA ELECTIONS CODE SECTION 10403

WHEREAS**,** a General Municipal Election has been called by the City of Gardena, to be held in the City of Gardena on June 2, 2026; and,

WHEREAS, a Statewide Direct Primary Election to be held in the County of Los Angeles has been or will be called to be held on June 2, 2026;

WHEREAS, it is desired, pursuant to the authority found in California Elections Code section 10403, to consolidate said General Municipal Election with said Statewide Direct Primary Election to be held in the County of Los Angeles.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Gardena as follows:

SECTION 1. The Board of Supervisors of the County of Los Angeles is hereby respectfully requested to order the consolidation of said General Municipal Election to be held on June 2, 2026, with the Statewide Direct Primary Election to be held in the County of Los Angeles on June 2, 2026.

SECTION 2. The Board of Supervisors of the County of Los Angeles is hereby further respectfully requested to place upon the same ballot as that provided for said Statewide Direct Primary Election to be held in the County of Los Angeles on June 2, 2026, the names of the candidates for the offices of

Mayor, Full Term
Councilmember, Full Term
Councilmember, Full Term

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City Clerk, Full Term
City Treasurer, Full Term

to be submitted to the electors of the City of Gardena at said Statewide Direct Primary Election.

SECTION 3. The City of Gardena acknowledges that the consolidated election will be held and conducted in the manner prescribed in Section 10418 of the California Elections Code.

SECTION 4. The Board of Supervisors of the County of Los Angeles is hereby authorized and respectfully requested to canvass the returns of said Statewide Direct Primary Election.

SECTION 5. The Board of Supervisors of the County of Los Angeles is hereby authorized and respectfully requested to authorize and permit the Registrar-Recorder/County Clerk of the County of Los Angeles to:

a) Print and supply ballots for said City of Gardena's General Municipal Election;

b) Mail the City's sample ballots and candidate statements of qualifications to the electors of the City of Gardena as part of the same material that will be mailed to the voters of the Statewide Direct Primary Election to be held in the County of Los Angeles;

c) Perform such other services as may be required for the consolidation and conduct of said City of Gardena's General Municipal Election with said Statewide General Election to be held in the County of Los Angeles.

SECTION 6. The vote centers for the election shall be open as required during the identified voting period pursuant to California Elections Code sections 4007 and 14401.

SECTION 7. The City shall reimburse the County of Los Angeles in full for the services performed on behalf of the City upon the presentation of a bill by the County.

SECTION 8. The City Clerk is hereby directed to deliver a certified copy of this resolution to the Board of Supervisors of the County of Los Angeles and to transmit an electronic copy to the Board of Supervisors and the Registrar-Recorder/County Clerk of the County of Los Angeles.

BE IT FURTHER RESOLVED that the City Clerk shall certify to the passage and adoption of this Resolution; shall cause the same to be entered among the original Resolutions of said City; and shall make a minute of the passage and adoption thereof

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in the records of the proceedings of the City Council of said City in the minutes of the meeting at which the same is passed and adopted.

Passed, approved, and adopted this 27th day of January, 2026.

TASHA CERDA, Mayor

ATTEST:

MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

CARMEN VASQUEZ, City Attorney

Election Estimating Calculator

Go to Election Estimate Home

Select Estimate Type
Select Jurisdiction(s)
Estimated Result

The estimated cost is based on the cost factors below. **Any changes to the election cost factors will impact the final costs for your jurisdiction.**

If you need cost estimates for other elections or further assistance in using the cost estimate calculator, please contact our Election Billing team at electionbilling@rrcc.lacounty.gov.

CITY OF GARDENA
2026 June Primary Election

CITY OF GARDENA - At Large

Voter Count	*Rate Breakdown*	*Estimated Cost*
Registered Voters (RV)	37,061	
Election Operations *(rate * RV)*	$3.4082 * 37061	$126,311.30
Vote By Mail Processing *(rate * RV)*	$1.0731 * 37061	$39,770.16
Sample Ballot Processing and Printing		
Office(s)/Seat(s) *(rate * No. of Offices * RV)*	$0.0211 * 5 * 37061	$3,909.94
Measures(s) *(rate * No. of Measures * RV)*	$0.0211 * 1 * 37061	$781.99
Measure Text *(rate * No. of Text Pages for all measures * RV)*	$0.0634 * 16 * 37061	$37,594.68
Voting Information *(rate * RV)*	$0.5930 * 37061	$21,977.17
Candidate Filing and Campaign Finance *(rate * No. of Candidates)*	$1076.8350 * 0	$0.00

Election Preparation Cost *(Flat rate per jurisdiction)* **$9,658.83**

CITY OF GARDENA TOTAL ESTIMATE **$240,004.07**

DISCLAIMER: Please note that calculating an estimate using the Election Cost Estimate Calculator is not consent or agreement to hold, consolidate or provide support services for an election. Requests from jurisdictions for any election scenario must be received in the form of an adopted resolution or other official document and considered by the Board of Supervisors and Registrar-Recorder/County Clerk at the appropriate time. For more information, please contact the Election Information and Preparation Division at ecu@rrcc.lacounty.gov.

City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 15B.
Section: DEPARTMENTAL ITEMS - ELECTED & CITY MANAGER'S OFFICES
Meeting Date: January 27, 2026

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

AGENDA TITLE: Tax Measure - Placement of Transactions and Use Tax (Local Sales Tax) Measure on the June 2, 2026 Ballot

RESOLUTION NO. 6718, Ordering that the City of Gardena Services Measure be Submitted to the Voters at the June 2, 2026, General Municipal Election; Requesting the Assistance of the County of Los Angeles in Connection with that Election and Requesting that the Election be Consolidated with the Statewide Primary Election Being Held on that Date

INTRODUCE ORDINANCE NO. 1886, An ordinance of the People and City Council of the City of Gardena Adding Chapter 3.46 to the Municipal Code to Impose a Transactions and Use Tax to be Administered by the California Department of Tax and Fee Administration

COUNCIL ACTION REQUIRED:

- Adopt Resolution No. 6718
- Introduce Ordinance No. 1886

RECOMMENDATION AND STAFF SUMMARY:

At the March 2020 election, the City's voters adopted a three-quarters percent (0.75%) transactions and use tax (commonly referred to as the local sales tax). State law caps the combined rate of county, municipal, and special district transactions and use taxes that can simultaneously apply within a city. At the time, the 0.75% rate was the highest rate that was available to the City within that cap.

Last year, Los Angeles County (County) voters repealed the County's Measure H transactions and use tax. That opened up an additional quarter percent (0.25%) taxing capacity within the City that would be available to the first jurisdiction (i.e., either the City or the County) that adopted a new 0.25% tax. If the County acts first to pass such a tax, the tax dollars will be controlled by the County Board of Supervisors and available to spend anywhere in the County.

The City has an established need for long-term, locally controlled funding that can be used to help maintain fire, paramedic, police and 911 response; hiring and retaining well-trained police to help prevent property crimes; keep public areas and parks safe and clean; address homelessness; repair streets and potholes; and maintain afterschool programs and senior services.

In April 2025, the City retained TeamCivX and FM3 to conduct a statistically valid survey of Gardena registered voters and assist the City in community outreach to gauge their interest in a potential ballot measure to increase the sales tax rate. The survey showed support among registered voters for the proposed measure. Since then, the City has sent informational communications about the proposed increase to residents asking for their feedback and attended various community meetings.

Staff now recommends that the City Council (i) Adopt Resolution No.6718, ordering that the City of Gardena Services Measure that includes a quarter-cent (1/4¢) local transactions and use tax to be submitted to the voters of the City at the June 2, 2026 General Municipal Election, directing the City Attorney to prepare and file an impartial analysis and setting deadlines for the filing of arguments in the Office of the City Clerk for and against the measure and (ii) introduce Ordinance No. 1886 levying the tax. The Ordinance will be brought back to the City Council for adoption at a meeting next month. Adoption of the Ordinance by a two-thirds vote of the City Council is a necessary prerequisite for the levy of the tax. However, even once the Council adopts the Ordinance, the tax will not actually be imposed unless the voters approve the ballot measure by a majority vote. Therefore, the Council's actions to place the tax on the ballot and adopt the ordinance are best understood as the Council giving the voters the opportunity to choose whether or not to have a tax.

FISCAL IMPACT/COST:

The estimated cost of placing the Measure on the June 2, 2026, ballot is $38,377. If approved, the Measure is estimated to provide $3.9 million in annual revenue for a full fiscal year.

APPROVED:



_____

Clint Osorio, City Manager

Attachments

Resolution No. 6718.pdf

Ordinance No. 1886.pdf

RESOLUTION 6718

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, ORDERING THAT THE CITY OF GARDENA SERVICES MEASURE BE SUBMITTED TO THE VOTERS AT THE JUNE 2, 2026 GENERAL MUNICIPAL ELECTION; REQUESTING THE ASSISTANCE OF THE COUNTY OF LOS ANGELES IN CONNECTION WITH THAT ELECTION AND REQUESTING THAT THE ELECTION BE CONSOLIDATED WITH THE STATEWIDE PRIMARY ELECTION BEING HELD ON THAT DATE

WHEREAS the City relies on its general fund to provide municipal services such as fire, paramedic, and police services; 911 response; maintenance of streets, parks and other public areas; and afterschool and senior programs; and

WHEREAS in order for the City to maintain fire, paramedic and police services; maintain 911 response times; hire and retain well-trained police to help prevent property crimes; keep public areas and parks safe and clean; address homelessness; repair streets and potholes and maintain afterschool programs and senior services it is critically important that the City have a new, long-term, source of funds for its general fund; and

WHEREAS a 0.25% transactions and use tax for general purposes would provide such a source of funds; and

WHEREAS such transactions and use taxes are commonly referred to as "local sales taxes" and are separate taxes from the basic 1% Bradley-Burns sales and use tax that is levied by every city in California; and

WHEREAS a 0.25% transactions and use tax is commonly referred to as a quarter-cent local sales tax because the tax on each dollar of taxable activity is one-quarter of one cent; and

WHEREAS California Revenue and Taxation Code Sections 7285.9 authorizes the City to levy a transactions and use tax for general purposes if the Ordinance imposing the tax is approved by a two-thirds vote of the City Council and the tax is approved by a majority vote of the electorate; and

WHEREAS by prior resolution the City Council called a General Municipal Election for June 2, 2026; and

WHEREAS the General Municipal Election will be consolidated with the Statewide Direct Primary election and conducted by the County of Los Angeles; and

WHEREAS the City Council now desires to submit to the voters of the City, at the General Municipal Election to be held on June 2, 2026, an ordinance imposing a 0.25% transaction and use tax; and

WHEREAS the City Council desires to take certain related actions regarding the election on this City of Gardena Services Measure.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. That the above recitals are true and correct and are incorporated herein.

SECTION 2. Pursuant to Elections Code Section 9222, the City Council, by a two- thirds vote of its members, hereby submits the Ordinance attached hereto as Exhibit "A", and incorporated herein by reference, to the voters at the June 2, 2026, General Municipal Election.

SECTION 3. The question submitted to the voters shall appear on the ballot as follows:

City of Gardena Services Measure. Shall the measure providing long-term funding for City of Gardena's general services, such as maintaining fire, paramedic, police, 911 response; hiring and retaining well-trained police helping prevent property crimes; keeping public areas/parks safe/clean; addressing homelessness; repairing streets and potholes; maintaining afterschool programs and senior services; by establishing a ¼¢ sales tax, providing approximately $3,900,000 annually until ended by voters, requiring audits, public spending disclosure, all funds controlled locally, be adopted?	YES
	NO

That, at the election, the vote requirement for the measure to pass is a majority of the votes cast.

SECTION 4. Pursuant to Section 10400 *et seq.* of the Elections Code, the Board of Supervisors of Los Angeles County is hereby requested to consent and agree to the consolidation of the election on this question with the Statewide Direct Primary Election on Tuesday, June 2, 2026.

SECTION 5. Notice of the time and place of the election is hereby given. Pursuant to the provisions of Section 10002 of the Elections Code, the Board of Supervisors of Los Angeles County is hereby requested to permit the County Election Department to provide all services necessary or appropriate in connection with the consolidated election.

SECTION 6. The City will reimburse the County for services performed when the work is completed and upon presentation to the City of a properly approved bill. Pursuant to Section 10002 of the Elections Code, the Board of Supervisors is requested to permit the County Clerk to render all services specified by Section 10418 of the Elections Code

relating to the election, for which services the City agrees to reimburse the County, in accordance with current County pro-rations and allocation procedures.

SECTION 7. The ballots to be used at the election shall be in form and content as required by law, and the election shall be held and conducted in the manner prescribed by law for municipal elections.

SECTION 8. Pursuant to Section 12111 of the Elections Code, the City Clerk's Office shall publish the required notice in a newspaper of general circulation for the City of Gardena and in all particulars not recited in this Resolution, the election shall be held and conducted as provided by law for holding municipal elections. Additionally, the City Clerk is authorized, instructed, and directed to procure and furnish any and all official ballots, notices, printed matter and all supplies, equipment and paraphernalia that may be necessary in order to properly and lawfully conduct the election.

SECTION 9. Pursuant to Section 9280 of the California Elections Code, the City Council directs the City Clerk to transmit a copy of the Measure to the City Attorney, who is hereby directed to prepare an impartial analysis of the Measure, not to exceed 500 words, showing the effect of the Measure on existing law and the operation of the Measure, and to transmit such impartial analysis to the City Clerk not later than 5:30 p.m. on February 10, 2026. The impartial analysis shall include a statement indicating that the Measure was placed on the ballot by the Gardena City Council.

SECTION 10. Arguments for and against the Measure may be filed in accordance with applicable provisions of law. The City Council does not authorize the Council as a body or any individual member of the Council to file a written argument or any rebuttal argument for or against the Measure. The City Clerk shall consider other arguments and rebuttal arguments filed by bona fide associations or individual residents who are eligible to vote in accordance with applicable provisions of law. Arguments submitted for or against the Measure shall not exceed 300 words, and shall be accompanied by the printed names and signatures of the authors submitting the argument, or, if submitted on behalf of an organization, the name of the organization, and the printed name and signature of at least one of its principal officers who is the author of the argument. Arguments for or against the Measure shall be filed not later than 5:30 p.m. on February 10, 2026, during normal office hours. When the City Clerk has selected the primary arguments for and against the Measure which will be printed and distributed to the voters, the City Clerk shall send copies of the primary argument in favor to the authors of the primary argument against, and copies of the primary argument against to the authors of the primary argument in favor. The authors, or persons designated by them, may file rebuttal arguments not to exceed 250 words, which rebuttal arguments shall be filed not later than 4:30 p.m. on February 20, 2026, during normal office hours. All arguments may be changed or withdrawn until the applicable filing deadline. All arguments shall be filed in the Office of the City Clerk, City Hall, 1700 West 162nd Street, Gardena, CA 90247. The City Clerk shall follow California Elections Code, sections 9281 through 9287, with respect to ballot arguments.

SECTION 11. This Resolution is exempt from CEQA pursuant to CEQA Guidelines §15378(b)(4), which provides that the creation of government funding mechanisms or other government fiscal activities that do not involve any commitment to a specific project that may result in a potentially significant physical impact on the environment are not projects subject to the requirements of CEQA.

SECTION 12. If any section, subsection, sentence, clause, phrase or portion of this Resolution or its application to any person or circumstance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Resolution or its application to other persons and circumstances. The City Council of the City of Gardena hereby declares that it would have adopted this Resolution and each section, subsection, sentence, clause, phrase or portion thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases or portions be declared invalid or unconstitutional and, to that end, the provisions hereof are hereby declared to be severable.

SECTION 13. This Resolution shall be effective immediately upon its passage and adoption.

SECTION 14. The City Clerk shall certify to the passage and adoption of this Resolution; shall cause the same to be entered in the book of resolutions of said City and shall make a minute of the passage and adoption thereof in the records of the proceedings of the City Council of said City in the minutes of the meeting at which the same is passed and adopted.

Passed, approved, and adopted this 27th day of January, 2026

_____
TASHA CERDA, Mayor

ATTEST:

_____
MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

_____
CARMEN VASQUEZ, City Attorney

Exhibit "A"

ORDINANCE NO. 1886

AN ORDINANCE OF THE PEOPLE AND CITY COUNCIL OF THE CITY OF GARDENA ADDING CHAPTER 3.46 TO THE MUNICIPAL CODE TO IMPOSE A TRANSACTIONS AND USE TAX TO BE ADMINISTERED BY THE CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION

WHEREAS the City relies on its general fund to provide municipal services such as fire, paramedic, and police services; 911 response; maintenance of streets, parks and other public areas; afterschool and senior programs; and

WHEREAS in order for the City to maintain fire, paramedic and police services; maintain 911 response times; hire and retain well-trained police to help prevent property crimes; keep public areas and parks safe and clean; address homelessness; repair streets and potholes and maintain afterschool programs and senior services it is critically important that the City have a new, long-term, source of funds for its general fund; and

WHEREAS a transactions and use tax for general purposes would provide such a source of funds; and

WHEREAS such transactions and use taxes are commonly referred to as "local sales taxes" and are separate taxes from the basic 1% Bradley-Burns sales and use tax that is levied by every city in California.

NOW, THEREFORE, THE PEOPLE AND THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, DO HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Amendment. Chapter 3.46 (2026 Transactions and Use Tax) is added to Title 3 (Revenue and Finance) of the Municipal Code to read as follows:

3.46.010 Title and Scope.

This chapter shall be known as the City of Gardena Service Ordinance. The City of Gardena hereinafter shall be called "City." This ordinance shall be applicable in the incorporated territory of the City.

3.46.020 Operative Date.

"Operative Date" means the first day of the first calendar quarter commencing more than 110 days after the adoption of this chapter. For purposes of Revenue and Taxation Code section 7265, this ordinance shall be considered adopted on the date of the election in which it is approved by the qualified voters of the City.

3.46.030 Purpose.

This chapter is adopted to achieve the following, among other purposes, and directs that the provisions hereof be interpreted in order to accomplish those purposes:

A. To impose a retail transactions and use tax in accordance with the provisions of Part 1.6 (commencing with Section 7251) of Division 2 of the Revenue and Taxation Code and Section 7285.9 of Part 1.7 of Division 2 which authorizes the City to adopt this ordinance which shall be operative if a majority of the electors voting on the measure vote to approve the imposition of the tax at an election called for that purpose.

B. To adopt a retail transactions and use tax ordinance that incorporates provisions identical to those of the Sales and Use Tax Law of the State of California insofar as those provisions are not inconsistent with the requirements and limitations contained in Part 1.6 of Division 2 of the Revenue and Taxation Code.

C. To adopt a retail transactions and use tax ordinance that imposes a tax and provides a measure therefore that can be administered and collected by the California Department of Tax and Fee Administration in a manner that adapts itself as fully as practicable to, and requires the least possible deviation from, the existing statutory and administrative procedures followed by the California Department of Tax and Fee Administration in administering and collecting the California State Sales and Use Taxes.

D. To adopt a retail transactions and use tax ordinance that can be administered in a manner that will be, to the greatest degree possible, consistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, minimize the cost of collecting the transactions and use taxes, and at the same time, minimize the burden of record keeping upon persons subject to taxation under the provisions of this ordinance.

3.46.040 Contract with State.

Prior to the operative date, the City shall contract with the California Department of Tax and Fee Administration to perform all functions incident to this chapter; provided, that if the City shall not have contracted with the California Department of Tax and Fee Administration prior to the operative date, it shall nevertheless so contract and in such a case the operative date shall be the first day of the first calendar quarter following the execution of such a contract.

3.46.050 Imposition of 0.25% Transactions Tax.

For the privilege of selling tangible personal property at retail, a tax is hereby imposed upon all retailers in the incorporated territory of the City at the rate of 0.25% of the gross receipts of any retailer from the sale of all tangible personal property sold at retail in said territory on and after the operative date of this Chapter.

3.46.060 Place of Sale.

For the purposes of this chapter, all retail sales are consummated at the place of business of the retailer unless the tangible personal property sold is delivered by the retailer or his agent to an out-of-state destination or to a common carrier for delivery to an out-of-state destination. The gross receipts from such sales shall include delivery charges, when such charges are subject to the state sales and use tax, regardless of the place to which delivery is made. In the event a retailer has no permanent place of business in the State or has more than one place of business, the place or places at which the retail sales are

consummated shall be determined under rules and regulations to be prescribed and adopted by the California Department of Tax and Fee Administration.

3.46.070 Imposition of 0.25% Use Tax.

An excise tax is hereby imposed on the storage, use or other consumption in the City of tangible personal property purchased from any retailer on and after the operative date of this chapter for storage, use or other consumption in said territory at the rate of 0.25% of the sales price of the property. The sales price shall include delivery charges when such charges are subject to state sales or use tax regardless of the place to which delivery is made.

3.46.080 Adoption of Provisions of State Law.

Except as otherwise provided in this chapter and except insofar as they are inconsistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, all of the provisions of Part 1 (commencing with Section 6001) of Division 2 of the Revenue and Taxation Code are hereby adopted and made a part of this chapter as though fully set forth herein.

3.46.090 Limitations on Adoption of State Law and Collection of Use Taxes.

In adopting the provisions of Part 1 of Division 2 of the Revenue and Taxation Code:

A. Wherever the State of California is named or referred to as the taxing agency, the name of this City shall be substituted therefor. However, the substitution shall not be made when:

1. The word "State" is used as a part of the title of the State Controller, State Treasurer, State Treasury, or the Constitution of the State of California.

2. The result of that substitution would require action to be taken by or against this City or any agency, officer, or employee thereof rather than by or against the California Department of Tax and Fee Administration, in performing the functions incident to the administration or operation of this Chapter.

3. In those sections, including, but not necessarily limited to sections referring to the exterior boundaries of the State of California, where the result of the substitution would be to:

a. Provide an exemption from this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not otherwise be exempt from this tax while such sales, storage, use or other consumption remain subject to tax by the State under the provisions of Part 1 of Division 2 of the Revenue and Taxation Code, or;

b. Impose this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not be subject to tax by the state under the said provision of that code.

4. In Sections 6701, 6702 (except in the last sentence thereof), 6711, 6715, 6737, 6797 or 6828 of the Revenue and Taxation Code.

B. The word "City" shall be substituted for the word "State" in the phrase "retailer engaged in business in this State" in Section 6203 and in the definition of that phrase in Section 6203.

1."A retailer engaged in business in the District" shall also include any retailer that, in the preceding calendar year or the current calendar year, has total combined sales of tangible personal property in this state or for delivery in the State by the retailer and all persons related to the retailer that exceeds five hundred thousand dollars ($500,000). For purposes of this section, a person is related to another person if both persons are related to each other pursuant to Section 267(b) of Title 26 of the United States Code and the regulations thereunder.

3.46.100 Permit Not Required.

If a seller's permit has been issued to a retailer under Section 6067 of the Revenue and Taxation Code, an additional transactor's permit shall not be required by this chapter.

3.46.110 Exemptions and Exclusions.

A. There shall be excluded from the measure of the transactions tax and the use tax the amount of any sales tax or use tax imposed by the State of California or by any city, city and county, or county pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law or the amount of any state-administered transactions or use tax.

B. There are exempted from the computation of the amount of transactions tax the gross receipts from:

1. Sales of tangible personal property, other than fuel or petroleum products, to operators of aircraft to be used or consumed principally outside the county in which the sale is made and directly and exclusively in the use of such aircraft as common carriers of persons or property under the authority of the laws of this State, the United States, or any foreign government.

2. Sales of property to be used outside the City which is shipped to a point outside the City, pursuant to the contract of sale, by delivery to such point by the retailer or his agent, or by delivery by the retailer to a carrier for shipment to a consignee at such point. For the purposes of this paragraph, delivery to a point outside the City shall be satisfied:

a. With respect to vehicles (other than commercial vehicles) subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, and undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code by registration to an out-of-City address and by a

declaration under penalty of perjury, signed by the buyer, stating that such address is, in fact, his or her principal place of residence; and

b. With respect to commercial vehicles, by registration to a place of business out-of-City and declaration under penalty of perjury, signed by the buyer, that the vehicle will be operated from that address.

3. The sale of tangible personal property if the seller is obligated to furnish the property for a fixed price pursuant to a contract entered into prior to the operative date of this chapter.

4. A lease of tangible personal property which is a continuing sale of such property, for any period of time for which the lessor is obligated to lease the property for an amount fixed by the lease prior to the operative date of this chapter.

5. For the purposes of subparagraphs (3) and (4) of this section, the sale or lease of tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

C. There are exempted from the use tax imposed by this chapter, the storage, use or other consumption in this City of tangible personal property:

1. The gross receipts from the sale of which have been subject to a transactions tax under any state-administered transactions and use tax ordinance.

2. Other than fuel or petroleum products purchased by operators of aircraft and used or consumed by such operators directly and exclusively in the use of such aircraft as common carriers of persons or property for hire or compensation under a certificate of public convenience and necessity issued pursuant to the laws of this State, the United States, or any foreign government. This exemption is in addition to the exemptions provided in Sections 6366 and 6366.1 of the Revenue and Taxation Code of the State of California.

3. If the purchaser is obligated to purchase the property for a fixed price pursuant to a contract entered into prior to the operative date of this chapter.

4. If the possession of, or the exercise of any right or power over, the tangible personal property arises under a lease which is a continuing purchase of such property for any period of time for which the lessee is obligated to lease the property for an amount fixed by a lease prior to the operative date of this chapter.

5. For the purposes of subparagraphs (3) and (4) of this section, storage, use, or other consumption, or possession of, or exercise of any right or power over, tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

6. Except as provided in subparagraph (7), a retailer engaged in business in the City shall not be required to collect use tax from the purchaser of tangible personal property, unless the retailer ships or delivers the property into the City or participates within the City in making the sale of the property, including, but not limited to, soliciting or receiving the order, either directly or indirectly, at a place of business of the retailer in the City or through any representative, agent, canvasser, solicitor, subsidiary, or person in the City under the authority of the retailer.

7. "A retailer engaged in business in the City" shall also include any retailer of any of the following: vehicles subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, or undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code. That retailer shall be required to collect use tax from any purchaser who registers or licenses the vehicle, vessel, or aircraft at an address in the City.

D. Any person subject to use tax under this chapter may credit against that tax any transactions tax or reimbursement for transactions tax paid to a district imposing, or retailer liable for a transactions tax pursuant to Part 1.6 of Division 2 of the Revenue and Taxation Code with respect to the sale to the person of the property the storage, use or other consumption of which is subject to the use tax.

3.46.120 Amendments.

All amendments subsequent to the effective date of this chapter to Part 1 of Division 2 of the Revenue and Taxation Code relating to sales and use taxes and which are not inconsistent with Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, and all amendments to Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, shall automatically become a part of this chapter, provided however, that no such amendment shall operate so as to affect the rate of tax imposed by this chapter.

3.46.130 Enjoining Collection Forbidden.

No injunction or writ of mandate or other legal or equitable process shall issue in any suit, action or proceeding in any court against the State or the City, or against any officer of the State or the City, to prevent or enjoin the collection under this chapter, or Part 1.6 of Division 2 of the Revenue and Taxation Code, of any tax or any amount of tax required to be collected.

3.46.140 Use of Tax Proceeds.

The proceeds of the tax imposed by this chapter shall be deposited in the general fund of the city and may be used for any lawful municipal purpose. The tax does not meet the criteria established by Section 1(d) of Article XIIIC of the California Constitution for special taxes, and is a general tax imposed for general government purposes.

3.46.150 Annual Audit.

The proceeds of this tax shall be subject to annual audit by an independent certified public accountant, and the results of the audit shall be reported to the city council in a document

posted on the city's website and available for public inspection. Such audit may be done at the same time (and as a part of) the city's annual audit, and such reporting may be done as a part of the city's consolidated annual financial report.

3.46.160 Severability.

If any provision of this chapter or the application thereof to any person or circumstance is held invalid, the remainder of the chapter and the application of such provision to other persons or circumstances shall not be affected thereby.

3.46.170 Termination Date.

The tax imposed by this chapter shall not expire unless terminated by lawful vote of the electorate or as required or authorized by law.

SECTION 2. Adoption. This ordinance relates to the levying and collecting of the City transactions and use taxes and shall take effect immediately. This Ordinance shall take effect only if it is both (i) approved by a two-thirds vote of all members of the City Council and (ii) approved by a majority vote of the qualified voters of the city voting in an election on the issue. The tax imposed by this ordinance shall take effect as set forth in Section 3.46.020 of the Municipal Code as set forth in Section 1 of this Ordinance.

SECTION 3. Interaction With Existing Transactions and Use Tax. The transactions and use tax imposed by this Ordinance is separate from and in addition to the City's existing 0.75% transactions and use tax imposed by Chapter 3.14 of the Municipal Code. Nothing in this Ordinance is intended to amend Chapter 3.14 or to affect the existing tax, which will continue to apply, on its terms, regardless of whether this Ordinance is adopted.

SECTION 5. CEQA. This Ordinance is exempt from CEQA pursuant to CEQA Guidelines §15378(b)(4) which provides that the creation of government funding mechanisms or other government fiscal activities that do not involve any commitment to a specific project that may result in a potentially significant physical impact on the environment are not projects subject to the requirements of CEQA.

SECTION 6. Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this ordinance, or any part thereof is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portion of this ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause or phrase be declared unconstitutional.

SECTION 7. Certification. The City Clerk shall certify the passage of this ordinance by the City Council and shall cause the same to be entered in the book of original ordinances of said City; shall make a minute passage and adoption thereof in the records of the meeting at which time the same is passed and adopted; and shall, within fifteen (15) days after the passage and adoption thereof, cause the same to be published as required by law, in a publication of general circulation.

Passed, approved, and adopted this 10th day of February, 2026.

_____
TASHA CERDA, Mayor

ATTEST:

_____
MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

_____
CARMEN VASQUEZ, City Attorney

Adopted by the voters of the City at the election held on the ___ day of _____, 2026.

_____
TASHA CERDA, Mayor

ATTEST:

_____
MINA SEMENZA, City Clerk

ORDINANCE NO. 1886

AN ORDINANCE OF THE PEOPLE AND CITY COUNCIL OF THE CITY OF GARDENA ADDING CHAPTER 3.46 TO THE MUNICIPAL CODE TO IMPOSE A TRANSACTIONS AND USE TAX TO BE ADMINISTERED BY THE CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION

WHEREAS the City relies on its general fund to provide municipal services such as fire, paramedic, and police services; 911 response; maintenance of streets, parks and other public areas; afterschool and senior programs; and

WHEREAS in order for the City to maintain fire, paramedic and police services; maintain 911 response times; hire and retain well-trained police to help prevent property crimes; keep public areas and parks safe and clean; address homelessness; repair streets and potholes and maintain afterschool programs and senior services it is critically important that the City have a new, long-term, source of funds for its general fund; and

WHEREAS a transactions and use tax for general purposes would provide such a source of funds; and

WHEREAS such transactions and use taxes are commonly referred to as "local sales taxes" and are separate taxes from the basic 1% Bradley-Burns sales and use tax that is levied by every city in California.

NOW, THEREFORE, THE PEOPLE AND THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, DO HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Amendment. Chapter 3.46 (2026 Transactions and Use Tax) is added to Title 3 (Revenue and Finance) of the Municipal Code to read as follows:

"**3.46.010 Title and Scope.**

This chapter shall be known as the City of Gardena Service Ordinance. The City of Gardena hereinafter shall be called "City." This ordinance shall be applicable in the incorporated territory of the City.

3.46.020 Operative Date.

"Operative Date" means the first day of the first calendar quarter commencing more than 110 days after the adoption of this chapter. For purposes of Revenue and Taxation Code section 7265, this ordinance shall be considered adopted on the date of the election in which it is approved by the qualified voters of the City.

3.46.030 Purpose.

This chapter is adopted to achieve the following, among other purposes, and directs that the provisions hereof be interpreted in order to accomplish those purposes:

A. To impose a retail transactions and use tax in accordance with the provisions of Part 1.6 (commencing with Section 7251) of Division 2 of the Revenue and Taxation Code and Section 7285.9 of Part 1.7 of Division 2 which authorizes the City to adopt this ordinance which shall be operative if a majority of the electors voting on the measure vote to approve the imposition of the tax at an election called for that purpose.

B. To adopt a retail transactions and use tax ordinance that incorporates provisions identical to those of the Sales and Use Tax Law of the State of California insofar as those provisions are not inconsistent with the requirements and limitations contained in Part 1.6 of Division 2 of the Revenue and Taxation Code.

C. To adopt a retail transactions and use tax ordinance that imposes a tax and provides a measure therefore that can be administered and collected by the California Department of Tax and Fee Administration in a manner that adapts itself as fully as practicable to, and requires the least possible deviation from, the existing statutory and administrative procedures followed by the California Department of Tax and Fee Administration in administering and collecting the California State Sales and Use Taxes.

D. To adopt a retail transactions and use tax ordinance that can be administered in a manner that will be, to the greatest degree possible, consistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, minimize the cost of collecting the transactions and use taxes, and at the same time, minimize the burden of record keeping upon persons subject to taxation under the provisions of this ordinance.

3.46.040 Contract with State.

Prior to the operative date, the City shall contract with the California Department of Tax and Fee Administration to perform all functions incident to this chapter; provided, that if the City shall not have contracted with the California Department of Tax and Fee Administration prior to the operative date, it shall nevertheless so contract and in such a case the operative date shall be the first day of the first calendar quarter following the execution of such a contract.

3.46.050 Imposition of 0.25% Transactions Tax.

For the privilege of selling tangible personal property at retail, a tax is hereby imposed upon all retailers in the incorporated territory of the City at the rate of 0.25% of the gross receipts of any retailer from the sale of all tangible personal property sold at retail in said territory on and after the operative date of this Chapter.

3.46.060 Place of Sale.

For the purposes of this chapter, all retail sales are consummated at the place of business of the retailer unless the tangible personal property sold is delivered by the retailer or his agent to an out-of-state destination or to a common carrier for delivery to an out-of-state

destination. The gross receipts from such sales shall include delivery charges, when such charges are subject to the state sales and use tax, regardless of the place to which delivery is made. In the event a retailer has no permanent place of business in the State or has more than one place of business, the place or places at which the retail sales are consummated shall be determined under rules and regulations to be prescribed and adopted by the California Department of Tax and Fee Administration.

3.46.070 Imposition of 0.25% Use Tax.

An excise tax is hereby imposed on the storage, use or other consumption in the City of tangible personal property purchased from any retailer on and after the operative date of this chapter for storage, use or other consumption in said territory at the rate of 0.25% of the sales price of the property. The sales price shall include delivery charges when such charges are subject to state sales or use tax regardless of the place to which delivery is made.

3.46.080 Adoption of Provisions of State Law.

Except as otherwise provided in this chapter and except insofar as they are inconsistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, all of the provisions of Part 1 (commencing with Section 6001) of Division 2 of the Revenue and Taxation Code are hereby adopted and made a part of this chapter as though fully set forth herein.

3.46.090 Limitations on Adoption of State Law and Collection of Use Taxes.

In adopting the provisions of Part 1 of Division 2 of the Revenue and Taxation Code:

A. Wherever the State of California is named or referred to as the taxing agency, the name of this City shall be substituted therefor. However, the substitution shall not be made when:

1. The word "State" is used as a part of the title of the State Controller, State Treasurer, State Treasury, or the Constitution of the State of California.

2. The result of that substitution would require action to be taken by or against this City or any agency, officer, or employee thereof rather than by or against the California Department of Tax and Fee Administration, in performing the functions incident to the administration or operation of this Chapter.

3. In those sections, including, but not necessarily limited to sections referring to the exterior boundaries of the State of California, where the result of the substitution would be to:

a. Provide an exemption from this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not otherwise be exempt from this tax while such sales, storage, use

or other consumption remain subject to tax by the State under the provisions of Part 1 of Division 2 of the Revenue and Taxation Code, or;

b. Impose this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not be subject to tax by the state under the said provision of that code.

4. In Sections 6701, 6702 (except in the last sentence thereof), 6711, 6715, 6737, 6797 or 6828 of the Revenue and Taxation Code.

B. The word "City" shall be substituted for the word "State" in the phrase "retailer engaged in business in this State" in Section 6203 and in the definition of that phrase in Section 6203.

1. "A retailer engaged in business in the District" shall also include any retailer that, in the preceding calendar year or the current calendar year, has total combined sales of tangible personal property in this state or for delivery in the State by the retailer and all persons related to the retailer that exceeds five hundred thousand dollars ($500,000). For purposes of this section, a person is related to another person if both persons are related to each other pursuant to Section 267(b) of Title 26 of the United States Code and the regulations thereunder

3.46.100 Permit Not Required.

If a seller's permit has been issued to a retailer under Section 6067 of the Revenue and Taxation Code, an additional transactor's permit shall not be required by this chapter.

3.46.110 Exemptions and Exclusions.

A. There shall be excluded from the measure of the transactions tax and the use tax the amount of any sales tax or use tax imposed by the State of California or by any city, city and county, or county pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law or the amount of any state-administered transactions or use tax.

B. There are exempted from the computation of the amount of transactions tax the gross receipts from:

1. Sales of tangible personal property, other than fuel or petroleum products, to operators of aircraft to be used or consumed principally outside the county in which the sale is made and directly and exclusively in the use of such aircraft as common carriers of persons or property under the authority of the laws of this State, the United States, or any foreign government.

2. Sales of property to be used outside the City which is shipped to a point outside the City, pursuant to the contract of sale, by delivery to such point by the retailer or his agent, or by delivery by the retailer to a carrier for shipment to a consignee at such point. For the purposes of this paragraph, delivery to a point outside the City shall be satisfied:

a. With respect to vehicles (other than commercial vehicles) subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, and undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code by registration to an out-of-City address and by a declaration under penalty of perjury, signed by the buyer, stating that such address is, in fact, his or her principal place of residence; and

b. With respect to commercial vehicles, by registration to a place of business out-of-City and declaration under penalty of perjury, signed by the buyer, that the vehicle will be operated from that address.

3. The sale of tangible personal property if the seller is obligated to furnish the property for a fixed price pursuant to a contract entered into prior to the operative date of this chapter.

4. A lease of tangible personal property which is a continuing sale of such property, for any period of time for which the lessor is obligated to lease the property for an amount fixed by the lease prior to the operative date of this chapter.

5. For the purposes of subparagraphs (3) and (4) of this section, the sale or lease of tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

C. There are exempted from the use tax imposed by this chapter, the storage, use or other consumption in this City of tangible personal property:

1. The gross receipts from the sale of which have been subject to a transactions tax under any state-administered transactions and use tax ordinance.

2. Other than fuel or petroleum products purchased by operators of aircraft and used or consumed by such operators directly and exclusively in the use of such aircraft as common carriers of persons or property for hire or compensation under a certificate of public convenience and necessity issued pursuant to the laws of this State, the United States, or any foreign government. This exemption is in addition to the exemptions provided in Sections 6366 and 6366.1 of the Revenue and Taxation Code of the State of California.

3. If the purchaser is obligated to purchase the property for a fixed price pursuant to a contract entered into prior to the operative date of this chapter.

4. If the possession of, or the exercise of any right or power over, the tangible personal property arises under a lease which is a continuing purchase of such

property for any period of time for which the lessee is obligated to lease the property for an amount fixed by a lease prior to the operative date of this chapter.

5. For the purposes of subparagraphs (3) and (4) of this section, storage, use, or other consumption, or possession of, or exercise of any right or power over, tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

6. Except as provided in subparagraph (7), a retailer engaged in business in the City shall not be required to collect use tax from the purchaser of tangible personal property, unless the retailer ships or delivers the property into the City or participates within the City in making the sale of the property, including, but not limited to, soliciting or receiving the order, either directly or indirectly, at a place of business of the retailer in the City or through any representative, agent, canvasser, solicitor, subsidiary, or person in the City under the authority of the retailer.

7. "A retailer engaged in business in the City" shall also include any retailer of any of the following: vehicles subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, or undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code. That retailer shall be required to collect use tax from any purchaser who registers or licenses the vehicle, vessel, or aircraft at an address in the City.

D. Any person subject to use tax under this chapter may credit against that tax any transactions tax or reimbursement for transactions tax paid to a district imposing, or retailer liable for a transactions tax pursuant to Part 1.6 of Division 2 of the Revenue and Taxation Code with respect to the sale to the person of the property the storage, use or other consumption of which is subject to the use tax.

3.46.120 Amendments.

All amendments subsequent to the effective date of this chapter to Part 1 of Division 2 of the Revenue and Taxation Code relating to sales and use taxes and which are not inconsistent with Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, and all amendments to Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, shall automatically become a part of this chapter, provided however, that no such amendment shall operate so as to affect the rate of tax imposed by this chapter.

3.46.130 Enjoining Collection Forbidden.

No injunction or writ of mandate or other legal or equitable process shall issue in any suit, action or proceeding in any court against the State or the City, or against any officer of the State or the City, to prevent or enjoin the collection under this chapter, or Part 1.6 of

Division 2 of the Revenue and Taxation Code, of any tax or any amount of tax required to be collected.

3.46.140 Use of Tax Proceeds.

The proceeds of the tax imposed by this chapter shall be deposited in the general fund of the city and may be used for any lawful municipal purpose. The tax does not meet the criteria established by Section 1(d) of Article XIIIC of the California Constitution for special taxes, and is a general tax imposed for general government purposes.

3.46.150 Annual Audit.

The proceeds of this tax shall be subject to annual audit by an independent certified public accountant and the results of the audit shall be reported to the city council in a document posted on the city's website and available for public inspection. Such audit may be done at the same time (and as a part of) the city's annual audit, and such reporting may be done as a part of the city's consolidated annual financial report.

3.46.160 Severability.

If any provision of this chapter or the application thereof to any person or circumstance is held invalid, the remainder of the chapter and the application of such provision to other persons or circumstances shall not be affected thereby.

3.46.170 Termination Date.

The tax imposed by this chapter shall not expire unless terminated by lawful vote of the electorate or as required or authorized by law.

SECTION 2. Adoption. This ordinance relates to the levying and collecting of the City transactions and use taxes and shall take effect immediately. This Ordinance shall take effect only if it is both (i) approved by a two-thirds vote of all members of the City Council and (ii) approved by a majority vote of the qualified voters of the city voting in an election on the issue. The tax imposed by this ordinance shall take effect as set forth in Section 3.46.020 of the Municipal Code as set forth in Section 1 of this Ordinance.

SECTION 3. Interaction With Existing Transactions and Use Tax. The transactions and use tax imposed by this Ordinance is separate from and in addition to the City's existing 0.75% transactions and use tax imposed by Chapter 3.14 of the Municipal Code. Nothing in this Ordinance is intended to amend Chapter 3.14 or to affect the existing tax, which will continue to apply, on its terms, regardless of whether this Ordinance is adopted.

SECTION 5. CEQA. This Ordinance is exempt from CEQA pursuant to CEQA Guidelines §15378(b)(4) which provides that the creation of government funding mechanisms or

other government fiscal activities that do not involve any commitment to a specific project that may result in a potentially significant physical impact on the environment are not projects subject to the requirements of CEQA.

SECTION 6. Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this ordinance, or any part thereof is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portion of this ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause or phrase be declared unconstitutional.

SECTION 7. Certification. The City Clerk shall certify the passage of this ordinance by the City Council and shall cause the same to be entered in the book of original ordinances of said City; shall make a minute passage and adoption thereof in the records of the meeting at which time the same is passed and adopted; and shall, within fifteen (15) days after the passage and adoption thereof, cause the same to be published as required by law, in a publication of general circulation.

Passed, approved, and adopted this 10th day of February, 2026.

_____

TASHA CERDA, Mayor

ATTEST:

_____

MINA SEMENZA, City Clerk

APPROVED AS TO FORM:



CARMEN VASQUEZ, City Attorney

Adopted by the voters of the City at the election held on the ____ day of _____, 2026.

_____

TASHA CERDA, Mayor

ATTEST:

_____

MINA SEMENZA, City Clerk

City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 17A.
Section: DEPARTMENTAL ITEMS - PUBLIC WORKS
Meeting Date: January 27, 2026

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

AGENDA TITLE: Award Construction Contract for the Pedestrian Safety Improvement FY 2024-2025 (Phase 2), JN 545, to Miramar General Engineering in the amount of $213,260.80, Approve the Project Specifications, Construction Contingency of $43,000 (20%), and Declare California Environmental Quality Act (CEQA) Exemption.

COUNCIL ACTION REQUIRED:

Staff Recommendation:

- Approve Construction Contract
- Approve Project Specifications
- Approve Construction Contingency
- Declare CEQA Exemption Under Section 15301

RECOMMENDATION AND STAFF SUMMARY:

The Pedestrian Safety Improvement FY 2024-2025 Project, Phase 2, will upgrade and/or replace damaged curb and gutter, sidewalks, driveways, curb ramp, and trees within the City's Maintenance District, Zone 3. The first phase was the sidewalk trip hazard survey and repair of uplifted sidewalks under 2-3/4 inches in Zone 3, which was completed in September of 2025 by Southern California Precision Concrete, Inc.

The concrete replacement locations for the second phase of the project will follow the inspected Maintenance District, Zone 3, during the first phase, where the uplifted sidewalks are greater than 2-3/4 inches and the residential request list. These locations have been identified as deficient and will improve accessibility, safety, and aesthetics. An environmental assessment has been prepared in accordance with the CEQA guidelines. It has been determined that the project is categorically exempt.

In December 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 five (5) bids were received on January 15, 2026.

Organization	Bid Amount
1. Miramar General Engineering, National City	$213,260.80
2. Savi Construction Inc., Chino	$229,724.00
3. Cerco Engineering, Thousand Oaks	$239,500.00

4. Estate Design and Construction Inc., Culver City	$268,700.00
5. Cali State Paving Inc., Riverside	$288,687.00

Miramar General Engineering was the lowest responsive bidder. They are a state licensed contractor with a verified successful construction experience in the field with other nearby municipalities and will be required to meet all bonding and financial standards. The tentative construction start date is February 2026 with an anticipated project completion in March 2026.

Staff respectfully recommends the City Council award the construction contract for Pedestrian Safety Improvement FY 2024-2025 (Phase 2), JN 545, to Miramar General Engineering in the amount of $213,260.80, and additionally:

a. Approve the project specifications.
b. Approve 20% of the construction award amount, $43,000 to be utilized for construction contingency.
c. Declare this project to be categorically exempt under the CEQA, Class 1, Section 15301 (d), as rehabilitation of existing facilities.

FISCAL IMPACT/COST:

Source of Funds:

JN 545, Measure M	$400,000.00
JN 545, SB 821	$61,421.00
Total	**$461,421.00**

Estimated Expenditures:

Phase 1 - Work Completed	
Sidewalk Trip Hazard Removal and Preventative Sidewalk Maintenance Phase Construction Contract Award	$142,626.88
Job Cost	$2,782.80
Phase 2	
Sidewalk Trip Hazard Removal and Replacement Phase Construction Contract Award	$213,260.80
20% Construction Contingency	$43,000
5% Job Cost (Staff Administration)	$11,000
Total	**$412,670.48**

APPROVED:



_____

Clint Osorio, City Manager

Attachments

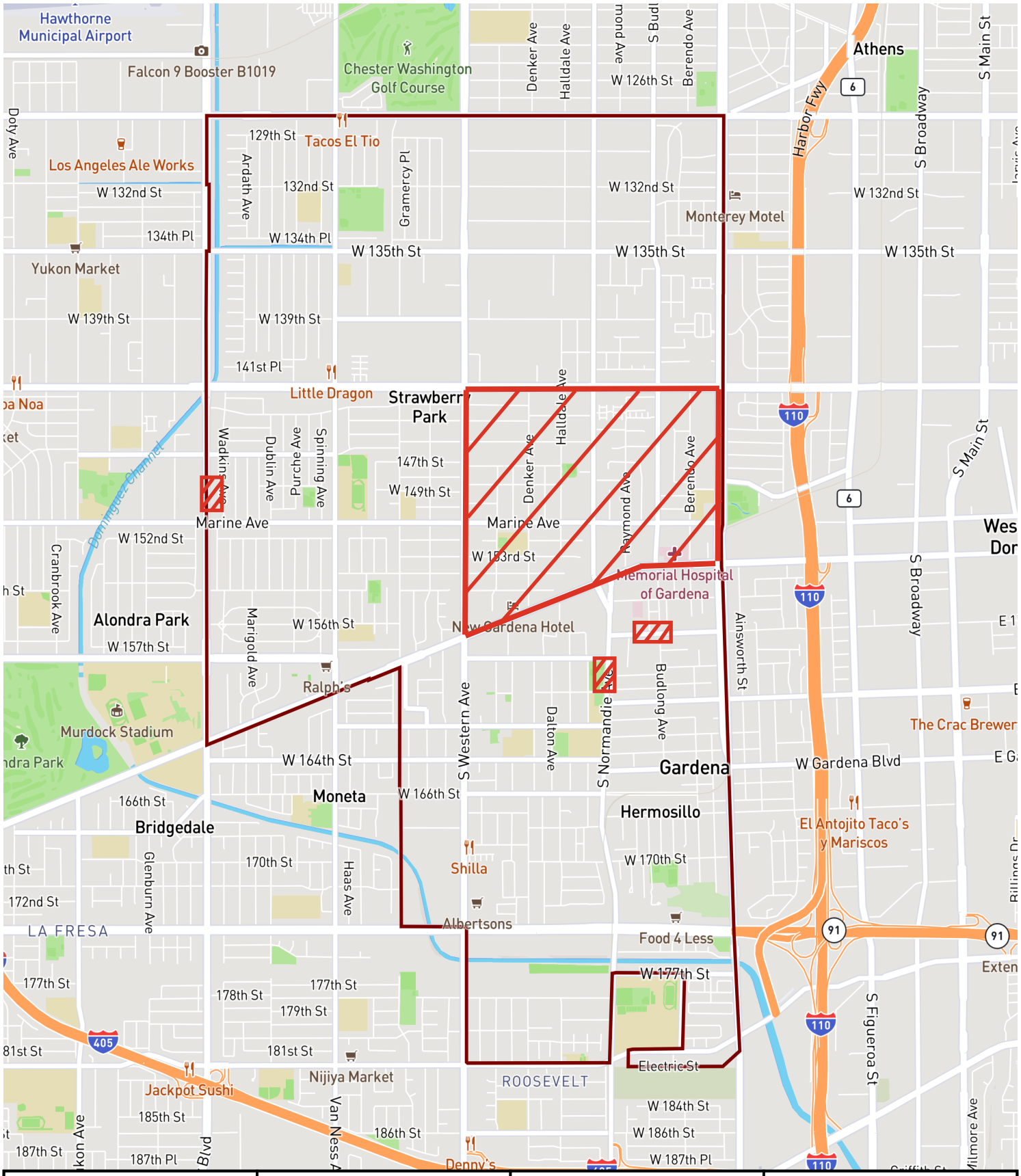
project location map.pdf

JN 545 Specs_Signed.pdf

JN 545 - Miramar General Engineering Bid Proposal.pdf

JN 545 ph2 CEQA NOE.pdf

PEDESTRIAN SAFETY IMPROVEMENT PROJECT VARIOUS LOCATIONS



1" = 2800 ft	PROJECT LOCATION MAP	09/05/2025	

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.

CITY OF GARDENA

CONTRACT DOCUMENTS AND SPECIFICATIONS

FOR

PEDESTRIAN SAFETY IMPROVEMENT 2024/2025 (AT VARIOUS LOCATIONS)

JN 545

DECEMBER 2025

CITY OF GARDENA

CONTRACT DOCUMENTS AND SPECIFICATIONS

FOR

PEDESTRIAN SAFETY IMPROVEMENT 2024/2025

(AT VARIOUS LOCATIONS)

JN 545

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
PEDESTRIAN SAFETY IMPROVEMENT 2024/2025
PROJECT NO. JN 545

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 **2:00 PM** on **January 15th, 2026,** 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 January 15, 2026 (Shortly thereafter the deadline)
Join ZOOM Meeting

https://us02web.zoom.us/j/89670922944
Meeting ID: 896 7092 2944
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 545.** 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:
Removal and replacement of curbs, gutters, sidewalks, trees, driveways, PCC pavement, etc.

ENGINEER'S ESTIMATE: $272,000.00

The time of completion of contract shall be **30 working days** as defined in the latest Standard Specifications for Public Works ("Greenbook"). Liquidated Damages, as defined in Section 6-9, shall be **$500 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 "A" or "C-8"** 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.

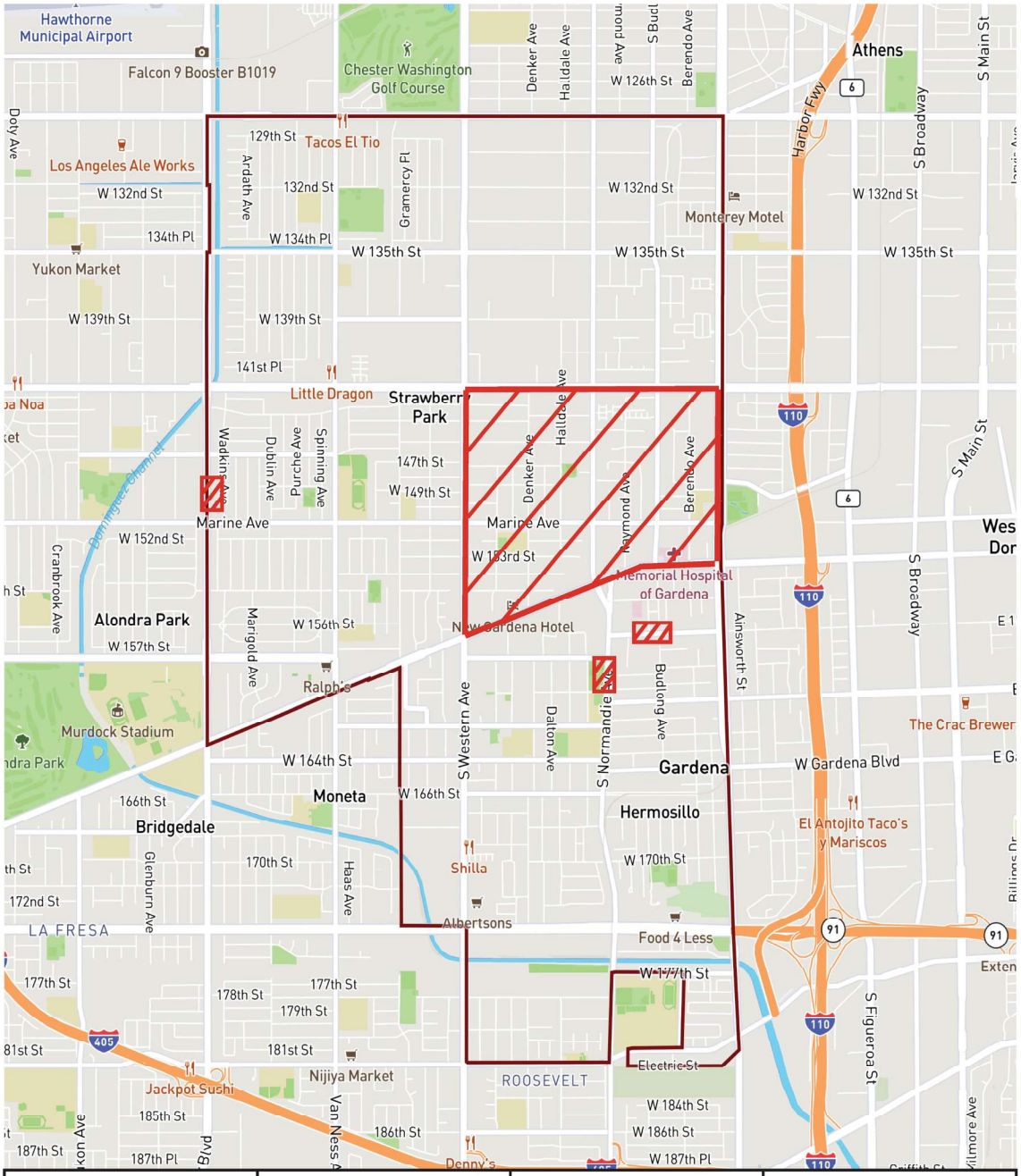
Award of Contract: The following are conditions to the award of the contract:

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.

Bidders are advised that, as required by federal law, the State has established a statewide overall DBE goal. This City of Gardena Federal-Aid contract is considered to be part of the statewide overall DBE goal. The City of Gardena is required to report to Caltrans on DBE participation for all Federal-Aid contract each year so that attainment efforts maybe evaluated.

Any questions regarding this bid package may be referred to Matthew Au, Public Works Engineering Division at 310.217.9644 or Mau@cityofgardena.org .

PEDESTRIAN SAFETY IMPROVEMENT PROJECT VARIOUS LOCATIONS



1" = 2800 ft	PROJECT LOCATION MAP	09/05/2025	

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.

TABLE OF CONTENTS

PEDESTRIAN SAFETY IMPROVEMENT 2024/2025

DESCRIPTION	PAGE
Title Page	
Notice Inviting Bids	
Location Map	
Table of Contents	i
Instructions to Bidders	ii-iv
BID PROPOSAL (To Be Submitted with Proposal)	
Bid Schedule	BP-2
Acknowledgement of Addenda Received	BP-4
Bidder's Declaration	BP-5
Non-collision Affidavit	BP-7
Declaration of Eligibility to Contract	BP-8
Bid Bond	BP-9
Designation of Subcontractors	BP-10
Construction Project Reference	BP-11
Certificate of Non-Discrimination by Contractors	BP-12
Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Primary Covered Transition	BP-14
CONTRACT DOCUMENTS (To Be Submitted after Award)	
Agreement	CD-2
Faithful Performance Bond	CD-4
Payment Bond	CD-6
Workers' Compensation Insurance Certificate	CD-8
Indemnification and Hold Harmless Agreement Of Subrogation and Contribution	CD-9
Insurance	CD-10
GENERAL PROVISIONS	
PART 1 – GENERAL PROVISIONS	GP-1
Section 1 – General	GP-1
Section 2 – Scope of the Work	GP-4
Section 3 – Control of the Work	GP-7
Section 4 – Control of Material	GP-9
Section 5 – Legal Relations and Responsibilities	GP-10
Section 6 – Prosecution and Progress of the Work	GP-11
Section 7 – Measurement and Payment	GP-14
Section 8 – Facilities for Agency Personnel	GP-14

DESCRIPTION	PAGE
TECHNICAL PROVISIONS	
PART 2 – CONSTRUCTION MATERIALS	TP-1
Section 200 – Rock Materials	TP-1
Section 201 – Concrete, Mortar, and Related Materials	TP-1
Section 203 – Bituminous Materials	TP-1
PART 3 – CONSTRUCTION METHODS	TP-2
Section 300 – Earthwork	TP-2
Section 302 – Roadway Surfacing	TP-4
Section 314 – Traffic Striping, Curb and Pavement Markings, and Pavement Markers	TP-5
PART 4 – EXISTING IMPROVEMENTS	TP-5
Section 400 – Protection and Restoration	TP-5
Section 401 – Removal	TP-5
Section 402 – Utilities	TP-6
Section 403 – Manhole Adjustment and Reconstruction	TP-8
Section 404 – Cold Milling	TP-8
PART 6 – TEMPORARY TRAFFIC CONTROL	TP-8
Section 600 – Access	TP-8
Section 601 – Temporary Traffic Control for Construction and Maintenance Work Zones	TP-10
PART 7 – STREET LIGHTING AND TRAFFIC SIGNAL SYSTEMS	TP-11
Section 700 – Materials	TP-11
Section 701 – Construction	TP-11
PART 8 – LANDSCAPE AND IRRIGATION	TP-11
Section 801 – Installation	TP-11
APPENDIX	
APPENDIX A: CITY STANDARDS	

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)

PEDESTRIAN SAFETY IMPROVEMENT 2024/2025 (AT VARIOUS LOCATIONS)

PROJECT NO. JN 545

Contractor: _____

Address: _____

Phone: _____

Fax: _____

License No.: _____

D.I.R. No. _____

Email: _____

To Be Submitted

WITH

Bid Package

BID PROPOSAL

PROJECT NO. JN 545

BID SCHEDULE

The undersigned, having examined the proposed Contract Documents titled:

PEDESTRIAN SAFETY
IMPROVEMENT 2024/2025

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 **Thirty (30) Working Days** from the date the Notice of Proceed is issued by the Engineer.

Item No.	Item Description	Unit	Approx. Quantity	Unit Price in Figures	Item Total
1	Furnish and Install P.C.C. Curb and Gutter over new C.A.B. per Dwg. ST-7	LF	305	$	$
2	Furnish and Install P.C.C. sidewalk over existing re-compacted material per Std. Dwg. ST-5A & ST-5B	SF	7231	$	$
3	Furnish and Install 6” P.C.C. Residential Driveway per Dwg. ST-2	SF	693	$	$
4	Furnish and Install 6” P.C.C. Commercial Driveway per Dwg. ST-1A or ST-1B	SF	305	$	$
5	Remove and dispose of existing tree, stump and roots	EA	1	$	$
6	Remove and reconstruct curb ramp per Caltrans Std. A88A, City Std. ST-14	EA	2	$	$

BID SCHEDULE (Continued)

TOTAL CONTRACT BID:

(Figures) $ _____

(Words) _____

*** 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.

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 _____ Dollars, 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 545

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 545

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 545

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

PROJECT NO. JN 545

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 545

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: **PEDESTRIAN SAFETY IMPROVEMENT 2024/2025 VARIOUS LOCATIONS**

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 545

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 _____%.

BID PROPOSAL

PROJECT NO. JN 545

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 _____

BID PROPOSAL

PROJECT NO. JN 545

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 545

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.

CONTRACT DOCUMENTS (CD)

PEDESTRIAN SAFETY IMPROVEMENT 2024/2025
VARIOUS LOCATIONS

PROJECT NO. JN 545

To be Submitted
within twenty-one (21) calendar days

AFTER
Award of Contract

CONTRACT DOCUMENT

PROJECT NO. JN 545

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 545, which is described as follows:

Title: PEDESTRIAN SAFETY IMPROVEMENT 2024/2025 VARIOUS LOCATIONS

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

ATTEST:

Sign:
Date:

Mina Semenza, City Clerk

Date:

APPROVED AS TO FORM:

Carmen Vasquez, City Attorney

Date:

CONTRACT DOCUMENT

PROJECT NO. JN 545

FAITHFUL PERFORMANCE BOND

WHEREAS, the City of Gardena has awarded to _____, hereinafter designated as the "Principal", a Contract for:

PROJECT: PEDESTRIAN SAFETY IMPROVEMENT 2024/2025 VARIOUS LOCATIONS

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 545

PAYMENT BOND

WHEREAS, the City of Gardena has awarded to _____, as Contractor, a contract for the work described as follows:

PROJECT: PEDESTRIAN SAFETY IMPROVEMENT 2024/2025 VARIOUS LOCATIONS

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 545

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 545

INDEMNIFICATION AND HOLD HARMLESS AGREEMENT AND WAIVER OF SUBROGATION AND CONTRIBUTION

PEDESTRIAN SAFETY IMPROVEMENT 2024/2025 VARIOUS LOCATIONS

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 545

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

PEDESTRIAN SAFETY IMPROVEMENT 2024/2025
(AT VARIOUS LOCATIONS)
JN 545

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 2024 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.

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.

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.

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.

Protect and preserve all existing pavements and facilities, both within and outside the construction limits, that are not part of the proposed improvements. If the contractor is permitted by the City to use a construction staging area outside the project limits, the contractor shall be responsible for maintaining and restoring it to its original condition or better. The contractor shall repair or replace any damaged areas to the satisfaction of the City.

Any damage to existing concrete improvements shall be removed and replaced from joint to joint, or as directed by the City Inspector. Concrete patching will not be permitted.

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 one year 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 7:30 A.M. and 4:30 P.M., Monday through Friday except holidays. No work which will cause loud or disruptive noise to adjacent residents 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 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 **$500** 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, job number, 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.

In addition to the provisions outlined in Section 5-3.3 Payroll Records**, the City will withhold progress payments or final payment for failure to submit weekly-certified payrolls.**

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

TECHNICAL PROVISIONS

PEDESTRIAN SAFETY IMPROVEMENT 2024/2025
(AT VARIOUS LOCATIONS)
JN 545

PART 1 – TECHNICAL PROVISIONS

SECTION 1 – GENERAL

PREFACE: All work and materials shall conform to the "Standard Specification for Public Works Construction", 2024 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.

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.

203-11 ASPHALT RUBBER HOT MIX (ARHM).

203-11.3 Composition and Grading. Asphalt-Rubber shall be Class ARHM-GG-C, Standard Specifications Section 230-11 Wet Process and Section 302-9.

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 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.

CONTRACTOR SHALL REMOVE ALL TRACKED ASPHALT MATERIALS FROM CONCRETE SURFACES AND RAISED PAVEMENT MARKERS.

302-9.7 Rock Dust Blotter. Rock dust blotter shall be provided and uniformly applied using a mechanical spreader at a rate of approximately 1.65 kilogram per square meter.

302-15 ASPHALT TRACKING PAVEMENT AND MITIGATION. The purpose of this section is to address any tracking related problems caused by the Contractor. The City requires that all streets adjacent to the project remain track free during and after construction. Contractor shall prevent and mitigate asphalt tracking on all adjacent surfaces. The use of water or any other methods approved by the Engineer may be utilized. If tracking is present at the end of the work day, the Contractor shall use steam cleaning and a vacuum truck to remove tracking from all affected areas to the satisfaction of the Engineer.

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. THE SURVEYOR SHALL ALSO ESTABLISH CENTERLINE MONUMENTS AND TIES AT ALL STREET AND ALLEY INTERSECTIONS WITHIN THE PROJECT LIMITS WHERE NONE EXISTED PRIOR TO CONSTRUCTION. A corner record of the monuments, benchmarks, ties, etc. established or reestablished shall be filed with the County Surveyor prior to the recordation of the Notice of Completion. A copy of the recorded corner records shall be given to the Engineer prior to final payment.

SECTION 401 - REMOVAL

401-3. 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. Curb ramp reconstruction in place shall be from BCR to ECR and adjacent sidewalk as needed to meet ADA requirements.

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.

Special Note To Contractor:

Prior to constructing a curb ramp where physical site constraints do not allow the access ramp construction to fully meet the requirements/standard plans as indicated on the project plans, the Contractor shall so notify the Engineer for direction in advance of construction.

See City Standard ST-14 notes for additional requirements.

Curb ramp (modified) shall be per Section 18, except concrete spandrel shall be sawcut 6" from curb face and minimum asphalt replacement will be required if any.

See City Standard ST-14 notes for additional requirements.

Driveways, approach, alley intersection, spandrels and cross gutters construction shall include removal and disposal of interfering structures, objects and soil.

Removal, disposal and construction of adjacent 2-feet wide hot mix asphalt paving (C2 PG64-10) over 6-inch thick C.A.B. shall be included.

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.
Alley intersection and cross gutter construction shall include removal and disposal of interfering structures, objects, and soil.

Removal, disposal and construction of adjacent 2-feet wide hot mix asphalt paving (C2 PG64-10) over 6-inch thick C.A.B. shall be included.

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.

SECTION 403 – MANHOLE ADJUSTMENT AND RECONSRTUCTION

403-1 GENERAL. Adjustment of utility access openings shall include all work required to set access frames and covers flush with pavement. Adjustment of utility access openings shall be incidental to the associated item of work, and no additional payment will be made therefore.

SECTION 404 – COLD MILLING

404-1 GENERAL. Payment for cold milling pavement shall be according to the square feet of surface approved for milling irrespective of the actual area milled, the depth of milling, the number of passes required, or the pavement material milled. **There will be no compensation for over milling.**

The City has investigated the street section and determined that pavement section has variable depths of asphalt and Portland cement concrete pavement, however, any presence of pavement fabric, petromat or irregular material shall be included in the bid item price for "cold milling" and no extra payment shall be made.

Areas of distorted pavement shall also be cold milled to a smooth uniform surface.

COLD MILLED AREAS SHALL NOT REMAIN UNPAVED OVER MORE THAN ONE WEEKEND.

NOTE: ON LOCAL RESIDENTIAL STREETS, COLD MILLED AREAS SHALL NOT REMAIN UNPAVED OVER MORE THAN ONE DAY; ALL COLD MILLED AREAS SHALL BE PAVED THE FOLLOWING DAY.

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.

PART 7 – STREET LIGHTING AND TRAFFIC SIGNAL SYSTEMS

SECTION 700 – MATERIALS

700-5 TRAFFIC SIGNAL MATERIALS.

700-5.8 Detectors.

700-5.8.2 Inductive Loop Detectors. Loop detector wire shall be Type 2 and loop detector lead-in cable shall be Type B per Section 86-1.02F of the State of California, Department of Transportation Standard Specifications, and latest edition.

SECTION 701 – CONSTRUCTION

701-13 GENERALWIRES, CONDUCTORS AND CABLES.

701-13.2 Splices. All conductor splicing shall conform to Section 87 of the Standard Specifications of the State of California, latest edition. All detector loop wire and lead-in cable shall be soldered at every splice or connection.

PART 8 – LANDSCAPING AND IRRIGATION

SECTION 801 – INSTALLATION

801-4 PLANTING.

801-4.5 Tree and Shrub Planting. Tree species shall be 24” box (species as noted). Payment for this item shall include the following:

A. All material and work for planting of the tree.
B. One-year maintenance period. If a tree requires replacement within the on year maintenance period, the new tree shall also have a one year maintenance period from the date of acceptance.

Note: City will tag trees prior to installation. Total maximum distance to tag all trees shall be limited to 80 miles roundtrip and 3 locations. Otherwise, trees shall be brought to the City for approval prior to planting. Rejected trees shall be removed from the job site immediately.

801-4.5.1 Tree Removal. Remove and dispose of existing tree, stump and roots are supplemental provisions to Section 300-1.2 and 300-1.3 of the Standard Specifications. Grind roots minimum of 12" from top of grade. Backfill with select material and prepare for P.C.C. construction or tree replacement where shown.

Prior to removal of any tree, the following must be done:

1. Remove all concrete within 20' of the tree marked for removal
2. Schedule City Parks Division to inspect the tree and roots.
3. Get written approval from Parks Division to remove tree.
4. If Parks Division determines the tree can be saved, reduce tree removal item by one.

801-6 MAINTENANCE AND PLANT ESTABLISHMENT. Maintenance period shall be one year and shall commence after work has been completed and approved by the City of Gardena Council.

All trees shall be guaranteed by the contractor for the maintenance period. Contractor liability shall cover cost of labor, equipment and materials to replace trees of similar size during the covered period.

END OF TECHNICAL PROVISIONS

Appendix A
City Standards

ABBREVIATIONS AND SYMBOLS

AB	Aggregate Base
AC	Asphalt Concrete
APWA	American Public Works Association
BC	Back of Curb
BCR	Begin Curb Return
CAB	Crushed Aggregate Base
CF	Curb Face
C&G	Curb and Gutter
CL	Centerline
CMB	Crush Miscellaneous Base
CONC.	Concrete
DWG	Drawing
DWY	Driveway
ECR	End Curb Return
EG	Edge of Gutter
EJ	Expansion Joints
EP	Edge of Pavement
EX	EXISTING
FC	Face of Curb
FL	Flow Line
H	Horizontal
L	Length
LACSD	Los Angeles (L.A.) County Sanitation District
LG	Lip of Gutter
HOR.	Maximum
MIN.	Minimum
MISC.	Miscellaneous
NO.	Number
NTS	Not to Scale
OC	Offset Center
PB	Pullbox
PCC	Portland Cement Concrete
PT.	Point
PKWY	Parkway
R	Radius
REQ.	Require
R&R	Remove & Replace
R/W	Right–of–way
S	Slope
SB	Subbase
SPPWC	Standard Plans for Public Works Construction
ST	Street
STD.	Standard
SW	Sidewalk
TC	Top of Curb
TP	Top of Pavement
TYP.	Typical
V	Vertical
W	Width
WPJ	Weakended Plane Joints
&	And
”	Inch
’	Foot/Feet

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS

TITLE:
STANDARD ABBREVIATION AND SYMBOLS

APP. BY:
Allan Rigg — CITY ENGINEER
9/16/2024 — DATE

DESIGNED BY	KK	09/24
DRAWN BY	KK	09/24
CHECKED BY	KK	09/24

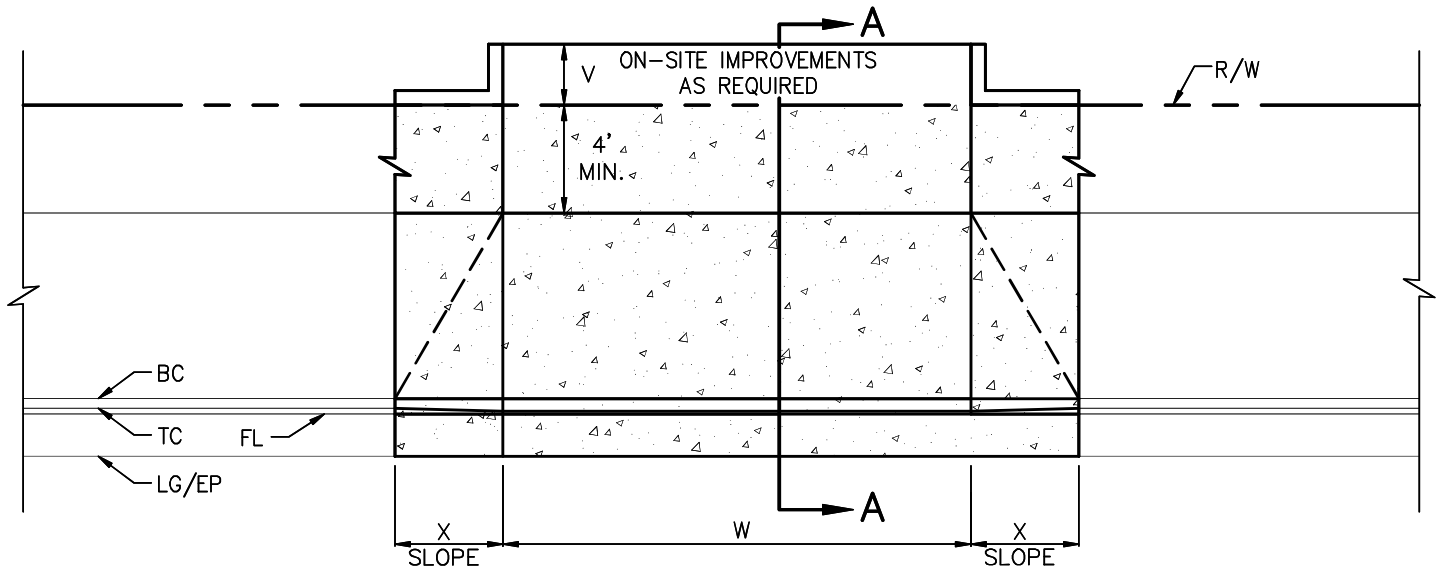
DWG. NO. ST–00

DRIVEWAY POLICY

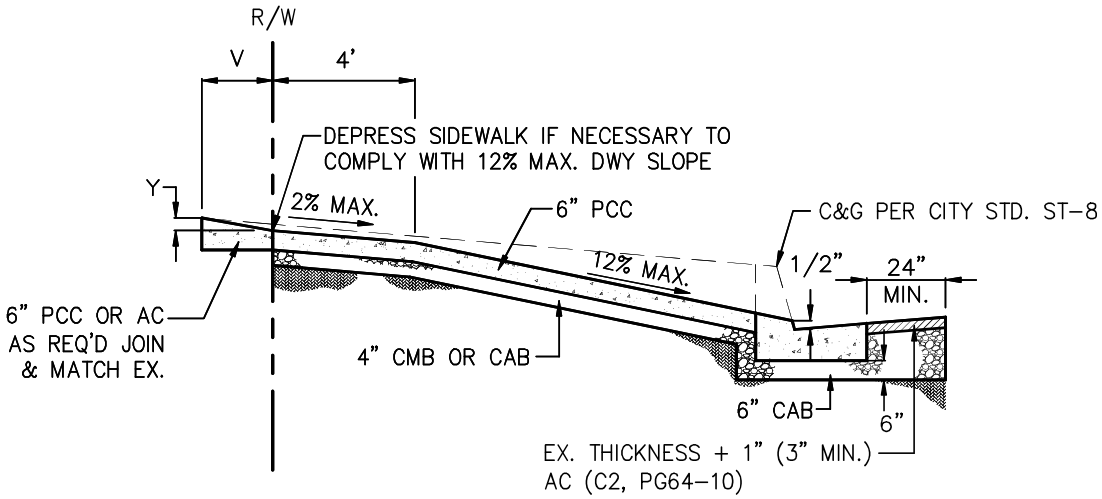
THE FOLLOWING ARE REQUIREMENTS FOR DRIVEWAY CONSTRUCTION IN STREET RIGHT-OF-WAY:

1. NO DRIVEWAY SHALL BE GREATER THAN 60 % OF ANY LOT DIMENSION OR LESS THAN 3.1 METERS (10 FEET) IN WIDTH, EXCLUDING SIDE SLOPES AND RETURNS.
2. NO LESS THAN 6 METERS (20 FEET) OF FULL HEIGHT CURB SHALL EXIST BETWEEN DRIVEWAYS SERVING A SINGLE LOT OR PARCEL.
3. NO LESS THAN 1.2 METERS (4 FEET) OF FULL HEIGHT CURB SHALL EXIST BETWEEN DRIVEWAYS SERVING CONTIGUOUS LOTS OR PARCELS UNLESS A SINGLE DRIVEWAY IS CONSTRUCTED TO SERVE BOTH LOTS OR PARCELS.
4. A SINGLE DRIVEWAY MAY BE CONSTRUCTED TO SERVE CONTIGUOS LOTS OR PARCELS AND SHALL BE NO GREATER THAN 60 % OF THE LOT FRONTAGES IN WIDTH AND SHALL BE CONSTRUCTED WITH AT LEAST 3.1 METERS (10 FEET) OF WIDTH WITHIN THE FRONTAGE OF EACH LOT OR PARCEL, EXCLUDING SIDE SLOPES AND RETURNS.
5. DRIVEWAYS SHALL BE ENCROACH INTO CURB RETURNS.
6. DRIVEWAYS SHALL NOT BE CONSTRUCTED WITHIN 0.9 METER (3 FEET) OF UTILITY POLES OR ANY STRUCTURES.
7. NO DRIVEWAYS SHALL BE CONSTRUCTED OR MAINTAINED AT LOCATION WHERE PHYSICAL FEATURES PROHIBIT VEHICLES FROM PARKING ENTIRELY OFF THE STREET RIGHT-OF-WAY.
8. THE SUM OF ALL DRIVEWAY WIDTHS, EXCLUDING SIDE SLOPES AND RETURNS, SERVING A SINGLE LOT OR PARCEL SHALL BE NO MORE THAN 60 % OF THE FRONTAGE OF THE LOT OR PARCEL.
9. APPLICANTS REQUESTING TO WIDEN THE DRIVEWAY MUST OBTAIN APPROVAL FROM FROM THE CITY'S DEPARTMENT OF COMMUNITY DEVELOPMENT BEFORE AN ENCROACHMENT PERMIT IS ISSUED.

CITY OF GARDENA **DEPARTMENT OF PUBLIC WORKS**	APP. BY: Allan Rigg CITY ENGINEER		9/16/2024 DATE
TITLE: DRIVEWAY POLICY	DESIGNED BY	KK	09/24
	DRAWN BY	KK	09/24
	CHECKED BY	KK	09/24
	DWG. NO.	ST-1	



PLAN VIEW



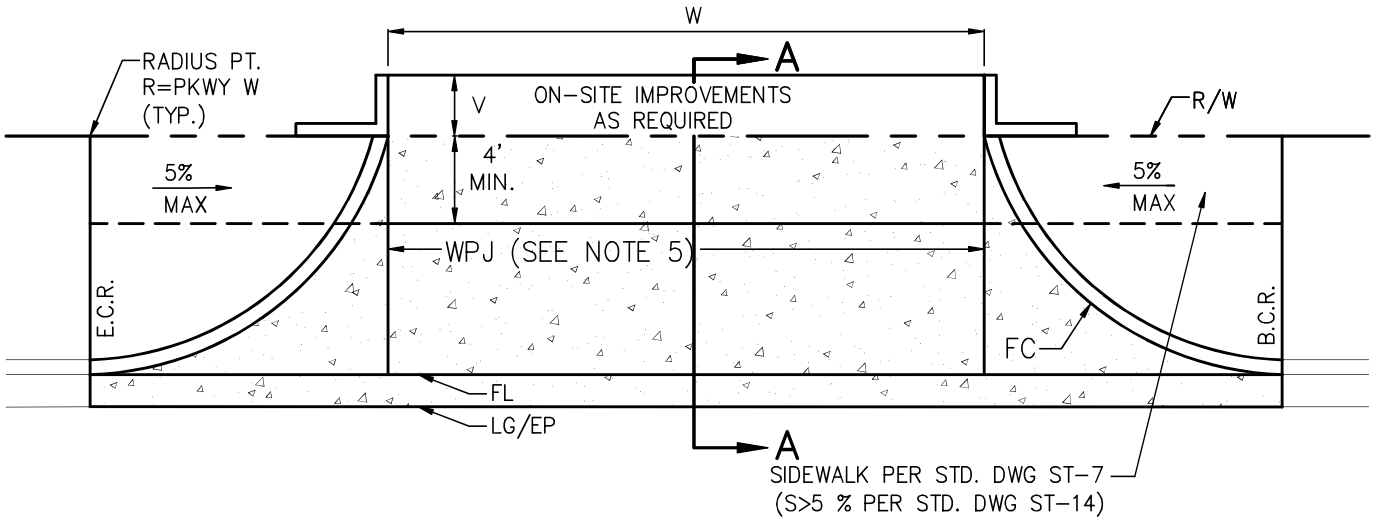
SECTION A-A

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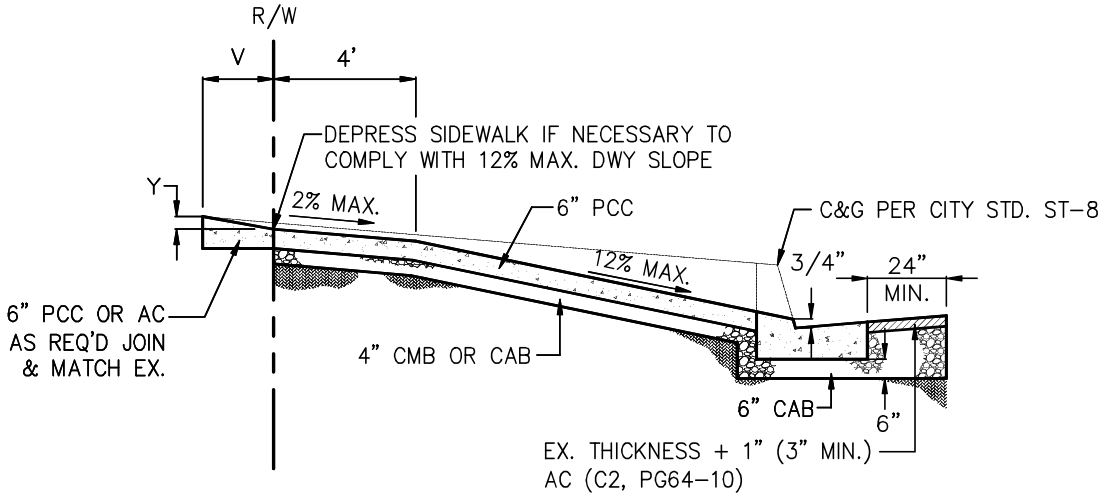
1. ALL CONSTRUCTION SHALL BE IN CONFORMANCE WITH THE "SPPWC" LATEST EDITION.
2. PCC SHALL BE 520-C-2500 PER "SPPWC" LATEST EDITION.
3. CAB AND CMB TO 95 % RELATIVE COMPACTION AND 90 % SUBGRADE.
4. EXISTING CONCRETE SHALL BE REMOVED TO THE NEAREST SCOREMARK.
5. DRIVEWAY INSTALLATION SHALL BE IN CONFORMANCE WITH THE DRIVEWAY POLICY OF THE DEPARTMENT OF PUBLIC WORKS (ST-1).
6. COARSE BROOM FINISH ON DRIVEWAY AND FINE HAIR BROOM FINISH ON SIDEWALK.
7. "W"=12' MIN. & 35' MAX. (OR AS APPROVED) AND "X"=3' MIN.
8. "V" DIMENSION SHALL BE 2' MIN. & ESTABLISHED IN FIELD BASED ON "Y" DEPTH REQUIRED (Y=0.30' MAX., ADJUST TO MATCH FIELD CONDITIONS).
9. ASPHALT AND CONCRETE TO BE REMOVED SHALL BE SAWCUT.
10. PLACE WEAKENED PLANE JOINTS (WPJ) EVENLY SPACED AT 10' O.C. MAX.
11. WIDTH OF 24" OF AC/AB TO BE R&R WHEN REPLACING C&G PORTION OF DRIVEWAY.

DWG NTS

CITY OF GARDENA **DEPARTMENT OF PUBLIC WORKS**	APP. BY: Allan Rigg CITY ENGINEER		9/16/2024 DATE
TITLE: **COMMERCIAL DRIVEWAY (TYPE A)**	DESIGNED BY	KK	09/24
	DRAWN BY	KK	09/24
	CHECKED BY	KK	09/24
	DWG. NO.	**ST-2**	



PLAN VIEW



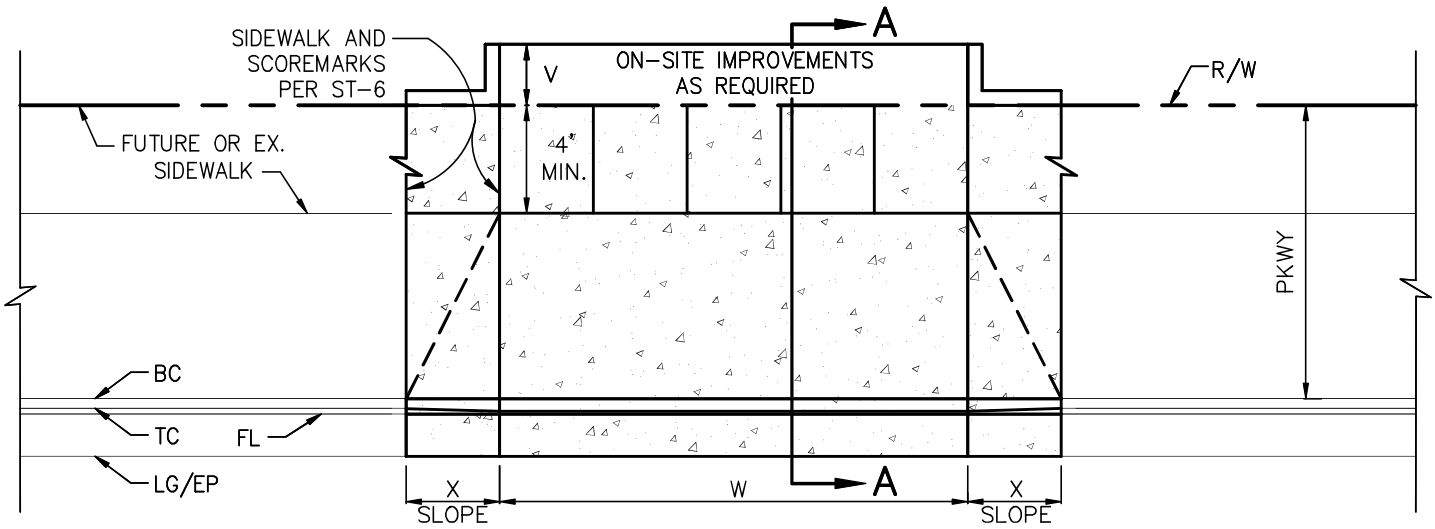
SECTION A-A

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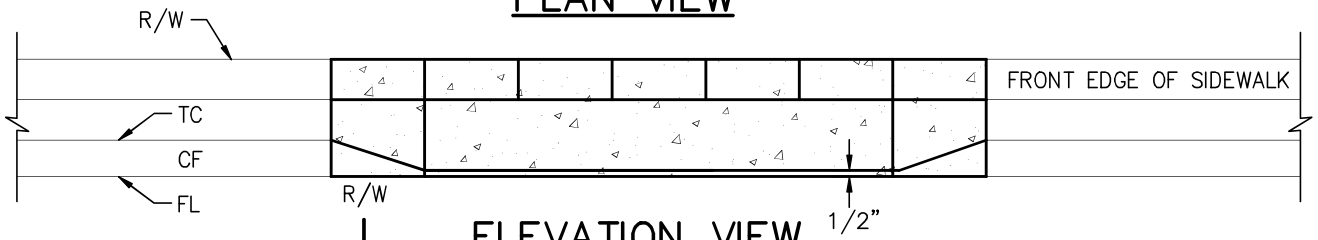
1. ALL CONSTRUCTION SHALL BE IN CONFORMANCE WITH THE "SPPWC" LATEST EDITION.
2. PCC SHALL BE 520-C-2500 PER "SPPWC" LATEST EDITION.
3. ASPHALT AND CONCRETE TO BE REMOVED SHALL BE SAWCUT.
4. EXISTING CONCRETE SHALL BE REMOVED TO THE NEAREST SCOREMARK.
5. PLACE WEAKENED PLANE JOINTS (WPJ) EVENLY SPACED AT 10' O.C. MAX.
6. DRIVEWAY INSTALLATION SHALL BE IN CONFORMANCE WITH THE DRIVEWAY POLICY OF THE DEPARTMENT OF PUBLIC WORKS (ST-1).
7. CAB AND CMB TO 95 % RELATIVE COMPACTION AND 90 % SUBGRADE.
8. COARSE BROOM FINISH ON DRIVEWAY AND FINE HAIR BROOM FINISH ON SIDEWALK.
9. "W"=12' MIN. & 35' MAX. (OR AS APPROVED).
10. "V" DIMENSION SHALL BE 2' MIN. & ESTABLISHED IN FIELD BASED ON "Y" DEPTH REQUIRED (Y=0.30' MAX., ADJUST TO MATCH FIELD CONDITIONS).
11. 24" OF ASPHALT TO BE R&R WHEN REPLACING C&G PORTION OF DRIVEWAY.

DWG NTS

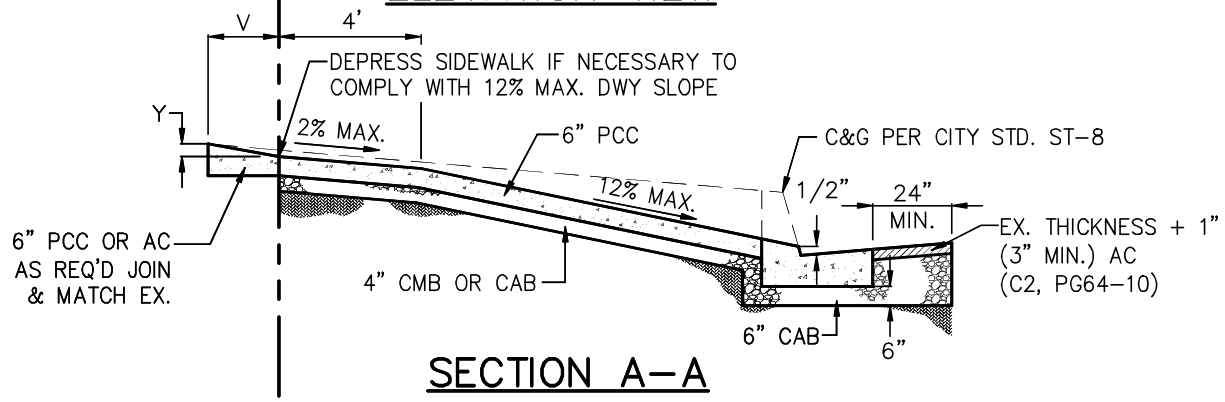
CITY OF GARDENA **DEPARTMENT OF PUBLIC WORKS**	APP. BY: Allan Rigg CITY ENGINEER		9/16/2024 DATE
TITLE: **COMMERCIAL DRIVEWAY (TYPE B)**	DESIGNED BY	KK	09/24
	DRAWN BY	KK	09/24
	CHECKED BY	KK	09/24
	DWG. NO.	**ST-3**	



PLAN VIEW



ELEVATION VIEW



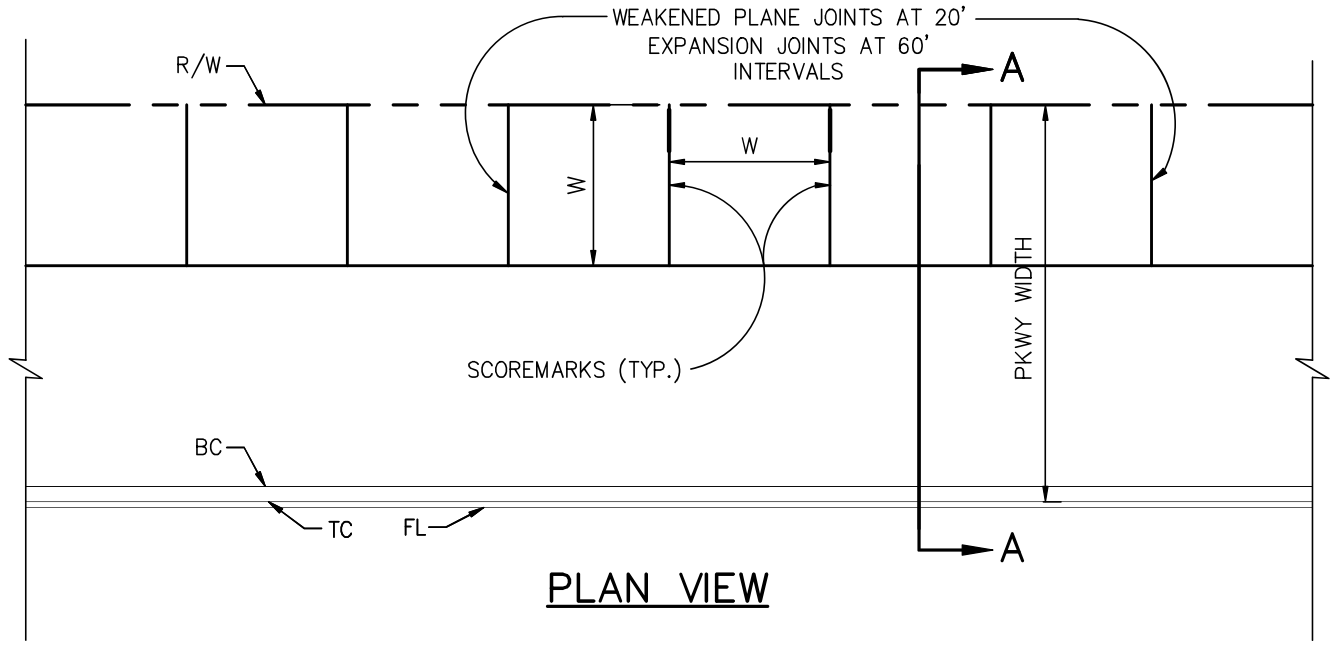
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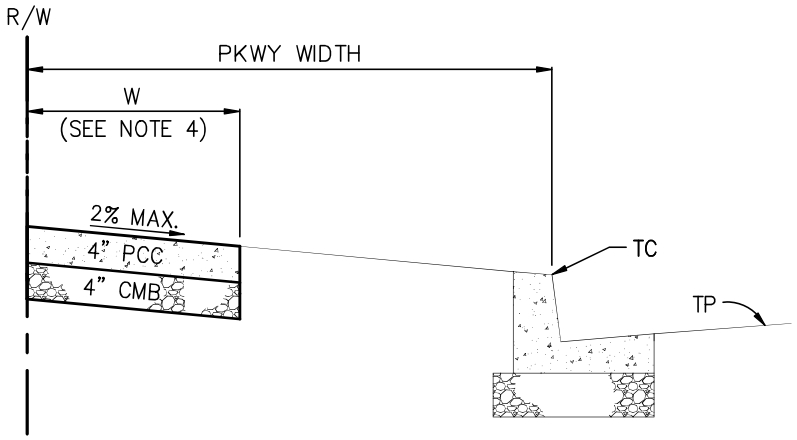
1. ALL CONSTRUCTION SHALL BE IN CONFORMANCE WITH THE "SPPWC" LATEST EDITION.
2. PCC SHALL BE 520-C-2500 PER "SPPWC" LATEST EDITION.
3. ASPHALT AND CONCRETE TO BE REMOVED SHALL BE SAWCUT.
4. EX. CONCRETE SHALL BE REMOVED TO THE NEAREST SCOREMARK.
5. PLACE WEAKENED PLANE JOINTS (WPJ) EVENLY SPACED AT 10' O.C. MAX.
6. DWY INSTALLATION SHALL BE IN CONFORMANCE WITH THE DWY POLICY OF THE DEPARTMENT OF PUBLIC WORKS (ST-1).
7. CAB AND CMB TO 95% RELATIVE COMPACTION AND 90% SUBGRADE.
8. COARSE BROOM FINISH ON DRIVEWAY AND FINE HAIR BROOM FINISH ON SIDEWALK.
9. "W"=10' MIN. & 35' MAX. (OR AS APPROVED) AND "X"=3' MIN.
10. "V" DIMENSION SHALL BE 2' MIN. & ESTABLISHED IN FIELD BASED ON "Y" DEPTH REQUIRED (Y=0.30' MAX., ADJUST TO MATCH FIELD CONDITIONS).
11. MIN. 20' OF FULL HEIGHT CURB REQUIRED BETWEEN DRIVEWAYS SERVING THE SAME LOT.
12. SAWCUT EXISTING CURB AT TOP OF "X" FOR JOIN.
13. IT MAY BE NECESSARY FOR APPROACH TO EXTEND ONTO PRIVATE PROPERTY TO INSURE 12% MAX. DRIVEWAY GRADE.
14. 24" OF ASPHALT TO BE R&R WHEN REPLACING C&G PORTION OF DRIVEWAY.

DWG NTS

CITY OF GARDENA **DEPARTMENT OF PUBLIC WORKS**	APP. BY: Allan Rigg CITY ENGINEER	9/16/2024 DATE
TITLE: RESIDENTIAL DRIVEWAY	DESIGNED BY KK 09/24 DRAWN BY KK 09/24 CHECKED BY KK 09/24	DWG. NO. ST-4



PLAN VIEW



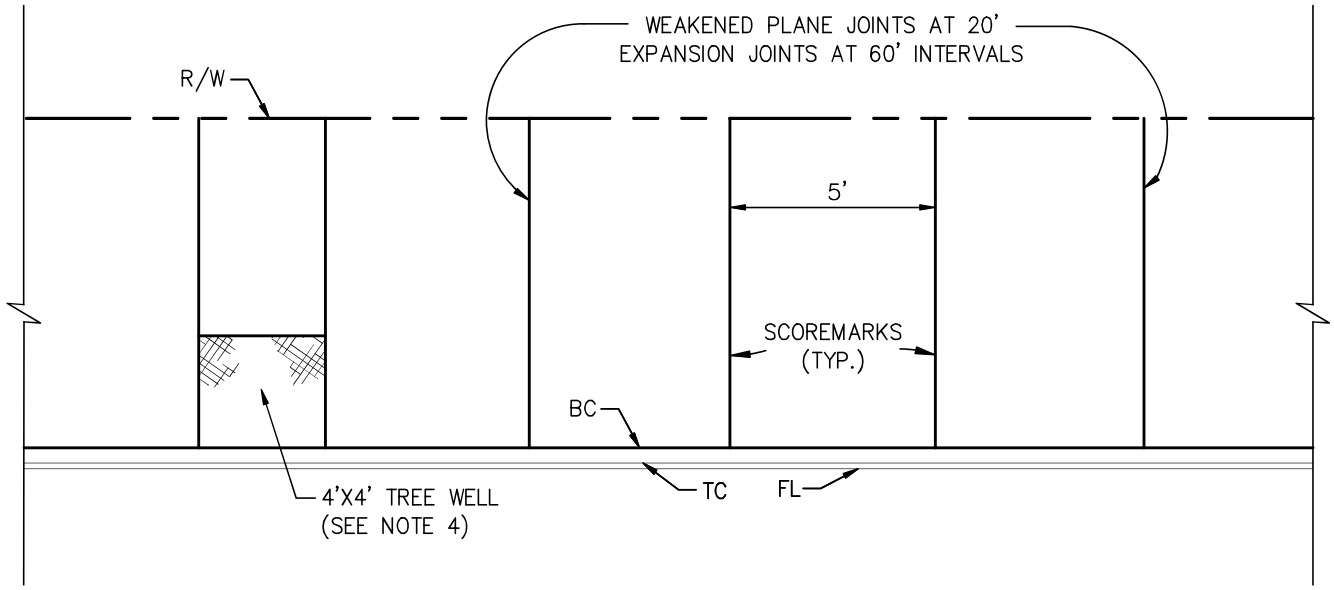
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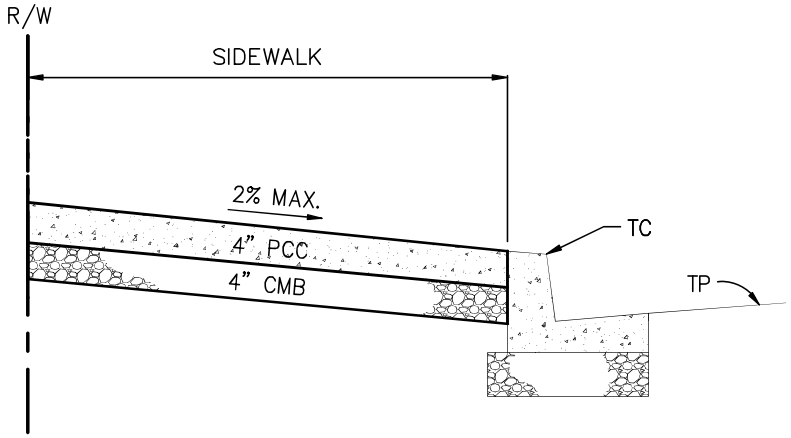
1. ALL CONSTRUCTION SHALL BE IN CONFORMANCE WITH THE "SPPWC" LATEST EDITION.
2. PCC SHALL BE 520–C–2500 PER "SPPWC" LATEST EDITION.
3. EXISTING CONCRETE SHALL BE REMOVED TO THE NEAREST SCOREMARK.
4. BASE SHALL BE CMB AND TO 95% RELATIVE COMPACTION. EX. SIDEWALK REPLACEMENT REQUIRES 90% MIN. COMPACTION ON EX. BASE MATERIAL.
5. "W" SHALL BE A MINIMUM OF 5' ON ARTERIAL & COLLECTOR STREETS, AND A MIN. OF 4' ON LOCAL STREETS.
6. FULL PKWY SIDEWALK, CONSTRUCTED PER STD ST–5B, IS PERMITTED FOR MULTIPLE RESIDENTIAL ZONES WHICH FRONT ON ARTERIAL OR COLLECTOR STREETS.
7. NO SAWCUT ON CONTROL LINES.
8. FINE HAIR BROOM FINISH ON SIDEWALK.
9. NEW SIDEWALKS WILL REQUIRE CMB AND FOR REPLACEMENT OF EXISTING SIDEWALK, RE–COMPACT EXISTING BASE MATERIAL.

DWG NTS

CITY OF GARDENA **DEPARTMENT OF PUBLIC WORKS**	APP. BY: Allan Rigg, CITY ENGINEER — 9/16/2024, DATE		
TITLE: RESIDENTIAL SIDEWALK	DESIGNED BY	KK	09/24
	DRAWN BY	KK	09/24
	CHECKED BY	KK	09/24
	DWG. NO.	ST–6	



PLAN VIEW



SECTION A–A

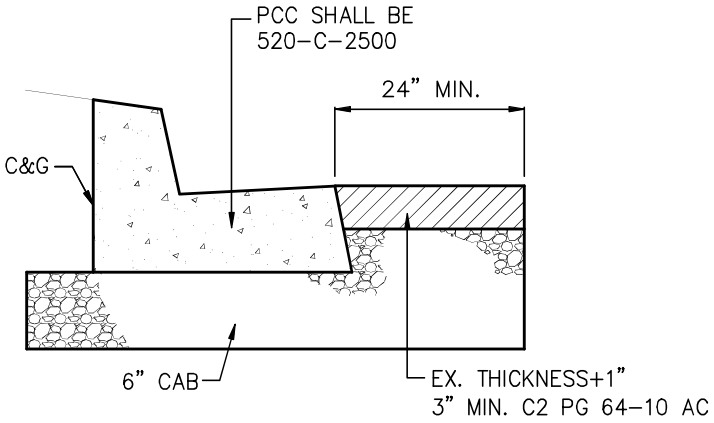
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1. ALL CONSTRUCTION SHALL BE IN CONFORMANCE WITH THE "SPPWC" LATEST EDITION.
2. PCC SHALL BE 520–C–2500 PER "SPPWC" LATEST EDITION.
3. EXISTING CONCRETE SHALL BE REMOVED TO THE NEAREST SCOREMARK.
4. BASE SHALL BE CMB AND TO 95% RELATIVE COMPACTION. EX. SIDEWALK REPLACEMENT REQUIRES 90% MIN. COMPACTION ON EX. BASE MATERIAL.
5. TREE WELLS SHALL BE CONSTRUCTED PER STANDARD ST–11 AT 40' INTERVALS LESS THAN 4'x4' TREE WELL TO ACCOMMODATE ADA REQUIREMENTS SHALL BE APPROVED BY THE CITY ENGINEER.
6. FINE HAIR BROOM FINISH ON SIDEWALK.

DWG NTS

CITY OF GARDENA **DEPARTMENT OF PUBLIC WORKS**	APP. BY: Allan Rigg 9/16/2024 CITY ENGINEER DATE	
TITLE: COMMERCIAL SIDEWALK	DESIGNED BY KK 09/24 DRAWN BY KK 09/24 CHECKED BY KK 09/24	**DWG. NO.** ST–7

FOR CURB AND GUTTER DETAIL
REFER TO THE LATEST SPPWC



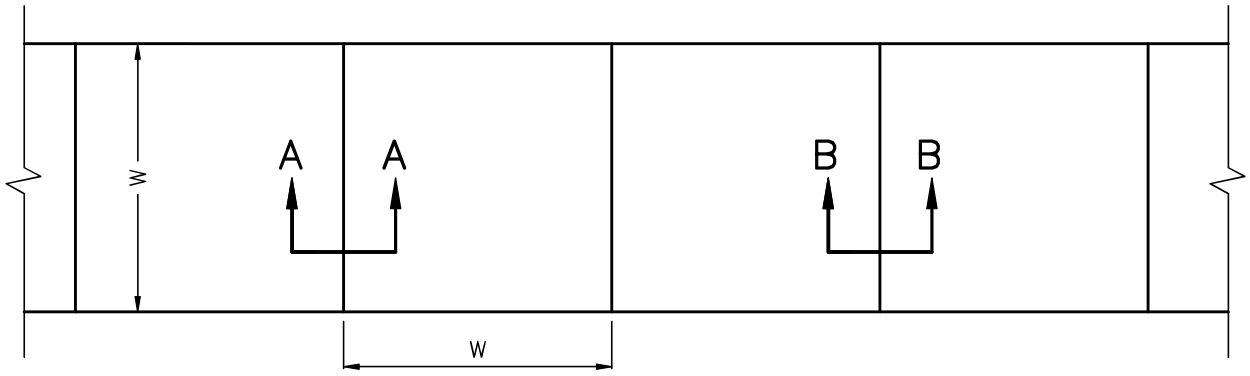
NOTES:

1. 1/2 IN. EXPANSION JOINTS SHALL BE PLACED EVERY 60 FT. WEAKENED PLANE JOINTS PLACED EVERY 20 FT.
2. BASE SHALL BE CRUSHED AGGREGATE BASE (CAB) PER THE "SPPWC" LATEST EDITION.
3. PCC SHALL BE 520-C-2500 PER "SPPWC" LATEST EDITION.
4. MIN. COMPACTION OF 90% ON SUBGRADE AND 95% ON CAB IS REQUIRED.
5. ALL AC AND PCC TO BE REMOVED SHALL BE SAWCUT AT REMOVAL LIMITS. (MIN 5" SAWCUT.)

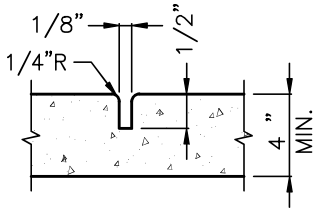
DWG NTS

CITY OF GARDENA **DEPARTMENT OF PUBLIC WORKS**			APP. BY: Allan Rigg CITY ENGINEER	9/16/2024 DATE
TITLE: CURB AND GUTTER	DESIGNED BY	KK	09/24	DWG. NO. ST-8
	DRAWN BY	KK	09/24	
	CHECKED BY	KK	09/24	

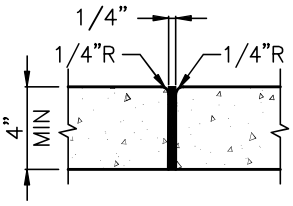
SCOREMARKS AND EXPANSION JOINTS IN STRAIGHT SIDEWALK



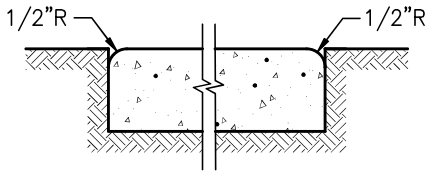
NOTE:
EXPANSION JOINT EVERY 60' AND WEAKENED PLANE JOINTS EVERY 20'



SECTION A–A
TYP. SCOPEMARK



SECTION B–B
TYP. EXPANSION JOINT

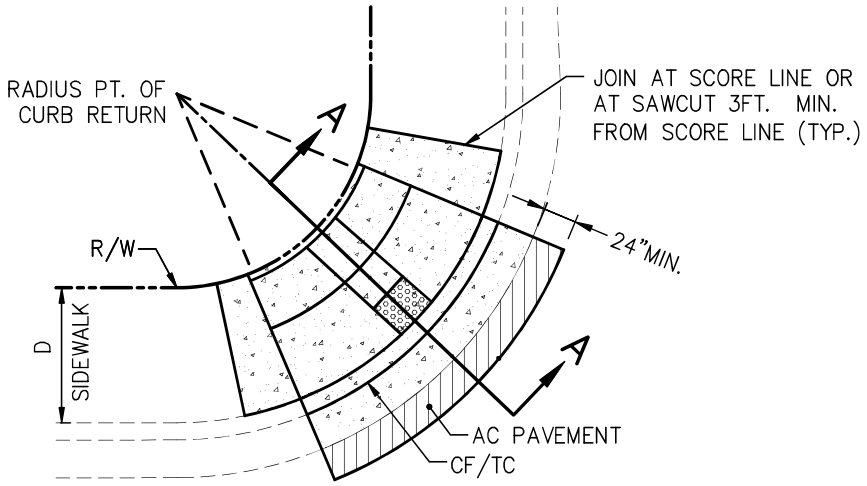


SIDEWALK CROSS SECTION

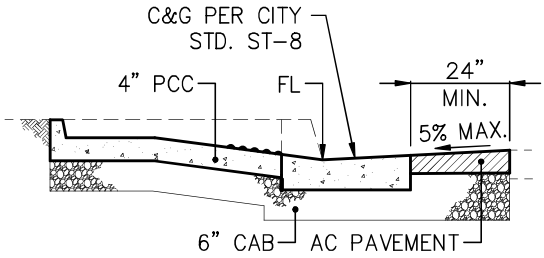
DWG NTS

CITY OF GARDENA DEPARTMENT OF PUBLIC WORKS			APP. BY: Allan Rigg CITY ENGINEER	9/16/2024 DATE
TITLE: SCOREMARKS AND EXPANSION JOINTS	DESIGNED BY	KK	09/24	DWG. NO. ST–9
	DRAWN BY	KK	09/24	
	CHECKED BY	KK	09/24	

FOR CURB RAMP DETAILS REFER TO THE LATEST CALTRANS STANDARD PLANS A88A & A88B



PLAN VIEW



SECTION A–A

NOTES:

1. RAMPS SHALL BE CONSTRUCTED OF CLASS 520–C–2500 PCC 4" THICK OVER 6" CAB.
2. ADJUST UTILITY VALVE COVERS, UTILITY BOXES AND TRAFFIC SIGNAL BOXES TO FINISHED GRADE.
3. RAMP SHALL BE POURED SEPARATELY FROM CURB AND GUTTER (MIN. 24 HRS AFTER C&G).
4. ALL EX. MATERIAL TO BE REMOVED SHALL BE SAWCUT. (MIN. 5" DEEP)
5. MIN. COMPACTION OF 90% ON SUBGRADE AND 95% ON CAB REQUIRED.
6. PROVIDE ROUGH BROOM FINISH THAT CONTRASTS WITH ADJACENT SIDEWALK ON ALL SURFACES OF RAMP UNLESS OTHERWISE NOTED.
7. FOR 8" CF, D>14' OR 6" CF, D>12' THE SIDEWALK NEED NOT BE DEPRESSED.
8. 3'x4' CAST IN PLACE PREFABRICATED DETECTABLE WARNING SURFACE, ("ARMOR–TILE" OR APPROVED EQUAL), COLOR TO BE FEDERAL YELLOW, DOMES TO BE 'IN–LINE', PARALLEL TO CURB, WITH A HEIGHT OF 0.2", BASE DIAMETER OF 0.9", AND TOP DIAMETER OF 0.45", SPACED 1.66" O.C. (2.35" O.C. ON THE DIAGONAL). FIELD SURFACE AND TOP OF DOMES TO HAVE A DOTTED TEXTURE FOR SLIP RESISTANCE. DENSITY OF DOTS IN FIELD AREA TO BE 30 PER SQUARE INCH MINIMUM. INSTALLATION SHALL BE PER MANUFACTURER'S SPECIFICATIONS.
9. FOR R&R OF CONCRETE ABUTTING A.C. PAVEMENT, A MIN. 24" A.C. SHALL BE SAWCUT AND REMOVED ADJACENT TO THE CONSTRUCTION. THE A.C. PAVEMENT SHALL BE EX. THICKNESS +1" MIN. (PG 64–10) AC, PLUS 6" BELOW EX. BOTTOM OF GUTTER REPLACED WITHIN 48 HOURS OF THE CONCRETE POUR, UNLESS A LONGER TIME IS APPROVED BY THE CITY ENGINEER PRIOR TO ANY REMOVAL.

DWG NTS

CITY OF GARDENA **DEPARTMENT OF PUBLIC WORKS**	APP. BY: Allan Rigg CITY ENGINEER		9/16/2024 DATE	
TITLE: CURB RAMP	DESIGNED BY	KK	09/24	DWG. NO. ST–14
	DRAWN BY	KK	09/24	
	CHECKED BY	KK	09/24	

JN 545 - PEDESTRIAN SAFETY

FY 2024 - 2025

LOCATION LIST SUMMARY

NO.	ADDRESS	LENGTH	WIDTH	S/W (S.F.)	APCH (S.F.)	CURB & GUTTER (L.F.)	REMOVE TREE (EA.)	PLANT TREE (EA.)	TREE TO BE PLANTED	CURB RAMP	COMMENTS	SCOPE	SEVERITY
1	1215 144th	0	0	0							Focusing on sidewalk.		
2	1219 144th Pl	21	4	84	32						Slight depression.		
3	14335 Denker Ave on 144th St	0	0	0							6 x 5 s/w r/r.		
4	14335 Denker Ave on 144th St	0	0	0							5 x 5 s/w r/r.		
5	14335 Denker Ave on 144th St	0	0	0							5 x 5 s/w r/r.		
6	1629 W 144th St	0	0	0							Two 5 x 5 s/w panels r/r.		
7	1745 W 144th St	6	19	114							include 4 x 4 portion of s/w.		
8	1628 W 144th St	0	0	0							Place on future projects list. Private property tree issue has damaged s/w.		
9	1518 W 145th St	0	0	0									
10	1438 W 145th St	13	5	65									
11	1434 W 145th St	14	7	98		13							
12	14503 Normandie Ave on W 145th St	10	5	50									
13	1433 W 145th St	11	4	44	25								
14	1541 W 145th St	7	5	35							Go 2 x 6 onto private property.		
15	1655 145th St	9.5	6.5	61.75									
16	1711 145th St	17	5	85									
17	1713 145th St	3.5	5	17.5									
18	1744 145th St	20	5	100									
19	1738 145th St	13.5	5	67.5							Go 3 x 10 onto private property.		
20	1620 145th St	0	0	0									
21	1257 W 146th St	0	0	0									
22	1321 W 146th St	8	4	32									
23	1321 W 146th St	5	4	20									
24	1214 W 146th St	9	4	36									
25	1534 W 146th St	0	0	0									
26	1510 W 146th St	12	4	48		12							
27	1432 W 146th St	0	0	0							Complicated.		
28	1422 W 146th St	4	5	20							Edwin will check with GSW for possible repair.		
29	1507 W 146th St	0	0	0									
30	1509 W 146th St	0	0	0							Edwin will check with GSW for possible repair.		
31	1619 W 146th St	4	4	16									
32	1619 W 146th St	4	8	32									
33	1623 W 146th St	4	8	32									
34	1737 W 146th St	13	6.5	84.5		8							
35	14528 Western Ave on W 146th St	0	0	0									
36	1704 W 146th St	16	7	112		5							
37	1618 W 146th St	7	5	35									
	1515 147th St	0	0	0							13 x 4 if included.		

JN 545 - PEDESTRIAN SAFETY

FY 2024 - 2025

LOCATION LIST SUMMARY

NO.	ADDRESS	LENGTH	WIDTH	S/W (S.F.)	APCH (S.F.)	CURB & GUTTER (L.F.)	REMOVE TREE (EA.)	PLANT TREE (EA.)	TREE TO BE PLANTED	CURB RAMP	COMMENTS	SCOPE	SEVERITY
38	1525 147th St	18	4	72							Stump grind.		
39	1539 147th St	15	4	60									
40	1629 147th St	53	4	212		44					include 5 x 3 walkway & 11 x 3 private property driveway.		
41	1713 147th St	0	0	0							Private property issue.		
42	14715 Van Buren Ave on 147th St	0	0	0									
43	1420 148th St	0	0	0									
44	1420 148th St	0	0	0									
45	1420 148th St	0	0	0									
46	1412 148th St	0	0	0									
47	1150 W 149th St	0	0	0									
48	14905 Vermont Ave on W 149th St	0	0	0									
49	1744 149th St	0	0	0									
50	1744 149th St	0	0	0									
51	1738 149th St	0	0	0									
52	1157 W 150th St	20	4	80									
53	1163 W 150th St	13	4	52									
54	1138 W 150th St	15	4	60									
55	1132 W 150th St	35	4	140									
56	1728 150th St	12	4	48	22								
57	1729 W 150th St	24	5	120		7					Updated address.		
58	1723 W 153rd St	16	4	64									
59	AF 1728 W 153rd St	8	4	32									
60	1708 W 153rd St	0	0	0									
	1703 153rd St	0	0	0		54							
	1704 153rd St	0	0	0		20					Curb and gutter work only. Havard Side.		
61	1646 W 154th Pl	40	4	160							Removed previous address and added this one for repair.		
	1529 154th Pl	0	0	0		33							
62	AF 14613 Berendo Ave	4	4	16									
63	14518 Berendo Ave, property marker	0	0	0									
64	1122 Rosecrans ave on Berendo Ave,	40	4	160									
65	14413 Berendo Ave	24	4	96									
66	14423 Berendo Ave	0	0	0									
	14503 Berendo Ave	32	4	128		31							
67	14711 Berendo Ave	0	0	0							Sidewalk lifted due to private property tree issue.		
68	14803 Berendo Ave	0	0	0									
69	14615 Denker Ave	0	0	0									
70	1603 154th St on Denker Ave	0	0	0									
71	15025 Halldale Ave, C-Cut	0	0	0									

JN 545 - PEDESTRIAN SAFETY

FY 2024 - 2025

LOCATION LIST SUMMARY

NO.	ADDRESS	LENGTH	WIDTH	S/W (S.F.)	APCH (S.F.)	CURB & GUTTER (L.F.)	REMOVE TREE (EA.)	PLANT TREE (EA.)	TREE TO BE PLANTED	CURB RAMP	COMMENTS	SCOPE	SEVERITY
72	15000 Halldale Ave	12	4	48									
73	14519 Halldale Ave	0	0	0									
74	14519 Halldale Ave	43	9	387	56								
75	1503 146th St on Halldale Ave	0	0	0							Sidewalk lifted due to prvate property tree issue.		
76	14631 Halldale Ave	5	4	20									
77	1704 149th St on Harvard Blvd	6	4	24									
78	1655 Marine Ave on Harvard Blvd	21	4	84	81								
79	15447 S Harvard Blvd	8	4	32									
80	14703 Kingsley Dr	36	4	144							36 x 4 s/w r/r.		
	14704 Kingsley Dr	28	4	112							Go 5 x 3 onto private property.		
	14709 Kingsley Dr	34	4	136		33							
81	14801 Kingsley Dr	26	4	104									
82	14811 Kingsley Dr	12	4	48	55	26							
83	15020 Kingsley Dr	0	0	0									
84	14801 Salle Ave	12	4	48									
85	14901 Salle Ave	0	0	0									
86	14704 Salle Ave	0	0	0									
87	15032 Western Ave on Marine Ave,	0	0	0									
88	15106 Western Ave on Marine Ave,	0	0	0									
89	1636 Marine Ave	0	0	0									
90	1620 Marine Ave	0	0	0									
91	1612 Marine Ave	0	0	0									
92	1540 Marine Ave	0	0	0									
93	1130 W Marine Ave,	0	0	0									
94	AF 1028 Marine Ave	0	0	0									
95	1109 Marine Ave	0	0	0									
96	1211 W Marine Ave	0	0	0									
	15013 Vermont Ave	15	5	75							n/w corner of Vermont Ave. and Marine Ave.		
97	15024 Mariposa Ave, property marker	0	0	0									
98	15012 Mariposa Ave	0	0	0									
99	14920 Mariposa Ave, private tree,	0	0	0									
100	14908 Mariposa Ave, property marker	0	0	0									
101	14512 Raymond Ave	45	4	180	96								
	AF 14515 Raymond Ave	12	0	0	148								
102	1302 145th Pl on Raymond Ave	33	4	132	133	19							
103	1302 145th Pl on Raymond Ave	0	0	0									
104	14806 Raymond Ave	12	4	48									
105	15109 Raymond Ave	32	4	128									

JN 545 - PEDESTRIAN SAFETY

FY 2024 - 2025

LOCATION LIST SUMMARY

NO.	ADDRESS	LENGTH	WIDTH	S/W (S.F.)	APCH (S.F.)	CURB & GUTTER (L.F.)	REMOVE TREE (EA.)	PLANT TREE (EA.)	TREE TO BE PLANTED	CURB RAMP	COMMENTS	SCOPE	SEVERITY
106	15221 Raymond Ave	0	0	0									
107	15032 Van Buren Ave	12	4	48									
108	15020 Van Buren Ave	8	4	32									
109	14923 Van Buren Ave	0	0	0									
110	15031 Van Buren Ave	20	4	80									
111	14929 Normandie Ave	24	4	96									
112	15509 Berendo Ave	0	0	0									
113	14703 Kingsley Dr	32	4	128									
114	14911 Kingsley Dr	8	4	32									
115	15215-15222 Raymond Ave	91	4	424	126						Private property panel 5*12 to be replaced as well.		
116	15109 Western Ave	24	7	168			1						
117	A/C from 1209 Magnolia Ave	116	4	464	224						School sidewalk and apron		
	A/C from 1209 Magnolia Ave	31	8	248									
	A/C from 1209 Magnolia Ave	32	8	256									
118	Normandie Ave @ 158th & 160th	0	0	0						2	Curb ramp work at Mas Fukai		
119	14948 Crenshaw Blvd	65	11	715									

BID PROPOSAL (BP)

PEDESTRIAN SAFETY IMPROVEMENT 2024/2025 (AT VARIOUS LOCATIONS)

PROJECT NO. JN 545

Contractor:	Jerusalem Construction Inc dba Miramar General Engineering
Address:	1827 Cleveland Ave National City CA 91950
Phone:	619-434-5900
Fax:	858-408-7191
License No.:	1009541
D.I.R. No.	1000033057
Email:	alex@miramargeneral.com

To Be Submitted

WITH

Bid Package

BID PROPOSAL

PROJECT NO. JN 545

BID SCHEDULE

The undersigned, having examined the proposed Contract Documents titled:

PEDESTRIAN SAFETY IMPROVEMENT 2024/2025

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 **Thirty (30) Working Days** from the date the Notice of Proceed is issued by the Engineer.

Item No.	Item Description	Unit	Approx. Quantity	Unit Price in Figures	Item Total
1	Furnish and Install P.C.C. Curb and Gutter over new C.A.B. per Dwg. ST-7	LF	305	$ 121.71	$ 37,121.55
2	Furnish and Install P.C.C. sidewalk over existing re-compacted material per Std. Dwg. ST-5A & ST-5B	SF	7231	$ 16.25	$117,503.75
3	Furnish and Install 6" P.C.C. Residential Driveway per Dwg. ST-2	SF	693	$ 36.18	$ 25,072.74
4	Furnish and Install 6" P.C.C. Commercial Driveway per Dwg. ST-1A or ST-1B	SF	305	$ 31.80	$ 9,699.00
5	Remove and dispose of existing tree, stump and roots	EA	1	$ 2,500	$ 2,500.00
6	Remove and reconstruct curb ramp per Caltrans Std. A88A, City Std. ST-14	EA	2	$10,681.88	$ 21,363.76

BID SCHEDULE (Continued)

TOTAL CONTRACT BID:

(Figures) $ 213,260.80

(Words) Two Hundred Thirteen Thousand Two Hundred Sixty Dollars 80 cents

*** In case of error in extension of price into the total price column, the unit price will govern.**

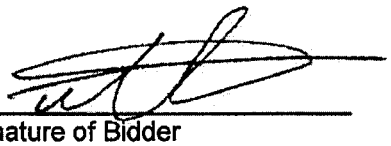
All work required and shown on the construction plans and this specification for which no price or item is listed on this proposal, it shall be understood that such work, equipment, labor, tools and materials shall be provided without extra charge, allowance or direct payment of any kind. Payment for 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.

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 _____ Dollars, 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.

Jerusalem Construction Inc dba
Miramar General Engineering
Name of Bidder



Signature of Bidder

BID PROPOSAL

PROJECT NO. JN 545

BID BOND

KNOW ALL MEN BY THESE PRESENTS:

THAT Jerusalem Construction Inc. dba Miramar General Engineering, as Principal, and The Gray Casualty & Surety Company, as Surety, are held firmly bound unto the City of Gardena in the sum of $ 10% ; ten percent of total 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: PEDESTRIAN SAFETY IMPROVEMENT 2024/2025 VARIOUS LOCATIONS

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 12th day of January, 2026.

Jerusalem Construction Inc. dba Miramar General Engineering (SEAL)	The Gray Casualty & Surety Company (SEAL)
Principal	Surety
BY: _____	BY: _____
Signature	Signature Cyndi Beilman, 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.

Wrightman, Inc.
01/12/2026 10:41 97318202834

THE GRAY INSURANCE COMPANY
THE GRAY CASUALTY & SURETY COMPANY

GENERAL POWER OF ATTORNEY

Bond Number: Bid Bond **Principal:** Jerusalem Construction Inc. dba Miramar General Engineering

Project: City of Gardena (Pedestrian Safety Improvements)

KNOW ALL BY THESE PRESENTS, THAT The Gray Insurance Company and The Gray Casualty & Surety Company, corporations duly organized and existing under the laws of Louisiana, and having their principal offices in Metairie, Louisiana, do hereby make, constitute, and appoint: **Jamie Magnussen, Rebecca Brannan and Cyndi Beilman of LaMesa, California jointly and severally** on behalf of each of the Companies named above its true and lawful Attorney(s)-in-Fact, to make, execute, seal and deliver, for and on its behalf and as its deed, bonds, or other writings obligatory in the nature of a bond, as surety, contracts of suretyship as are or may be required or permitted by law, regulation, contract or otherwise, provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed the amount of $25,000,000.00.

This Power of Attorney is granted and is signed by facsimile under and by the authority of the following Resolutions adopted by the Boards of Directors of both The Gray Insurance Company and The Gray Casualty & Surety Company at meetings duly called and held on the 26th day of June, 2003.

"RESOLVED, that the President, Executive Vice President, any Vice President, or the Secretary be and each or any of them hereby is authorized to execute a power of Attorney qualifying the attorney named in the given Power of Attorney to execute on behalf of the Company bonds, undertakings, and all contracts of surety, and that each or any of them is hereby authorized to attest to the execution of such Power of Attorney, and to attach the seal of the Company; and it is

FURTHER RESOLVED, that the signature of such officers and the seal of the Company may be affixed to any such Power of Attorney or to any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be binding upon the Company now and in the future when so affixed with regard to any bond, undertaking or contract of surety to which it is attached.

IN WITNESS WHEREOF, The Gray Insurance Company and The Gray Casualty & Surety Company have caused their official seals to be hereinto affixed, and these presents to be signed by their authorized officers this 4th day of November, 2022.

THE GRAY INSURANCE COMPANY SEAL

By: Michael T. Gray
President
The Gray Insurance Company

Cullen S. Piske
President
The Gray Casualty & Surety Company

THE GRAY CASUALTY & SURETY COMPANY SEAL

State of Louisiana
ss:
Parish of Jefferson

On this 4th day of November, 2022, before me, a Notary Public, personally appeared Michael T. Gray, President of The Gray Insurance Company, and Cullen S. Piske, President of The Gray Casualty & Surety Company, personally known to me, being duly sworn, acknowledged that they signed the above Power of Attorney and affixed the seals of the companies as officers of, and acknowledged said instrument to be the voluntary act and deed, of their companies.

Leigh Anne Henican
Notary Public
Notary ID No. 92653
Orleans Parish, Louisiana

Leigh Anne Henican
Notary Public, Parish of Orleans State of Louisiana
My Commission is for Life

I, Mark S. Manguno, Secretary of The Gray Insurance Company, do hereby certify that the above and forgoing is a true and correct copy of a Power of Attorney given by the companies, which is still in full force and effect. IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Company this 12th day of January , 2026 .

I, Leigh Anne Henican, Secretary of The Gray Casualty & Surety Company , do hereby certify that the above and forgoing is a true and correct copy of a Power of Attorney given by the companies, which is still in full force and effect. IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Company this 12th day of January , 2026 .

THE GRAY INSURANCE COMPANY SEAL

THE GRAY CASUALTY & SURETY COMPANY SEAL

CALIFORNIA ALL-PURPOSE 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 San Diego }

On January 12, 2026 (Date) before me, Pam Davis (Insert Name of Notary exactly as it appears on the official seal), Notary Public,

personally appeared Cyndi Beilman (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.

Signature _____ (Signature of Notary Public)



Place Notary Seal Above

OPTIONAL

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of the form to another 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: _____
- ☐ Individual
- ☐ Corporate Officer — Title(s): _____
- ☐ Partner ☐ Limited ☐ General
- ☑ Attorney in Fact
- ☐ Trustee
- ☐ Guardian or Conservator
- ☐ Other: _____

Signer is Representing:

RIGHT THUMBPRINT OF SIGNER
Top of thumb here

Signer's Name: _____
- ☐ Individual
- ☐ Corporate Officer — Title(s): _____
- ☐ Partner ☐ Limited ☐ General
- ☐ Attorney in Fact
- ☐ Trustee
- ☐ Guardian or Conservator
- ☐ Other: _____

Signer is Representing:

RIGHT THUMBPRINT OF SIGNER
Top of thumb here

CALIFORNIA ALL-PURPOSE 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 San Diego }

On January 14, 2026 (Date) before me, Pam Davis (Insert Name of Notary exactly as it appears on the official seal), Notary Public,

personally appeared Ala Kareaja (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.

PAM DAVIS
Notary Public - California
San Diego County
Commission # 2519464
My Comm. Expires Jun 1, 2029

Place Notary Seal Above

Witness my hand and official seal.

Signature _____
Signature of Notary Public

OPTIONAL

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of the form to another 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: _____
☐ Individual
☐ Corporate Officer — Title(s): _____
☐ Partner ☐ Limited ☐ General
☐ Attorney in Fact
☐ Trustee
☐ Guardian or Conservator
☐ Other: _____

Signer is Representing:

RIGHT THUMBPRINT OF SIGNER
Top of thumb here

Signer's Name: _____
☐ Individual
☐ Corporate Officer — Title(s): _____
☐ Partner ☐ Limited ☐ General
☐ Attorney in Fact
☐ Trustee
☐ Guardian or Conservator
☐ Other: _____

Signer is Representing:

RIGHT THUMBPRINT OF SIGNER
Top of thumb here

5360 Jackson Drive, Ste. 208
La Mesa, CA 91942
Arthur J. Gallagher & Co. Insurance
Brokers of California, Inc.
License #0726293

o 619.501.1899
f 619.270.9833

www.ajg.com

Gallagher

Insurance | Risk Management | Consulting

Date: January 12, 2026

To: Miramar General Engineering

RE: Bid Bond for: City of Gardena – Pedestrian Safety Improvements

Bid Date: January 15, 2026

****

Dear Sir or Madame:

Thank you for placing your bond needs with Gallagher Surety. We have enclosed the requested bid bond. As a precaution, please check all dates, descriptions, names, surety signatures, and remember that the appropriate contractor signature is necessary.

Please note that if the bid increases more than 10% of the approved amount, let us know BEFORE bid so we can get re-approval.

A copy of the Guide to Best's Rating and Important Disclosures including Compensation Disclosure are attached for your reference.

******I have attached a bid results form; as soon as you have your results, please fax or email the result form back to our office.******

We thank you for placing your bond business with us and look forward to working with you this year.

Sincerely,

Cyndi Beilman

Attachment

5360 Jackson Drive, Ste. 208
La Mesa, CA 91942
Arthur J. Gallagher & Co. Insurance
Brokers of California, Inc.
License #0726293

o 619.501.1899
f 619.270.9833

www.ajg.com

Gallagher

Insurance | Risk Management | Consulting

DATE:

TO: Pam Davis *(pam_davis@ajg.com)*

FROM: Miramar General Engineering
(Gray)

BID RESULTS. **Please complete the information requested and fax or email back to our office ASAP**

Bid date: January 15, 2026

Estimate: $275,000.00

Obligee: City of Gardena

Project: Pedestrian Safety Improvements

LOW BIDDER: _____ @ $ _____

2nd: _____ @ $ _____

3rd: _____ @ $ _____

If you did not place in the first three bidders, please indicate where you placed and your bid amount:

_____ @ $ _____

THANK YOU FOR YOUR HELP.

Important Disclosures

IMPORTANT: The proposal and/or any executive summaries outline certain terms and conditions of the surety program proposed by the insurers, based on the information provided by your company. We make no warranties with respect to policy limits or coverage considerations of the carrier.

Compensation Disclosure

1. Gallagher Companies are primarily compensated from the usual and customary commissions, fees or, where permitted, a combination of both, for brokerage and servicing of insurance policies, annuity contracts, guarantee contracts and surety bonds (collectively "insurance coverages") handled for a client's account, which may vary based on market conditions and the insurance product placed for the client.

2. In placing, renewing, consulting on or servicing your insurance coverages, Gallagher companies may participate in contingent and supplemental commission arrangements with intermediaries and insurance companies that provide for additional compensation if certain underwriting, profitability, volume or retention goals are achieved. Such goals are typically based on the total amount of certain insurance coverages placed by Gallagher with the insurance company, not on an individual policy basis. As a result, Gallagher may be considered to have an incentive to place your insurance coverages with a particular insurance company. If you do not wish to have your commercial insurance placement included in consideration for additional compensation, contact your producer or service team for an Opt-out form.

3. Gallagher Companies may receive investment income on fiduciary funds temporarily held by them, or from obtaining or generating premium finance quotes, unless prohibited by law.

4. Gallagher Companies may also access or have an ownership interest in other facilities, including wholesalers, reinsurance intermediaries, captive managers, underwriting managers and others that act as intermediaries for both Gallagher and other brokers in the insurance marketplace some of which may earn and retain customary brokerage commission and fees for their work.

If you have specific questions about any compensation received by Gallagher and its affiliates in relation to your insurance placements, please contact your Gallagher representative for more details.

In the event you wish to register a formal complaint regarding compensation Gallagher receives from insurers or third-parties, please contact Gallagher via e-mail at Compensation_Complaints@ajg.com or by regular mail at:

Chief Compliance Officer
Gallagher Global Brokerage
Arthur J. Gallagher & Co.
2850 Golf Rd.
Rolling Meadows, IL 60008

BID PROPOSAL

PROJECT NO. JN 545

NON-COLLUSION AFFIDAVIT

(To be executed by Bidder and submitted with Bid)

State of California

County of Los Angeles

Ala Mohammad Karaja being first duly sworn, deposes and says that he or she is President of Jerusalem Construction Inc dba Miramar General Engineering 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.

Jerusalem Construction Inc dba
Miramar General Engineering
NAME OF BIDDER

SIGNATURE OF BIDDER

1827 Cleveland Ave
ADDRESS OF BIDDER

National City CA 91950
CITY STATE ZIP

SEE NOTARY ATTACHED

ALL SIGNATURES MUST BE WITNESSED BY NOTARY
(attach appropriate jurats)

TO BE SUBMITTED WITH PROPOSAL

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 San Diego

Subscribed and sworn to (or affirmed) before me on this 14 day of January, 2026, by Ala Mohammad Karaja,
proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

ALLYSSA DOMINGO
Commission No. 2483077
NOTARY PUBLIC - CALIFORNIA
SAN DIEGO COUNTY
My Commission Expires February 26, 2028

Signature

BID PROPSOAL

PROJECT NO. JN 545

ACKNOWLEDGEMENT OF ADDENDA RECEIVED

The Bidder shall acknowledge the receipt of addenda by number and date each addendum received.

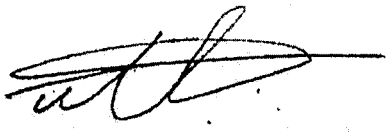
Addendum No. N/A Date _____ Addendum No. ____ Date _____

Addendum No. N/A Date _____ Addendum No. ____ Date _____

Addendum No. N/A 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

1/8/2026

Date

BID PROPOSAL

PROJECT NO. JN 545

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,

Jerusalem Construction Inc dba Miramar General Engineering	Ala Mohammad Karaja — President
Contractor's Business Name	Contractor (Print) Title
1827 Cleveland Ave	President
Business Address: Street	Signature Title
National City, CA 91950	1009541 Class A
City State Zip	Contractor's License No. and Classification
619-434-5900	858-408-7191
Business Phone Number	Business Fax Number
1/8/2026	
Date	
Ala Mohammad Karaja — President	
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 545

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 8 day of January, 20 26, at 1827 Cleveland Ave National City *(place of execution)*, California 91950.

Signature: _____ Name: Ala Mohammad Karaja

Title: President Company: Jerusalem Construction Inc dba Miramar General Engineering

BID PROPOSAL

PROJECT NO. JN 545

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
	N/A				

Not more than 0 %.

TO BE SUBMITTED WITH PROPOSAL

BID PROPOSAL

PROJECT NO. JN 545

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: 12 Years

Three projects of this type recently completed:

1. Name (Firm/Agency): PK Mechanical Systems Inc.
   Address: 21335 Bundy Canyon Road Wildomar, CA 92595
   Contact Person: Yolanda Munoz Telephone No.: 951-245-5537
   Title of Project: Job 248 Scripps Ranch Improv 1
   Project Location: Various Location In San Diego
   Date of Completion: 02/2024 Contract Amount: $ 447,911.00

2. Name (Firm/Agency): Piperin Corporation
   Address: 510 Ventura Street Escondido, CA 92026
   Contact Person: Craig Barry Telephone No.: 760-305-7248
   Title of Project: Accelerated Sewer Referral Group 851
   Project Location: Various Locations in San Diego
   Date of Completion: Not Completed Contract Amount: $ 1,470,374.14

3. Name (Firm/Agency): Dick Miller, Inc.
   Address: 930 Boardwalk, Suite G San Marcos CA 92078
   Contact Person: Louise Aldridge Telephone No.: 760-471-0842
   Title of Project: AC Overlay 2111
   Project Location: Various Locations in SD
   Date of Completion: 08/2024 Contract Amount: $ 1,745,376.95

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 _____

BID PROPOSAL

PROJECT NO. JN 545

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 Jerusalem Construction Inc dba Miramar General Engineering

TITLE OF PERSON SIGNING President

SIGNATURE

DATE 1/8/2026

Please include any additional information available regarding equal opportunity employment programs now in effect within your company:

Company complies with all applicable federal, state, and local non-discrimination and equal employment opportunity laws.

BID PROPOSAL

PROJECT NO. JN 545

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: Ala Mohammad Karaja

Title: President Company: Jerusalem Construction Inc dba Miramar General Engineering

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.

From: Miramar General Engineering
1827 Cleveland Ave., National City, CA 91950
CSLB # 1009541 (A, B)

To: City of Gardena
1700 W. 162nd St, Gardena, CA

Project: Pedestrian Safety Improvement 2024/2025
Project # JN 545

'26 JAN 15 PM 12:05
CITY CLERK'S OFC

#3

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: Pedestrian Safety Improvement 2024/2025 (Phase 2), JN 545

Project Location (Specific): Various Locations – Zone 3

Project Location (City): Gardena **Location (County):** Los Angeles County

Description of nature, purpose and beneficiaries of project: This project is a concrete remediation for maintenance zone 3; project scope includes the remove and replace existing curb, gutter, sidewalk, curb ramps, tree and driveways to minimize trip hazards and falls and meet ADA compliance

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(c), Existing Facilities
☐Other: Guidelines Sec. 15061):

Reason why project is exempt: This project consists of minor alteration of existing public sidewalks and involves negligible or no expansion of use beyond that previously existing.

Contact person: Matthew Au **Telephone:** 310-217-9529

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:

1/24/24

CLINT OSORIO Date
Environmental Quality Officer

NOTE: Exempt from Dept. of Fish & Game Wildlife Fee in accordance with de minimis impact finding (735.5[c])

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. 19A.
Section: DEPARTMENTAL ITEMS - TRANSPORTATION
Meeting Date: January 27, 2026

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

AGENDA TITLE: Approve Contract for Asset and Maintenance Management Software with MaintStar, Inc. for a Total of $156,500, Authorize Years 2-6 of Additional Maintenance and Support for $375,000 and Authorize a Project Total of $584,650

COUNCIL ACTION REQUIRED:

Staff Recommendation: Approve Contract

RECOMMENDATION AND STAFF SUMMARY:

Since 2013, GTrans has been using a Microsoft Access-based software called Asset Data Management System (ADaMS) from FleetAware for asset tracking and maintenance management. The software is used to enter and track work orders, maintain parts inventories and warranties, track and schedule preventative maintenance work, etc. This system is critical to keeping GTrans' vehicles and facilities in a state of good repair, and also organizes required data to report annually to the Federal Transit Administration (FTA).

The current system's functionality is obsolete, and is also no longer supported by the vendor. As such, GTrans has been planning for the purchase of a new turnkey, cloud-based Commercial Off The Shelf (COTS) system that includes all software and cloud services necessary to accomplish the supply, installation, testing, documentation, and startup of the complete system. The provider would also migrate all applicable data from its current ADaMS system to the new system, and provide training to GTrans staff.

GTrans issued a Request for Proposal (RFP) for qualified firms using PlanetBids, GTrans' eProcurement software. In addition, the solicitation was advertised in the Daily Breeze, Gardena Valley News (GVN), Transit Talent, La Opinion, and other small businesses and professional organizations. GTrans received three (3) responsive and responsible proposals and proceeded to evaluate the firms based on criterion outlined in the RFP, which included Technical Capacity, Qualifications and Experience, Project Management and Approach, Documentation and Warranty, and Price.

Following a comprehensive review of the proposals and reference checks, MaintStar, Inc. received the highest score. MaintStar's proposal provided the best value and following an analysis, GTrans determined their proposal to be fair and reasonable. Located in Dallas, TX for over forty (40) years, the firm specializes in Computerized Maintenance Management and Enterprise Asset Management, with over 100 agencies in the US currently using its asset and work management system.

This contract will be a firm fixed price contract, at a cost not to exceed $156,500. The total cost includes the software, implementation and training, along with Year 1 of licenses, hosting and maintenance. GTrans would also like to lock in five years of License and Maintenance at a cost of $75,000 per year, for a total for Years 2-6 of $375,000. Finally, GTrans is requesting a project contingency of 10 percent, or an additional $53,100 to accommodate any unforeseen expenditures that may arise. Such expenditures would not be allowed unless agreed upon and approved in advance by GTrans management.

GTrans respectfully recommends that the City Council approve an award of a contract to MaintStar, Inc. for Asset and Maintenance Management Software for a total of $156,500, authorize Years 2-6 of additional maintenance and support for $375,000 and authorize a project total of $584,650, which includes a 10 percent contingency.

FISCAL IMPACT/COST:

GTrans has federal capital funds obligated in a grant designated for this purchase, and included in the FY26 budget, previously approved by City Council. Subsequent years of the maintenance and license support will be included in future operating budgets for Council consideration. There is no impact to the General Fund.

APPROVED:



_____

Clint Osorio, City Manager

Attachments

Agreement with City of Gardena and MaintStar.pdf

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AGREEMENT BETWEEN
THE CITY OF GARDENA
AND
MAINTSTAR, INC.

This contract, hereinafter referred to as Agreement, is entered into by and between THE CITY OF GARDENA ("City") and MAINTSTAR, INC. ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree as follows:

1. Recitals.

A. City is desirous of design, testing, documentation, and implementation of an Asset and Maintenance Management System (AMPS).

B. Consultant 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.

2. Services.

A. The services to be performed by Consultant shall consist of the scope of services outlined in RFP 2024-10 Asset Maintenance Project Software, and any associated addendum, incorporated herein by reference, unless otherwise instructed by City.

B. The Services shall be performed in accordance with the Project Schedule. 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. Agreement Administrator. For purposes of this Agreement, City designates Rachel Yoo as the Agreement Administrator who shall monitor Consultant's performance under this Agreement. 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.

5. Consultant's Proposal. This Agreement shall include and incorporate therein RFP 2024-10 Asset Maintenance Project Software and Consultant's proposal in response incorporated herein by reference. In the event of any inconsistency between the terms of the proposal and this Agreement, this Agreement shall govern.

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6. 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 City, in its sole discretion, may extend the time for performance of any Service.

7. Compensation. Compensation for the Services shall be billed as set forth in Attachment A, 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.

8. Term of Agreement/Termination.

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 three 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.

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. 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

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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. 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.

15. Confidentiality. 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,

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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.

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 worked 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. Legal Requirements.

A. Consultant shall secure and maintain all licenses or permits required by law, including

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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; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreements.

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.

19. 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.

20. 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.

21. 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

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under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. General Auto Liability Insurance - a policy including all coverage provided by and to the extent afforded by Insurance Services Office form CA 0001, including hired and non-owned autos 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. 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.

4. 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 shall contain a clause that the policy may not be canceled until thirty (30) days written notice, unless cancelled for non-payment, then ten (10) calendar days notice shall be given, is mailed to City.

5. 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, of any cancellation, non-renewal or material change in coverage, unless cancelled for non-payment, then ten (10) calendar days notice shall be given.

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.

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

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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.

22. Indemnity.

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

B. Consultant shall defend, indemnify, and hold harmless the City, including its officials, officers, employees, and agents from and against all claims, suits, or causes of action for injury to any person or damage to any property arising out of any intentional or negligent acts or errors or omissions to act by Consultant or its agents, officers, employees, subcontractors, or independent contractor, 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.

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

23. 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.

24. 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.

25. Notices. Any notice or communication given under this Agreement shall be effective when

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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 – GTrans
Attn: Rachel Yoo
13999 S. Western Avenue
Gardena, California 90249
Email: ryoo@gardenabus.com

MaintStar, Inc.
Attn: Eric Sabato
3510 Turtle Creek Boulevard Unit 17B
Dallas, Texas 75219
Email: eric@maintstar.com

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

26. 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.

27. 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.

28. 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.

29. 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.

30. 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

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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.

31. 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.

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

33. 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.

34. 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. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

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(Signature Page Follows)

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

CITY OF GARDENA

By _____ Date _____
Tasha Cerda
Mayor

ACCEPTED: MAINTSTAR, INC.

By Dimitry Poretsky Date 1/15/2026
Dimitry Poretsky
CEO

By Eric Sabato Date 1/15/2026
Eric Sabato
Vice President of Sales

APPROVED AS TO FORM:

_____ Date 1/15/2026
Carmen Vasquez
City Attorney

ATTEST:

_____ Date _____
Mina Semenza
City Clerk

Docusign Envelope ID: C6344DC3-4779-484E-A4FD-7E8C656A252D

ASSET MAINTENANCE PROJECT SOFTWARE

RFP No. 2024-10

BEST AND FINAL OFFER - COST PROPOSAL

FIRM NAME: MaintStar, Inc.

	Category	Total
1	Implementation Services Total Price	$65,000
2	Training Total Price	$16,500
3	Hosting/License/Maintenance Year 1	$75,000
	TOTAL PRICE INCL. 1 Year of Mainteance	**$156,500**

4a	Additional Maintenance and Support Year 2	$75,000
4b	Additional Maintenance and Support Year 3	$75,000
4c	Additional Maintenance and Support Year 4	$75,000
4d	Additional Maintenance and Support Year 5	$75,000
4e	Additional Maintenance and Support Year 6	$75,000
	Total Hosting/License/Maintenance Year 2-6	**$375,000**

TOTAL PRICE INCL Incl. Year 2-6	**$531,500**

Eric Sabato

AUTHORIZED OFFICIAL PRINT NAME

AUTHORIZED OFFICIAL SIGNATURE

Vice President of Sales

TITLE

5-Jan-26

DATE

ASSET MAINTENANCE PROJECT SOFTWARE

RFP No. 2024-10

BEST AND FINAL OFFER - COST PROPOSAL

FIRM NAME: MaintStar, Inc.

		Qty	Per unit	Total	Comments
1	**Implementation Services Total Price**			$65,000.00	
a	Project Management and Coordination			$0.00	
b	System Setup/Customization	1	$65,000	$65,000.00	
c	Migration of ADAMS Data		$0	$0.00	Included/No Charge
d	Reports Development		$0	$0.00	Included/No Charge
e	Bus stop survey		$0	$0.00	Included/No Charge
f	Testing Total Cost		$0	$0.00	Included/No Charge
	Functional Testing		$0	$0.00	Included/No Charge
	Production Testing		$0	$0.00	Included/No Charge
	Availability Test		$0	$0.00	Included/No Charge
g	Documentation		$0	$0.00	Included/No Charge
				$0.00	
2	**Training Total Price**			$0.00	
a	Hardware Maintenance Training			$0.00	SaaS Cloud Hosting Solution No Hardware Proposed.
b	System Administration Training			$0.00	Included in AMPS Training Priced Below.
c	AMPS User Training (all classes)		$16,500	$0.00	Included On Site Training (40 Hours)
d	General System User Training			$0.00	Included in AMPS Training Priced Above.
				$0.00	
3	**Hosting/License/Maintenance Year 1**			$75,000.00	
a	Year 1 Hosting Cost Per Asset	1	$75,000	$75,000.00	Enterprise Site License (not per user one per site)
b	Year 1 License Cost Per Asset	204	$0	$0.00	Included in item above.
c	Year 1 Maintenance/Support Cost Per Asset	204	$0	$0.00	Included in item above.
				$0.00	
4	**Additional Years**			$375,000.00	
a	**Year 2 Total Cost**			**$75,000.00**	
	Year 2 Hosting Cost	1	$0	$0.00	Includes License, Hosting, Support, Upgrades, Training
	Year 2 License Cost	1	$75,000	$75,000.00	Included, see above.
	Year 2 Hardware Maintenance and AMPS Support	1	$0	$0.00	No Hardware proposed, SaaS vendor hosted.solution.
b	**Year 3 Total Cost**			**$75,000.00**	
	Year 3 Hosting Cost	1		$0.00	Includes License, Hosting, Support, Upgrades, Training
	Year 3 License Cost	1	$75,000	$75,000.00	Included, see above.
	Year 3 Hardware Maintenance and AMPS Support	1		$0.00	No Hardware proposed, SaaS vendor hosted.solution.
c	**Year 4 Total Cost**			**$75,000.00**	
	Year 4 Hosting Cost	1		$0.00	Includes License, Hosting, Support, Upgrades, Training
	Year 4 License Cost	1	$75,000	$75,000.00	Included, see above.
	Year 4 Hardware Maintenance and AMPS Support	1		$0.00	No Hardware proposed, SaaS vendor hosted.solution.
d	**Year 5 Total Cost**			**$75,000.00**	
	Year 5 Hosting Cost	1		$0.00	Includes License, Hosting, Support, Upgrades, Training
	Year 5 License Cost	1	$75,000	$75,000.00	Included, see above.
	Year 5 Hardware Maintenance and AMPS Support	1		$0.00	No Hardware proposed, SaaS vendor hosted.solution.
e	**Year 6 Total Cost**			**$75,000.00**	
	Year 6 Hosting Cost	1		$0.00	Includes License, Hosting, Support, Upgrades, Training
	Year 6 License Cost	1	$75,000	$75,000.00	Included, see above.
	Year 6 Hardware Maintenance and AMPS Support	1		$0.00	No Hardware proposed, SaaS vendor hosted.solution.

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Section I(Q), "Invoicing/Payment"

Updated Milestone Payment Schedule

No.	Description	Project Cost		Hosting/License Fee	
		%	Payment	%	Payment
1	GTrans approval of the detailed project schedule which meets the requirements of the Technical Specifications, and a complete list of training, software, and other documentation deliverables. Includes kick-off meeting.	10%	$ 8,150.00	-	-
2	GTrans' authorization to configure the system to the AMPS system. MaintStar to provide successful confirmation of the completion of all initial data migration to the AMPS system.	-	-	33.3%	$ 25,000.00
3	GTrans approval of design, successful installation, and configuration of the system.	30%	$ 24,450.00	-	-
4	GTrans approval of successful functional, phase-over, and availability testing.	30%	$ 24,450.00	-	-
5	MaintStar to provide confirmation of successful completion of all final data migration to the AMPS system (Specification Section 8.2.3).	-	-	33.3%	$ 25,000.00
6	GTrans receipt of all training and final documentation reflecting all changes and corrections, and final acceptance, in writing, of the system by GTrans.	20%	$ 16,300.00	33.3%	$ 25,000.00
7	Retention.	10%	$ 8,150.00	-	-
Total		**100%**	**$ 81,500.00**	**100%**	**$ 75,000.00**